

**E&C RESULTS – 4 OCTOBER 2004**

SUB NO.	FILE NO.	DIV	TITLE	Result
04/10-1B M	(0)243/85-5063/95/96	HR&SM	Public release of Council's community research studies.	Yes
04/10-1J R	253/33/1(8)	CCS	Schedule of Fees and Charges for "Public Scrutiny of Development Applications (on-line)"	Yes
<del>40/10-2J</del>	314/6-9/01(673)	CCS	Alter Schedule Fees and Charges 2004-2005	Held
04/10-1L M	240/7-2004/2005	OLMCEO	Contracts to provide Professional Services – Report for July, 2004	Yes
4/10-2L M	24/1-1/2004(1)	OLMCEO	24 <sup>th</sup> Annual New Zealand Association of Local Government Information Management (ALGIM) Conference, Taupo, New Zealand International Travel Proposal	Yes
04/10-3L M		OLMCEO	Overseas Travel – participation in an government mission to Ottawa, Canada and associated visits in Canada and the United States of America	Yes
04/10-4L M	(0) 204/74/3(1/P1)	OLMCEO	Business Group Boards - External Member Remuneration	Yes
04/10-5L M	1/253(P4)	OLMCEO	Executive Bonuses	Yes

Present – Campbell Newman, D B Hinchliffe, J H Campbell, H J Abrahams, G M Quirk, K Flessner, 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 (0)243/85-5063/95/96

E&C04/10-1B

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Public release of Council's community research studies.

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek approval for the release to Council Libraries of finalised community research reports under the Policy for the Release of Market Research Reports to Council Libraries.

4.0 PROPONENT

Phil Minns  
Divisional Manager, HR&SM

RECEIVED

04 OCT 2004

COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY

Jill Lyten (HRMRS)  
Principal Officer, Strategic Research  
Strategic Planning & Policy Branch  
HR&SM  
Ext: 36909

APPROVED

4 OCT 2004

Lord Mayor

6.0 DATE

21 September 2004

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E&C Approval

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

No

9.0 RECOMMENDATION

That E&C grant approval of recommendations outlined in Attachment A, to release nominated Council research reports to the Council Library and not to release those reports considered Commercial in Confidence (Attachment B).

10.0 DIVISIONAL MANAGER

  
Phil Minns  
Divisional Manager, HR&SM

I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER

**ACTION TAKEN**

04 OCT 2004

TOWN CLERK

HRMRS

## 11.0 BACKGROUND

In June 2004 the E&C Committee approved the *Release of Market Research Reports to Council Libraries Policy (Revision 1)*. This revised policy allows for research reports to be released to the Central City Library following a six month deliberative process.

The policy details that reports considered commercial in confidence due to business implications not be released, while other reports are released following the six month deliberation period, unless otherwise determined by the E&C Committee.

A number of reports were approved by the E&C Committee for release in June 2004. Further reports have now been finalised and it is recommended that these reports be released to the Central City Library. Attachment A, details the research reports which are recommended for release to the library.

In addition, Attachment B lists reports which are Commercial in Confidence and are to be retained by the Business Unit involved and not to be made available.

## 12.0 CONSULTATION

David McKinless  
Manager, Strategic Planning and Policy  
Human Resources and Strategic Management

Philip Minns  
Divisional Manager, HR&SM

"All consulted are in agreement with the recommendation".

## 13.0 IMPLICATIONS OF PROPOSAL

Research reports released to the library upon completion of the deliberative process will be made available to the public libraries.

## 14.0 CORPORATE PLAN IMPACT

Research reports recommended for release are in line with Program Outcome - 1.1 Good Government, 'The Brisbane community has access to open and accountable government'.

## 15.0 CUSTOMER IMPACT

Research reports released to the library will be available to the public for reference purposes.

## 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**  
Nil

**22.0 OPTIONS**

Option 1: Approve the recommendations in Attachment A to release finalised research reports to Council libraries. Approve reports listed in Attachment B as Commercial in Confidence - not for release and relevant business units retain the reports.

Option 2. Not approve the recommendation.

**Option 1 is the preferred option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 240/7-2004/2005

E&C04/10-107

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Contracts to Provide Professional Services - Report for July, 2004

3.0 ISSUE / PURPOSE

The purpose of this submission is to advise E&C of the consultancies commissioned in July, 2004.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

RECEIVED

04 OCT 2004

5.0 SUBMISSION PREPARED BY

Lana Milne, PAMCEO  
Extension 36486  
Office of the Chief Executive Officer

COMMITTEE SECTION

6.0 DATE

20 September 2004

ACTION TAKEN

04 OCT 2004

TOWN CLERK

PAMCEO

7.0 FOR E & C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval.

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

No.

9.0 RECOMMENDATION

That E&C note the report for the consultancies commissioned during the month of July, 2004 as attached.

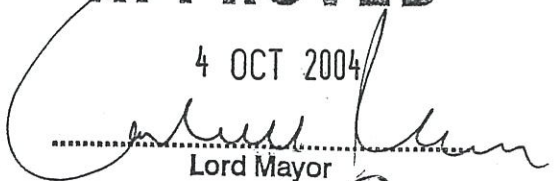
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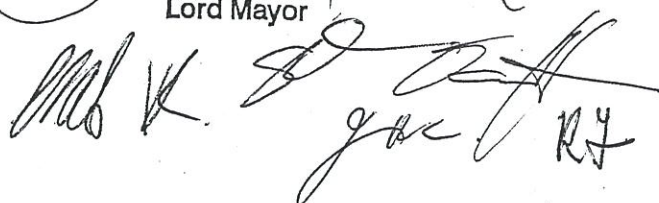
Jude Munro  
CHIEF EXECUTIVE OFFICER

APPROVED

4 OCT 2004



Lord Mayor



BCC 10 YEAR PUBLICATION RELEASE SCHEME

**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 \$1,359,084.37 during the month of July, 2004 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

BCC PUBLICATION RELEASE SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 24/1-I/2004(1)

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

2.0 TITLE

24<sup>th</sup> Annual New Zealand Association of Local Government Information Management (ALGIM) Conference, Taupo, New Zealand – International Travel Proposal

3.0 ISSUE/PURPOSE

The purpose of this submission is to gain E&C approval for Tony Welsh, Chief Information Officer, iDivision to travel to Taupo Bay, New Zealand from 20-24 November, 2004 to attend the 24<sup>th</sup> Annual ALGIM Conference.

4.0 PROPONENT

Jude Munro, Chief Executive Officer, Brisbane City Council

**ACTION TAKEN**

04 OCT 2004

TOWN CLERK

5.0 SUBMISSION PREPARED BY

Tony Welsh, Chief Information Officer, x36806

CIO

**RECEIVED**

6.0 DATE

25<sup>th</sup> August 2004

04 OCT 2004

COMMITTEE SECTION

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

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

No

9.0 RECOMMENDATION

It is recommended that E&C grant approval for Tony Welsh, CIO, iDivision to travel to Taupo, New Zealand from 20-24 November 2004 to attend the 24<sup>th</sup> Annual Association of Local Government Information Managers (ALGIM) Conference. Costs for travel and accommodation will be borne by ALGIM (NZ). Total cost to Council will be \$350.00.

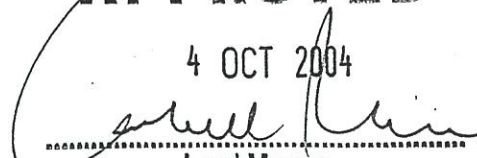
10.0 DIVISIONAL MANAGER



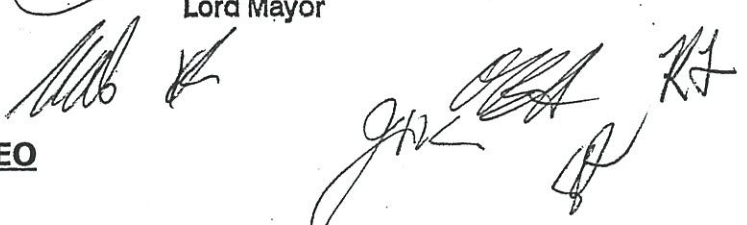
Jude Munro  
Chief Executive Officer  
**Officer of the Lord Mayor & CEO**

**APPROVED**

4 OCT 2004



Lord Mayor



## 11.0 BACKGROUND

The New Zealand Association Of Local Government Information Management is holding its 24<sup>th</sup> Annual conference in Taupo, New Zealand, from November 21<sup>st</sup> – November 24<sup>th</sup> 2004.

Tony Welsh, (CIO) has been invited to speak at this year's conference. Tony will be providing insight into eLocal government, planning ahead in Australasia's largest authority and factors that, as a CIO he sees as important in relation to the theme of this year's conference 'The Wake Up Call'.

The conference will be held at the Wairakei Resort, Taupo from 21-24 November. The conference will feature:

- Changing the way Council's interface with customers (webchat)
- IT Forensics - The Risks are Growing!
- How to Deliver on an Annual IT Budget of US\$63 million
- Local Government Online
- 100 Year Floods take their toll
- Micro Chipping and the National Dog Database

The conference is aimed at senior local government managers. Tony has attended previous ALGIM conferences, which have been very well attended offering excellent networking opportunities, as CIO for Wellington City Council. This year the UK President of SOCITM (the UK equivalent to ALGIM) will also attend the event as well as the Head of Information Technology from Fairfax County in the US (\$63M annual IT Budget).

Refer to "Attachment A" for a copy of the Conference Program.

Learnings from the conference will be shared with our strategic partners in CIONG (the SEQ Regional Councils' CIO network group).

## 12.0 CONSULTATION

Councillor Kim Flesser, Chairperson, Finance Committee  
Jude Munro, Chief Executive Officer

All consulted are in agreement with the recommendation.



### **13.0 IMPLICATIONS OF PROPOSAL**

Attendance at the symposium will provide:

- Valuable experience in international local government ICT practices
- Opportunities for Brisbane City Council to learn from others in relation to international e-Government experience
- Increase international profile for Brisbane and the Council as a leader in ICT
- Opportunities to further develop strong partnerships

### **14.0 CORPORATE PLAN IMPACT**

In line with the Corporate Plan and "Living in Brisbane 2010"

### **15.0 CUSTOMER IMPACT**

Nil

### **16.0 ENVIRONMENTAL IMPACT**

Nil

### **17.0 POLICY IMPACT**

Nil

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

### 18.0 FINANCIAL IMPACT

Funds are also available under vote codes 1 24 3500 106 000 000 628 000 00  
These costs are estimated as being:

Item	Cost	Comments
Airfare	N/A	Paid by conference organisers
Accommodation	N/A	Paid by conference organisers
Conference Fees	N/A	Paid by conference organisers
Car Hire	N/A	Paid by conference organisers
Personal Allowance	\$150.00	
Taxis	\$200.00	
<b>TOTAL</b>	<b>\$350.00</b>	

### 19.0 HUMAN RESOURCE IMPACT

Nil

### 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) Approve the recommendation
- 2) Not approve the recommendation

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

BCO PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER:

E&C04/10-3L1

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Overseas Travel – participation in an e-government mission to Ottawa, Canada and associated visits in Canada and the United States of America.

3.0 ISSUE/PURPOSE

To seek E&C approval for Margaret Crawford, Divisional Manager, Customer and Community Services Division to travel to Canada and America between 17 October and 1 November 2004.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

RECEIVED

04 OCT 2004

5.0 SUBMISSION PREPARED BY

Margaret Crawford  
Divisional Manager Customer and Community Services, Ph 3403 4114

COMMITTEE SECTION

6.0 DATE

24 September 2004

ACTION TAKEN

04 OCT 2004

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E&C approval required

TOWN CLERK

PADMJ

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

N/A

9.0 RECOMMENDATION

That E&C grant approval for the participation of Margaret Crawford, Divisional Manager, Customer and Community Services Division in an e-government mission to Ottawa, Canada and visits to local government authorities and libraries. This trip is estimated to cost \$13,430.

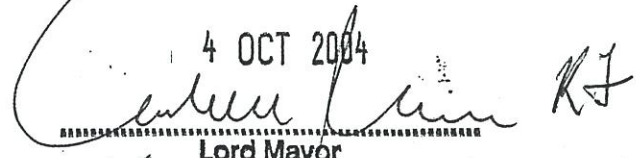
10.0 CHIEF EXECUTIVE OFFICER



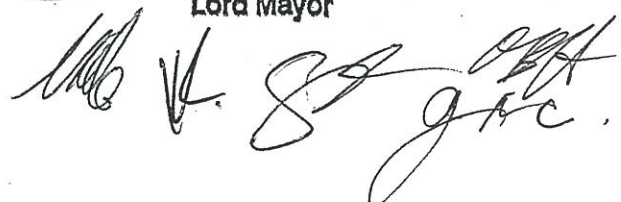
Jude Munro  
CHIEF EXECUTIVE OFFICER

APPROVED

4 OCT 2004



Lord Mayor



BCG 10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

The Canadian Consulate General has invited Council to send a delegate on an e-government mission to Ottawa, Canada, 18 – 22 October 2004.

The focus of the mission is a 'Technology in Government' conference and exhibition (GTEC). The conference attracts an international audience and represents a great opportunity for sharing best practices and finding the best solutions for the delivery of government services on-line. The Consulate's extended program for Australian representatives includes presentations from Industry Canada, from leading technology suppliers as well as assistance in arranging individual meetings for participants in their specific fields of interest.

The conference program is attached. It covers topics of particular interest to Ms Crawford's work with BCC including:

- Global Technology Trends in e-government
- On-line permits and licence information – governments working together for business
- Creating a consolidated Internet channel – an exercise in transforming government for e-government
- Information, intelligence, innovation and knowledge sharing for strategic advantage
- Information management, privacy and security – a practical survival guide
- Driving success in government to citizen electronic service delivery
- The mobile revolution – task at hand computing in the public sector

Ms Crawford is responsible for the delivery of Council transactions on-line in order to improve responsiveness to both business and residential customers and for transforming how our staff deliver customer service. Accordingly, the conference program is very relevant to her work.

Ms Crawford is also currently responsible for specifying the requirements for the Customer and Community Centre to be housed over four levels of the South podium of Brisbane Square. This new centre brings together the Central City Library, CBD Customer Service Centre, DRS business counter and BIMAP into one integrated, technology enabled, customer focussed facility. It would be of great assistance for Ms Crawford to take this overseas travel opportunity to visit a number of 'state of the art' library facilities in Canada and the USA. These would include libraries in Seattle, Washington State and Cerritos, California, both of which have installed the new book sorting technology intended to be used in Brisbane Square.

Ms Crawford will also take every opportunity to arrange meetings with Council officials to discuss a broad range of service delivery initiatives that fall within her area of responsibility with BCC.

The Canadian Consulate will cover the costs of hotel accommodation in Canada for the week of the e-government mission. Council would be responsible for the remaining work related costs including airfares. The cost to Council, including visits to a number of libraries and Councils in Canada and the United States are estimated at \$13,430.

## 12.0 CONSULTATION

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

- Councillor Kerry Rea, Chairperson Customer & Local Services Committee
- Jude Munro, Chief Executive Officer

All consulted are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

Participation in this e-government mission will provide valuable insights for Council in transforming how we deliver responsive service to business and residential customers through enabling technologies and change management. The visits to selected libraries and Councils will also broaden Council's knowledge about best practice and innovative solutions in service delivery.

## 13.0 CORPORATE PLAN IMPACT

The proposal supports Corporate Plan objectives especially in respect of the Customer Service Program.

## 15.0 CUSTOMER IMPACT

The purpose of this travel is to further improve BCC's overall performance in the delivery of responsive customer service.

## 16.0 ENVIRONMENTAL IMPACT

NIL

## 17.0 POLICY IMPACT

NIL

BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE

## 18.0 FINANCIAL IMPACT

The total estimated costs are AUD \$13,430, including:

- Airfares - \$10,439.80  
Qantas Business Class \$8,950.00 plus tax \$186.40  
Air Canada/United Air 4 coupon pass \$1123.00 plus tax \$180.40
- Accommodation - \$609.00  
18 to 21 October accommodation provided by Canadian Consulate  
22 to 26 October accommodation paid by Ms Crawford  
27 and 28 October Warwick Seattle Hotel Seattle USA (\$240 per night) for 2 nights \$480  
29 October Sheraton Cerritos Hotel Ca USA for 1 night \$129
- Council allowance - \$500.00  
17 October to 22 October – 6 days at \$50 per day \$300  
27 October to 30 October – 4 days at \$50 per day \$200
- Miscellaneous expenses (transfers and taxis) – estimate \$1,882

Funds are available from account code 1.10.2200.019.000.000.628.152.00

## 19.0 HUMAN RESOURCE IMPACT

Professional development opportunity for senior executive.

## 20.0 URGENCY

Urgent to enable travel arrangements to be finalised.

## 21.0 PUBLICITY/MARKETING

N/A

## 22.0 OPTIONS

Option 1: That E&C approves the recommendation

Option 2: That E&C does not approve the recommendation

**Option 1 is the preferred option.**

1.0 **FILE NUMBER**  
(0) 204/74/3(1/P1)

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

2.0 **TITLE**

Business Group Boards - External Member Remuneration

3.0 **ISSUE/PURPOSE**

The purpose of this submission is to seek the approval of E&C to update the remuneration paid to the external members of the Business Group boards.

4.0 **PROPONENT**

Jude Munro  
Chief Executive Officer

5.0 **SUBMISSION PREPARED BY**

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

RECEIVED

04 OCT 2004

COMMITTEE SECTION

6.0 **DATE**

28 September 2004.

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:

- a) current remuneration paid to the external members of the Business Group boards be increased by 10% with the new fees for each board being:
  - Member: \$15,400 p.a. (all inclusive, including superannuation)
  - Chair: \$23,100 p.a. (all inclusive, including superannuation)
- b) fees apply from 1 September 2004.


10.0 CHIEF EXECUTIVE OFFICER



Jude Munro

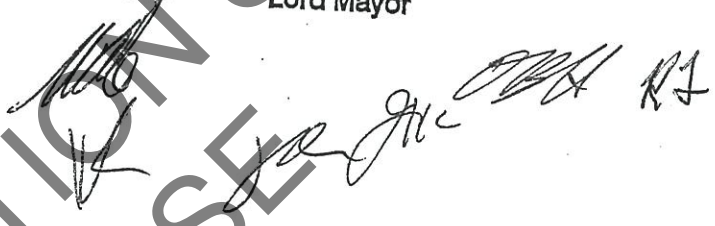
**APPROVED**

4 OCT 2004



.....  
Lord Mayor

BCC PUBLIC INFORMATION SCHEME  
10 YEAR RELEASE





## 11.0 BACKGROUND

The BCC Business Group structure, which simulates a commercial holding company / subsidiary model, was established by Council in 1996. Its purpose was to bring commercial disciplines to designated major activities to improve service and efficiency and as a means of meeting National Competition Policy requirements.

The structure consists of the:

- Business Group Board (overview role)
- Brisbane Water Board
- Brisbane Transport Board
- City Businesses Board (covers City Business and City Fleet)
- Brisbane CityWorks Board

The Business Group Board membership includes Councillors, officers and external specialists. The business boards are made up of external specialists plus the Divisional Manager of the business.

Present remuneration was set by E&C on 14 September 1998 (file: [0]204/74/3[1]). It was based on external advice on fees paid to the boards of similar sized commercial entities and took account of the time demands expected of members as well as the advisory nature of the boards. The fees adopted were mid-range.

Since 1998, the businesses have evolved and become more focussed and sophisticated. With this has come increased time demands on board members. In addition to regular monthly board meetings, members are more involved in the development of business strategy through special meetings, some businesses have established board committees for various purposes and representatives from each board sit on Council's Audit Committee.

A review prepared in July 2003 by Queensland Directors Pty Ltd, a specialist consulting firm, noted that between 1998 and July 2003 there had been an average increase of five percent per annum in board fees.

The Business Group Board strategy meeting in August 2003 recommended a review of board fees – a recommendation accepted by E&C in March 2004 as part of its endorsement of recommended updated roles and responsibilities for the Business Group boards.

The proposal of this submission is to increase existing fees for the external members of the Business Group boards by 10%, effective from 1 September 2004. This would result in the following fees:

- Members per board: \$15,400 p.a. (up from \$14,000).
- Chairs\*: \$23,100 p.a. (up from \$21,000).

*[Chair fee consists of member fee of \$15,400 plus 50% loading of \$7,700 = \$23,100. As the business board chairs are also members of the Business Group Board their total remuneration would become \$38,500 – 2 x \$15,400 + \$7,700 loading.]*

The proposal is conservative relative to the movement in the Australian Bureau of Statistics CPI indices. Had the 20% movement since September 1998 been applied it would have resulted in an annual fee of \$16,800 for members and \$25,200 for Chairs.

## **12.0 CONSULTATION**

The following have been consulted in the process of reviewing the external membership of the Business Group Board:

- Lord Mayor and members of E&C
- Chief Executive Officer

There is agreement on the recommendation.

## **13.0 IMPLICATIONS OF THE PROPOSAL**

Review and adjustment of the relatively modest remuneration paid to the external members of the Business Group boards is overdue. Addressing the issue now will honour the undertaking by E&C in March this year to revisit board remuneration.

## **14.0 CORPORATE PLAN IMPACT**

The maintenance of appropriate skills on the Business Group Board and business boards is central to the efficient operation of Council's business activities and achievement of City Governance Program business objectives in the Corporate Plan and 2010 Vision objectives. Appropriate remuneration is an element of the package Council needs to encourage participation in its business operations by experienced directors and people with specialist expertise. Essentially it broadens access to the talent pool.

## **15.0 CUSTOMER IMPACT**

While not directly impacting on customer service, quality boards make a positive contribution indirectly through their role in endorsing service oriented business strategy, monitoring performance and assisting in the on-going development of customer focussed business operations.

## **16.0 ENVIRONMENTAL IMPACT**

Nil.

## **17.0 POLICY IMPACT**

Nil.

**18.0 FUNDING IMPACT**

Funding for the Business Group Board and business boards is included in the budgets of the Business Unit Development Branch and the individual businesses..

**19.0 HUMAN RESOURCES IMPACT**

No impact.

**20.0 URGENCY**

As soon as possible.

**21.0 PUBLICITY / MARKETING STRATEGY**

Media: as determined by the Lord Mayor.

Internal: internal communication mechanisms.

**22.0 OPTIONS**

(1) Approve the recommendation.

(2) Modify the recommendation.

**Option 1 is the preferred option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

RHC 4/10-5L

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 Fila, Corporate Administration Officer (CACEO), ext 36773

6.0 DATE

29 September 2004

RECEIVED  
04 OCT 2004

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

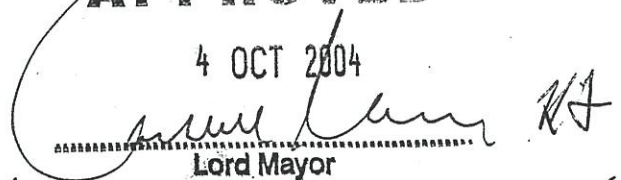
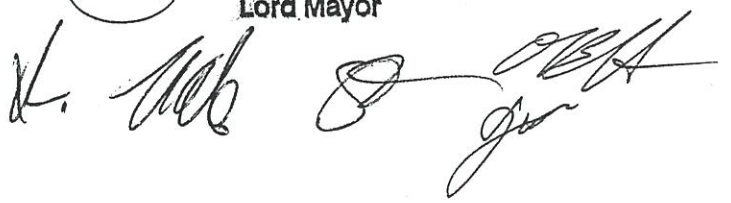
That the bonus payments for Divisional Managers, Managers and Senior Officers on Executive Service contracts, within a range of 0% to 20% of their notional salary as at 30 June 2004, as presented by the Chief Executive Officer, be approved.

10.0 Jude Munro  
CHIEF EXECUTIVE OFFICER



**APPROVED**

4 OCT 2004

  
Lord Mayor

BCC PUBLIC RELEASE SCHEME  
10 YEAR RELEASE

**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.

22.0

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

Y	Yes	YWA	Yes with amendments
DF	Deferred/Held	WD	Withdrawn

### E&C RESULTS – 11 OCTOBER 2004

SUB NO.	FILE NO.	DIV	TITLE	Result
11/10-1B M	14/3(P1)	HRSM	Concessional Leave Arrangements – Christmas/New Year Period 2004/05.	YES
11/10-1F R	246/13/8(P2)	City Governance	Audit Report for the year ended 25 June 2004.	YES
11/10-2F R	246/13/6(P4)	City Governance	Presentation and tabling of the audited 2003/04 Annual Financial Statements.	YES
11/10-3F	364/150/3(453)	City Governance	Proposed sale of Council land situated at 68 Windemere Street, Morningside.	DF
11/10-1K R	465/30/0-2004(A1)	Urban Management	Additional Projects – Transport and Traffic Program.	YES
11/10-2K R	460/2(134)	Urban Management	Changes to Area Classifications in the Brisbane City Plan 2000.	YES
11/10-3K R	468/42/3	Urban Management	Ferry Funding Agreement – Translink Integrated Ticketing.	YES
11/10-4K M	485/62	Urban Management	Domestic Rainwater Tank Rebate Scheme.	YES
11/10-5K R	202/10(658) 202/11-LS490/2 202/11-LS490/5V 202/11-LS640/748	Urban Management	Appleby Road/Rode Road Intersection.	YES
11/10-1L M	467/26	OLMCEO	North-South Bypass Tunnel – Draft Business Case.	YWA
11/10-2L R	Walk - In	OLMCEO	Overseas Travel – International Seminar on Oecusse District to be held in Dili, Timor-Leste from 21 – 22 October 2004.	YES
11/10-1N M	392/66/2-2003/2004	CED	2004-Creative Sparks Grant Program.	YES

Present – D B Hinchliffe, J H Campbell, H J Abrahams, G M Quirk, K Flessner, 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.

ESTABLISHMENT AND COORDINATION COMMITTEE SUBMISSION

1.0 FILE NUMBER

14/3(P1)

2.0 TITLE

Concessional Leave Arrangements – Christmas/New Year Period 2004/05

3.0 ISSUE/PURPOSE

The purpose of this submission is to continue the practice of providing Concessional Leave over the Christmas/New Year period.

4.0 PROPONENT

Phil Minns, Divisional Manager, Human Resources and Strategic Management

5.0 SUBMISSION PREPARED BY

Robyn Elleray, Project Officer (Employment Arrangements)

6.0 DATE

1 October 2004

RECEIVED

11 OCT 2004

COMMITTEE SECTION

7.0 FOR E & C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E & C Approval

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

No

APPROVED

9.0 RECOMMENDATION

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

11 OCT 2004

*[Signature]*  
Lord Mayor

*[Signature]*

*[Signature]*

10.0 DIVISIONAL MANAGER

*[Signature]*

Phil Minns  
Divisional Manager  
Human Resources &  
Strategic Management

I Recommend Accordingly

*[Signature]*  
CHIEF EXECUTIVE OFFICER

ACTION TAKEN

11 OCT 2004

BCC 10 YEAR RELEASE 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.

## **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's Concessional Leave was approved. Council, by approving this Concessional Leave, will be consistent with previously approved practices and procedures designed to manage customer service levels over this period.

## **18.0 FUNDING IMPACT**

No additional funding will be required.

## **19.0 HUMAN RESOURCE IMPACT**

Nil

## **20.0 URGENCY**

Nil

## 21.0 PUBLICITY/MARKETING STRATEGY

All staff to be notified by Council wide group wise or 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, viz., 29<sup>th</sup>, or 31<sup>st</sup> December 2004.
- (2) Not approve a Concessional Leave day over the 2003/04 Christmas/New Year period.

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

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 485/62

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Domestic Rainwater Tank Rebate Scheme

3.0 ISSUE/PURPOSE

To approve the domestic rainwater tank rebate scheme.

**ACTION TAKEN**

11 OCT 2004

TOWN CLERK

PWPOFM.

4.0 PROPONENT

Ken Deutscher, A/Divisional Manager, Urban Management Division

5.0 SUBMISSION PREPARED BY

Gavin Blakey, Principal Program Officer, Sustainable Water Resources, Water Resources (PWPOFM)

**RECEIVED**

6.0 DATE

6 October 2004

11 OCT 2004

COMMITTEE SECTION

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

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

Not applicable

**APPROVED**

9.0 RECOMMENDATION

That E&C approve the extended offer of the domestic rainwater tank rebate.

- \$750 for tanks installed that are equal to or greater than 3000 litres
- \$500 for tanks less than 3000 litres BUT greater than 1000 litres
- \$100 for connecting the rainwater tank for an internal use.

11 OCT 2004

*[Signature]*  
 Lord Mayor  
*[Signatures: gbe, MS, etc.]*

10.0 DIVISIONAL MANAGER

*[Signature]*  
 Ken Deutscher  
 A/Divisional Manager  
 Urban Management Division

**I Recommend Accordingly**

*[Signature]*  
 CHIEF EXECUTIVE OFFICER

BC 20 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

Brisbane Residents are embracing sustainable water use with installations of rainwater tanks on private properties. For the past 2 years Council has offered a \$500 rebate on the purchase and installation of a rainwater tank for domestic use. This scheme has been successful to date with over 1500 rebates approved.

It is recommended that residents use these tanks for garden watering, toilet flushing, laundry use, and in their hot water system. The key benefits of the installation of these tanks are that they offer an alternate source of water and adopt an integrated approach to water management reducing demand on potable supply and reducing stormwater runoff of contaminants into our waterways.

The rebate has been made available for installation in:

- A new home
- An existing home
- A new small scale residential development, including one-into-two blocks and townhouses (less than four units)

This year (04/05) it is proposed to extend the offer of the domestic rainwater tank rebate with three types of rebate to be made available:

- \$750 for tanks installed that are equal to or greater than 3000 litres
- \$500 for tanks less than 3000 litres BUT greater than 1000 litres
- \$100 for connecting the rainwater tank for an internal use.

The Council budget, allowed \$200,000 for the residential rainwater tank package, which also included:

- \$50 rebate for conversion to a dual flush toilet
- \$20 rebate for installing a water conserving showerhead
- \$100 rebate for the purchase of a swimming pool cover.

The above 3 rebates will be provided for through the Water Sense (Blue Van) rebate/discount scheme.

## 12.0 CONSULTATION

Cr Campbell Newman, Lord Mayor;  
Cr Helen Abrahams, Chairperson Environment and Sustainability Committee;  
Ursula Kerr, A/Manager, Water Resources.

All are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

The continuation of the domestic rainwater tank rebate will:

- Assist Council in achieving its vision of a clean and green city
- Continue to raise the profile of rainwater tanks across the city
- Support Council's Water Management Strategy aims of alternate sources of water and improving stormwater quality
- Raise community awareness such that the community values water

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

Supports Corporate Vision

#### **15.0 CUSTOMER IMPACT**

This proposal extends the rebate scheme to customers who did not take up the offer in earlier years. The only foreseeable impact is that each project has a limited budget so some customers may miss out on the offer. There may also be an issue with equity as customers who took up the domestic rainwater tank rebate offer in previous years received less of a rebate.

#### **16.0 ENVIRONMENTAL IMPACT**

Positive impact – reduces stormwater run-off, substitutes for potable water.

#### **17.0 POLICY IMPACT**

No impact

#### **18.0 FINANCIAL IMPACT**

Funds have been allocated in the 04/05 budget.

#### **19.0 HUMAN RESOURCE IMPACT**

Two officers are involved in the management of these proposals as part of their normal duties. One officer has been employed part time in Plumbing Services to administer the rebates.

#### **20.0 URGENCY**

Urgent. Residents are aware of the rebates and are receiving information kits from the BCC Call Centre and rainwater tank suppliers. Applications are currently being processed and approved and in accordance with Lord Mayor's office advice at the start of the financial year.

#### **21.0 PUBLICITY/MARKETING**

Due to the success of the rebate in the past two years, little marketing is required as residents are currently contacting Council. New flyers have been printed advertising the new tiered offer and extension of the rebate.

#### **22.0 OPTIONS**

Option 1: Approve the tiered domestic rainwater tank rebate structure

Option 2: Not approve the domestic rainwater tank rebate

**Option 1 is the preferred option.**

1.0 FILE NUMBER: 467/26

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

North-South Bypass Tunnel – Draft Business Case

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek:

1. Endorsement of the findings of the draft Business Case for the North-South Bypass Project, including delivery of the project as a public private partnership; and,
2. Approval to develop procurement documentation suitable for subsequent tendering of the North-South Bypass Project as a Public Private Partnership.

4.0 PROPONENT

David Stewart, Executive Manager, Major Infrastructure Projects Office

5.0 SUBMISSION PREPARED BY

David Stewart, Executive Manager, Major Infrastructure Projects Office

6.0 DATE

4 October 2004

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

ACTION TAKEN

11 OCT 2004

TOWN CLERK

EMMIPO

RECEIVED

11 OCT 2004

COMMITTEE SECTION

COMMERCIAL - IN CONFIDENCE  
10 YEAR PUBLIC RELEASE SCHEME

9.0 RECOMMENDATION

That E&C: *sending the*

- 1. Endorses ~~the findings of the~~ *Case* draft Business of the North-South Bypass Project, including delivery of the project as a public private partnership, and, *to the State Government*
- 2. Approves the development of procurement documentation suitable for subsequent tendering of the North-South Bypass Project as a Public Private Partnership; *(Option 2)*

**COMMERCIAL - NOT CONFIDENTIAL**

**APPROVED**

11 OCT 2004

10.0 DIVISIONAL MANAGER

*GBuyers*

Gregg Buyers  
 A/Executive Manager  
 Major Infrastructure Projects Office

*[Signature]*  
 Lord Mayor

I Recommend Accordingly

*[Signature]*  
 CHIEF EXECUTIVE OFFICER

*[Signatures]*

BCC PUBLICATIONS  
 10 YEAR RELEASE

## 11.0 BACKGROUND

The Council, as a key part to the detailed feasibility for the development of the North-South Bypass Tunnel, has undertaken the development of a detailed Business Case.

The aim of this Business Case has been to:

- confirm the transport and traffic need and benefits of the project
- confirm the economic desirability and priority of the project;
- confirm the technical viability of the project;
- confirm the affordability of the project;
- given the project is affordable and a priority, identify the project delivery option most likely to deliver a value for money outcome for Council.

The Business Case has been developed in a manner consistent with the State Government's Value for Money Framework.

The Integrated Project Team (IPT) has developed this draft Business Case. The IPT includes representatives from Brisbane City Council, Burns Bridge Transactions (Project Management), Clayton Utz (Legal), Connell Wagner/SKM Joint Venture (EIS and Engineering), Ernst and Young (Financial), Focus Economics (Economics) and Maunsell (Traffic and Transport).

A copy of the draft Business Case is included as Exhibit A

The draft Business Case suggests that the project is both technically and financially viable and is affordable. There are strong economic and significant transport and traffic benefits underpinning the project. The recommended delivery model is a Public Private Partnership.

Moreover, detailed feasibility phase of the North-South Bypass tunnel has attracted significant community, stakeholder and market interest.

The tunnel will provide significant benefits for the transport system and the economy of Brisbane, not only moving cars and commercial vehicles but also freeing surface space for improved public transport operations. The tunnel will facilitate the efficient movement of freight. There are also significant opportunities for urban renewal.

Significant economic wealth will be generated by the project if it proceeds to construction. While there is financial cost to be borne by Council, the economic justification benefits greatly outweigh the cost.

Utilising best practise delivery, through a Public Private Partnership allows Council to greatly reduce its risk exposure and ensure a value for money outcome.



State Government agreement is required for Council to deliver the project. The State will be required to grant tolling authority to the project and to make some legislative amendments to assist facilitation of the project. The State has outlined a number of conditions on the project and how it is to be progressed. These conditions were outlined in a letter from the Premier to the then Lord Mayor dated 19 September 2003. All of these conditions have been or are being met.

## 12.0 CONSULTATION

Campbell Newman, Lord Mayor,  
Councillor David Hinchliffe, Deputy Mayor and Chairperson Urban Planning and Economic Development Committee  
Councillor Graham Quirk, Chairperson Transport and Major Projects Committee  
Councillor Maureen Hayes, Shadow Spokesperson Transport and Major Projects  
Councillor John Campbell, Chairperson Water and City Businesses Committee  
Councillor Helen Abrahams, Chairperson Environment and Sustainability Committee  
Councillor Kim Flesser, Chairperson Finance  
Councillor Kerry Rea, Chairperson Community Services Committee  
Jude Munro, Chief Executive Officer  
Helen Gluer, Chief Financial Officer  
David Askern, Manager Brisbane City Legal Practice  
Jiri Arnost, Manager Corporate Treasury  
Ken Deutscher, Acting Divisional Manager Transport and Traffic  
North-South Bypass Project Executive Group  
TransApex Advisory Board  
have been consulted and agree with the submission.

## 13.0 IMPLICATIONS OF PROPOSAL

The adoption of the recommendations of this submission will allow detailed consultation on the draft Business Case to progress with the State Government in a timely manner. The Project Team will also be able to commence drafting procurement documents.

## 14.0 COMMERCIAL IN CONFIDENCE

Yes

## 15.0 CORPORATE PLAN IMPACT

The completion of the project feasibility phase is included in the Accessible City theme of the 2003-2007 Corporate Plan.

## 15.0 CUSTOMER IMPACT

NSBT will provide significant benefits to the transport network and will provide considerable advantage to all modes.

There will be specific local impacts that will need to be appropriately managed,

such as land requirements for the construction of the facility and impacts like noise and traffic issues during construction.

## **16.0 ENVIRONMENTAL IMPACT**

A detailed Environmental Impact Study is being undertaken in accordance with the State Development and Public Works Organisation Act.

Terms of Reference were signed off by the Coordinator General on 10 September 2004. The majority of studies have been completed in draft and will be forwarded to the Coordinator General in November 2004. It is anticipated that the EIS will then go on public display February 2005.

## **17.0 POLICY IMPACT**

The project is consistent with existing Council policy.

New policies will be progressed in terms of requirements for City Plan amendments and operational management of the project.

## **18.0 FINANCIAL IMPACT**

Funds are available in the 2004/05 Budget to continue the feasibility phase.

## **19.0 HUMAN RESOURCE IMPACT**

Continued development of the feasibility of the project will not have any impact on existing staff.

## **20.0 URGENCY**

In the normal course of business

## **21.0 PUBLICITY/MARKETING**

It is anticipated that the Lord Mayor will make a media release, at an appropriate time, confirming the completion of the draft Business Case, acknowledging the preferred delivery model.

## **22.0 OPTIONS**

Option 1: Approve the recommendations and continue detailed feasibility based on the anticipated delivery of the project as a Public Private Partnership. This will achieve the strategic outcomes outlined in the Corporate Plan and ensure value for money project delivery.

Option 2: Not approve the recommendation and cease work on project feasibility. This option will not achieve the strategic outcomes in the Corporate Plan or the Transport Plan for Brisbane.

Option (1) is the preferred option.

1.0 FILE NUMBER – 392/66/2-2003/2004

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

2.0 TITLE

2004 – Creative Sparks Grant Program

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek approval for the allocation of funding for the Creative Sparks Grant Program from the Minor Events Grants.

4.0 PROPONENT

Margaret Allison, Divisional Manager, Community & Economic Development.

5.0 SUBMISSION PREPARED BY

Sue Fisher, Acting Senior Program Officer Cultural Policy, Community and Lifestyle.  
Officer Code: SPOCP Phone X 34354

RECEIVED  
17 OCT 2004  
COMMITTEE SECTION

6.0 DATE

4 October 2004

ACTION TAKEN

17 OCT 2004

TOWN CLERK

SPOCP -

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.

**APPROVED**

9.0 RECOMMENDATION

That E & C grant approval to allocate the funding of the 2004/05 Creative Sparks Grants Program from the Minor Events Grants.

17 OCT 2004

*[Handwritten signatures and initials]*

10.0 DIVISIONAL MANAGER

I Recommend Accordingly

*[Signature]*  
CHIEF EXECUTIVE OFFICER

*[Handwritten signature]*

*[Handwritten signature]*

Matthew Cox  
Acting Manager  
COMMUNITY & LIFESTYLE

Margaret Allison  
Divisional Manager  
COMMUNITY & ECONOMIC DEVELOPMENT

## 11.0 BACKGROUND

The Creative Sparks Grant Program was not identified in the 04/05 budget, however BCC has an agreement with Queensland Government through Arts Queensland to deliver the program.

In August, Community & Lifestyle recommended that the Creative Sparks Grant commitment of \$200K be allocated from the new category of Minor Events Grants budget allocation of \$275K. This will enable Council to continue its relationship with Arts Queensland on this project.

Furthermore, the allocation in the budget for the Lord Mayor's Arts Fellowships was \$25K. However, from discussion, it has emerged that Council would support additional funding to restore the Fellowships to the previously funded amount of \$60K.

It is therefore recommended that the shortfall of \$35K also be funded from the Minor Events Grants.

## 12.0 CONSULTATION

Cr Campbell Newman	Lord Mayor
Cr Kerry Rea	Chairperson Community Services Committee
Cr Judy Magub	Shadow Chairperson Environment & Sustainability Committee
Cr Tim Nicholls	Shadow Chairperson Community Services Committee
Matthew Cox	Acting Manager Community Lifestyle

All consulted are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

Nil

## 14.0 COMMERCIAL IN CONFIDENCE

No

## 15.0 CORPORATE PLAN IMPACT

The grants are linked to the Creative and Vibrant City Corporate Plan themes and objectives.

### 4.1.2.1 - Local Cultural Activity

The Grant Program also addresses key outcome areas of Council's Creative City Strategy 2003 – 2008 by investing in the outcome areas below:

*Brisbane Style* — Platform 5: The Arts and Creative Industries.

This Grant Program supports a range of Brisbane's creative industries to have a central role in the evolution of Brisbane's urban identity and lifestyle.

*The Brisbane Way* — Platform 7: Culture of Innovation and Risk Taking  
Platform 8: Investing in People and Building Capacity

This Grant Program demonstrates Council's capacity to make strategic partnerships with the Queensland Government that will achieve desirable outcomes for Brisbane City now and in the future.

#### **16.0 CUSTOMER IMPACT**

This Grant Program promotes and supports Brisbane's arts and cultural workers by providing employment and professional career development opportunities; supports the viability of Brisbane's cultural industries; and offers a diverse range of quality and accessible cultural events and projects to Brisbane residents and visitors.

#### **17.0 ENVIRONMENTAL IMPACT**

Not Applicable

#### **18.0 POLICY IMPACT**

The proposal is in accordance with the Guidelines for the Creative Sparks Grant Program that has been previously approved by the Establishment and Coordination Committee.

#### **19.0 FINANCIAL IMPACT**

Funding for this program will reduce the level of funding available to community groups applying to other cultural grants programs.

#### **20.0 HUMAN RESOURCES IMPACT**

Nil

#### **21.0 URGENCY**

In the normal course of business.

#### **22.0 PUBLICITY/MARKETING STRATEGY**

Nil

#### **23.0 OPTIONS**

Option 1: Approve the recommendation

Option 2: Not approve the recommendation

Option 1 is the preferred option.

**E&C RESULTS – 18 OCTOBER 2004**

JB NO.	FILE NO.	DIV	TITLE	Result
1/10-1B	456/6/5	HRSM	Corporate Christmas Card	No
3/10-1F	365/21(9/P2)	City Governance	Relocation of the office of the Moreton Bay Waterways & Catchments Partnership (MBWCP).	Yes
8/10-1J	314/6-9/01(673)	CCSD	Alter Schedule of Fees and Charges 2004-2005.	Yes
8/10-1K	202/10(665) 202/11-PK460/43	Urban Management	Ipswich Road – Hawthorne Street, Woolloongabba intersection.	Yes
8/10-2K	295/6/39	Urban Management	Catchment Coordinators.	Held
18/10-3K	460/2(180)	Urban Management	Minor amendments to the City Plan Heritage Register Planning Scheme Policy.	Yes
18/10-4K	436/6/0(313)	Urban Management	Master Licence Agreement – To license space in Council Owned ducts to telecommunications carriers.	Yes
18/10-1L	Walk In	OLMCEO	Bonus Payment	Yes
18/10-2L	Walk In	OLMCEO	Councillors' Salaries	Yes
8/10-1M	(4)12/51/1(P8)	City Business	Monthly Report – Delegation of Authority to Travel – July 2004.	Yes
18/10-1N	392/70/1-2006(1)	CED	Funding for activities associated with the 2006 Out of the Box Festival.	Yes
18/10-2N	24/1-N/2004(6)	CED	International Travel Request – Manager, Pollution Prevention Health and Safety.	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.

E 8013/10-10

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

**1.0 FILE NUMBER:** 365/21(9/P2)

**2.0 TITLE**

Relocation of the office of the Moreton Bay Waterways & Catchments Partnership (MBWCP).

**3.0 ISSUE/PURPOSE**

The purpose of this submission is to seek approval to conduct lease negotiations to relocate the office of the MBWCP from Level 7, 15 Adelaide Street Brisbane to other suitable premises, yet to be identified.

**4.0 PROPONENT**

Helen Gluer  
Chief Financial Officer

ACTION TAKEN

18 OCT 2004

TOWN CLERK

A/PAMCA

**5.0 SUBMISSION PREPARED BY**

David Cox  
Acting Principal Asset Manager City Assets. (A/PAMCA Ext. 36630)

**6.0 DATE**

20 October 2004

RECEIVED

18 OCT 2004

COMMITTEE SECTION

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

For Establishment and Co-ordination Committee approval.

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

No.

BCC PUBLIC RELEASE  
10 YEAR RELEASE SCHEME

9.0 RECOMMENDATION

That approval be granted to conduct negotiations for the lease of new premises of approximately 300 square metres to accommodate MBWCP on the basis of a twelve (12) month lease with two by twelve month option terms, at a rental rate of up to redacted per square metre per annum inclusive of outgoings, exclusive of GST and on terms and conditions otherwise satisfactory to the Manager, City Assets and the Manager, Brisbane City Legal Practice.

**APPROVED**

10.0 DIVISIONAL MANAGER

10 OCT 2004

*Carolee Lewis*  
.....  
Lord Mayor

Recommended Approver

*[Signature]*  
.....  
CHIEF FINANCIAL OFFICER

*[Signature]*  
*[Signature]*

*[Signature]*

*[Signature]*  
Helen Gluer  
Chief Financial Officer

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



## BACKGROUND

Moreton Bay Waterways & Catchments Partnership (MBWCP) is a special initiative for dealing with many of the key environmental issues facing South East Queensland. The structure of the partnership includes agencies from all levels of Government together with representation from Industry, Research and Community Groups. Funding is provided by Commonwealth, State and many Local Governments and the budgetary commitment from Brisbane City Council is managed through Urban Management Division.

MBWCP currently occupies 277m<sup>2</sup>, on Level 7 of 15 Adelaide Street, Brisbane on a sub lease expiring 31 December 2004 and no opportunity for renewal is available.

MBWCP has requested some additional floor space to accommodate a current staff of 13 with provision for an increase of 1 further role. There is also a need for a larger meeting room facility to continue to operate effectively given its extensive consultative responsibilities.

No suitable accommodation exists in Council controlled premises and whilst the existing premises are available for occupation until 31 December 2004, alternate premises need to be secured now to facilitate a relocation in the available time frame.

Therefore it is requested that approval be granted to negotiate the lease of new premises of approximately 300 square metres to accommodate MBWCP on the basis of a twelve (12) month lease with two by twelve month option terms, at a rental rate of up to [redacted] per square metre per annum inclusive of outgoings, exclusive of GST and on terms and conditions otherwise satisfactory to the Manager, City Assets and the Manager, Brisbane City Legal Practice. This approach for approval to negotiate up to a level of [redacted] per square metre is intended to provide sufficient flexibility to obtain suitable premises and partial fit-out works to satisfy the requirement. While an area is currently identified on level 4 of 239 George Street there is no absolute certainty that the area will be available post this approval. Other space options will be available at a rental premium due to the short nature of the term at twelve months only.

## 12.0 CONSULTATION

Councillor Kim Flessler, Chairperson, Finance Committee  
Di Tarte, National Coordinator, Moreton Bay Waterways and Catchments Partnership  
Frank Riley, Manager, City Assets  
Barry Ball, Manager Water Resources, Urban Management

All consulted are in agreement with the recommendation.

### 13.0 IMPLICATIONS OF PROPOSAL

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

### 14.0 COMMERCIAL IN CONFIDENCE

No

### 15.0 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

### 16.0 CUSTOMER IMPACT

Nil

### 17.0 ENVIRONMENTAL IMPACT

Nil.

### 18.0 POLICY IMPACT

Nil.

### 19.0 FINANCIAL IMPACT

18.1 Budget Impact – The Provision for rental has been made in the City Assets 2004/05 budget.

18.2 Taxation Issues - Nil

18.3 Risk Assessment - Not Applicable.

18.4 Relocation costs are estimated at \$30,000.00 and provision exists in City Assets 2004/05 budgets.

### 20.0 HUMAN RESOURCE IMPACT

Nil.

## 21.0 URGENCY

In the normal course of business.

## 21.0 PUBLICITY/MARKETING STRATEGY

No publicity is required.

## 23.0 OPTIONS

### Option 1.

That approval be granted to conduct negotiations for the lease of new premises of approximately 300 square metres to accommodate MBWCP on the basis of a twelve (12) month lease with two by twelve month option terms, at a rental rate of up to <sup>redacted</sup> per square metre per annum inclusive of outgoings, exclusive of GST and on terms and conditions otherwise satisfactory to the Manager, City Assets and the Manager, Brisbane City Legal Practice.

### Option 2.

Not approve the recommendation.

Option 1 is the preferred and recommended option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1L

FILE NUMBER: 1/255(P2)

1.0

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0

**TITLE**

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

3.0

**ISSUE / PURPOSE**

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

4.0

**PROPONENT**

Hayden Wright  
Manager, Chief Executive's Office

5.0

**SUBMISSION PREPARED BY**

Phillip Fila, Corporate Administration Officer (CACEO), ext 36773

6.0

**DATE**

15 October 2004

RECEIVED

18 OCT 2004

COMMITTEE SECTION

7.0

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

For decision as delegate.

8.0

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

No.

9.0

**RECOMMENDATION**

That the Establishment and Co-ordination Committee determine the bonus payment for Ms Jude Munro, Chief Executive Officer, in accordance with her Executive Service Contract, within a range of 0% to 20% of her notional salary as at 30 June 2004.

redacted

APPROVED

18 OCT 2004

Lord Mayor

10.0

Hayden Wright  
MANAGER, CHIEF EXECUTIVE'S OFFICE

BCC 10 YEAR RELEASE SCHEME

**11.0 BACKGROUND**

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

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

**12.0 CONSULTATION**

Lord Mayor, Councillor Campbell Newman

**13.0 IMPLICATIONS OF PROPOSAL**

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

**14.0 COMMERCIAL IN CONFIDENCE**

No

**15.0 CORPORATE PLAN IMPACT**

N/A

**16.0 CUSTOMER IMPACT**

Improved service delivery as an outcome of performance based contracts.

**17.0 ENVIRONMENTAL IMPACT**

Nil.

**18.0 POLICY IMPACT**

Nil.

**19.0 FINANCIAL IMPACT**

Funds are available in the current budget.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

As soon as possible.

**22.0 PUBLICITY / MARKETING STRATEGY**

At the discretion of the Lord Mayor.

23.0

## OPTIONS

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

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

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: (0) 456/10/20(P4)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Increase of Councillors' salaries.

3.0 ISSUE/PURPOSE

To update the salaries of the Lord Mayor, Deputy Mayor, Chairpersons, the Leader of the Opposition and Councillors based on the salaries and allowances payable to Members of the Legislative Assembly, and to update the Electorate Allowance paid to the Lord Mayor.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Phillip Filia, Corporate Administrative Officer, ext 36773

6.0 DATE

14 October 2004

RECEIVED

13 OCT 2004

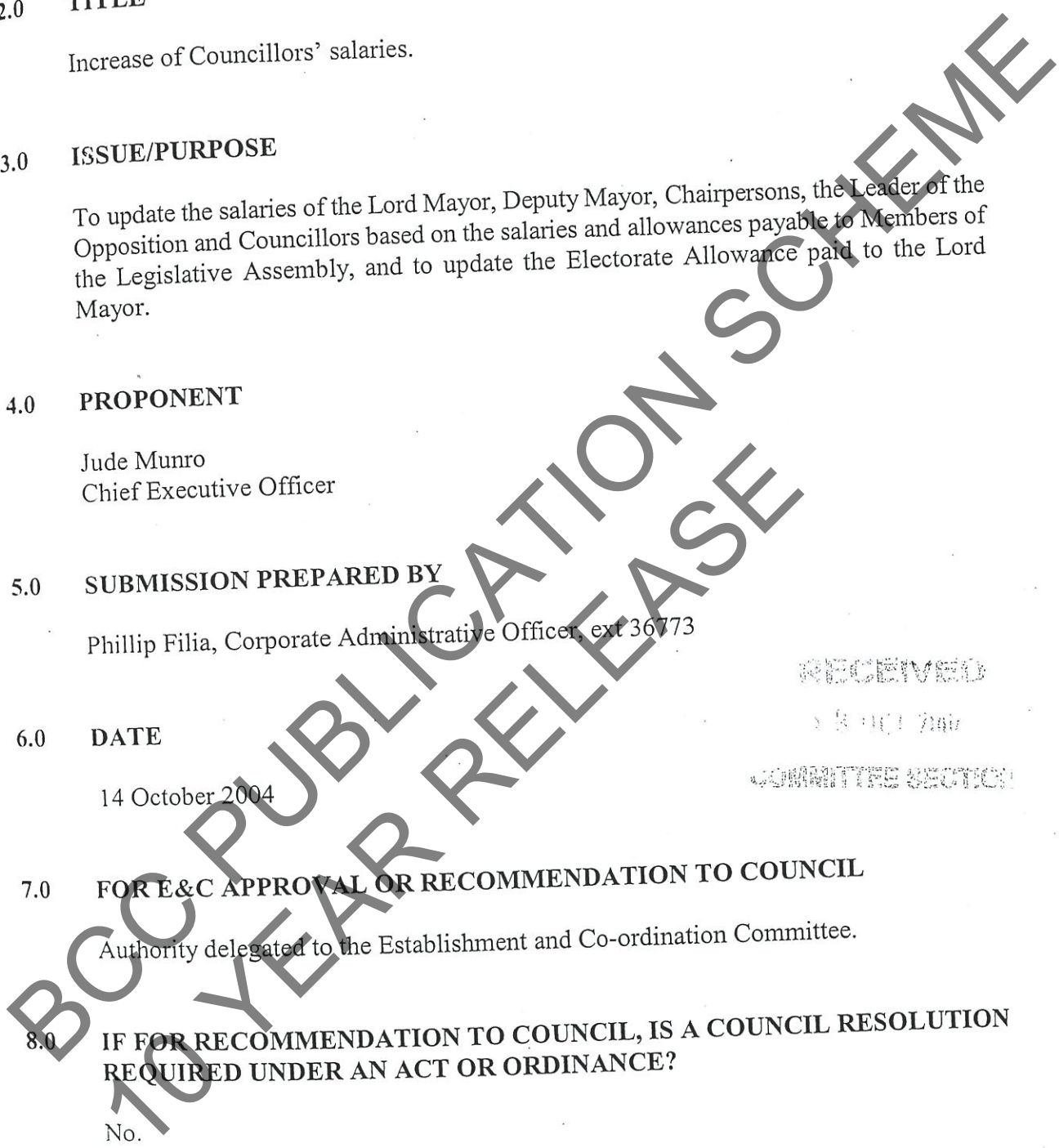
COMMITTEE SECTION

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

Authority delegated to the Establishment and Co-ordination Committee.

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

No.



9.0 RECOMMENDATION

- (i) That in accordance with established policy and relativities, the salary for Councillors, the Leader of the Opposition, Chairpersons, Deputy Mayor and the Lord Mayor, as from 1 July 2004, be:

Salaries

Position	Number	Relativity to Base Rate*	Salary Per Annum
Councillor	18	100%	\$105,770.00
Leader of Opposition	1	110%	\$116,347.00
Chairperson of Council	1	125%	\$132,212.50
Committee Chairperson	5	125%	\$132,212.50
Deputy Mayor	1	130%	\$137,501.00
Lord Mayor	1	As per Cabinet Minister	\$172,037.65

\* Base rate is \$500 less than base rate for a MLA. MLA's base rate is \$106,270 effective as from 1 July 2004)

- (ii) That in accordance with established policy, the Electorate Allowance payable to the Lord Mayor be increased to the current minimum Electorate Allowance payable to a Minister in the Queensland Parliament at the rate of \$32,823.00 per annum, together with the Expenses of Office Allowance paid to a Minister in the Queensland Parliament of \$6,742.00, effective as from 1 July 2004.

**APPROVED**

10 OCT 2004

Lord Mayor

10.0 Jude Munro  
CHIEF EXECUTIVE OFFICER

BCC PUBLIC RELEASE SCHEME  
10 YEAR RELEASE



## 11.0 BACKGROUND

The Brisbane City Council's remuneration policy framework for the Lord Mayor and Councillors was established in accordance with Council Resolutions of 26 July 1988, 23 April 1991 and 31 May 1994, together with Establishment and Coordination Committee decisions of 17 May 1993 and 30 May 1994.

This policy framework is summarised as follows:

- (a) the base salary for a Councillor to be \$500 per annum below the base rate for a State Member of the Legislative Assembly (MLA);
- (b) the Lord Mayor's salary be an amount equal to the salary rate paid to a Minister in the Queensland Parliament;
- (c) that the relativities between the annual salary rate for the different positions of an elected Councillor be as follows -

Position	Number	Relativity to Base Rate
Councillor	18	100%
Leader of Opposition	1	110%
Chairperson of Council	1	125%
Committee Chairperson	5	125%
Deputy Mayor	1	130%
Lord Mayor	1	As per Cabinet Minister

### Lord Mayor Electorate Allowance

The allowance payable to the Lord Mayor is set at an amount equal to the total of:

- (1) The minimum Electorate Allowance paid to a Minister in the Queensland Parliament, plus
- (2) The Expenses of Office Allowance paid to a Minister in the Queensland Parliament.

By notice in the Queensland Government Gazette dated 13 August 2004 the annual rate of salary for a MLA was increased to \$106,270 as from 1 July 2004 and a Cabinet Minister's salary was increased to \$172,037.65 as from the same date.

The Parliamentary Members' Entitlements Handbook states that the Electorate Allowance is to be varied annually each July in accordance with the variation in the Consumer Price Index (CPI) for Brisbane for the previous financial year ending June 30.

By notice in the Queensland Government Gazette dated 8 October 2004, the Electorate Allowance payable to Members of the Legislative Assembly was increased in line with CPI, effective from 1 July 2004. The applicable Electorate Allowance for the Lord Mayor is now \$32,823. The Expenses of Office Allowance paid to a Minister in the Queensland Parliament is \$6,742.00.

Copies of the relevant pages from the Queensland Government Gazette and the Parliamentary Members' Entitlements Handbook are attached.

## 12.0 CONSULTATION

Staff Members of Parliament House  
Manager, Chief Executive's Office

## 13.0 IMPLICATIONS OF PROPOSAL

No perceived implications.

## 14.0 COMMERCIAL IN CONFIDENCE

No

## 15.0 CORPORATE PLAN IMPACT

No perceived impact.

## 16.0 CUSTOMER IMPACT

Not applicable.

## 17.0 ENVIRONMENTAL IMPACT

Not applicable.

## 18.0 POLICY IMPACT

Council policy for remuneration of Councillors is driven by the change in MLA salaries. This is the same policy applied at the State level where the change in base salary for Federal members flows through to State MLAs and office holders.

## 19.0 FINANCIAL IMPACT

Funds are available

**20.0 HUMAN RESOURCE IMPACT**

Continuation of existing policy.

**21.0 URGENCY**

Normal course of business.

**22.0 PUBLICITY/MARKETING STRATEGY**

At the discretion of the Lord Mayor.

**23.0 OPTIONS**

1. Approve the recommended increase in Salaries and Lord Mayor's Electorate Allowance, in accordance with the established policy.
2. Continue with the existing salaries and level of Electorate Allowance.
3. Approve other than the recommended salary and/or Electorate Allowance movements.

**OPTION 1 is the recommended option.**

BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: (4)12/51/1(P8)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Report - Delegation of Authority to Travel - July 2004.

3.0 ISSUE/PURPOSE

Provision of relevant monthly travel report.

4.0 PROPONENT

Noel K Faulkner, Divisional Manager City Business

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

8 October 2004

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 July 2004.

10.0 Noel K Faulkner  
Divisional Manager  
City Business

I Recommend Accordingly  
*[Signature]*  
CHIEF EXECUTIVE OFFICER

**APPROVED**

18 OCT 2004

*[Signatures]*  
Lord Mayor

ACTION TAKEN  
18 OCT 2004  
TOWN CLERK  
TCCS

RECEIVED  
18 OCT 2004

COMMITTEE SECTION

BCG 10 YEAR RELEASE SCHEME

### 11.0 BACKGROUND

In pursuance of the request for information on a monthly basis of travel approved under delegation, reports are enclosed for July 2004, for each Unit of Administration (showing travel actually undertaken during that month).

Attachment "A" shows details associated with travel undertaken in July 2004 which is not covered by the Travel Policy (being essentially travel by job applicants to attend interviews).

In summary, the position is as follows:

July 2004

#### *Non-Commercial Operations*

a)	International Travel	
	(i) Number of Bookings	1
	(ii) Airfares	\$ 552.79
b)	Domestic Travel	
	(i) Number of Bookings	59
	(ii) Airfares	\$ 15,544.15
c)	Accommodation and Allowances Costs	\$ 23,116.70
d)	Registration Fees for Conferences	\$ 50,536.78
e)	Other Costs e.g. hire car	\$ 3,972.11

**TOTAL**

**\$ 93,721.81**

**Commercial Operations**

g)	International Travel		
	(i) Number of Bookings	NIL	
	(ii) Airfares		\$
h)	Domestic Travel		
	(i) Number of Bookings	NIL	
	(ii) Airfares		\$
i)	Accommodation and Allowances Costs		\$
j)	Registration Fees for Conferences		\$
k)	Other Costs e.g. hire car		\$
	<b>TOTAL</b>		\$
m)	Cost of air-fares, accommodation and taxis as detailed in Attachment A		\$6,718.63

**12.0 CONSULTATION**

Liaison with Officers undertaking travel and Divisional Travel Officers.

**13.0 IMPLICATIONS OF PROPOSAL**

Nil.

**14.0 COMMERCIAL IN CONFIDENCE**

No

**15.0 CORPORATE PLAN IMPACT**

Nil.

**16.0 CUSTOMER IMPACT**

Nil.

**17.0 ENVIRONMENTAL IMPACT**

Nil.

**18.0 POLICY IMPACT**

In line with Council policy.

**19.0 FUNDING IMPACT**

Expenses incurred through Divisional Travel Votes.

**20.0 HUMAN RESOURCE IMPACT**

Not applicable.

**21.0 URGENCY**

In the normal course of business.

**22.0 PUBLICITY/MARKETING STRATEGY**

At the discretion of the Lord Mayor.

**23.0 OPTIONS**

- (1) That E&C note the information submitted on approved Travel for July 2004.
- (2) Not approve the recommendation.

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

BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE

E&C18/10-1N1

1.0 FILE NUMBER: 24/1-N/2004(6)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

International travel request – Manager, Pollution Prevention Health and Safety.

3.0 ISSUE/PURPOSE

The purpose of this submission is to gain approval for Ian Christesen, Manager, Pollution Prevention Health and Safety to travel to Auckland, New Zealand for the purpose of presenting a Brisbane City Council case study at the ICLEI (International Council for Local Environmental Initiatives) *Climate Change and Business* Conference 4 – 5 November 2004.

4.0 PROPONENT

Margaret Allison, Divisional Manager, Community & Economic Development

5.0 SUBMISSION PREPARED BY

Sue Baker, A/Policy Analyst, Pollution Prevention Health and Safety, PAPPHS, ext. 34724.

6.0 DATE

11 October, 2004.

RECEIVED

18 OCT 2004

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval.

COMMITTEE SECTION

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

Not applicable.

NOT TAKEN

18 OCT 2004

9.0 RECOMMENDATION

It is recommended that approval be granted for Ian Christesen to travel to Auckland, New Zealand from 2 – 5 November, 2004 for the purpose of presenting a case study at the ICLEI *Climate Change and Business* conference at a total estimated cost of \$2,297.60.

CLERK PAPPHS

10.0 DIVISIONAL MANAGER

Margaret Allison  
DIVISIONAL MANAGER  
COMMUNITY & ECONOMIC DEVELOPMENT

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

APPROVED

18 OCT 2004



## 11.0 BACKGROUND

Brisbane City Council is gaining a higher profile nationally and internationally for its leadership role in environmental issues relating to sustainability and collaboration.

The ICLEI (International Council for Local Environmental Initiative) - Climate Change and Business Conference will showcase expert speakers from Australia, New Zealand, China, Japan, USA and Europe. Speakers will present on the size and nature of emerging carbon markets, provide background on regional government's policies and incentives, new technologies will be discussed and business risks will be scoped.

The conference will focus on local government's contribution to local economic development, identify business opportunities in climate change, and discuss practical approaches to partnerships.

Brisbane City Council will be one of the four case studies to be included (two studies from Australia and New Zealand).

Whilst in Auckland it is proposed that meetings be held with Auckland City and VCU (Vertical Compost Unit) Technology to discuss waste technologies and initiatives. Site visits would be held on 3 November.

## 12.0 CONSULTATION

Helen Abrahams, Chairperson, Environment and Sustainability Committee

All consulted are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

The proposal will provide an opportunity to promote Brisbane as a leading City internationally, which is at the forefront of environmental stewardship.

## 14.0 COMMERCIAL IN CONFIDENCE

No.

## 15.0 CORPORATE PLAN IMPACT

This travel directly supports the intentions of Living in Brisbane 2010 through:

### Regional and World City

"As the world grows ever more complex, so do its problems. The best way to solve these problems (and be proactive about shaping the future) is to think strategically and work with others";

"The city will be both open to new ideas and generous with its own – for example, sharing knowledge with others in the state, the country and the Asia-Pacific about our innovations in areas such as caring for the environment";

"A globally connected city – develop innovative exchanges of expertise between ourselves and councils in our region and interstate and with leading local authorities around the world"; and

"Seek overseas markets for environmental management technologies and systems developed by Council and local business".

## Smart & Prosperous City

"People will exchange ideas and create new opportunities - in and between government, business, science, the arts, education, the media and community groups."

## Clean and Green

Prevent Pollution – environmental regulation and industry performance, (the politics of environmental regulation).

### 16.0 CUSTOMER IMPACT

The trip will provide opportunities for the establishment of new networks, relationships and the sharing of knowledge with key industry, government and academic circles within Australia and New Zealand.

### 17.0 ENVIRONMENTAL IMPACT

Nil.

### 18.0 POLICY IMPACT

Nil.

### 19.0 FINANCIAL IMPACT

Funding is available within Pollution Prevention, Health and Safety's travel and incidental expenses budget (GL 1 03 1605 450 000 000 628 000 00).

Anticipated expenses (in Australian dollars) are as follows:

Flights	\$540.60
Accommodation	\$600.00
* Conference Fees	\$557.00
Council advance	\$200.00
Personal Allowance	\$200.00
Incidentals (taxi etc)	\$200.00
<b>Total</b>	<b>\$2297.60</b>

\* 50% of Conference Fees are being met by the International Council for Local Environmental Initiatives (ICLEI)

### 20.0 HUMAN RESOURCE IMPACT

Nil.

### 21.0 URGENCY

Urgent.

Travel to begin 2 November and arrangements need to be finalised as soon as possible.

### 22.0 PUBLICITY/MARKETING

Nil.

## 23.0 OPTIONS

Option 1: Approve the recommendation for international travel and associated costs for Ian Christesen to travel to Auckland, New Zealand for the purpose of presenting a case study at the ICLEI *Climate Change and Business* Conference 2 – 5 November 2004.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

7 8 11 2 1 1 1 N

1.0 FILE NUMBER 392/70/1-2006 (1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Funding for activities associated with the 2006 Out of the Box Festival.

3.0 ISSUE/PURPOSE

The purpose of this submission is to approve a recommendation for funding of \$100,000 for the 2006 Out of the Box Festival.

4.0 PROPONENT

Margaret Allison, Divisional Manager, Community and Economic Development.

5.0 SUBMISSION PREPARED BY

Glenda Johnson, Program Officer Cultural Identity, poci, 3403 6799.

6.0 DATE

11 October 2004

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?

Not applicable.

9.0 RECOMMENDATION

That E&C grant approval for funding of \$100,000 from the current year's budget as Council sponsorship of the 2006 Out of the Box Festival and, in principle, support be provided for a further amount of \$100,000 in the 2005-06 budget.

10.0

*M. Cox*  
Matthew Cox  
Acting Manager Community & Lifestyle  
COMMUNITY & ECONOMIC DEVELOPMENT

*Margaret Allison*  
Margaret Allison  
Divisional Manager  
COMMUNITY & ECONOMIC  
DEVELOPMENT

DECISION TAKEN  
13 OCT 2004

TOWN CLERK  
POCI

RECEIVED  
18 OCT 2004

COMMITTEE SECTION

APPROVED  
10 OCT 2004  
*Calvin...*  
Lord Mayor  
*[Signature]*

I Recommend Accordingly  
*[Signature]*

## 11.0 BACKGROUND

QPAC established Out of the Box in 1992 as a unique event that focuses on the creative and cultural lives of children aged 3 – 8 years. Out of the Box is a biennial festival of arts activities and is complemented by activities such as forums, creative development projects and presentations.

### • 2004 – most recent festival

QPAC's 7<sup>th</sup> Out of the Box Festival was successfully presented from Monday 7 June to Saturday 12 June 2004 inclusive. Artistically, the festival was extremely well received by audiences, industry members and the media. It is estimated that audience participation at free performances and activities as well as ticketed shows and workshops numbered approximately 60,000.

The festival program presented 28 different arts experiences for children using forms ranging from performance to visual art. Over 5 days of festival activities, Out of the Box presented 126 workshops, 178 performances, as well as exhibitions, installations and public art. Out of the Box employed over 300 artists, the majority of whom were from South East Queensland.

Other elements of the festival worth noting include:

- Volunteers program: The 2004 festival was implemented with the support of 272 volunteers from Brisbane communities.
- Sponsorship in-kind: Out of the Box receives substantial in-kind support that doesn't necessarily decrease festival expenditure but represents significant savings for audiences. For example, Queensland Rail provides free transport for schools and general public travelling to and from the festival.
- Arts learning for parents: For the first time this year, the festival introduced Parents' Notes to assist parents and carers to develop an appreciation of the artworks presented at Out of the Box. These parents' notes are modelled on the very successful Teachers Resource Kits produced.

### • 2006 – next festival

Throughout 2005 QPAC plans to embark on a program of developmental activities for the 2006 Out of the Box Festival with a view to:

- Developing new arts and cultural development processes and products for young children
- Stimulating learning within the wider community of children's creative needs
- Building a sense of community belonging amongst Brisbane children
- Strengthening arts literacy of parents so that they can support and encourage their children's creativity

These activities will include workshop programs at QPAC and within specific communities in suburban Brisbane, creative development projects with local artists and learning partnerships with schools and tertiary institutions, as well as forums and symposia for adults who work with and care for children. They will become the basis for the product to be showcased at the 2006 Out of the Box festival.

The increased financial investment in this particular festival demonstrates Council's strong commitment to the children and families of Brisbane. It is also consistent with Council's Creative City Strategy in terms of investing in the creative talents of Brisbane artists.

## • LONGER TERM OUTCOMES

This festival is unique, with no other city or country hosting an event specifically for children of this age and their families.

Building on the success of previous festivals, this is an opportunity for Council to continue its partnership with QPAC and to enhance the cultural development of the city's children, local artists and the Brisbane community.

### 12.0 CONSULTATION

Cr Campbell Newman  
Cr David Hinchliffe  
Cr Kerry Rea  
Peter Browning

Lord Mayor  
Deputy Lord Mayor & Councillor for Central  
Chairperson Community Services Committee  
Former Senior Program Officer Cultural Policy

All consulted are in agreement with the recommendation.

### 13.0 IMPLICATIONS OF PROPOSAL

This event is of strategic importance to the cultural and social life of children and their families or carers.

### 14.0 COMMERCIAL IN CONFIDENCE

No.

### 15.0 CORPORATE PLAN IMPACT

The funding is linked to the following Corporate Plan theme:

*Creative and Vibrant City 4.3 Festivals and Events*

- Support a range of high quality festivals and events that celebrate the city's culture and its people's creative spirit.

### 16.0 CUSTOMER IMPACT

This funding initiative promotes and supports the growth of Brisbane's festivals sector and cultural opportunities. The funds will provide employment and professional development opportunities for Brisbane artists, support the viability of Brisbane's cultural industries and offer a diverse range of quality and accessible city cultural events to Brisbane children and families.

### 17.0 ENVIRONMENTAL IMPACT

Nil.

## **18.0 POLICY IMPACT**

These funding recommendations support current Council policy directions including the Creative City Strategy, the 2010 Creative City theme and the Festivals Master Plan Report.

## **19.0 FUNDING IMPACT**

\$100,000 is available at base within the Cultural Policy budget 1.03.1658.063. Future year funding has been allocated to this activity. Given the successful history of the festival to date, there are no foreseeable financial risks.

## **20.0 HUMAN RESOURCE IMPACT**

Nil.

## **21.0 URGENCY**

Normal course of business.

## **22.0 PUBLICITY / MARKETING STRATEGY**

At the Lord Mayor's discretion. An appropriate media release should be prepared by City Marketing in liaison with Community and Economic Development. This release should not be distributed until the recipient has been formally advised on the outcome.

## **23.0 OPTIONS**

Option 1. To approve the allocation of funding recommended.

Option 2. Not to approve the recommendation.

**Option 1 is recommended.**

BCC PUBLIC INFORMATION SCHEME  
10 YEAR RELEASE

## E&C AGENDA RESULTS- 25 OCTOBER 2004

B NO.	FILE NO.	DIV	TITLE	Result
10-1B R	371/10-2003/2004	HRSM	Brisbane City Council Annual Report.	Yes
10-1F M	364/150/3(391)	City Governance	Proposed sale of Council land situated at 266 Latrobe Terrace, Paddington.	Yes
10-2F M	204/6(16/P3)	City Governance	Monthly Project Report - September 2004 (Attachment A)	Yes
10-3F R	364/46/3(1380/P6)	City Governance	Approval of Development Proposal for Trade Coast Land.	Yes.
10-1K M	202/11-KK200/357 202/11-KK200/361 202/11-KK200/361(A1) 202/11-KK200/363A	Urban Management	Claim for compensation arising from the resumption of land for road purposes situated at 357-367 Coronation Drive, Auchenflower - Lang Parade Pty Ltd.	Yes
10-2K M	295/6/39	Urban Management	Catchment Coordinators.	Yes
10-1L M	234/70/217	OLMCEO	Mount Gravatt Showground Trust Nomination.	Yes
10-2L M	24/1-L/2003(2)	OLMCEO	LGAQ Conference - 2004 Australasian Local Government Technology & Innovation Expo	Yes
5/10-1N M	392/57/0-2003/2004	CED	Private Boarding House Support Program - Council's policy for the 2005 fire-safety requirements for residential services buildings.	Yes
5/10-2N M	234/93/23(0)	CED	Record of E & C Workshop on Affordable Housing and Homelessness, 23 August 2004.	Yes.
5/10-3N M	234/6(749)	CED	Waiving of Council Event Licence fee	Yes

Present - Campbell Newman, D B Hinchliffe, K M Rea, K Flessner, G M Quirk, H J Abrahams, H Campbell.

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

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



1.0 FILE NUMBER: 364/150/3(391)

E&C 25/10-1F<sup>7</sup>

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

2.0 TITLE

Proposed sale of Council land situated at 266 Latrobe Terrace, Paddington.

3.0 ISSUE/PURPOSE

To obtain approval to sell the subject parcel of land which is considered surplus to Council's requirements.

4.0 PROPONENT

Helen Gluer,  
Chief Financial Officer.

5.0 SUBMISSION PREPARED BY

David Cox,  
Principal Asset Manager,  
City Assets, ext. 36630.

6.0 DATE

19 October 2004

**ACTION TAKEN**

25 OCT 2004

**TOWN CLERK**

*PAMCA*

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

1. Rescind the recommendation approved by E&C on 19 April 2004 that;

"The property situated at 266 Latrobe Terrace, Paddington described as Lot 3 on RP20470, be offered for sale, subsequent to the placing of VPO's as requested by the Ward Councillor, by public auction at a reserve price to be determined by the Chief Financial officer and on terms and conditions approved by Manager, City Assets and Manager, Brisbane City Legal Practice".

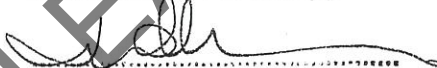
and;

Approve the recommendation that the property situated at 266 Latrobe Terrace, Paddington described as Lot 3 on Registered Plan 20470, be offered for sale by public auction at a reserve price to be determined by the Chief Financial Officer and on terms and conditions approved by Manager, City Assets and Manager, Brisbane City Legal Practice

10.0 DIVISIONAL MANAGER


  
Helen Gluer  
Chief Financial Officer

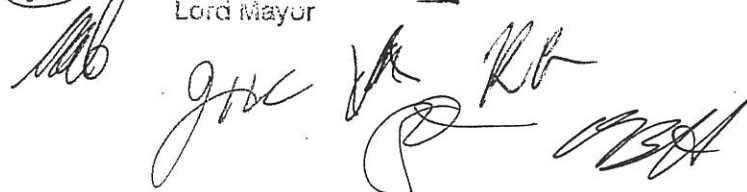
I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER

**APPROVED**

25 OCT 2004

  
Lord Mayor



BCC PUBLIC RELEASE SCHEME  
10 YEAR RELEASE

## 11.0 BACKGROUND

Council is the registered owner of a vacant parcel of land situated at 266 Latrobe Terrace, Paddington described as Lot 3 on Registered Plan 20470. (Shown shaded yellow on Attachment A). The 445m<sup>2</sup> site has frontages to Latrobe Terrace and Brigalow Street, Paddington and is identified in the City Plan as Character Residential Area. The site would be suitable for the construction of a single detached dwelling, with access from Brigalow Street.

At its meeting held on the 19<sup>th</sup> April 2004, E&C approved the recommendation to sell the property on the following basis.

“that the property situated at 266 Latrobe Terrace, Paddington described as Lot 3 on Registered Plan 20470, be offered for sale, subsequent to the placing of a VPO as requested by the Ward Councillor, by public auction at a reserve price to be determined by the Chief Financial officer and on terms and conditions approved by Manager, City Assets and Manager, Brisbane City Legal Practice”.

An assessment carried out by Environment and Parks Branch has indicated that none of the trees are of botanical, ecological, cultural or landscape significance at the local level and therefore do not qualify for VPO protection. The Environment and Parks branch has indicated that they will not support protection of any of the trees on the site. (Refer photos at Attachment B).

However, under the City Plan's Residential Design Code for Small Lots, which would apply to this site,

“landscaping must be consistent with the established landscape character of the area and accommodate the retention of existing vegetation, including street trees”.

Therefore, any Development Application for the site would need to be assessed in accordance with the provision of the Small Lot Code.

Therefore it is recommended that;

E&C rescind the approval that;

“The property situated at 266 Latrobe Terrace, Paddington described as Lot 3 on RP20470, be offered for sale, subsequent to the placing of VPO's as requested by the Ward Councillor, by public auction at a reserve price to be determined by the Chief Financial officer and on terms and conditions approved by Manager, City Assets and Manager, Brisbane City Legal Practice.

and;

Approve the recommendation that the property situated at 266 Latrobe Terrace, Paddington described as Lot 3 on Registered Plan 20470, be offered for sale by public auction at a reserve price to be determined by the Chief Financial Officer and on terms and conditions approved by Manager, City Assets and Manager, Brisbane City Legal Practice.

## 12.0 CONSULTATION

Kim Flessor Chairperson Finance Committee  
Councillor David Hinchliffe, Councillor for Central Ward  
Frank Riley, Manager, City Assets, City Governance  
Russell Luhrs, Manager, Environment & Parks Branch

No objections have been received to this proposal.

Councillor David Hinchliffe, Councillor for Central Ward, has recorded his request for protection of the large trees growing on the allotment.

## 13.0 IMPLICATIONS OF PROPOSAL

The sale of 266 Latrobe Terrace, Paddington will provide Council with an expected revenue return of approximately \$210,000.

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

## 14.0 COMMERCIAL IN CONFIDENCE

No

## 15.0 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.

**16.0 CUSTOMER IMPACT**

Nil

**17.0 ENVIRONMENTAL IMPACT**

Nil

**18.0 POLICY IMPACT**

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

**19.0 FINANCIAL IMPACT**

Budget impact: Costs associated with servicing, marketing and sale of this property are estimated to be \$22,480.37 and will be met from existing City Assets Branch budgets. It is anticipated that revenue in the amount of \$210,000 will be received from the sale of the land.

1. Taxation issues: Nil
2. Risk Assessment: Not Applicable

**20.0 HUMAN RESOURCE IMPACT**

Nil

**21.0 URGENCY**

In the normal course of business.

**22.0 PUBLICITY/MARKETING STRATEGY**

Nil.

## 23.0 OPTIONS

1. Rescind the recommendation approved by E&C on 19 April 2004 that;

"The property situated at 266 Latrobe Terrace, Paddington described as Lot 3 on RP20470, be offered for sale, subsequent to the placing of VPO's as requested by the Ward Councillor, by public auction at a reserve price to be determined by the Chief Financial officer and on terms and conditions approved by Manager, City Assets and Manager, Brisbane City Legal Practice.

and;

Approve the recommendation that the property situated at 266 Latrobe Terrace, Paddington described as Lot 3 on Registered Plan 20470, be offered for sale by public auction at a reserve price to be determined by the Chief Financial Officer and on terms and conditions approved by Manager, City Assets and Manager, Brisbane City Legal Practice.

2. Not approve the recommendation and retain the land in Council's ownership.

**Option 1 is the preferred and recommended Option.**

1.0 FILE NUMBER: 204/6(16/P3)

E&C 25/10-2F

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Project Report – September 2004 (Attachment A).

3.0 ISSUE/PURPOSE

The purpose of this Submission is to provide regular Project performance updates on all Major Projects.

4.0 PROPONENT

Helen Gluer, Chief Financial Officer, 3403 4577.

5.0 SUBMISSION PREPARED BY

Chris Mead, Manager Financial Planning, City Governance, MFP, 3403 6068.

6.0 DATE

12<sup>th</sup> October, 2004.

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?

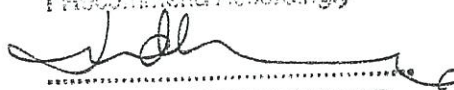
N/A.

9.0 RECOMMENDATION

That E&C accept the Monthly Project Report.

10.0 DIVISIONAL MANAGER

  
Helen Gluer  
Chief Financial Officer


I Recommend Accordingly  
  
CHIEF EXECUTIVE OFFICER

RECEIVED  
23 OCT 2004  
COMMITTEE SECTION

ACTION TAKEN  
15 OCT 2004  
TOWN CLERK

APPROVED

25 OCT 2004

  
Lord Mayor


## 11.0 BACKGROUND

The report has adopted a Traffic Light system to improve identification of projects that are reported as either: on time; on estimate (green); scope changes (orange); emerging issues (orange); not on estimate/time (red); and no scope changes/emerging issues (green). Some of the exception reporting remains the same as the previous month however, all additional or new information can be identified under the \*\*\*\*\*SEPTEMBER 2004 UPDATE\*\*\*\*\* heading.

### September 2004 Report Summary

Attachment A is the report for September 2004. Some changes have occurred in the report from the previous month. These projects are:

- Bulk Water Assets Project (see page 1);
- Tilley Road (see page 13);
- Waterworks Road Bus Lane (see page 15);
- River Pocket Parks – River Access (see page 16);
- Dual Data Centres (see page 23);
- City Hall – Rehabilitation and Maintenance (see page 25);
- Metropolitan and District Playgrounds (see page 29); and
- Parks Infrastructure Charges Program (see page 30).

The remaining projects, in the Attachment, continue to report outstanding issues.

## 12.0 CONSULTATION

The 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 Projects' progress.

## 14.0 COMMERCIAL IN CONFIDENCE

No.

## 15.0 CORPORATE PLAN IMPACT

Nil.

## 16.0 CUSTOMER IMPACT

- Improved standards of Project Management; and
- Improved awareness of Risk Management Principles.

## 17.0 ENVIRONMENTAL IMPACT

Nil.



**18.0 POLICY IMPACT**

Nil.

**19.0 FINANCIAL IMPACT**

Nil.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

In the normal course of business.

**22.0 PUBLICITY/MARKETING STRATEGY**

N/A.

**23.0 OPTIONS**

**Option 1:** Approve the recommendation that E&C accept the Major Project Report for September 2004.

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

**Option 1 is the preferred option.**

1.0 FILE NUMBER:

E&C 20/11-1K7

202/11-KK200/357, 202/11-KK200/361, 202/11-KK200/361(A1), 202/11-KK200/363A

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Claim for compensation arising from the resumption of land for road purposes situated at 357-367 Coronation Drive, Auchenflower – Lang Parade Pty Ltd.

3.0 PURPOSE/ISSUE

Claim for compensation.

4.0 PROPONENT

Ken Deutscher, Acting Divisional Manager, Urban Management Division.

5.0 SUBMISSION PREPARED BY

Jon Skelton, Asset Officer - Infrastructure Management (x36958).

6.0 DATE

11 October 2004

ACTION TAKEN

21 OCT 2004

TOWN CLERK

AOPC3

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 as follows:

- (a) The claim for compensation set out in Schedule 1 Part 1 and 2 be accepted;

Schedule 1

Part 1	Details of Resumption
Claimants	Lang Parade Pty Ltd
Property resumed	Part of property situated at 357 to 367 Coronation Drive, Auchenflower described as Lots 1, 3, 5 and 7 on SP.135235 and Lots 9, 11 and 13 on SP.135236 being in the Parish of Enoggera, having areas of 3 m <sup>2</sup> , 46 m <sup>2</sup> , 45 m <sup>2</sup> , 44 m <sup>2</sup> , 44 m <sup>2</sup> , 43 m <sup>2</sup> and 37 m <sup>2</sup> respectively.
Purpose of Resumption	Road purposes.
Part 2	Details of Offer
Amount of Offer	(a) redacted loss of land. (b) Reasonable Professional costs. (c) Interest calculated from the date of resumption to the date of settlement on the amount of redacted
Terms of Offer / Settlement	(a) Offer is accepted in full and final satisfaction of all rights and interests that the claimant has or will have in respect of the taking of the subject properties; (b) The claimant enter into a deed of indemnity on terms and conditions satisfactory to the Manager, Brisbane City Legal Practice.

10.0 **DIVISIONAL MANAGER**

Ken Deutscher  
Acting Divisional Manager  
URBAN MANAGEMENT DIVISION

*[Handwritten signature]*  
25 OCT 2004

**APPROVED**

2.5 OCT 2004

Lord Mayor

*[Handwritten signatures and initials]*

## 11.0 BACKGROUND

By Notification of Resumption published in the Queensland Government Gazette dated 8 December 2000, Council resumed land for road purposes from [redacted] being part of property situated at 357 to 361 Coronation Drive, Auchenflower, described as Lots 9, 11 and 13 on SP.135236 Parish of Enoggera containing 44 m<sup>2</sup>, 43 m<sup>2</sup> and 37 m<sup>2</sup> respectively as shown shaded yellow on the attached plan (Attachment A). Council also resumed land for road purposes from Grosvenor House Pty Ltd being part of property situated at 363 to 367 Coronation Drive, Auchenflower described as Lots 1, 3, 5 and 7 on SP.135235 Parish of Enoggera containing areas of 3 m<sup>2</sup>, 46 m<sup>2</sup>, 45 m<sup>2</sup> and 44 m<sup>2</sup> respectively as shown shaded orange on the attached plan (Attachment B). The subject lands totalling 262 square metres were acquired in connection with the Coronation Drive Transit Lane Project.

At the date of resumption the parent parcels were improved with various buildings in poor to average condition. The resumed land consisted of a strip located along the Coronation Drive frontage. The highest and best use of the resumed lands and the parent parcels at the date of resumption was for redevelopment for high density residential purposes with the value of the resumed land residing in its ability to generate gross floor area as part of plot ratio calculations for new development.

Subsequent to the resumption the dispossessed owners [redacted] and Grosvenor House Pty Ltd entered into contracts of sale to sell the parent parcels to Lang Parade Pty Ltd with the contracts providing for Lang Parade to pursue their rights to claim compensation arising from the resumption. These contracts have settled and Lang Parade has completed a process of obtaining Development Approval for redevelopment of the properties for high-density residential purposes based upon the post resumption land areas and two additional adjoining properties incorporated into the development site. The price paid for the overall development site equated to a rate of [redacted] per square metre.

The claimant, Lang Parade Pty Ltd, were originally seeking in the order of [redacted] compensation, but following without prejudice negotiations they have lodged a claim for compensation in the amount of [redacted] on the basis of loss of land and resultant development potential plus reasonable valuation and legal costs associated with formulating and lodging their claim.

Valuation consultants, Harvey Ehlers and Associates were engaged to determine the appropriate compensation payable for the resumption which has been assessed at [redacted] (Attachment C) which equates to a rate of [redacted] per square metre for the total resumed land area of 262 square metres.

It is therefore recommended that the claim for compensation be accepted subject to the claimant entering into a deed of indemnity to the satisfaction of the Manager, Brisbane City Legal Practice.

**12.0 CONSULTATION**

Cr Graham Quirk, Chairperson Transport and Major Projects.  
Alan Evans, A/Principal Transport Infrastructure, Urban Management Division.  
Both are in agreement with the recommendation.

**13.0 IMPLICATIONS OF PROPOSALS**

If the recommendation is adopted, a claim for compensation will be processed.

**14.0 COMMERCIAL IN CONFIDENCE**

No.

**15.0 CORPORATE PLAN IMPACT**

This proposal facilitates improvements to the existing public transport network which is consistent with key initiatives of the 2002-2006 Corporate Plan.

**16.0 CUSTOMER IMPACT**

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

**17.0 ENVIRONMENTAL IMPACT**

Nil.

**18.0 POLICY IMPACT**

Nil.

**19.0 FINANCIAL IMPACT**

Funds are available under the Major Roads Sub-Program. GL code 1041335661000000.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

Normal course of business.

22.0 PUBLICITY / MARKETING STRATEGY

Nil.

23.0 OPTIONS

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

Option 1 is the preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 295/6/39

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Catchment Coordinators

3.0 ISSUE/PURPOSE

To provide a recommendation for the establishment of Catchment Coordinators for the 04/05 financial year, recommend appropriate mechanisms to oversee and review these arrangements, and develop a framework for ongoing Catchment Coordination program outcomes, coordination and support.

4.0 PROPONENT

Ken Deutscher, A/Divisional Manager, Urban Management Division

5.0 SUBMISSION PREPARED BY

Ursula Kerr, Acting Manager, Water Resources (A/MWTR)  
Michelle Hennessey, Acting Principal Officer, Water Resources (A/PWPOC)  
Patrick Bourke, Program Officer, Water Resources (WPO4)

**ACTION TAKEN**

6.0 DATE

20 October 2004

25 OCT 2004

TOWN CLERK

EDDMK

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

That E&C approve:

1. The provision of:

- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver on-ground outcomes for the Moggill Catchment Group;
- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver on-ground outcomes for the Save Our Waterways Now (SOWN) Catchment Group;
- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver strategic and on-ground outcomes for the Oxley Creek Catchment Association and the Kedron Brook Catchments.

2. The provision of:

- BCC to fund a Catchment Coordinator contracted by the Bulimba Creek Catchment Coordinating Committee to deliver strategic planning, education and sponsorship packages for the Bulimba Creek Catchment Group.

3. The provision of:

- a Council officer employed for eight weeks to implement the framework adopted above prior to Christmas.

**APPROVED**

25 OCT 2004

*[Signature]*  
Lord Mayor

*[Signature]*

*[Signature]*

10.0 DIVISIONAL MANAGER

Ken Deutscher  
A/Divisional Manager,  
Urban Management Division

I Recommend Accordingly

*[Signature]*

CHIEF EXECUTIVE OFFICER

BCC PUBLICICATIONS SCHEME  
10 YEAR RELEASE



## 11.0 BACKGROUND

Financial support for community based catchment management groups to employ Creek Catchment Coordinators was an election promise of the Lord Mayoral campaign.

The 2004/05 budget provided \$300 000 in the Water Resources program for Creek Catchment Coordinators, initially targeted towards Moggill, Enoggera and Bulimba Creeks. Future budget allocations for the Creek Catchment Coordinators are projected at \$800,000 each year.

There are 11 catchment groups within the community based Brisbane Catchments Network (BCN). A number of other catchments within Brisbane do not yet possess a catchment group.

Initial meetings within Council identified a number of models to implement this initiative. Options were presented to the BCN meeting in August, and a survey was distributed to clarify groups' needs and views. Attachment A summarises the survey responses. Attachment B provides a copy of the discussion and survey paper.

While all groups seek to deliver on-ground, planning and community awareness outcomes, they are self motivated, volunteer based organisations and their activities vary widely depending on the interest and skills of members. Accordingly, groups identified varying needs and administrative capacities, and a range of views about the most appropriate funding model. Many identified that Council may need to adopt a number of options to address this effectively.

The capacity of catchment groups to administer the catchment coordinator program varies. While some groups would require only minimal assistance from Council to manage this program effectively, others would require considerable assistance to develop skills in:

- employee performance management;
- fiscal management;
- office and staff management; and
- project management.

The accountability and other contract conditions will need to be clearly established by Council to deliver consistency of funding and reporting frameworks even though the work task priorities may differ. The contract documentation for the groups will specify the role and responsibilities of catchment coordinator, their key accountabilities, reporting and evaluation requirements and any other conditions stipulated by Council.

The funding provided for this financial year is sufficient to expand the coordinator program to additional groups, and Oxley and Kedron groups have the capacity to participate successfully.

Initial arrangements with Bulimba, SOWN, Moggill, Oxley, and Kedron groups are recommended to be in place for 18 months subject to funding and budget approvals. This would allow the groups to:

- Successfully recruit the best person for their needs;
- Set up work programs;
- Deliver on ground and strategic outcomes; and
- Monitor and evaluate the program's outcomes.

## 12.0 CONSULTATION

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

- Cr Helen Abrahams, Chairperson Environment and Sustainability Committee;
- Cr Geraldine Knapp; Councillor for The Gap;
- Victoria Miller, Policy Advisor to the Lord Mayor;
- Richard Sivell, Manager Local Asset Services;
- Russell Luhrs, Manager Environment and Parks;
- Brisbane Catchments Network members

## 13.0 IMPLICATIONS OF PROPOSAL

The establishment of the these Catchment Coordinators will:

- Provide an opportunity to trial different funding and accountability models with a view to potentially establishing a consistent framework for the future expansion of the program.
- Assist Council in delivering on-ground and strategic outcomes for Brisbane's greenspace and 2010 visions.
- Provide the much-needed support to community volunteers and other individuals attached to the Catchment groups.
- Provide complimentary community support aligned with Council's existing Habitat Brisbane Program.

## 14.0 COMMERCIAL IN CONFIDENCE

No

## 15.0 CORPORATE PLAN IMPACT

Nil

## 16.0 CUSTOMER IMPACT

Only the recommended catchment groups will receive funding or support at this stage. Additional groups will have an expectation of receiving funding or support in future years.

## 17.0 ENVIRONMENTAL IMPACT

The opportunity for all Brisbane catchment groups to become more self-sufficient and sustainable in the longer term, allowing them to assist Council in delivering our Clean and Green program.

## 18.0 POLICY IMPACT

Nil

## 19.0 FINANCIAL IMPACT

\$300,000 was identified and published in the 2004/2005 Council Budget Documentation under Program 9 Water Resources – Creek Catchment Coordinators for the three nominated catchment groups. Thereafter a total of \$800,000 has been identified from the 2005/2006 financial year onwards.

1.0 FILE NUMBER: 295/6/39

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Catchment Coordinators

3.0 ISSUE/PURPOSE

To provide a recommendation for the establishment of Catchment Coordinators for the 04/05 financial year, recommend appropriate mechanisms to oversee and review these arrangements, and develop a framework for ongoing Catchment Coordination program outcomes, coordination and support.

4.0 PROPONENT

Ken Deutscher, A/Divisional Manager, Urban Management Division

5.0 SUBMISSION PREPARED BY

Ursula Kerr, Acting Manager, Water Resources (A/MWTR)  
Michelle Hennessey, Acting Principal Officer, Water Resources (A/PWPOC)  
Patrick Bourke, Program Officer, Water Resources (WPO4)

**ACTION TAKEN**

6.0 DATE

20 October 2004

25 OCT 2004

TOWN CLERK

EADMK

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

That E&C approve:

1. The provision of:

- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver on-ground outcomes for the Moggill Catchment Group;
- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver on-ground outcomes for the Save Our Waterways Now (SOWN) Catchment Group;
- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver strategic and on-ground outcomes for the Oxley Creek Catchment Association and the Kedron Brook Catchments.

2. The provision of:

- BCC to fund a Catchment Coordinator contracted by the Bulimba Creek Catchment Coordinating Committee to deliver strategic planning, education and sponsorship packages for the Bulimba Creek Catchment Group.

3. The provision of:

- a Council officer employed for eight weeks to implement the framework adopted above prior to Christmas.

10.0 DIVISIONAL MANAGER

Ken Deutscher  
A/Divisional Manager,  
Urban Management Division

**APPROVED**

25 OCT 2004

Lord Mayor

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

## 11.0 BACKGROUND

Financial support for community based catchment management groups to employ Creek Catchment Coordinators was an election promise of the Lord Mayoral campaign.

The 2004/05 budget provided \$300 000 in the Water Resources program for Creek Catchment Coordinators, initially targeted towards Moggill, Enoggera and Bulimba Creeks. Future budget allocations for the Creek Catchment Coordinators are projected at \$800,000 each year.

There are 11 catchment groups within the community based Brisbane Catchments Network (BCN). A number of other catchments within Brisbane do not yet possess a catchment group.

Initial meetings within Council identified a number of models to implement this initiative. Options were presented to the BCN meeting in August, and a survey was distributed to clarify groups' needs and views. Attachment A summarises the survey responses. Attachment B provides a copy of the discussion and survey paper.

While all groups seek to deliver on-ground, planning and community awareness outcomes, they are self motivated, volunteer based organisations and their activities vary widely depending on the interest and skills of members. Accordingly, groups identified varying needs and administrative capacities, and a range of views about the most appropriate funding model. Many identified that Council may need to adopt a number of options to address this effectively.

The capacity of catchment groups to administer the catchment coordinator program varies. While some groups would require only minimal assistance from Council to manage this program effectively, others would require considerable assistance to develop skills in:

- employee performance management;
- fiscal management;
- office and staff management; and
- project management.

The accountability and other contract conditions will need to be clearly established by Council to deliver consistency of funding and reporting frameworks even though the work task priorities may differ. The contract documentation for the groups will specify the role and responsibilities of catchment coordinator, their key accountabilities, reporting and evaluation requirements and any other conditions stipulated by Council.

The funding provided for this financial year is sufficient to expand the coordinator program to additional groups, and Oxley and Kedron groups have the capacity to participate successfully.

Initial arrangements with Bulimba, SOWN, Moggill, Oxley, and Kedron groups are recommended to be in place for 18 months subject to funding and budget approvals. This would allow the groups to:

- Successfully recruit the best person for their needs;
- Set up work programs;
- Deliver on ground and strategic outcomes; and
- Monitor and evaluate the program's outcomes.

## **12.0 CONSULTATION**

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

- Cr Helen Abrahams, Chairperson Environment and Sustainability Committee;
- Cr Geraldine Knapp; Councillor for The Gap;
- Victoria Miller, Policy Advisor to the Lord Mayor;
- Richard Sivell, Manager Local Asset Services;
- Russell Luhrs, Manager Environment and Parks;
- Brisbane Catchments Network members

## **13.0 IMPLICATIONS OF PROPOSAL**

The establishment of the these Catchment Coordinators will:

- Provide an opportunity to trial different funding and accountability models with a view to potentially establishing a consistent framework for the future expansion of the program.
- Assist Council in delivering on-ground and strategic outcomes for Brisbane's greenspace and 2010 visions.
- Provide the much-needed support to community volunteers and other individuals attached to the Catchment groups.
- Provide complimentary community support aligned with Council's existing Habitat Brisbane Program.

## **14.0 COMMERCIAL IN CONFIDENCE**

No

## **15.0 CORPORATE PLAN IMPACT**

Nil

## **16.0 CUSTOMER IMPACT**

Only the recommended catchment groups will receive funding or support at this stage. Additional groups will have an expectation of receiving funding or support in future years.

## **17.0 ENVIRONMENTAL IMPACT**

The opportunity for all Brisbane catchment groups to become more self-sufficient and sustainable in the longer term, allowing them to assist Council in delivering our Clean and Green program.

## **18.0 POLICY IMPACT**

Nil

## **19.0 FINANCIAL IMPACT**

\$300,000 was identified and published in the 2004/2005 Council Budget Documentation under Program 9 Water Resources – Creek Catchment Coordinators for the three nominated catchment groups. Thereafter a total of \$800,000 has been identified from the 2005/2006 financial year onwards.

A designated Council officer will be required full time for the next 8 weeks to activate the Creek Catchment Coordinators for the 04/05 financial year prior to the December break. Funding for this officer will be from the 04/05 Catchment Coordinator budget.

## **20.0 HUMAN RESOURCE IMPACT**

It is anticipated that one council officer will be required full time for the next 8 weeks to develop selection criteria, role descriptions and other relevant material required to activate the Creek Catchment Coordinators for the 04/05 financial year prior to the December break.

If officer not funded the implications are such that the contract creation, employment and establishment of the Creek Catchment Coordinators within the catchment groups will take longer to implement and/or that delivery on existing Water Resources projects will be delayed or suspended.

## **21.0 URGENCY**

Urgent. Community expectation is high as a result of the budget and election promises, effective date should be no later than December 2004.

## **22.0 PUBLICITY/MARKETING**

With respect to the catchment coordinator funding there is great expectation from the Catchment groups that funding would be available by December 2004. Budget allocations were published in the Council Budget Documentation under Program 9 Water Resources – Creek Catchment Coordinators.

The Brisbane Catchments Network will need to be formally advised and consulted on this decision prior to any such media release.

## **23.0 OPTIONS**

### **1. Approve the recommendations for**

- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver on-ground outcomes for the Save Our Waterways Now (SOWN) Catchment Group;
- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver on-ground outcomes for the Moggill Catchment Group
- BCC to supply a contractor through LAS for the provision of a catchment coordinator to deliver strategic and on-ground outcomes for the Oxley Creek Catchment Association and the Kedron Brook Catchments.
- BCC to fund a Catchment Coordinator contracted by the Bulimba Creek Catchment Coordinating Committee to deliver strategic planning, education and sponsorship packages for the Bulimba Creek Catchment Group.
- a Council officer to be employed for eight weeks to implement the framework adopted above prior to Christmas.

### **2. Not Approve the recommendations.**

1.0 FILE NUMBER: 234/70/217

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Mt Gravatt Showgrounds Trust nomination

3.0 ISSUE / PURPOSE

To nominate Steven Gay to the Mt Gravatt Showgrounds Trust

4.0 PROPONENT

Hayden Wright  
Acting Town Clerk and Manager Chief Executive's Office

5.0 SUBMISSION PREPARED BY

Phillip Fila, Corporate Administration Officer (CACEO), ext 36773

6.0 DATE

20 October 2004

7.0 FOR E & C APPROVAL OR RECOMMENDATION TO COUNCIL?

E&C approval

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

No.

9.0 RECOMMENDATION

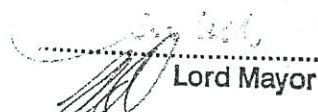


That the Honourable Terry Mackenroth, Deputy Premier, Treasurer and Minister for Sport be advised that Steven Gay is the Brisbane City Council's nomination to the Mt Gravatt Showgrounds Trust.

10.0   
Hayden Wright  
ACTING TOWN CLERK AND  
MANAGER, CHIEF EXECUTIVE'S OFFICE

  
CHIEF EXECUTIVE OFFICER

**APPROVED**

25 OCT 2004

  
Lord Mayor  

BCC 10 YEAR PUBLICATION RELEASE SCHEME



11.0

## BACKGROUND

In accordance with Section 6 of the Mt Gravatt Showgrounds Act 1988, the Mt Gravatt Showgrounds Trust (the Trust) is comprised of the following members:

- . the Councillor for the electoral ward in which the showgrounds are situated (presently Councillor Kerry Rea);
- . a nominee of the Brisbane City Council;
- . three members by the Mt Gravatt Agricultural, Horticultural and Industrial Society; and
- . two members nominated by the Minister.

As the Trust for the next 3 years is presently being established, the Honourable Terry Mackenroth, Deputy Premier, Treasurer and Minister for Sport has sought Council's nomination to the Trust.

Mr Steven Gay is considered to be a suitable person to be the Council's nomination to the Trust.

12.0

## CONSULTATION

Councillor Kerry Rea is in agreement with the nomination.

13.0

## IMPLICATIONS OF PROPOSAL

No criticism is expected.

14.0

## COMMERCIAL IN CONFIDENCE

No

15.0

## CORPORATE PLAN IMPACT

N/A

16.0

## CUSTOMER IMPACT

Nil.

17.0

## ENVIRONMENTAL IMPACT

Nil.

18.0

## POLICY IMPACT

Nil.

19.0

## FINANCIAL IMPACT

Nil.

BCC 10 YEAR PUBLICATION RELEASE SCHEME

20.0

**HUMAN RESOURCE IMPACT**

Nil.

21.0

**URGENCY**

As soon as possible as the Minister has advised that he wishes to establish the trust for its next 3 year term commencing in November.

22.0

**PUBLICITY / MARKETING STRATEGY**

At the discretion of the Lord Mayor and/or Councillor Rea

23.0

**OPTIONS**

1. That the recommendation be approved.
2. That another person be nominated to the Trust.

Option 1. is recommended.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 24/1-L/2003(2)

E&C 23/10-317

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

LGAQ Conference – 2004 Australasian Local Government Technology & Innovation Expo

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek approval for two Councillors (one Liberal and one Labour) to attend the 2004 Australasian Local Government Technology & Innovation Expo, a conference hosted by the Local Government Association of Queensland

4.0 PROPONENT

Hayden Wright  
MANAGER  
CHIEF EXECUTIVE'S OFFICE

5.0 SUBMISSION PREPARED BY

Teresa Jurgensen, Finance & IT Officer, Office of the Lord Mayor, LMESO, x36842

6.0 DATE

19 October 2004

ACTION TAKEN

25 OCT 2004

TOWN CLERK

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

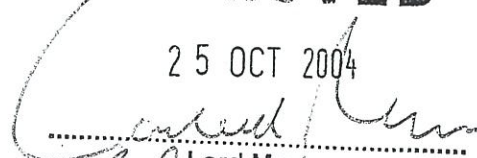


That E&C grant approval for one Labor Councillor, namely Councillor Peter Cumming and one Liberal Councillor, name to be advised; to attend the 2004 Australasian Local Government Technology & Innovation Expo.

10.0 DIVISIONAL MANAGER

**APPROVED**

25 OCT 2004

  
Jude Munro  
CHIEF EXECUTIVE OFFICER

  
Lord Mayor  
  


BCC 10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

The Local Government Association of Queensland brings councils their first premier Technology and Innovation Expo (TIE) 2004, to be held at the Gold Coast Convention Centre, 1-3 December 2004.

TIE offers delegates:

- a state-of-the-art technology bazaar
- a showcase for council leading practice
- a place to foster national technology and innovation exchange for councils
- an incubator and emporium for enhancing initiatives
- an engaging and exciting experience in Australia's newest convention centre.

Please refer to the conference brochure attached.

## 12.0 CONSULTATION

Jude Munro, Chief Executive Officer  
Hayden Wright, Manager, Chief Executive's Office

All are in agreement with the recommendation

## 13.0 IMPLICATIONS OF PROPOSAL

This conference provides an excellent opportunity to view an innovation showcase for council leading practice, see demonstrations and solutions, and also provides a good networking opportunity.

## 14.0 COMMERCIAL IN CONFIDENCE

No

## 15.0 CORPORATE PLAN IMPACT

In line with the Corporate Plan – Smart and Prosperous City objectives

## 16.0 CUSTOMER IMPACT

Nil

## 17.0 ENVIRONMENTAL IMPACT

Nil

## 18.0 POLICY IMPACT

Nil

**19.0 FINANCIAL IMPACT**

*Estimated costs per delegate* are:

Registration fees (incl Conference Dinner)	\$750.00
Accommodation, 1 night only @ Grand Mecure Broadbeach	\$130.00
Meals and incidentals	\$ 50.00
Allowances, non-accountable	\$ 40.00
	<u>\$970.00 each</u>

Funds are available from the Councillor travel GL code:  
1.01.1503.201.000.000.628.000.00

**20.0 HUMAN RESOURCE IMPACT**

Nil

**21.0 URGENCY**

In the normal course of business

**22.0 PUBLICITY/MARKETING**

At the discretion of the Lord Mayor

**23.0 OPTIONS**

Option 1: Approve the recommendation

Option 2: Not approve the recommendation

Option 1 is the preferred option.

BCC PUBLICATION RELEASE SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 392/57/0-2003/2004

E&C 392/57/0-2003

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE  
Private Boarding House Support Program – Council’s policy for the 2005 fire-safety requirements for residential services buildings.

3.0 ISSUE/PURPOSE  
The purpose of this submission is to determine the type of support that Council wishes to provide to private boarding house and supported accommodation businesses in meeting the 2005 fire-safety requirements of the Building and Other Legislation Amendment Act (BOLA) 2002.

4.0 PROPONENT  
Margaret Allison, Divisional Manager, Community and Economic Development

5.0 SUBMISSION PREPARED BY  
Emma Greenhalgh, Program Officer Affordable Housing and Homeless (POAHH), ext 34183.

6.0 DATE  
18 October 2004

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL  
For E&C Approval.

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?  
No.

ACTION TAKEN

15 OCT 2004

TOWN CLERK

POAHH

9.0 RECOMMENDATION  
That E&C approve:  
1. The provision of free building advice for private boarding house owners to assist them to comply with the BOLA 2005 fire-safety requirements;  
2. The discontinuation of grants under the Private Boarding House Support Program;  
3. The re-allocation of funds to support the E&C affordable housing and homelessness work program; and  
4. The Social Policy Branch and Development Regulatory Services report back to E&C after 30 June 2005 on compliance levels of boarding house operators.

10.0 DIVISIONAL MANAGER **APPROVED**

25 OCT 2004

*Margaret Allison*

Margaret Allison  
Divisional Manager

**COMMUNITY & ECONOMIC DEVELOPMENT**

*[Signatures]*  
Lord Mayor

Per [Signature] Accordingly

*[Signature]*

CHIEF EXECUTIVE OFFICER

*[Signature]*

Pam Bourke  
Manager

**SOCIAL POLICY**

BCC 10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

Boarding houses are an important component of Brisbane's low-cost housing sector. They provide accommodation for people who are on low-incomes, marginalised, have substance abuse problems and mental illness. In August 2004, there were approximately 273 boarding houses in Brisbane. Between August 2002 and August 2004 there was a decline of 48 boarding houses. During the period between 1987 and 1996 Brisbane lost 127 premises, or 1500 rooms.

The boarding house industry operates on the edge of viability. A recent report for the Australian Housing and Urban Research Institute (AHURI) found that boarding houses as an investment vehicle are not viable and the ability of boarding houses to compete in the open property market is limited.

In 2002 the Queensland State Government introduced the Building and Other Legislation Amendment Act ('BOLA') largely due to the Childers Palace backpackers fire of June 2000. The Act commenced on 1st July 2002. The aim of the legislation was to require budget accommodation buildings to comply with a fire safety standard for the safe evacuation of occupants. All new and existing budget accommodation premises are required to comply with the contemporary fire safety standards (the Building Code of Australia).

There are two phases to BOLA compliance:

- BOLA 2003 requirements: The first phase was the installation of early warning systems (smoke alarms) and emergency lighting. Owners were also required to prepare and implement a Fire Safety Management Plan and were required to be compliant by 30 June 2003; and
- BOLA 2005 requirements: The second phase is for operators, where necessary, to undertake works including additional emergency exits, fire stairs and landings, fire isolated corridors, fire hose reels, and possibly sprinkler systems. Operators are required to be compliant by 30 June 2005. These works are not applicable to all premises but the larger premises in particular will be greatly impacted by these requirements.

### Impact of BOLA 2005

The impact of BOLA 2005 on boarding house operators will affect each premise differently as requirements are based on dwelling size and resident profile. However, it is known that some premises will require structural alterations for the provision of new stairs and landings. Many of the premises in Brisbane are older style dwellings and this may raise heritage and character building issues which would result in the need for planning applications.

The costs of compliance for BOLA 2005 are much greater than for BOLA 2003 – up to tens of thousands of dollars. Some indicative costs include \$50sqm for sprinkler system (\$25,000 for a 500sqm facility or 20 rooms), fire hose reels at \$14K each and fire hydrants at \$40K each. Other unknown financial impacts include planning fees and construction costs.

The Queensland Department of Local Government and Planning, who is overseeing the implementation of the legislation, estimates that there are over 49 premises in Brisbane with an area of over 500sqm. These premises are estimated to require substantial work and will need to submit a development application. A further 108 premises between 300 and 500 sqm may also need considerable work.

### **Council's Current Boarding House Assistance**

In 1999, Council introduced the Private Boarding House Support Program to provide financial assistance to boarding house operators to meet the costs of upgrading fire safety in registered boarding houses and supported accommodation facilities in Brisbane.

Since the program began operating, Council has provided \$738,154 of grants to 175 premises in Brisbane. The average amount granted to each operator is \$4,300. Council's grants have successfully kept premises open. Of the 175 premises that have received grants over 98% are still operating.

Council has also provided free Fire Safety Management Plans to all boarding house operators in Brisbane and undertook joint inspections of all facilities with the Queensland Fire and Rescue Service before and after the implementation of BOLA 2003.

### **Assistance Provided by Other Government Agencies**

To assist boarding house operators to comply with the provisions of BOLA, the Queensland Department of Housing developed a financial assistance package including a conditional grant of up to \$350 per resident. There is \$1.1m available in budget. There is also a loan package but the take-up of this has been almost negligible because owners are not prepared to go into debt or further debt for businesses whose viability is so low.

Between April 2003 and February 2004 the Queensland Department of Housing approved a total of \$320,980 in grants to 61 boarding houses and supported accommodation facilities in Brisbane. The Queensland Department of Housing has advised that operators who applied for a grant to comply with the 2003 requirements, will not be eligible for a grant from the Queensland Department of Housing to comply with the 2005 requirements.

Disability Services Queensland (DSQ) is also providing non-recurrent conditional grants to non-profit facilities funded by DSQ. There is \$3.1m available. However, private for profit facilities are not eligible.

The Department of Local Government, Planning, Sport and Recreation has developed a communication strategy to educate boarding house operators about BOLA 2005.

### **Joint Initiatives Between Council and Other Government Agencies**

Together with the Queensland Department of Housing, BCC has supported the employment of a project worker (Community Engagement Officer – Residential Services) whose brief is to provide hands-on support for owners.

### **Proposal for supporting BOLA 2005 requirements**

The Social Policy Branch has \$150K in base budget for the provision of private boarding house grants.



Option 1: Discontinue Grants and Provide free building advice

In this option, the grants would be discontinued and replaced with more direct hands on support. In August 2004 Development Regulatory Services received \$157K from budget review for the employment of:

1. 2x building compliance officers (6 months)
2. 1x plumbing officer (3 months)
3. 1x development compliance officer (3 months)
4. Administration support

This team will be taking a pro-active approach to BOLA 2005 and carrying out inspections on all premises in Brisbane and providing advice on what work needs to be undertaken to comply with BOLA 2005. This will be at no cost to the owner for this advice. It is also envisaged that the provision of free building advice will be welcomed by the boarding house sector.

Council will continue to part fund the Community Engagement Officer to assist boarding house owners comply with BOLA 2005. This will include assistance with accessing the Department of Housing grants and loans. The benefits to this approach is that it provides practical hands-on advice to a sector that is not familiar nor comfortable with reform.

The base budget funds will be used to progress the E&C affordable housing and homelessness workshop outcomes. The Social Policy Branch and Development Regulatory Services will provide a report back to E&C after the compliance date of 30 June 2005 so that Council can monitor the outcomes.

Option 2: Provision of hands on support to comply with BOLA 05 and a further set of grants.

While the provision of hands on support and a further set of grants would be welcomed by participants in the industry, there are a number of reasons for recommending against continuation of the grants program. The Queensland Department of Housing still has over \$1 million remaining in its grant scheme and this will be available for the 2005 requirements. Given this, Council provision of grants could be considered to duplicate State efforts. Disability Services Queensland will be providing grants to facilities that accommodate those most in need.

One of the difficulties in developing an appropriate set of grants is that neither the Department of Housing nor the Department of Local Government and Planning has done any work to calculate the costs that boarding houses would incur in complying with the 2005 requirements. This makes it difficult to calculate the quantum of any budget BCC would need for a grants scheme.

Making available a new set of Private Boarding House Grants would be difficult. The current base budget for this program (\$150K) would be inadequate. The two other grant programs Council has run for boarding houses have resulted in over 170 applications in each case. The budget would provide less than \$1,000 per boarding house. This would be quite inadequate for BOLA 2005 given the expected costs.

Option 1 is the preferred option.

**12.0 CONSULTATION**

- Juergen Hanisch, A/Manager City Planning, Urban Management
- Nick Clarke, Manager Licensing and Compliance, Development Regulatory Services
- Greg Schonfelder, Principal Development Officer Building
- Ian Christesen, Manager Pollution Prevention, Health and Safety
- Natalie Wilde, Community Engagement Officer, Department of Housing
- Bronwyn Hawthorne, Manager Housing Loans, Department of Housing
- Ken Henry and Allan Wendt, Department of Local Government and Planning

All consulted are in agreement with the recommendation.

**13.0 IMPLICATIONS OF PROPOSAL**

Council will be enabled to provide extensive, practical support to boarding house owners. Boarding house owners will have to rely on State Government grants to assist them with compliance costs.

**14.0 COMMERCIAL IN CONFIDENCE**

No

**15.0 CORPORATE PLAN IMPACT**

Council's Homelessness Strategy comes under Program 4 – Community Life Service 4.4.1.1 Opportunities for All

**16.0 CUSTOMER IMPACT**

Any assistance provided to boarding house and supported accommodation businesses would assist the viability of these businesses under this new legislation. The tenants of these premises would also benefit if closures are kept to a minimum and they are not forced to look for similar or more expensive accommodation, or worse, to be forced into homelessness. However, it is expected that there will be further closures irrespective of the support provided.

**17.0 ENVIRONMENTAL IMPACT**

There are no foreseen environmental impacts.

**18.0 POLICY IMPACT**

The preferred option would alter Council's current policy of charging for building advice. It would also allow such advice to be provided prior to approval of any work, which is not Council policy.

**19.0 FINANCIAL IMPACT**

There is currently \$157K available in DRS as a result of August budget review for the inspections of premises.

There is also \$150K currently available for grants in Social Policy base budget. It is recommended that this be reallocated to fund work program from the E&C affordable housing and homelessness workshop

**20.0 HUMAN RESOURCE IMPACT**

Licensing and Compliance will be employing 4 additional staff to carry out inspections, and 1 administration person to provide support.

**21.0 URGENCY**

In the normal course of business.

**22.0 PUBLICITY/MARKETING STRATEGY**

At the discretion of the Chairperson Community Services Committee.

**23.0 OPTIONS**

Option 1: That E&C approve the recommendation

Option 2: That E&C amend the recommendation

Option 3 That E&C not approve the recommendation.

**Option 1 is the preferred and recommended option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 234/93/23(0)

E&C 234/93-23

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Record of E&C Workshop on Affordable Housing and Homelessness, 23 August 2004.

3.0 ISSUE/PURPOSE

To endorse the record of the workshop and the proposed work program arising from it.

4.0 PROPONENT

Margaret Allison, Divisional Manager Community and Economic Development.

5.0 SUBMISSION PREPARED BY

Jon Eastgate, Senior Program Officer Social Diversity and Housing ext. 34540.

6.0 DATE

18 October 2004

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E&C Approval.

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

NA

9.0 RECOMMENDATION

To endorse the record of the workshop found at Attachment 1 and the proposed work program found at Attachment 2.

10.0 DIVISIONAL MANAGER

*Margaret Allison*

Margaret Allison  
DIVISIONAL MANAGER  
COMMUNITY & ECONOMIC DEVELOPMENT

**APPROVED**

25 OCT 2004

*Pam Bourke*  
Lord Mayor  
Pam Bourke  
MANAGER SOCIAL POLICY

*[Signature]*  
COMMUNITY SERVICES OFFICER

ACTION TAKEN  
25 OCT 2004  
TOWN CLERK  
SPOSDIX  
RECEIVED  
25 OCT 2004  
COMMITTEE SECTION

BCO 10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

At the Lord Mayor's instigation, Establishment and Coordination Committee held a workshop on 23 August 2004 to develop a bipartisan approach to the issue of affordable housing and homelessness. A detailed record of this workshop is found at **Attachment 1**.

The workshop identified a number of issues which required further investigation before being brought back to E&C at a later date. These issues are summarized in the form of a work program found at **Attachment 2**. Council officers have already commenced work on each of these issues, and it is proposed to present summaries of progress to E&C at a date to be fixed in mid-November.

Material presented in the course of the workshop can be found as **Attachments 3 and 4**.

## 12.0 CONSULTATION

Lord Mayor Campbell Newman  
Deputy Lord Mayor David Hinchliffe  
Cr John Campbell, Chairperson, Water and Business Committee  
Cr Kerry Rea, Chairperson, Community Services Committee  
Cr Helen Abrahams, Chairperson, Environment and Sustainability Committee  
Cr Kim Flessler, Chairperson Finance Committee  
Cr Judy Magub, Shadow Chairperson, Environment and Sustainability Committee  
Cr Carol Cashman, Shadow Chairperson, Urban Planning and Economic Development Committee  
Cr Tim Nicholls, Shadow Chairperson, Community Services Committee  
Jude Munro, Chief Executive Officer  
Hayden Wright, A/Divisional Manager CED  
Barry Ball, A/Divisional Manager Urban Management  
Pam Bourke, Manager Social Policy  
Graeme Jones, Manager Community Development Services  
David Askern, Manager Brisbane City Legal Practice  
James Coutts, City Planning  
Juergen Hanisch, City Planning  
Jon Eastgate, Social Policy  
Emma Greenhalgh, Social Policy  
Stephanie Wyeth, Social Policy  
Roksana Khan, Community Development Services  
David Cant, Brisbane Housing Company  
Professor Terry Burke, Swinburne Institute for Social Research  
Sue Shaw, Ibis Consulting (Qld) Pty Ltd (Facilitator)

All consulted are in agreement with the recommendation.

### 13.0 IMPLICATIONS OF PROPOSAL

The proposal will endorse the next stage in developing a bipartisan approach to affordable housing and homelessness.

### 14.0 COMMERCIAL IN CONFIDENCE

No

### 15.0 CORPORATE PLAN IMPACT

Program 4 - Community Life  
Outcome 4.5 - Diverse and Inclusive City  
Service 4.5.1.2 - Inclusive City Initiatives

### 16.0 CUSTOMER IMPACT

This proposal will contribute to developing practical solutions to the needs of homeless people and people on low incomes.

### 17.0 ENVIRONMENTAL IMPACT

Nil.

### 18.0 POLICY IMPACT

The implementation of this project will assist in ensuring that Brisbane remains an inclusive city.

### 19.0 FINANCIAL IMPACT

The proposed work program will require an additional budget of approximately \$100,000-150,000. It is proposed that these funds be sourced from funds currently in the Community Life Program base budget, allocated for the Private Boarding House Support Program.

### 20.0 HUMAN RESOURCE IMPACT

The proposed work program will result in an additional officer in City Planning to resource the Facilitation Unit. It may also result in the employment of temporary staff in Social Policy to assist with implementing new E&C priorities.

### 21.0 URGENCY

In the normal course of business.

### 22.0 PUBLICITY/MARKETING STRATEGY

At the discretion of the Lord Mayor and Deputy Lord Mayor.

## 23.0 OPTIONS

1. To endorse the record of the workshop found at **Attachment 1** and the proposed work program found at **Attachment 2**.
2. Endorse with modifications.
3. Not endorse.

**Option 1 is the preferred option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

EYC 25/10-3N

1.0 FILE NUMBER 234/6(749)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Waiving of Council Event Licence fee for the 2004 Manly Harbour Village Halloween Street Party.

3.0 ISSUE/PURPOSE

The purpose of this submission is to waive Council Event Licence fee of \$980.20 for the staging of the Manly Harbour Village Halloween Street Party on 30 October 2004.

4.0 PROPONENT

Margaret Allison, Divisional Manager, Community and Economic Development.

5.0 SUBMISSION PREPARED BY

Glenda Johnson, Program Officer Cultural Identity, 3403 6799.

6.0 DATE

20 October 2004

RECEIVED  
20 OCT 2004  
COUNCIL SECTION  
POCI

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?

Not applicable.

ACTION TAKEN  
25 OCT 2004  
TOWN CLERK

9.0 RECOMMENDATION

That E&C grant approval to waive Council Event Licence fee of \$980.20 for the staging of the 2004 Manly Harbour Village Halloween Street Party.

10.0

*Matthew Cox*

Matthew Cox  
Acting Manager Community & Lifestyle  
COMMUNITY & ECONOMIC DEVELOPMENT

*Margaret Allison*

Margaret Allison  
Divisional Manager  
COMMUNITY & ECONOMIC  
DEVELOPMENT

**APPROVED**

25 OCT 2004

*[Signatures]*  
Lord Mayor  
Chief Executive Officer



## 11.0 BACKGROUND

Now in its seventh year, this popular local festival has become an important part of the cultural landscape of the bayside community and is important for local businesses in terms of promoting the bayside precinct. It attracts around 7,000 locals and visitors, with over 1,000 people participating in the grand parade. It is very much a family event, with participants coming from a variety of cultural backgrounds.

The festival is run by a volunteer committee and is supported by the Manly Chamber of Commerce. Some income is generated from stalls and there is also some cash and in-kind support from local community and business organisations. The festival received Community Grants for the 2001 (\$6,500) and 2002 (\$4000) festivals. They have not applied for Council grant funding since.

The cost of staging the festival is \$16,910, which includes road closures, permits, security, insurance, staging etc. The organising committee has indicated that they have insufficient funds to pay for Council's Event Licence Fee after paying their other costs. (Please see Attachment A for budget breakdown.)

The fee is \$980.20 which is made up of \$927.00 for the application and \$53.20 for the issuing of the licence. The licence is important as it addresses the following Occupational Health and Safety requirements for organisations running an event of more than 2,000 people:

- Provision of site and event management plans
- Meeting amenity requirements including hours of operation, noise, toilets etc.
- Safety requirements in terms of staging and lighting
- First aid
- Traffic and pedestrian management
- Liquor licencing
- Public liability insurance requirements
- Dealing with complaints from the community regarding noise etc.
- Site inspections throughout the event to ensure safety and compliance requirements are met

Given the imminent nature of the event (30 October), it has been suggested that the fees be waived in this instance. The organisation is unlikely to attract funds for this purpose from an agency other than Council in the timeframe available. The licence with the relevant conditions would still be issued to ensure the safety of the public attending the event.

It is recommended that the committee be advised to apply for a Council Community Grant to avoid similar last minute funding shortfalls for future festivals.

## 12.0 CONSULTATION

Cr David Hinchliffe  
Cr Kerry Rea  
Cr Peter Cumming  
Craig Evans  
Robert Kingsford

Deputy Lord Mayor & Councillor for Central  
Chairperson Community Services Committee  
Councillor for Wynnum – Manly  
Chief of Staff Lord Mayor's Office  
Team Leader, Licencing and Compliance - East Region

All consulted are in agreement with the recommendation.

### **13.0 IMPLICATIONS OF PROPOSAL**

This event is of importance to the cultural and social life of the local bayside community.

### **14.0 COMMERCIAL IN CONFIDENCE**

No.

### **15.0 CORPORATE PLAN IMPACT**

The funding is linked to the following Corporate Plan theme:

*Creative and Vibrant City 4.3 Festivals and Events*

- Support a range of high quality festivals and events that celebrate the city's culture and its people's creative spirit.

### **16.0 CUSTOMER IMPACT**

This funding supports an accessible cultural event for children and families. However, regardless of the waiving of the fees, the organising committee will need to be made aware formally by Council of its obligations in terms of meeting any safety and public liability requirements for this event.

### **17.0 ENVIRONMENTAL IMPACT**

Nil.

### **18.0 POLICY IMPACT**

These funding recommendations support current Council policy directions including the Creative City Strategy and the 2010 Creative City theme.

### **19.0 FUNDING IMPACT**

Licencing and Compliance will need to record the waiving of fees as a Community Service Obligation and be reimbursed from Council's Community Grants budget.

### **20.0 HUMAN RESOURCE IMPACT**

Nil.

### **21.0 URGENCY**

URGENT. The festival takes place on Saturday 30 October 2004.

### **22.0 PUBLICITY / MARKETING STRATEGY**

At the Lord Mayor's discretion.

### 23.0 OPTIONS

Option 1. To approve the waiving of Event Licence fees of \$980.20 to the 2004 Manly Village Halloween Street Party as recommended.

Option 2. ~~Not to approve the recommendation.~~

Option 1 is recommended.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE