

E&C RESULTS- 17 JANUARY 2004

SUB NO.	FILE NO.	DIV	TITLE	Result
17/01- 1H <i>m</i>	24/1-H/2004(5)	Brisbane Water	Travel Proposal – Attend the AWA Membrane & Desalination Specialty Conference in Adelaide followed by a visit to NEWater Recycled Water Plant in Singapore as part of the Australia Water Association (AWA) Techno Tour Conference from 22 February to 2 March, 2005.	Yes
17/01-1J	312/15/2-2005	CCSD	One Book One Brisbane 2005 Shortlist Endorsement.	Held
17/01-2J <i>m</i>	12/51-J/2005	CCSD	Overseas travel to Hong Kong – Athol Young to accompany Brisbane Excelsior Brass Band.	Yes
17/01-1K <i>m</i>	465/6/26(61P1)	Urban Management	2005-2006 Federal Road Safety Black Spot Program.	Yes
17/01-2K <i>m</i>	436/92-NL050(A2)	Urban Management	Access to Sheraton Hotel from Turbot Street.	Yes
17/01-1L <i>m</i>	392/40	OLMCEO	Donation to the Australian Red Cross Asia Quake and Tsunamis Appeal.	Yes
17/01-2L <i>AR</i>	12/51-L/2005	OLMCEO	Overseas Travel – Councillor Kevin Bianchi, Kobe, Japan.	Yes
17/01-3L <i>m</i>	Walkin	OLMCEO	Executive Salary	Yes
17/01-4L <i>m</i>	Walkin	OLMCEO	Executive Salaries	Yes

Present – Campbell Newman, D B Hinchliffe, J H Campbell, H J Abrahams, M de Wit, S Sutton, F Farmer.

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

SUBMISSION TO THE ESTABLISHMENT & COORDINATION COMMITTEE

1.0 **FILE NUMBER**

24/1-H/2004(5)

ACTION TAKEN

17 JAN 2005

2.0 **TITLE**

TOWN CLERK MPBW

Travel Proposal – Attend the AWA Membrane & Desalination Specialty Conference in Adelaide followed by a visit to NEWater Recycled Water Plant in Singapore as part of the Australian Water Association (AWA) Techno Tour Conference from 22 February to 2 March, 2005.

3.0 **ISSUE/PURPOSE**

The purpose of this submission is to request permission for Robin Lewis MPBW, Manager Production Branch, Brisbane Water and Grahame Simpson POE3BW, Process Engineer, Brisbane Water to attend the Australian Water Association (AWA) conference in Adelaide followed by the TechnoTour in Singapore from 22 February to 2 March, 2005.

4.0 **PROPONENT**

Jim Reeves - Divisional Manager Brisbane Water

RECEIVED

17 JAN 2005

5.0 **SUBMISSION PREPARED BY**

Robin Lewis, Manager Production Branch, Production Branch, Brisbane Water (MPBW) ext x32656)

COMMITTEE SECTION

APPROVED

6.0 **DATE**

12 January 2005

17 JAN 2005

Colin Bevan
.....
Lord Mayor

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

For E&C approval.

[Handwritten signatures]
77

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

N/A

9.0 **RECOMMENDATION**

It is recommended that approval be granted for Robin Lewis and Grahame Simpson to travel to Adelaide and Singapore to attend the AWA Membrane and Desalination Conference and a TechnoTour for an estimated cost of \$10,300.68.

10.0 **DIVISIONAL MANAGER**

[Signature]
Jim Reeves
Divisional Manager
BRISBANE WATER

I Recommend Accordingly

[Signature]
.....
CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

The aim of the AWA Membrane and Desalination Specialty Conference is to bring together technical experts, scientists and engineers from Australia and overseas to share knowledge and experience in the use of water reclamation and reuse technologies and their application for water resources management.

Presentations and papers delivered at the conference will highlight the application of these technologies, successes and failures with hybrid systems and optimal operation parameters.

To this end, AWA will be staging a 3-day Specialty Membrane and Desalination in Adelaide between 23-25 February 2005. The conference will have an international focus with Australian relevance. It will be followed by a 2-day TechnoTour to Singapore. The tour will visit the NEWater Recycled Water Plant, an educational centre and integrated reuse-planning scheme in Singapore.

The table below outlines some of the benefits in attending the AWA Membrane and Desalination Conference in Adelaide and the AWA TechnoTour to Singapore.

Benefits	Venue	
▪ Update on advances in the technology	Adelaide	R Lewis
▪ View new applications of membrane technologies and current Research and Development program	Adelaide	R Lewis / G Simpson
▪ Identify technology advances with an application for Water / WasteWater and re-use potential in Brisbane	Adelaide	R Lewis / G Simpson
▪ Review operational issues and experience first hand.	Singapore	G Simpson
▪ Select appropriate technologies for application in Brisbane	Adelaide / Singapore	R Lewis / G Simpson
▪ Assess optimal performance and cost of operation	Singapore	G Simpson
▪ Develop a network of users and contacts	Adelaide / Singapore	R Lewis / G Simpson
▪ Share operating knowledge of existing RO Plant and identify improvements.	Adelaide / Singapore	G Simpson
▪ View full scale operating plants	Adelaide / Singapore	R Lewis / G Simpson
▪ Assess project implementation and deliver issues for new full-scale plant.	Singapore	R Lewis
▪ New technology research and development advancement options review for future application	Singapore	R Lewis / G Simpson
▪ Operation / optimisation of existing technology in Brisbane Water network development.	Singapore	G Simpson

It is proposed that two Brisbane Water employees undertake this travel.

- Robin Lewis will be attending to consider options and opportunities for deploying this new technology within the re-use water and wastewater processes for Brisbane. In addition, it will enhance his knowledge of advances in these new technologies and enable him to network with other industry peers.
- As Grahame Simpson is the leading Reverse Osmosis (RO) plant process expert for Brisbane, he is responsible for the operation and optimisation of the Luggage Point RO Plant and provides technical training to other water industry partners. Attendance will further his knowledge of advancement in this new technology and will enable him to further optimise our existing processes.

12.0 CONSULTATION

Councillor John Campbell – Chairperson Water & City Business Committee.
Neil Summerson – Chairman, Brisbane Water Advisory Board of Management.

Both are in agreement with the recommendations.

The Brisbane Water Board members endorsed the recommendation at its meeting held 15 December 2004.

13.0 IMPLICATIONS OF PROPOSAL

The network and learning from the experiences of other industry peers on the available technology and the success of its application.

14.0 COMMERCIAL IN CONFIDENCE

N/A

15.0 CORPORATE PLAN IMPACT

Attendance at the AWA Conference complements the key milestones and targets for a regional and world city.

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

The total estimated cost of the travel for Mr Robin Lewis and Grahame Simpson scheduled between 22 February to 2 March 2005 is as follows:

<u>Air Fares, transfers</u>	
Brisbane to Adelaide	1252.68 #
Adelaide to Singapore & return to Brisbane	2930.00 #
<u>Conference fees</u>	
Membrane & Desalination Conference	1518.00
TechnoTour - Singapore	2000.00*
<u>Accommodation – Meals</u>	
Adelaide (22/02/05 – 25/02/05)	1440.00
Singapore (26/02/05)	560.00 **
<u>Personal Allowance</u>	
(22/02/05 – 25/02/05)	200.00
26/02/05 – 01/03/05)	400.00
<u>Car Hire</u>	
Taxis	240.00
TOTAL	10,300.68

Airfares are for two people

* Approximate only - awaiting confirmation from AWA due to Sponsorship confirmation.

** Accommodation in Singapore (26/02 – 28/02/05) included in Conference Fee.

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) Approve the recommendation.
- (2) Approve one person to attend.
- (3) Not approve the recommendation.

Option (1) is the preferred option.

1.0 FILE NUMBER: 12/51-J/2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Overseas travel to Hong Kong – Athol Young to accompany Brisbane Excelsior Brass Band.

3.0 ISSUE/PURPOSE

The purpose of this submission is to obtain approval for Athol Young to travel to Hong Kong with the Brisbane Excelsior Band from 7th – 12th February 2005, with all costs for travel being met by the Hong Kong Tourist Board..

4.0 PROPONENT

Bob Wallis, Acting Divisional Manager, Customer and Community Services.

5.0 SUBMISSION PREPARED BY

Athol Young, (CHPC2) Team Leader Creative Communities, Floor 2 City Hall, Phone 340 39186.

6.0 DATE

11th January 2005

RECEIVED

17 JAN 2005

7.0 FOR E&C APPROVAL

For E&C approval as delegate of Council.

APPROVAL SECTION

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 Athol Young to travel to Hong Kong with the Brisbane Excelsior Band from 7th – 12th February 2005, at no cost to Council.

10.0 DIVISIONAL MANAGER

APPROVED

ACTION TAKEN

17 JAN 2005

17 JAN 2005

Lord Mayor

TOWN CLERK

CHPC2

Bob Wallis
Acting Divisional Manager
CUSTOMER AND COMMUNITY SERVICES

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

The Brisbane Excelsior Band will be the guests of the Hong Kong Tourist Board and are invited to perform as part of the Hong Kong Chinese New Year Celebrations. The Hong Kong Chinese New Year Celebrations are a major event on the international calendar. The activities receive international television coverage. The Band will have three major performances during their visit.

Over the past four years work has been undertaken to strategically refocus the relationship between the voluntary community bands that make up the Metropolitan Bands Association and the Brisbane City Council's City Entertainment Program.

One of the aims of this work has been for Bands acceptance that they could strive for levels of excellence in their music making that would allow them to showcase their skills on an international stage. One member of the Metropolitan Bands Association - Brisbane Excelsior Band - has now been invited by the Hong Kong Tourist Board to travel all expenses paid to Hong Hong to perform.

The benefits to council of approving Athol Young to accompany the Brisbane Excelsior Band are :

- The ability and opportunity to develop international cultural networks, particularly with community music organisations, with a view to developing further opportunities for Brisbane bands and cultural organisations to participate in future;
- Staff training and professional development in the programming and delivery of a major international event at minimal costs to Council;
- Ability to review the Production of a major international event with a view to learning about models of best practice in cultural delivery;
- Ability to learn first hand the levels and types of support provided to other invited cultural organisations by their cultural funding bodies or industry sponsors;
- Ensure that the support provided by Brisbane City Council to local community cultural organisations is understood by the international hosts and other visitors.
- Provide trusted support and assistance to a local cultural organisation at their first major international performance.

12.0 CONSULTATION

Councillor David Hinchliffe for Councillor Rea, Chairperson Customer and Community Services
Graeme Jones, MCDS Manager Community Development Services

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 travel opportunity will support Creative City outcomes by developing international alliances to advance Brisbane on the world cultural stage.

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

Nil

20.0 HUMAN RESOURCE IMPACT

Nil

21.0 URGENCY

URGENT – response required to allow arrangements to be finalised.

22.0 PUBLICITY/MARKETING

Consultation with the Lord Mayor's media officer and Marketing and Communication to be undertaken prior to departure.

23.0 OPTIONS

Option 1: Approve the recommendation for Athol Young to travel to Hong Kong to accompany the Brisbane Excelsior Band from 7-12 February 2005 at nil cost to council.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER: 465/6/26(61P1)

E&C17/01-1K

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

RECEIVED

17 JAN 2005

2.0 TITLE

2005 - 2006 Federal Road Safety Black Spot Program.

COMMITTEE SECTION

3.0 ISSUE/PURPOSE

To consider projects to be submitted for funding consideration under the Federal Road Safety Black Spot Funding Program for 2005 - 2006.

ACTION TAKEN

4.0 PROPONENT

17 JAN 2005

Ken Deutscher, Divisional Manager, Urban Management Division

TOWN CLERK

TID6

5.0 SUBMISSION PREPARED BY

Ian Hawksworth, Program Officer Transport Infrastructure, Extension - 37668

6.0 DATE

11 January 2005.

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For approval by the Establishment and Co-ordination Committee.

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

No

APPROVED

17 JAN 2005

Lord Mayor

9.0 RECOMMENDATION

That the Committee approve the projects as indicated in Attachment "A" for nomination to the Federal Government for funding consideration under the 2005 - 2006 Federal Road Safety Black Spot Program.

10.0 DIVISIONAL MANAGER

Ken Deutscher
Ken Deutscher
A/DIVISIONAL MANAGER
URBAN MANAGEMENT DIVISION

I Recommend Accordingly

[Signature]
CHIEF EXECUTIVE OFFICER

BCC 70 YEAR RELEASE SCHEME

11.0 BACKGROUND

The Queensland Department of Main Roads has invited submissions from Local Governments for projects suitable for inclusion in the 2005 - 2006 Federal Road Safety Black Spot Program. Submissions will be assessed by Queensland's Black Spot Consultative Panel and recommended to the Federal Government for consideration.

The aim of the Black Spot Program is to improve road safety through provision of funding for implementation of traffic engineering measures such as the installation of traffic signals, improving intersection geometry, or improving mid-block sections of road at locations with high crash rates.

To be eligible for funding under this Program, a project must comply with Department of Transport and Regional Services criteria. For example, projects are selected for consideration based on a quantitative assessment of potential savings to the community as a result of reduced numbers of traffic accidents at an intersection or on a length of road. Only projects which have a potential benefit/cost ratio (BCR) of greater than 2 are considered for funding. In recent years projects needed a BCR of greater than 3.8 to be successful in attaining funding.

The projects listed in Attachment "A" are proposed to be nominated by Brisbane City Council in its Federal Road Safety Black Spot funding submission for the period 2005 - 2006. The projects nominated are the highest priority Black Spot projects (taking into account accident numbers, intersection types and the occurrence of any fatal accidents) which are able to achieve the required benefit/cost ratio criteria set by the Department of Transport and Regional Services. These projects:

- have been identified through detailed crash analysis of all sites in Brisbane with a higher than average crash record,
- have a demonstrated high benefit/cost ratio assessment and
- comply with the criteria set out in the Road Safety Black Spot Funding Guidelines as established by the with Department of Transport and Regional Services.

Approved Federal Road Safety Black Spot funding received by Brisbane City Council in previous years is detailed in the table below:

YEAR	FEDERAL FUNDING
2000/2001	\$370,000
2001/2002	\$270,000
2002/2003	\$1,120,000
2003/2004	\$1,323,200
2004/2005	\$680,000

Council is yet to receive confirmation from the Federal Government of the level of funding to be allocated for the 2005/06 period.

12.0 CONSULTATION

Councillor Graham Quirk, Chairperson, Transport and Major Projects Committee has been consulted and agrees with the submission.

13.0 IMPLICATIONS OF PROPOSAL

Each project to be submitted has a high priority in terms of improving road safety and would be nominated as a priority project for funding consideration as part of Council's future budget. This submission provides an opportunity for Council to access Federal Government funding for these projects to supplement Council's investment in road safety.

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 CORPORATE PLAN IMPACT

The recommendation is in accordance with the Transport Plan for Brisbane 2002 – 2016 Strategic Objective 4 - A safe and efficient road network.

16.0 CUSTOMER IMPACT

The allocation of Black Spot funding to assist Council in implementing traffic safety enhancements at the locations identified in Attachment "A" would improve safety for road users and assist in alleviating community concerns about safety at these locations.

17.0 ENVIRONMENTAL IMPACT

The projects identified are not expected to have an adverse impact on the environment.

18.0 POLICY IMPACT

In accordance with Council policy, an annual submission is prepared for consideration for Federal funding under the Road Safety Black Spot Funding Program.

This initiative is in line with the 2010 Vision and the Transport and Traffic Program, to ensure a modern transport system which meets community needs and sustains Brisbane as a livable city.

19.0 FUNDING IMPACT

The making of this submission represents an opportunity for Council to receive revenue from the Road Safety Black Spot Funding Program for safety improvement projects.

20.0 HUMAN RESOURCE IMPACT

N/A

21.0 URGENCY

In the normal course of business.

22.0 PUBLICITY / MARKETING STRATEGY

Publicity for the nominated projects will be undertaken in accordance with Council's Corporate Guidelines on a project by project basis, once the outcome of funding deliberations has been advised by the Federal Government.

It is a requirement of the Australian Transport Safety Bureau that "Federally Funded Black Spot Project" signs, be installed at approved Black Spot sites and if the project cost is greater than \$100,000, that these signs remain in place for a period of two years.

23.0 OPTIONS

- 1) Approve the projects as indicated in Attachment "A" for nomination to the Federal Government for funding consideration under the 2005 - 2006 Federal Road Safety Black Spot Program.
- 2) Amend the projects as indicated in Attachment "A" for nomination to the Federal Government for funding consideration under the 2005 - 2006 Federal Road Safety Black Spot Program.
- 3) Not to approve the projects as indicated in Attachment "A" for nomination to the Federal Government for funding consideration under the 2005 - 2006 Federal Road Safety Black Spot Program.

Option (1) is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER: 436/92-NL050(A2)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Access to Sheraton Hotel from Turbot Street.

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek the approval of Establishment and Co-ordination Committee for the assignment of obligations under an agreement with the Council relating to a connection from the Sheraton Hotel to the Turbot St extension.

4.0 PROPONENT

Ken Deutscher – Acting Divisional Manager Urban Management

5.0 SUBMISSION PREPARED BY

Terence Baker, Asset Officer, Infrastructure Management (Ext. 34871)

6.0 DATE

7 January 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For Establishment and Co-ordination Committee approval.

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

No

RECEIVED

17 JAN 2005

COMMITTEE SECTION

ACTION TAKEN

17 JAN 2005

TOWN CLERK

AOPC1

BCC PUBLIC RELEASE SCHEME
10 YEAR RELEASE

9.0 RECOMMENDATION

That approval be granted for the assignment by Permanent Trustee Australia Limited as Trustee of the Mulpha Hotel Trust of it's benefits and obligations as contained in the Deed entered into with the Council and dated 24 July 1996 to Thakral Brisbane Hotel Pty Limited subject to:-

1. The Deed of Assignment being in a form acceptable to the Manager, Infrastructure Management and the Manager, Brisbane City Legal Practice; and
2. The provision of a Guarantee in the amount of redacted given by a financial institution acceptable to the Council and in a form acceptable to the Manager, Brisbane City Legal Practice.

10.0 DIVISIONAL MANAGER

[Handwritten Signature]
 Ken Deutscher
 ACTING DIVISIONAL MANAGER
 URBAN MANAGEMENT

I Recommend Accordingly
[Handwritten Signature]
 CHIEF EXECUTIVE OFFICER

APPROVED

17 JAN 2005

[Handwritten Signature]
 Lord Mayor

[Handwritten Signatures]
 77
[Handwritten Signature]
[Handwritten Signature]

BCC PUBLIC INFORMATION RELEASE SCHEME
 10 YEAR RELEASE

11.0 BACKGROUND

The Council with the approval of the Commissioner for Railways constructed as an extension of Turbot Street from Edward Street to Wickham Street, a viaduct structure over and across certain lands of the Commissioner for Railways.

Subsequently, Suncorp became the Lessee from the Commissioner for Railways of certain air space over part of the Commissioners land adjacent to Turbot Street and Suncorp constructed the Sheraton Hotel on that viaduct.

Suncorp applied to the Council for approval for the connection by it to the Turbot Street overpass of a vehicular access ramp and associated works and the Council granted it's approval subject to Suncorp entering into an Agreement with Council dated 14 February 1983 which contained the conditions of the Council's approval and Suncorp providing an Undertaking in the amount of [redacted] to ensure Suncorp's compliance with certain conditions.

Those conditions relate to the re-arrangement or removal of the ramp should Suncorp or it's successors breach the terms of the Agreement or upon expiry of Suncorp's lease.

At present:-

1. Suncorp has sub-leased the Sheraton to Permanent Trustee Australia Limited as Trustee of the Mulpha Hotel Trust;
2. Permanent Trustee Australia Limited sub-sub-leased the premises to Mulpha Hotel Pty Limited; and
3. Suncorp's obligations under the original Agreement with the Council have been assumed by Permanent Trustee Australia Limited.

It is now proposed that:-

1. Permanent Trustee Australia Limited sell it's interest in the sub-lease to Thakral Brisbane Hotel;
2. Mulpha Hotel Pty Limited sell it's interest under the sub-sub-lease from Permanent Trustee Australia Limited to Thakral Operations; and
3. Thakral Brisbane Hotel assume liability for the ramp under the original Agreement between the Council and Suncorp.

Thakral Brisbane Hotel is prepared to enter into a Deed with the Council by which Thakral Brisbane Hotel covenants that it will observe and perform the terms, covenants and restrictions on the part of Suncorp under the Agreement originally entered into between the Council and Suncorp including the obligation to indemnify the Council as provided for in that Agreement.

Additionally Thakral Brisbane Hotel will provide a Guarantee in the amount of [redacted] to the Council in a form acceptable to the Manager, Brisbane City Legal Practice and given by a Financial Institution acceptable to the Council to secure to the Council the performance of the conditions originally imposed by the Council.

Attachments:

1. Locality Plan.

12.0 CONSULTATION

Consultation has been completed with the following parties:

Councillor Graham Quirk, Chairperson for Transport and Major Projects Committee; Councillor David Hinchliffe, Deputy Mayor and Councillor for Central; and Brisbane City Legal Practice,

have been consulted and are in agreement with the recommendations of this submission.

13.0 IMPLICATIONS OF PROPOSAL

No adverse implications.

14.0 COMMERCIAL IN CONFIDENCE

No

15.0 CORPORATE PLAN IMPACT

No Impact

16.0 CUSTOMER IMPACT

No Impact

17.0 ENVIRONMENTAL IMPACT

No Impact

18.0 POLICY IMPACT

No Impact

19.0 FUNDING IMPACT

No Impact

20.0 HUMAN RESOURCE IMPACT

No Impact

21.0 URGENCY

In normal course of business.

22.0 PUBLICITY/MARKETING

Nil

23.0 OPTIONS

1. Approve the recommendation proposed by this submission.
2. Not approve recommendation

Option 1 is the preferred option.

**BCC PUBLICATION SCHEME
10 YEAR RELEASE**

1.0 FILE NUMBER: 392/40()

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Donation to the Australian Red Cross Asia Quake and Tsunamis Appeal

3.0 ISSUE/PURPOSE

The purpose of this submission is to secure approval for the Brisbane City Council to donate \$100,000 in support of the Australian Red Cross Asia Quake and Tsunamis Appeal.

4.0 PROPONENT

Jude Munro
Chief Executive Officer

RECEIVED
17 JAN 2005
ACTION TAKEN SECTION

17 JAN 2005

5.0 SUBMISSION PREPARED BY

David Simons, Acting Corporate Administrative Officer (CACEO), ext 36773

TOWN CLERK CACEO

6.0 DATE

7 January 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

That approval be given for the Brisbane City Council to donate \$100,000 in support of the Australian Red Cross Asia Quake and Tsunamis Appeal.

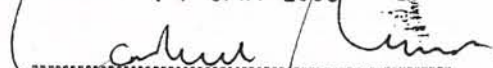
10.0 DIVISIONAL MANAGER



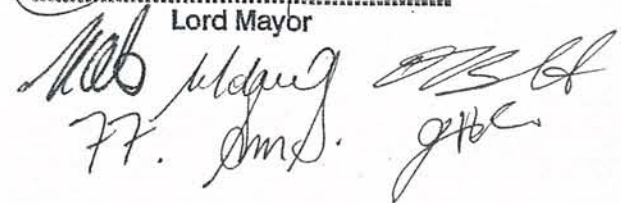
Jude Munro
CHIEF EXECUTIVE OFFICER

APPROVED

17 JAN 2005



Lord Mayor



11.0 BACKGROUND

On 26 December 2004, an earthquake and subsequent tsunamis devastated parts of coastal areas of Indonesia, Thailand, India, Sri Lanka and surrounding islands, resulting in an enormous death toll, injuries and destruction of communities. An appeal is currently underway to raise much needed funds to provide food and water, shelter, medical supplies and other provisions to sustain the survivors of this disaster, to combat the threats of contamination and disease and ultimately to assist them to rebuild their communities. The Australian Red Cross is one of the lead aid organisations in Australia involved in raising funds and providing assistance to these affected communities.

It is considered that a \$100,000 donation is appropriate in this instance.

12.0 CONSULTATION

Lord Mayor
Deputy Mayor
Chief Executive Officer
Manager, Chief Executive's Office

All consulted are in agreement with the recommendation.

13.0 IMPLICATIONS OF PROPOSAL

No perceived implications.

14.0 COMMERCIAL IN CONFIDENCE

No.

14.0 CORPORATE PLAN IMPACT

In line with the Corporate Plan, aligning specifically with the vision of Regional and World City.

15.0 CUSTOMER IMPACT

Nil.

16.0 ENVIRONMENTAL IMPACT

Nil.

17.0 POLICY IMPACT

Nil.

18.0 FUNDING IMPACT

Funds are available in Corporate Activities, 1.01.1533.006.000.000.732.000.00.

19.0 HUMAN RESOURCE IMPACT.

Nil.

20.0 URGENCY

URGENT, as the Asia Quake and Tsunamis Appeal requires the funding as soon as possible to provide relief to survivors.

21.0 PUBLICITY/MARKETING

At the discretion of the Lord Mayor.

22.0 OPTIONS

1. Approve the recommended donation.
2. Approve a different amount.
3. Do not provide any donation to the Appeal.

OPTION 1 is the recommended option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER 1/253(P4)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Executive Service Salaries

3.0 ISSUE/PURPOSE

The purpose of this submission is to gain approval for increases to Executive Service salaries for Divisional Managers, effective as at 1 July 2004.

4.0 PROPONENT

Jude Munro
Chief Executive Officer

RECEIVED
17 JAN 2005
COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY

David Simons, Acting Corporate Administration Officer (CACEO) ext 36773

6.0 DATE

11 January 2005

ACTION TAKEN

17 JAN 2005

TOWN CLERK

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval.

CACEO

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

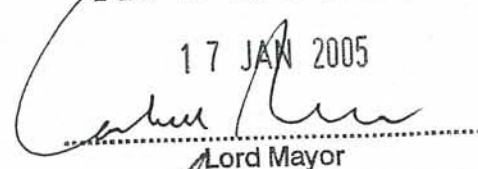
N/A

9.0 RECOMMENDATION

That a redacted increase to Executive Service salaries for Divisional Managers be approved, effective as at 1 July 2004.

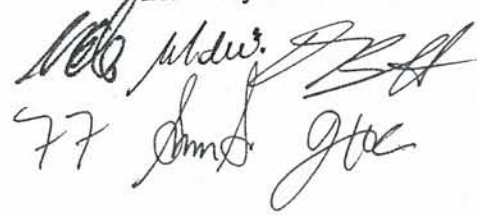
APPROVED

17 JAN 2005


Lord Mayor



10.0 Jude Munro
Chief Executive Officer



BCC 10 YEAR PUBLICATION RELEASE SCHEME

11.0 BACKGROUND

The Contracts of Employment for the Council's Executive Management contain a provision for the annual review of the notional salary paid to Executives.

The review of the Divisional Managers' salaries must take place prior to July of each year, and any increase is to be effective from 1 July each year.

It is recommended that an increase of ^{reda}_{cted} be made.

12.0 CONSULTATION

Lord Mayor, Councillor Campbell Newman

13.0 IMPLICATIONS OF PROPOSAL

Nil.

14.0 CORPORATE PLAN IMPACT

N/A

15.0 CUSTOMER IMPACT

Nil.

16.0 ENVIRONMENTAL IMPACT

Nil.

17.0 POLICY IMPACT

Nil.

18.0 FUNDING IMPACT

Funding is available from within existing Divisional budgets.

19.0 HUMAN RESOURCE IMPACT

Nil.

20.0 URGENCY

In the normal course of business.

21.0 PUBLICITY/MARKETING STRATEGY

Nil.

22.0 OPTIONS

- (1) Approve the recommendation.
- (2) Approve a different increase to Divisional Managers' Executive Service salaries.

OPTION (1) IS THE PREFERRED OPTION

**BCC PUBLICATION SCHEME
10 YEAR RELEASE**

1.0 FILE NUMBER 1/253(P4)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Executive Service Salary – Chief Executive Officer

3.0 ISSUE/PURPOSE

The purpose of this submission is to gain approval for an increase to the salary for the Chief Executive Officer at as 1 July 2004.

4.0 PROPONENT

Hayden Wright
Manager, Chief Executive's Office

RECEIVED

17 JAN 2005

COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY

David Simons, Acting Corporate Administration Officer (CACEO) ext 36773

6.0 DATE

11 January 2005

ACTION TAKEN

17 JAN 2005

TOWN CLERK CACEO

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval.

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

N/A

9.0 RECOMMENDATION

That a ^{redacted} increase to the Chief Executive Officer's salary be approved, effective as at 1 July 2004.

10.0 Hayden Wright
Manager, Chief Executive's Office

APPROVED

17 JAN 2005

Lord Mayor

BCC 20 YEAR RELEASE SCHEME

11.0 BACKGROUND

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

The review of the Chief Executive Officer's salary must take place prior to July of each year, and any increase is to be effective from 1 July each year.

It is recommended that an increase of ^{redac}_{ted} be made.

12.0 CONSULTATION

Lord Mayor, Councillor Campbell Newman.

13.0 IMPLICATIONS OF PROPOSAL

Nil.

14.0 CORPORATE PLAN IMPACT

N/A

15.0 CUSTOMER IMPACT

Nil.

16.0 ENVIRONMENTAL IMPACT

Nil.

17.0 POLICY IMPACT

Nil.

18.0 FUNDING IMPACT

Funding is available from within the current budget.

19.0 HUMAN RESOURCE IMPACT

Nil.

20.0 URGENCY

In the normal course of business.

21.0 PUBLICITY/MARKETING STRATEGY

Nil.

22.0 OPTIONS

- (1) Approve the recommendation.
- (2) Approve a different increase to the Chief Executive Officer's salary.

OPTION (1) IS THE PREFERRED OPTION

**BCC PUBLICATION SCHEME
10 YEAR RELEASE**

E&C RESULTS- 24 JANUARY 2005

SUB NO.	FILE NO.	DIV	TITLE	Result
24/01-1C M	(3)330/17/16	City Fleet	City Fleet Safety Incentive Scheme.	Yes
24/01-1F M	(5)28/2(P5)	City Governance	Results of Actuarial Review of the BCC Superannuation Plan as at 1 July 2004.	Yes
24/01-2F M	364/48/3(374)	City Governance	The granting of successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at the Bartley's Hill Reservoir, Ascot.	Yes
24/01-1J M	Walk In	CCSD	One Book One Brisbane 2005 Shortlist Endorsement.	Yes
24/01-1K M	202/11-PO560/118(A1)	Urban Management	Offer for compensation arising from the acquisition of land for road purposes - 118 Mayne Road, Bowen Hills - Australian Posters Pty Ltd.	Yes
24/01-1M M	(4)12/51/1(P8)	City Business	Monthly Report - Delegation of Authority to Travel - December 2004.	Yes
24/01-2M M	(4)12/51/1(P8)	City Business	Monthly Report - Delegation of Authority to Travel - November 2004.	Yes
24/01-1Q	24/1-Q/2005(1)	City Fleet	Overseas Study Tour in the USA.	Held
24/01-2Q	24/1-Q/2005(1)	City Fleet	Attendance on a study tour of a Machinery Plant in Japan and Construction Machinery Exposition and Seminar Program in the USA.	Held

esent - Campbell Newman, J H Campbell, D B Hinchliffe, H J Abrahams, G M Quirk, K Flesser, 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.

E&C SUBMISSION

1.0 FILE NUMBER

(3)330/17/16 City Fleet/Safety General

2.0 TITLE

City Fleet Safety Incentive Scheme

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek E&C approval to continue the Safety Incentive Scheme at City Fleet.

4.0 PROPONENT

John Boland, Divisional Manager, City Fleet

RECEIVED

24 JAN 2005

COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY

Donna Morgan, HR & Strategic Manager, HRSMC, City Fleet, 340 70467

6.0 DATE

10 January, 2005

APPROVED

24 JAN 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

Establishment and Co-ordination Committee approval

Lord Mayor

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

No

24 JAN 2005

9.0 RECOMMENDATION

TOWN CLERK

HRSMC

E&C grant approval for the safety incentive scheme at City Fleet to continue for a period of 12 months, starting 1 January 2005, in the following form:

- An indirect incentive program with another organisation as the beneficiary, rather than having a direct incentive for staff.
- Achieve an annual lost time injury frequency rate target of 14 (the Corporate target is 14) and a monthly target of zero lost time injuries.
- Make the Anglicare Second Chance Program the sole beneficiary.
- Set the incentive at \$500 for achieving the monthly target and \$5000 (cost of a bed for a year) for achieving the annual target.

10.0 DIVISIONAL MANAGER

John Boland
Divisional Manager, City Fleet

I Recommend Accordingly

.....
CHIEF EXECUTIVE OFFICER

BCG PUBLIC RELATIONS SCHEME

11.0 BACKGROUND

Holding Entity Committee approval was granted to operate a safety incentive scheme at City Fleet over calendar years 2001, 2002, 2003, and 2004. The Incentive Scheme involved making donations to the Anglicare Women's Hostel "Second Chance" Program when monthly and annual targets were met. \$500 was donated when a monthly target of zero lost time injuries (LTIs) for the month was met and \$5000 when the annual lost time injury frequency rate (LTIFR) target was achieved.

The annual targets are set on a financial year basis. Targets for 2001/2002 and 2002/2003 were 17. This goal was achieved in 2002 with an LTIFR of 12.04 but unfortunately, the LTIFR climbed to 30.78 in the next 12 months. A new target of 20 was set for the 2003/2004 financial year. This goal was achieved with the LTIFR being recorded at 19.93 as at end June 2004. The target set for the 2004/2005 financial year is 14. City Fleet are currently well below this with an LTIFR result at the end of December 2004 of 6.84. This is a significant result compared to the 2003 December LTIFR which was in excess of 40.

The monthly safety target was achieved on 11 occasions during the 2004 calendar year at \$500 each. In addition to this, City Fleet achieved the annual target, donating a further \$5,000. The total donation amounted to \$10,500.

The industrial action in late 2002, and subsequent effects on culture and morale, is likely to have contributed towards the LTIFR increase in 2003. Throughout 2003/2004, significant effort was made to address these issues including a complete review of the consultative process in City Fleet, introduction of individual career planning, and a strong focus on resolution of workplace justice issues. In addition, tighter WH&S control measures were introduced and safety systems and procedures significantly changed. As a result, it appears there has now been a reversal in the adverse trend and this incentive scheme is expected to assist in encouraging the desired safety culture.

The organisational outcomes fall into two categories, safety and financial (direct and indirect). The safety outcomes were as follows:

	Number of Staff	Lost Time Injuries	Frequency Rate (at December)	Lost Productivity*	Number of accepted WC Claims
2000	208	21	60.6	0.66	31
2001	193	9	26.9	0.22	24
2002	184	5	16.3	0.06	19
2003	183	12	43.57	0.40	30
2004	180	2	6.84	0.15	18

*Lost Productivity is a corporately set indicator that is reported monthly through the Workplace Health and Safety Performance Report. It is the percentage of potential hours lost to Lost Time Injury. It is a rolling average calculated over a 12 month period.

The Workcover premium has decreased from \$188,000 in the 2003/2004 financial year to \$173,000 in the 2004/2005 financial year - **a \$15,000 saving**. Considering the claim history for 2004/2005 so far, this figure can be expected to decrease again. **Other savings include approximately \$100,000 in claim costs**. This is above the premium cost.

Besides the direct costs savings, unquantified indirect cost savings include the following:

- Less time spent on accident investigations.
- Less supervisory time spent on assisting injured workers with treatment, organising and training replacement staff, and managing rehabilitation.
- Less rehabilitation costs.
- Less equipment down time.

Indirect costs are usually estimated at four to eight times the direct costs.

It is difficult to isolate the Safety Incentive Scheme as the sole contributor to improved safety performance given other initiatives such as the City Fleet Safety Awareness Program (subsequently subsumed by the B-Safe and Zero Harm Programs) and ongoing improvement of the safety management system. The Incentive Scheme did, however, contribute in two ways:

1. It provided staff with a tangible link between good safety outcomes and making a significant contribution to a worthwhile organisation. This is likely to have influenced positive behaviour by encouraging staff to take more care in the workplace so as not to jeopardise the incentive payment. While there was this positive influence, there is no evidence that this translated into undue pressure to not report accidents. In fact, "near miss" reporting has actually increased from concerted efforts to encourage staff to report hazards before they possibly become an injury.
2. It further fostered, a "safety first" culture that is self-perpetuating. In other words, success breeds success where, once a culture of not having accidents is established, staff are committed to an ongoing accident free workplace.

City Fleet needs to ensure that this culture is maintained and continually reinforced by all levels of management and staff.

12.0 CONSULTATION

Cr John Campbell – Chairperson, City Business Committee
Jude Munro, Chief Executive Officer
Ian Niven, Manager Workplace Health and Equity
City Fleet Divisional Consultative Committee
City Fleet Safety Committees

All of the above were consulted with regard to the initial implementation of this program and fully supported the recommendation.

13.0 IMPLICATIONS OF PROPOSAL

The proposal should not only have direct benefits for City Fleet in terms of safety and financial performance, but should also make a positive contribution to supporting homeless women, particularly those in domestic violence situations. This is consistent with Council's values and priorities.

14.0 COMMERCIAL IN CONFIDENCE

No

15.0 CORPORATE PLAN IMPACT

Nil

16.0 CUSTOMER IMPACT

There will be a positive impact on customer service through improved staff morale.

17.0 ENVIRONMENTAL IMPACT

No environmental impact.

18.0 POLICY IMPACT

No policy impact.

19.0 FINANCIAL IMPACT

Maintaining current levels of lost time injuries will consolidate the gains already made. Funds are available from Account Code AOVRHDS.

20.0 HUMAN RESOURCE IMPACT

Lost time injuries should remain at a low level.

21.0 URGENCY

In the normal course of business.

22.0 PUBLICITY/MARKETING STRATEGY

Anglicare will provide public recognition of Council's support for the Second Chance Program.

23.0 OPTIONS

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

Option (1) is the preferred option.

1.0 File Number: (5)28/2(P5)

E&C24/01-1F-

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Results of Actuarial Review of the BCC Superannuation Plan as at 1 July 2004

3.0 ISSUE/PURPOSE

To present the results of the mini-actuarial review of the BCC Superannuation Plan as at 1 July 2004 and seek approval to make a fixed payment of \$1,400,000 for each of the 2004/05, 2005/06 and 2006/07 financial years, as recommended by the Plan's actuary.

4.0 PROPONENT

Helen Gluer, Chief Financial Officer

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

17 January 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval.

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

Not applicable.

ACTION TAKEN

24 JAN 2005

TOWN CLERK

SMSCG

RECEIVED

24 JAN 2005

COMMITTEE SECTION

9.0 RECOMMENDATION

It is recommended that E&C –

Approve the recommendation for Council to continue contributions at the rate of 13% of ordinary time earnings of Part A members **and** make an additional contribution for Part A members of \$1,400,000 for the current financial year and for the years ended 30 June 2006 and 2007, subject to confirmation as a result of a full actuarial review to be conducted as at 30 June 2005.

APPROVED

24 JAN 2005

[Handwritten signatures and initials]
Lord Mayor

10.0 DIVISIONAL MANAGER

[Handwritten signature]
Helen Gluer
Chief Financial Officer

I Recommend Accordingly
[Handwritten signature]
CHIEF EXECUTIVE OFFICER

BCC PUBLICATIONS SCHEME
10 YEAR RELEASE

11.0 BACKGROUND

The financial statements of the BCC Superannuation Plan for the year ended 30 June 2002 were presented to E&C on 25 November 2002. E&C was made aware at that time that the Plan had a deficiency of net assets to vested benefits. The actuarial review determined the extent of the deficit to be \$5.258m as at June 2002 in relation to the Defined Benefits component of the fund. Council has a five-year period to return the fund to a positive financial situation (ie by 1 July 2007).

Council currently operates two main types of superannuation plans that will provide our employees with benefits on retirement or resignation, namely Defined Benefits (Part A) and Accumulation (Part B).

Defined benefits are superannuation benefits that are calculated using a formula based on the member's final average salary (over the last 3 years of employment), a benefit accrual factor (17.5% in our case) and length of service with Council. It is the member's salary and service period, not investment returns that determine the benefit entitlement. The higher the salary and the longer the service period, the greater the defined benefit on retirement.

Council currently contributes at the rate of 13.0% and members at the rate of 5.0% into the defined benefits fund. The rate comprises the 3% occupational superannuation contribution, plus an additional percentage of salary that the actuary determines will be sufficient to meet the future benefit liabilities. The actuarial contribution of 10% (Council's contribution net of the 3% occupational amount) and the member's 5% is invested as a single portfolio and is used as required to pay benefits. The actuary has recommended that Council's contribution rate for Part A members increase from 13% to 14.5% once the deficit has been eliminated. The appropriateness of the contribution rate will be investigated as part of the full actuarial review to be completed as at 30 June 2005.

The Defined Benefit part of the Plan (Part A) was closed to new members in 1994. All new members join the Accumulation Plan (Part B) where members bear the investment risk, not Council. Council and City Super provided staff with detailed information about the flexibility of investment options offered by the Accumulation Plan. Staff were given the option to move from the Defined Benefits Plan in 1994, when the Accumulation Plan was established and again in 1999. As an incentive, staff opting to move to the accumulation plan in 1999 were allocated a proportion of the surplus in the Defined Benefits plan at that time. The balance of the surplus of \$26.5m was paid back to Council on the basis of an actuarial review conducted as at December 1999. There were 461 members left in the Defined Benefits fund as at 30 November 2004.

Whilst the Defined Benefits part of the fund is affected by investment returns, Council bears the investment risk and has provided City Super with a guarantee to fund any deficit. A Deed of Benefit Guarantee was signed prior to the \$26.5 million repatriation of the surplus in the defined benefits plan to Council in 1999. The 3% occupational superannuation contributed by Council and any additional voluntary contributions are paid into the member's accumulation account. This accumulation account is affected by investment returns, with the members bearing the investment risk.

As at 1 July 2002, there was a shortfall in the actuarial value of assets over the sum of past service benefits of \$5,258,000 (0.8% of past service benefits.) Around 60% of the total asset allocation of the Plan is invested in shares. However, the Plan has a prudent diversification of asset classes and managers. The deficit in the Plan arose as a result of the negative investment earnings from overseas, and to a lesser extent, Australian equities, which affected most superannuation funds, not just City Super.

As at 1 July 2003, the deficit had grown to \$8.46m, as a result of further deterioration in investment markets (Gulf War 2).

The actuary has reported a deficit of \$3.094m as at 1 July 2004. The Plan's asset backing for the Defined Benefits liabilities improved as a result of the strong recovery in investment markets during the year (14.6% actual return, compared with actuary's assumed rate of 9% for the 2003/04 year).

At the end of last year's mini-actuarial review, the actuary recommended a payment of \$2.4m for the next 3 years. The City Governance budget for the current financial year has provided for this payment. Investment returns have been better than the assumptions used to determine the future benefit and the funding requirement has reduced as a result. To ensure that the fund returns to a positive financial position by 1 July 2007, the actuary has now recommended that Council continues to contribute at the rate of 13% of ordinary time earnings of Part A members **and** makes an additional contribution of \$4.2m for Part A members of either:

- a. \$1,400,000 for the current financial year and the next two financial years, or
- b. \$2,100,000 for the current financial year and for the year ended 30 June 2006.

Option (a) is the preferred option.

As long as the Plan is in an Unsatisfactory Financial Position, the actuary will conduct a mini actuarial assessment each year after completion of the Plan's financial statements to monitor progress towards a satisfactory financial position. The assessment will allow the adequacy of the Council contribution rate to be reviewed and a new special Funding and Solvency Certificate to be prepared (as required under SIS Regulations). Under SIS Regulation 9.08, an employer sponsor is required to contribute no less than the minimum contributions certified by an Actuary in a FSC (Funding and Solvency Certificate).

A copy of the letter from the actuary on the financial position of BCC Superannuation Plan as at 1 July 2004 is attached.

12.0 CONSULTATION

Phil Minns	Divisional Manager, HR&SM
David Askern	Brisbane City Legal Practice
Sue McDonnell	Financial Planning, City Governance Division
Hayden Wright	Office of the Chief Executive
Francesca O'Reilly	Payroll Services, City Business
Brendan O'Farrell	General Manager, City Super Pty Ltd
Directors - City Super Pty Ltd	Chris Mead, Celia Paul, Ron Curtis, John Orange, Terry Griffiths, and Helen Gluer

13.0 ADVISORY BOARD RECOMMENDATION

Not applicable.

14.0 IMPLICATIONS OF PROPOSAL

The \$2.3m additional funding recommended by the actuary as a result of last year's mini-actuarial review is already provided for in City Governance's 2004/05 budget. This would fund the higher contribution level suggested by the actuary and should return the fund to a positive financial position one year earlier.

By following the actuary's recommendations, the fund should return to a satisfactory financial position by 1 July 2007 and will comply with Superannuation Industry (Supervision) regulations.

15.0 COMMERCIAL IN CONFIDENCE

Nil.

16.0 CORPORATE PLAN IMPACT

Nil.

17.0 CUSTOMER IMPACT

Nil.

18.0 ENVIRONMENTAL IMPACT

Nil.

19.0 POLICY IMPACT

Nil.

20.0 FUNDING IMPACT

Funding of the current year's contribution has been provided for in the City Governance budget. Future funding requirements will be subject to confirmation by the actuary following a full actuarial assessment as at 30 June 2005 and a mini-actuarial review each year thereafter, until the fund returns to a satisfactory financial position.

21.0 HUMAN RESOURCE IMPACT

The retirement benefits of employees who are members of Part A will continue to be fully funded. These benefits are backed by a Council guarantee.

22.0 URGENCY

As soon as possible.

23.0 PUBLICITY/MARKETING STRATEGY

City Super will inform members in the normal course of business.

24.0 OPTIONS

- (a) Fund the deficit over a 3-year period. Approve the recommendation for Council to continue contributions at the rate of 13% of ordinary time earnings of Part A members and make an additional contribution for Part A members of \$1,400,000 for the current financial year and for the years ended 30 June 2006 and 2007.
- (b) Fund the deficit over a 2-year period. Approve the recommendation for Council to continue contributions at the rate of 13% of ordinary time earnings of Part A members and make an additional contribution for Part A members of \$2,100,000 for the current financial year and for the year ended 30 June 2006.

The level of lump sum contribution and Council's ongoing contribution rate required for the year ended 30 June 2006 and subsequent years is subject to the results of the full actuarial review. This review will be conducted as at 30 June 2005 and each year thereafter, until the fund returns to a satisfactory financial position.

Complying with the actuary's recommendations will ensure Council complies with APRA and SIS requirements.

Option (a) is the preferred option.

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

1.0 FILE NUMBER: 364/48/3(374)

2.0 TITLE

The granting of successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at the Bartley's Hill Reservoir, Ascot.

3.0 ISSUE/PURPOSE

To obtain approval for the granting of two successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at the Bartley's Hill Reservoir, Ascot, for the transmission of wireless broadband internet data.

4.0 PROPONENT

Helen Gluer,
Chief Financial Officer,
Ext. 34577.

RECEIVED

24 JAN 2005

COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY

David Cox,
Principal Asset Manager,
City Assets - Ext 36630

ACTION TAKEN

24 JAN 2005

TOWN CLERK

PAMUA

6.0 DATE

18 January 2005.

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For Establishment and Co-ordination Committee Approval.

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

No.

9.0 RECOMMENDATION

That subject to compliance with the provisions of the Airports Act 1996 and to Brisbane Water certifying that the proposed facility does not cause any interference to its telemetry systems, the E&C Committee grant approval for,

1. Two (2) successive Telecommunication Leases to be granted to Personal Broadband Australia Pty Limited upon the Council's standard terms and conditions for such leases over the proposed telecommunications facility (occupying 8m² within the Bartley's Hill Reservoir precinct, as outlined in yellow on Attachment 6).
2. The Leases proposed in 1 above to provide:
 - (i) for an aggregate period of twenty (20) years, comprised of two successive periods of ten (10) years each with the first period commencing on the 1st February 2005; and,
 - (ii) for a commencing annual rental of ^{redacted} (plus GST); and,
 - (iii) for Personal Broadband Australia Pty Limited to pay all of Council's reasonable costs relating to items 1 and 2; and,
 - (iv) the Leases to be on terms and conditions satisfactory to the Manager, Brisbane City Legal Practice and the Manager, City Assets.

10.0 DIVISIONAL MANAGER

APPROVED

24 JAN 2005

[Signature]
Lord Mayor

[Signature]
Helen Gluer
CHIEF FINANCIAL OFFICER

[Signature]
I Recommend accordingly

[Signature]
CHIEF EXECUTIVE OFFICER

[Signatures]
JHC
KF

11.0 BACKGROUND

This submission is seeking approval for Council to grant two successive ten year telecommunication leases that will enable a co-location of a telecommunications facility by Personal Broadband Australia Pty Limited (PBA) upon the existing Crown Castle tower at the Bartley's Hill Reservoir within Lot 3 RP55482. (Refer to Attachments 1-7).

This will not be a mobile telephone facility but is to be for the use of wireless broadband computers, operating on the Internet .

The facility proposed by PBA will include the following infrastructure:

- Twelve (12) Omni antennas mounted at 28.57metres on a star headframe.
- One (1) cable tray.
- One (1) BTS unit and one (1) battery and transmission unit on a concrete slab.
- A security fence surrounding the proposed 8m² lease area.

Existing telecommunications leases previously approved by the Establishment and Co-ordination Committee in respect of facilities at this site, are those with Vodafone, Hutchison, Telstra and Crown Castle (formerly with Optus).

In terms of the Commonwealth legislation the proposal is deemed to be of "Low Impact"; accordingly, it does not require planning and development approval. However, it is of note that in accordance with the ACIF Industry Code the applicant advertised its proposal in the Northern News (the local newspaper) on 4 November and no objections were received.

The subject site lies within the Brisbane Airport's flight-path. The Airports Act 1996 and the associated Airports (Protection of Airspace) Regulations prohibit any intrusion into the airspace above the height of RL108 metres AHD. Accordingly, the proposed extension to the existing tower must not exceed the stipulated height.

Having regard to the Council's Telecommunications Guidelines it is considered that the payment by PBA of an Establishment Fee of ^{redacted} (plus GST) and a commencing annual rental of ^{redacted} (plus GST) will meet Council's policy requirements.

On 3 August 2004, Council adopted a recommendation that it is in the public interest that Section 46 of the City of Brisbane Act 1924 relating to public tendering for the leasing of Council property, should not apply in relation to the leasing of sites to Telecommunications Carriers (or other parties operating a telecommunications facility).

12.0 CONSULTATION

- Councillor Kim Flesser, Chairperson, Finance Committee.
- Councillor Tim Nicholls, Hamilton Ward.
- Frank Riley, Manager, City Assets Branch, City Governance.
- Maria Menchise, Solicitor, Brisbane City Legal Practice.
- Julie McLellan, A/Manager, Water Services Management.
- Stephen Hill, Technical Officer, Water Network Services.
- Peter Sherriff, Co-ordinator, Network Control Systems.
- Malcolm Barrett, Planner, Network Control Systems.
- David Hains, Senior Technical Research Officer, iDivision.
- Brendan Carlin, Network Team Leader, Delivery Branch, iDivision.
- Colin White, Radio Technician, Electronic and Mobile Systems.

Councillor Tim Nicholls, while not opposing the "**co-location of facilities on the existing pole**", expressed concern that the proposed lease area of 10m² to accommodate the associated equipment shed should be located less obtrusively. He asked whether the proposed lease site could be shifted north (between the Tower and the reservoir) to minimise its visual impact and any diminution of the remaining grassed land, leading to the park-bench seat.

Brisbane Water objected to both of these proposed locations as they will interfere with its infrastructure but it agreed to a lease area of 8m² being relocated to the west of the existing leased facilities, adjoining the Vodafone lease. Refer to Attachment 6.

Furthermore, Brisbane Water has concerns about possible radio interference affecting its own telemetry systems. It has asked (if the lease proposal is approved) for its representatives to be on site when the telecommunication equipment is commissioned, in order that they may monitor any impact.

Accordingly, in the event that this application to lease is approved by the Committee, the applicant will be required to give at least one week's notice to Brisbane Water of the commissioning of the proposed facility so that its representatives may attend.

13.0 IMPLICATIONS OF PROPOSAL

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

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 CORPORATE PLAN IMPACT

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

19.1 Budget Impact:

There are no funding requirements. Moreover, in addition to the prescribed Establishment Fee of ^{redacted} (plus GST) Council will receive an ongoing annual rental from Personal Broadband Australia Pty Ltd commencing at ^{redacted} (plus GST). This ongoing annual rental will be in addition to the existing telecommunication lease rentals already received at this site presently amounting to ^{redacted} pa (plus GST).

19.2 Taxation Issues:

Nil.

19.3 Risk Assessment:

Nil.

20.0 HUMAN RESOURCE IMPACT

Nil.

21.0 URGENCY

In the normal course of business.

22.0 PUBLICITY / MARKETING STRATEGY

None required.

23.0 OPTIONS

Option 1 Approve the recommendation.

Option 2 Not approve the recommendation

Option 1 is the recommended option.

**BCC PUBLICATION SCHEME
10 YEAR RELEASE**

32/15/2-2005
X.REF
INFORMATION MANAGE
ATTACH No. A05 7319

1.0 FILE NUMBER

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE
One Book One Brisbane 2005 Shortlist Endorsement.

3.0 ISSUE/PURPOSE
The purpose of this submission is to put forward for E&C endorsement the 6 books shortlisted for One Book One Brisbane 2005 voting.

4.0 PROPONENT
Margaret Crawford,
Divisional Manager
Customer and Community Services

APPROVED

24 JAN 2005

5.0 SUBMISSION PREPARED BY
Sharan Harvey
Manager Library Services, Ph 3403 4255.

Lord Mayor

6.0 DATE
15 December 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.

9.0 RECOMMENDATION
That E&C endorse the Shortlist for the One Book One Brisbane 2005 Voting Campaign.

10.0 DIVISIONAL MANAGER

Margaret Crawford
Margaret Crawford
DIVISIONAL MANAGER
CUSTOMER & COMMUNITY SERVICES

I Recommend Accordingly
[Signature]
CHIEF EXECUTIVE OFFICER

ACTION TAKEN

24 JAN 2005

TO THE CLERK
MLS

RECEIVED

24 JAN 2005

COMMITTEE SECTION

11.0 BACKGROUND

On 8 November 2004, E&C approved a new process for the management of the One Book One Brisbane Program. This decision included that E&C would endorse the shortlist chosen by the Shortlist Selection Panel. The Shortlist Selection Panel consists of:

Councillor Kerry Rea, Chair Community Services Committee
 Sharan Harvey, Manager Library Services
 Rosemary Cameron, Brisbane Writers Festival
 Martin Buzacott, Qld Writers Centre
 Mari Murphy, Brisbane Institute
 A representative from Bardon Book Club (Winner of Brisbane News/ Brisbane Writers Festival Best Bookclub of 2004 award.)

Each panellist was provided with the agreed Criteria for Shortlist Selection, which is:

- Author and content connected to Australia
- Appropriate for adults and young adults
- Promotes social debate
- Available in print
- Able to spark provocative discussion
- Literary merit
- Broad appeal
- Able to be tied into programming such as readings, films, interactive events.

Each panellist submitted three choices consisting of a first choice and two reserves. The shortlist has now been finalised based on the following dependencies.

- Publisher participation
- Author availability
- Publishers and authors to agree that only Council and its partners promote the voting campaign.

The outcome is the following One Book One Brisbane 2005 Voting Shortlist:

- | | |
|---|-------------------------|
| 1. Due Preparations for the Plague | Janette Turner Hospital |
| 2. The Twelfth of Never | Louis Nowra |
| 3. Shot: a personal response to guns and trauma | Gail Bell |
| 4. The Starthorn Tree | Kate Forsyth |
| 5. Man Bites Dog | Adam Ford |
| 6. The Kingdom Where Nobody Dies | Kimberley Starr |

Voting is planned to commence on 07 February 2005 for four weeks to 06 March 2005. Methods of voting will be both ballot and online. The book with the largest number of votes will be announced as the selected book, after endorsement by Council's Civic Cabinet.

A synopsis of each book is attached.

12.0 CONSULTATION

Council stakeholders involved in preparing the final shortlist for endorsement:

- ◆ Councillor Kerry Rea, Chair Community Services Committee
- ◆ Margaret Crawford, Divisional Manager Customer and Community Services
- ◆ Sharan Harvey, Manager Library Services
- ◆ Sabina O'Callaghan, Coordinator Reading Library Services
- ◆ Vee Richards, One Book One Brisbane Project Officer

All consulted are in agreement with the recommendation.

13.0 IMPLICATIONS OF PROPOSAL

It will create opportunities to involve the Brisbane community in reading and discussion about social issues.

14.0 COMMERCIAL IN CONFIDENCE

Nil.

15.0 CORPORATE PLAN IMPACT

The project supports Council's long-term strategic directions and corporate priorities as outlined in Council's *Living in Brisbane 2010* vision:

Smart and Prosperous City - Lifelong learning is encouraged and Council supports community and businesses

Creative City - Develop cultural activities

Supports the critical importance of reading

Builds communities through forums and provides opportunities for discussion on social issues

Encourages library borrowing

Supports and encourages writing

Provides a range of partnership opportunities.

16.0 CUSTOMER IMPACT

Endorsement of the shortlist by E&C is required in order for voting to proceed.

In 2004 a total of 6,558 people participated in the community voting for One Book One Brisbane.

17.0 ENVIRONMENTAL IMPACT

Nil.

18.0 POLICY IMPACT

Nil.

19.0 FINANCIAL IMPACT

Funded through Service Development 4.2.1.4 D01 One Book One Brisbane.

20.0 HUMAN RESOURCE IMPACT

Nil.

21.0 URGENCY

HIGH

Endorsement is required by 10 January 2005 to ensure the voting process proceeds on 07 February 2005.

22.0 PUBLICITY/MARKETING STRATEGY

The marketing of the One Book One Brisbane 2005 Voting Campaign is dependent on the endorsement of the shortlisted titles.

Endorsement of the shortlist will be followed on 07 February 2005 by the announcement of the shortlist by the Lord Mayor and Chair Community Services Committee, via a media release.

Providing the shortlist is endorsed, the voting will be available from 07 February 2005 in libraries, ward offices, by mail and online.

23.0 OPTIONS

Option 1: Endorse the One Book One Brisbane 2005 Shortlist as per the approved process.

Option 2: Not endorse the Shortlist.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER:

202/11 - PO560/118(A1)

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Offer for compensation arising from the acquisition of land for road purposes - 118
Mayne Road, Bowen Hills - Australian Posters Pty Ltd

3.0 PURPOSE/ISSUE

Recommendation on an offer for compensation.

4.0 PROPONENT

Ken Deutscher, Acting Divisional Manager, Urban Management Division.

5.0 SUBMISSION PREPARED BY

Jon Skelton, Asset Officer - Planning and Delivery, Infrastructure Management (x36958)

6.0 DATE

14 January 2005.

ACTION TAKEN

24 JAN 2005

RECEIVED

24 JAN 2005

TOWN CLERK

COMMITTEE SECTION

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E & C approval.

AOPC3

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

No.

BCC 10 YEAR RELEASE SCHEME

9.0 RECOMMENDATION

It is recommended that E&C approve as follows:

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

Schedule 1

Part 1	Details of Acquisition
Claimant	Australian Posters Pty Ltd
Property acquired	Sign Licences over part of property situated at 118 Mayne Road, Bowen Hills and described as Part of Lot 2 RP.116599 Parish of North Brisbane
Purpose of Acquisition	Road purposes.
Part 2	Details of Offer
Amount of Offer	(a) redacted up to 30 September 2004. (b) redacted for removal, storage and a contribution to erection costs of the sign in the new location. (c) Reasonable professional costs.
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 this interest. (b) The claimant enter into the relocation deed in the form of Attachment B together with such modifications to the deed as are acceptable to the Manager, Brisbane City Legal Practice.

APPROVED

24 JAN 2005

[Signature]
.....
Lord Mayor

Lord Mayor

10.0 DIVISIONAL MANAGER

[Signature]
Ken Deutscher
Acting Divisional Manager
URBAN MANAGEMENT DIVISION

I Recommend Accordingly

[Signature]
.....

CHIEF EXECUTIVE OFFICER

[Handwritten initials and signatures]

BCC 10 YEAR RELEASE SCHEME

11.0 BACKGROUND

As part of the Inner City Bypass project Council required land for road purposes in the ownership of the Commissioner of Railways being part of property situated at 118 Mayne Road, Bowen Hills and described as Part of Lot 2 on SP.116599 shown shaded yellow on the attached plan (Attachment A).

The required land was subject to advertising sign licence agreements between Queensland Rail (QR) and Australian Posters Pty Ltd (AP) and erected upon the site were two outdoor advertising signs. As Council was not able to resume the required land from QR, the interest in the land was not extinguished when construction work for the Bypass commenced in that location. Under the terms of the licence agreement QR was not able to terminate the agreement and Council was unable to lawfully remove the signs and commence works without agreement from AP. In order to facilitate removal of the signs and construction of the works a compensation process was agreed and the signs were removed in May 2001. The agreed process has been documented in the attached relocation deed (Attachment B).

The process required the affected Sign Company to apply to the Brisbane City Council for reinstatement of their signs onto balance QR land adjacent to the original location. Advice from Development and Regulatory Services is that approval for a single pole sign has been approved and therefore the attached deed provides for:

- Costs associated with the existing signs removal, storage and a contribution to erection costs of the sign in the new location (fixed at ^{redacted}):
- Lost net rental less savings (total amount ^{redacted}) from May 2001 up to 30 September 2004 for the period that the signs were not deriving a return due to the construction works and new sign site application assessment period: and,
- Reasonable professional costs associated with the preparation of the deed and the relocation of the sign.

12.0 CONSULTATION

Graham Quirk, Chairperson Transport and Major Projects.

Gregg Buyers, Senior Program Officer, Transport Infrastructure Projects, Urban Management Division.

Warren Dwyer, Solicitor, Brisbane City Legal Practice.

13.0 IMPLICATIONS OF PROPOSALS

An offer for compensation is processed.

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 CORPORATE PLAN IMPACT

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

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 work order 00180886-686-108-00.

20.0 HUMAN RESOURCE IMPACT

Nil.

21.0 URGENCY

Normal course of business.

22.0 POLICY/MARKETING STRATEGY

Nil.

23.0 OPTIONS

1. Accept the offer for compensation.
2. Reject the offer and renegotiate.

Option 1 is the preferred option.

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 - December 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

17 January 2005

RECEIVED
24 JAN 2005
COMMITTEE SECTION
ACTION TAKEN
24 JAN 2005
TOWN CLERK TCCS

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 December 2004.

APPROVED

24 JAN 2005

Lord Mayor

10.0 Noel K Faulkner
Divisional Manager
City Business

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

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

Attachment "A" shows details associated with travel undertaken in December 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:

December 2004

Non-Commercial Operations

a)	International Travel		
	(i)	Number of Bookings	0
	(ii)	Airfares	\$ 0.00
b)	Domestic Travel		
	(i)	Number of Bookings	24
	(ii)	Airfares	\$ 5,916.06
c)	Accommodation and Allowances Costs		\$ 4,538.70
d)	Registration Fees for Conferences		\$ 4,756.00
e)	Other Costs e.g. hire car		\$ 1,540.61

TOTAL

\$ 16,751.37

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		\$
	TOTAL		\$
m)	Cost of air-fares, accommodation and taxis as detailed in Attachment A		\$ 5,814.94

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 December 2004.
- (2) Not approve the recommendation.

Option (1) is the preferred option.

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 - November 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

17 January 2005

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 November 2004.

10.0 Noel K Faulkner
Divisional Manager
City Business

I Recommend Accordingly

[Signature]

CHIEF EXECUTIVE OFFICER

ACTION TAKEN

24 JAN 2005

TOWN CLERK

TCIS

RECEIVED

24 JAN 2005

COMMITTEE SECTION

APPROVED

24 JAN 2005

[Signature]
Lord Mayor

[Signatures]

BCC 40 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 November 2004, for each Unit of Administration (showing travel actually undertaken during that month).

Attachment "A" shows details associated with travel undertaken in November 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:

November 2004

Non-Commercial Operations

a)	International Travel	
	(i) Number of Bookings	2
	(ii) Airfares	\$ 520.60
b)	Domestic Travel	
	(i) Number of Bookings	62
	(ii) Airfares	\$ 13,404.30
c)	Accommodation and Allowances Costs	\$ 29,090.42
d)	Registration Fees for Conferences	\$ 44,532.46
e)	Other Costs e.g. hire car	\$ 4,151.70

TOTAL

\$ 91,699.48

Commercial Operations

g)	International Travel		
	(i)	Number of Bookings	0
	(ii)	Airfares	\$ 0.00
h)	Domestic Travel		
	(i)	Number of Bookings	0
	(ii)	Airfares	\$ 0.00
i)	Accommodation and Allowances Costs		\$ 0.00
j)	Registration Fees for Conferences		\$ 0.00
k)	Other Costs e.g. hire car		\$ 0.00
	TOTAL		\$ 0.00
m)	Cost of air-fares, accommodation and taxis as detailed in Attachment A		\$ 8,028.31

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 November 2004.
- (2) Not approve the recommendation.

Option (1) is the preferred option.

E&C RESULTS- 31 JANUARY 2005

SUB NO.	FILE NO.	DIV	TITLE	Result
31/01-1F M	204/6(16/P3)	City Governance	Monthly Project Report - December 2004 (Attachment A).	Yes
31/01-1K R	460/2(154/P1)	Urban Management	End 2003 Amendments to the Brisbane City Plan 2000.	Yes
31/01-2K R	460/2(182)	Urban Management	Minor Amendments to the City Plan.	Yes
31/01-1L R	12/51-L/2005	OLMCEO	Overseas Travel - Councillor Kevin Bianchi, Kobe, Japan.	Yes
31/01-2L M		OLMCEO	Executive Service Renewal	Yes

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

BCC PUBLICATION SCHEME
10 YEAR RELEASE

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

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

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Project Report – December 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.

ACTION TAKEN
24 JAN 2005
TOWN CLERK
MFP

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

24th January 2005

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.

APPROVED

31 JAN 2005

[Handwritten signatures and initials]
Chairperson
Lord Mayor
VH
gjm
fde

10.0 DIVISIONAL MANAGER

[Handwritten signature]
Helen Gluer
Chief Financial Officer

I Recommend Accordingly
[Handwritten signature]
CHIEF EXECUTIVE OFFICER

BCC PUBLICATION SCHEME
10 YEAR RELEASE

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 *****DECEMBER 2004 UPDATE***** heading.

December 2004 Report Summary

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

- River Pocket Parks – River Access (see page 13);
- Erosion and Sediment Control Enforcement and Measurement (see page 15);
- Water Use Reductions Rebate (see page 19);
- Brisbane Water IT – Mobile Computing (see page 24);
- Bushland Acquisition Program (see page 30); and
- LAOP Trust (see page 32).

The remaining projects 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 December 2004.

Option 2: Do not accept the report.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Renewal of Executive Service Contract for Alan Warren, Finance Manager, Brisbane Transport

3.0 ISSUE/PURPOSE

To approve the renewal of Executive Service Contract for Alan Warren

4.0 PROPONENT

Jude Munro, Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Divisional Manager, Brisbane Transport

6.0 DATE

20 December 2004

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL


Establishment and Co-ordination Committee approval

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

N/A

9.0 RECOMMENDATION

That Alan Warren be re-appointed to the position of Finance Manager, Brisbane Transport for a period of 5 years from 17 July 2005

10.0 
Jude Munro
CHIEF EXECUTIVE OFFICER

ACTION TAKEN


24 JAN 2005

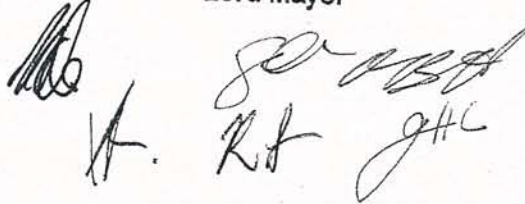
TOWN CLERK

CACEO

APPROVED

31 JAN 2005


Lord Mayor



11.0 BACKGROUND

Alan Warren was appointed to the position of Finance Manager, Brisbane Transport on 17 July 2000 for a period of 5 years.

Alan Warren is an integral, valued and high performing member of the Brisbane Transport management team. Alan Warren also contributes significantly to broader issues across Council and has strong involvement in a range of organisational wide initiatives. His contribution to our organisation over the past 5 years is considered to be of a high level and his skills and abilities are directly relevant to the achievement of current and emerging strategic priorities for Brisbane Transport.

It is proposed to re-appoint Alan Warren to the position of Finance Manager, Brisbane Transport for a further period of 5 years.

12.0 CONSULTATION

Lord Mayor

13.0 IMPLICATIONS OF PROPOSAL

N/A

14.0 COMMERCIAL IN CONFIDENCE

Nil

15.0 CORPORATE PLAN IMPACT

Nil

16.0 CUSTOMER IMPACT

Nil.

17.0 ENVIRONMENTAL IMPACT

Nil.

18.0 POLICY IMPACT

Nil.

19.0 FUNDING IMPACT

N/A

20.0 HUMAN RESOURCE IMPACT

N/A

21.0 URGENCY

In the normal course of business

22.0 PUBLICITY/MARKETING

At the discretion of the Lord Mayor

23.0 OPTIONS

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

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE