

**E&C RESULTS- 7 FEBRUARY 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
07/02-1B M	4/1- B/2002(2)	HRSM	Residential Accommodation for first "Living Leadership" Development Program (previously Leadership in Action program).	Yes
07/02-1K R	202/11-QB0580/2975(A1) 202/11-QB050/2995/2(A1) 202/11-QB050/3107(A1)	Urban Management	Resumption of land at 2975, 2995 and 3107 Beaudesert Road, Parkinson.	Yes
07/02-2K R	460/2(171)	Urban Management	Kelvin Grove Urban Village Local Plan.	Yes
07/02-3K R	460/2(132)	Urban Management	End 2002 Amendments to the Brisbane City Plan 2000 - Response to submissions.	Yes
07/02-1L R	234/70/402(2)	OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. Scientific Management Services (UQ)	Yes
07/02-2L R	234/70/402(2)	OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. City Centre Master Plan Consultancies.	Yes
07/02-3L M	467/26	OLMCEO	North-South Bypass Tunnel - Memorandum of Understanding.	Yes
07/02-4L M	467/26	OLMCEO	North-South Bypass Tunnel - International Roadshow.	Yes
07/02-5L A	40/7-2004/2005	OLMCEO	Contracts to Provide Professional Services - Report for October 2004.	Yes
07/02-6L R	(3)456/65	OLMCEO	"Lord Mayor and Civic Cabinet Listens" Forum and Council Meetings in the Suburbs - 15 March 2005 and 17 May 2005.	Yes
07/02-7L M	Walk In	OLMCEO	Contribution towards lecture tour by Richard Florida.	Yes
24/01-1Q M	24/1-Q/2005(1) Walk In	City Fleet	Overseas Study Tour in the USA.	Yes
24/01-2Q M	24/1-Q/2005(1) Walk In	City Fleet	Attendance on a study tour of a Machinery Plant in Japan and Construction Machinery Exposition and Seminar Program in the USA.	Yes

E&C RESULTS- 7 FEBRUARY 2005

SUB NO.	FILE NO.	DIV	TITLE	Result
07/02-1T R	BT 804/103/1	Brisbane Transport	Third Generation (3G) Translink Service (Short Term) Contract.	Yes

Present - Campbell Newman, D B Hinchliffe, P Cumming, H J Abrahams, G M Quirk,  
K Flessler, 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.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER : 24/1- B/2002(2)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Residential Accommodation for first "Living Leadership" Development Program (previously Leadership in Action program).

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek E&C approval for a 'value for money' residential venue to be used for the first BCC "Living Leadership Program" Development Program. (This program was previously 'Leadership in Action' and has been run over 4 years, with this residential component.)

4.0 PROPONENT

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

5.0 SUBMISSION PREPARED BY

Cathy Craddock, Consultant, HR Services, HRSCON18 X30709

6.0 DATE

19 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?

No

BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE  
RECEIVED  
07 FEB 2005  
COMMITTEE SECTION  
ACTION TAKEN  
07 FEB 2005  
TOWN CLERK HRSCON



9.0 RECOMMENDATION


That E&C grant approval for the Koolamara Conference Centre to be the residential venue for the first BCC "Living Leadership" Development Program, from 23 May to 28 May 2005, at a total estimated cost of \$15,180.00 (for 23 people).

10.0 DIVISIONAL MANAGER




Phil Minns  
Divisional Manager  
Human Resources & Strategic Management

I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER

**APPROVED**

7 FEB 2005

  
Lord Mayor

BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE



## 11.0 BACKGROUND

This will be the first “Living Leadership” Program, and replaces the “Leadership in Action” Program. The facilitators for the program are Scott Arbuthnot and Leonie Horrigan, from the consulting firm Arbuthnot & Associates (this is a change from the previous program, (“Leadership in Action”) which was delivered by consultants from Macquarie House over the last 4 years. The change has occurred because of a tender called at the end of the Macquarie House contract. Arbuthnot & Associates won this tender.)

The “Living Leadership” Program in BCC is designed for Bands 6 to 8 and is an 8-month development program for managers and leaders wishing to expand their ability to lead and influence through their own behaviours and relationships. It is targeted specifically around the development needs of the participant and allows them to practice new skills through working on a strategic workplace project. The program is for managers who are seeking the personal development required to enhance their abilities to engage and lead people. They will undertake a journey of personal discovery achieving greater levels of strategic and cultural influence.

The programs consist of pre-program work including meetings between each participant and their manager and a joint interview between participant, manager and facilitator to identify developmental learning needs and establish learning contracts. The major focus of Living Leadership is on experiential learning. Participants will examine a range of models and theories, and have opportunities to apply and experience these both in the workshop setting and in a real work context. Participants will also be supported by their learning partners and their sponsor.

Each learning group will use a secure/private web journal facility to report their learning experiences and insights.

Living Leadership uses a blend of learning methodologies including:

- an objective setting meeting (1 hour) with a program facilitator, nominee and their sponsor/manager
- 6 weeks of online preparations requiring one to two hours of time per week
- 5 day residential, intensive experiential workshop in month two
- an e-facilitated online learning network and learning partnerships requiring half a day per month
- 2 day non-residential workshop in month 6
- interim and end-program reporting of new leadership behaviours and their impacts
- a reconnection meeting between the participant and their sponsor and a program facilitator in month 7
- 1 day learning celebration in month 8

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



## 11.1 RESIDENTIAL COMPONENTS OF PROGRAMS

The cost is significantly lower than for previous locations such as Clear Mountain Conference Centre and Tranquil Park Mountain Resort.

The venue for the residential component is required to accommodate up to 21 participants and 2 facilitators. A number of venues have been investigated for the purpose of hosting the residential component of the program. Attachment A shows the comparative costs of these venues.

Koolamara Conference Centre at Bribie Island offers excellent value for money and has facilities suitable for the needs of this program. A large conference room is at the disposal of the facilitators and participants for the duration of the conference. Special dining arrangements have been made to allow for a series of speeches, which are a component of the evening meals, to be delivered without intrusion. Koolamara was the location for the previous Leadership in Action program in May 2004.

## 12.0 CONSULTATION

Previous consultation on Program has been supported by

- HR Council
- Divisional Management Teams

All are in agreement with the proposed recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

The benefit achieved from short residential components of the Living Leadership Program affords the best mechanism to develop a learning community to ensure participants are established in strong support networks and also enhances ability to put new learnings into workplace after the residential. The program design allows for processes and learning to continue during the evening meal and during the session following the meal each night.

## 14.0 CORPORATE PLAN IMPACT

**Program 11** Organisational Capability:

**11.3** Capable Workforce

**Strategy 11.3.1** Right shape, skills & behaviours

**Service 11.3.1.2**

Capability development & reshaping our workforce

**Sub-Service** Leadership Program

**15.0 CUSTOMER IMPACT**

Nil

**16.0 ENVIRONMENTAL IMPACT**

Nil.

**17.0 POLICY IMPACT**

Nil

**18.0 FUNDING IMPACT**

The program runs on a cost recovery basis (\$4500 per participant) with each Division funding the participation of its own officers. Divisions will pay the cost for their participants to attend programs and this revenue will be used to pay for all costs associated with the program.

The cost of \$4,500 covers the following:

- Meeting between one of the facilitators, the participant and their manager
- 6 weeks of online preparations
- Accommodation and all catering for the 1-week residential
- All workbooks and a CD containing relevant articles provided at this time
- Transport between the venue and Brisbane CBD
- The provision of 2 facilitators

Note – this cost also includes a further 2-day workshop (non-residential) and a 1-day celebration and covers the same 2 facilitators, the venue (at no cost as we are using a Council facility) and all catering, plus any other workbooks required at that time.

The total cost of the 1-week residential is approx \$37,480 and includes:

- Venue \$15,180
- Facilitators \$21,550
- Transport \$ 500
- Courier Costs \$ 50
- Miscellaneous \$ 200 (for example, additional printing or materials required)

**19.0 HUMAN RESOURCES IMPACT**

Nil

**20.0 URGENCY**

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



## 21.0 PUBLICITY/MARKETING STRATEGY

Internal promotion via HR Managers, Strategic Change Co-ordinators & Business Services Managers, Administration Groupwise advice and Learning Calendar listing in addition to previous Leadership program alumni.

## 22.0 OPTIONS

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

**Option 1 is the preferred option**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 467/26

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

North-South Bypass Tunnel – Memorandum of Understanding

3.0 ISSUE/PURPOSE

To seek endorsement of a Memorandum of Understanding (MoU) and supporting "private and confidential letter" between Council and the State to facilitate the North-South Bypass Tunnel project.

4.0 PROPONENT

David Stewart, Executive Manager, Major Infrastructure Projects Office

5.0 SUBMISSION PREPARED BY

David Stewart, Executive Manager, Major Infrastructure Projects Office, Ext 37335

6.0 DATE

31 January 2005

ACTION TAKEN

07 FEB 2005

RECEIVED

07 FEB 2005

TOWN CLERK

EXM/DO

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 LOCAL LAW?

No

APPROVED

7 FEB 2005

*Carlynn Curran*  
Lord Mayor

9.0 RECOMMENDATION

That E&C:

1. Endorses the draft Memorandum of Understanding and accompanying letter contained in Attachments A and B respectively.
2. Authorises the Executive Manager, Major Infrastructure Projects Office to finalise the wording of the MoU and letter; and
3. Authorises the Lord Mayor to sign the Memorandum of Understanding and letter.

*MS* *PL* *MAA*  
*RL* *U*

10.0 DIVISIONAL MANAGER

*David Stewart*

David Stewart  
Executive Manager  
Major Infrastructure Projects Office

I Recommend Accordingly

*[Signature]*



## 11.0 BACKGROUND

As part of the bid process for the North-South Bypass Tunnel (NSBT), the Council has requested the State to sign a Memorandum of Understanding (MoU). The draft MoU is included as Attachment A.

The primary reasons for the MoU are:

- to provide potential private sector bidders with confidence that the State supports the Project;
- for Council to maximise competition during the bid process; and
- for the State to take steps towards legislative amendments that are required to advance the project.

Note that the MoU will be disclosed to interested bidders on the NSBT.

In the MoU, the State has acknowledged that it has reviewed the Council's Business Case and supports the NSBT being delivered as a public private partnership and that the tolls will be indexed by CPI.

The State has reinforced that it will not provide any funding.

Whilst acknowledging that private sector bidders may offer projects which differ from the proposal presented in Council's Business Case, the State has included review provisions which would be invoked if the project materially impacted on the State's financial position or risk profile.

The MoU also provides for the State to make legislative amendments. These include:

- tolling powers;
- traffic management;
- volumetric acquisition; and
- the powers to acquire land for third parties.

In addition to the MoU, a "private and confidential" letter has been drafted to provide clarification to the MoU on matters considered commercial-in-confidence between Council and the State.

The letter provides discussion on the need for private sector innovation, tolling levels, and risk profile.

Importantly, the letter requires the State to:

- confirm its willingness to grant Council a 100-year tolling period to fund additional transport infrastructure;
- confirm Queensland Treasury Corporation's willingness to lend Council funds; and
- that legislative arrangements for volumetric acquisition will include consideration of capping compensation in certain non-injurious cases.

The draft letter is included as Attachment B.

The wording of the draft MoU and letter have been the subject to lengthy



negotiations with State officials, and the contents of both have been agreed at a bureaucratic level.

## **12.0 CONSULTATION**

Campbell Newman, Lord Mayor;  
David Askern, Manger Brisbane City Legal Practice; and

have been consulted and agree with the submission.

## **13.0 IMPLICATIONS OF PROPOSAL**

The signing of the MoU will allow the project to proceed to the bid phase and provide the private sector confidence that the State supports the project. The MoU also provides details of legislative changes required for the project and an overarching timetable.

## **14.0 COMMERCIAL IN CONFIDENCE**

While the Memorandum of Understanding is intended to be disclosed to potential bidders, the "private and confidential" letter is not as it contains commercial-in-confidence material from the Draft Business Case. The release of the letter would most likely impact on the competitiveness of bids received for the project and needs to remain confidential within Council.

## **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.

## **16.0 CUSTOMER IMPACT**

Nil.

## **17.0 ENVIRONMENTAL IMPACT**

Nil.

## **18.0 POLICY IMPACT**

The MoU is consistent with existing Council policy.

## **19.0 FINANCIAL IMPACT**

Nil.

## **20.0 HUMAN RESOURCE IMPACT**

Nil.

## **21.0 URGENCY**

In the normal course of business.

## 22.0 PUBLICITY/MARKETING

Nil.

## 23.0 OPTIONS

Option 1: Approve the recommendations. This will allow for the MoU to be signed by the State and Council and allow the project to progress to the bid phase.

Option 2: Not approve the recommendation and change the wording of the MoU and letter. It is unlikely that the State will change the wording of the MoU and letter without political input.

Option (1) is the preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



1.0 FILE NUMBER: 467/26

E&C07/02-41

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

North-South Bypass Tunnel – International Roadshow

3.0 ISSUE/PURPOSE

To seek approval for the Executive Manager, Major Infrastructure Projects Office and the Chief Financial Officer to travel to Hong Kong and London to meet with Asian and European bankers and contractors as part of securing international competitors for the bid phase of the North-South Bypass Tunnel.

4.0 PROPONENT

Jude Munro, Chief Executive Officer

RECEIVED

07 FEB 2005

5.0 SUBMISSION PREPARED BY

David Stewart, Executive Manager, Major Infrastructure Projects Office, Ext 37335

COMMITTEE SECTION

6.0 DATE

31 January 2005

ACTION TAKEN

07 FEB 2005

TOWN CLEN

EMMIPO

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 approval be given for the Executive Manager, Major Infrastructure Projects Office and the Chief Financial Officer to travel to Hong Kong and Europe to meet with Asian and European bankers and contractors as part of securing international competitors for the bid phase of the North-South Bypass Tunnel, between February 26 and March 7 2005, at an estimated cost of \$30,000.

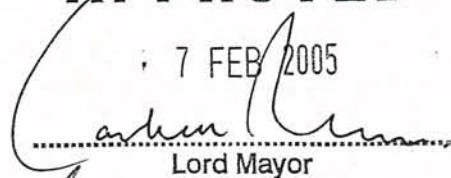
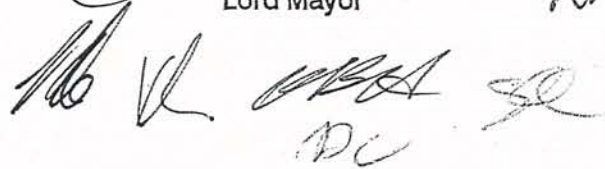
10.0 DIVISIONAL MANAGER



Jude Munro  
Chief Executive Officer

**APPROVED**

7 FEB 2005

  
Lord Mayor



## 11.0 BACKGROUND

Over the last 4½ years Council has invested substantial resources to establish the feasibility of NSBT, as well as negotiating a Memorandum of Understanding (MoU) with the State to secure its commitment to project support during implementation. Council is now close to securing State commitment to implementation of NSBT and is currently preparing Expression of Interest documents to seek interest from Australian and international consortia to submit detailed bids for the project. These bidding processes are expensive undertakings for the private sector (eg \$20 million for a fully committed bid) and consortia are usually careful to ensure that they pursue only those projects with a high prospect of proceeding and where the consortia believes it has a strong likelihood of success.

To date, projects similar to the NSBT (ie toll road PPP contracts) tendered in other States have not succeeded in attracting international companies, over and above those already established in Australia. However, market sounding undertaken to date by Council has yielded interest from a number of international toll road contractors/developers looking at entering the Australian civil engineering market.

Council's 'market soundings' undertaken in development of the NSBT Business Case revealed that most private sector entities were very impressed by Council's commitment and investment in the project to date. Notwithstanding, industry is somewhat circumspect about whether the NSBT will ultimately proceed, given Council's inability to undertake the project without legislative support from the State and ongoing uncertainty about Council's capacity to secure this support. This outcome was particularly evident with the banking fraternity, typically key funding proponents within each consortium. It is also worth noting that international participants (who are not familiar with the credit standing and size of Council) may place additional uncertainty on the Project due it being classed as a "local council/authority" project as opposed to a State or Federal Government Project.

In seeking to mitigate industry hesitancy in pursuing the NSBT, the project team originally proposed the development of the MoU for release to interested proponents. Recognising that the MoU has not yet been executed and released, industry uncertainty remains high. Release of the MoU in mid February should assist to convince the sector that the project is proceeding. The project team has identified two further significant barriers to formation of a strong competitive bidding field:

- new players that are considering entering the Australian market may conclude that the NSBT is not the right project to bid due to perceptions about whole of Government commitment and not knowing Council's standing in Queensland; and
- the enthusiasm of Australian branch offices of banking and contracting entities to pursue the project, and their capacity to subsequently enthuse their international Boards to commit sufficient bid funds to the project.

The Roadshow conducted in Brisbane late last year was positively received by many industry proponents, with the presence of the Premier being particularly well regarded. Council's advice that the MoU articulating State support for the



project is currently being finalised was also well regarded.

The project team considers that with industry opinion on project certainty currently moving in the right direction, now is an opportune time to reinforce Council's commitment to the project by meeting with the international marketplace. (Such meetings would include the parents of many of the Australian entities likely to pursue the project).

These meetings would:

- reinforce Council's (and the State's) commitment to the project;
- demonstrate Council's professionalism and credibility in its understanding of these marketplaces;
- provide comfort to potential bidders around the Council's financial standing (and thus its ability to undertake a project of this size);
- provide Council with an opportunity to reinforce its messages to senior decision makers within these companies;
- reinforce Council's openness to fully competitive processes; and
- create momentum in the international market place about the transaction.

The international market needs to hear these messages directly from Council rather than being predominantly via Branch Office submissions.

The proposed target audiences for the Roadshow are: Vinci, Ferrovial, Bouygues, Bilfinger, Hochtief, Bechtel, CKI, ABN Amro (London), Deutsche (London), Bank of Scotland, Royal Bank of Scotland, West LB and the monoline insurers.

## **12.0 CONSULTATION**

North-South Bypass Tunnel Project Executive Group have been consulted and agree with the submission.

## **13.0 IMPLICATIONS OF PROPOSAL**

The primary goals of the International Roadshow are to encourage international contractors and bankers to tender for the

## **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 FINANCIAL IMPACT

The Total estimated cost is \$15,000 per officer. The breakdown, per officer, is shown in the attached table.

Airfares	9,000
Accommodation	3,000
Personal Allowance	500
Advance	500
Meals	500
Transfers/visas/miscellaneous	1,500

## 20.0 HUMAN RESOURCE IMPACT

Nil.

## 21.0 URGENCY

In the normal course of business.

## 22.0 PUBLICITY/MARKETING

Nil.

## 23.0 OPTIONS

Option 1: Approve the recommendation. This will assist in encouraging international financiers and contractors to lodge expressions of interest for the bid phase of the project.

Option 2: Not approve the recommendation.

Option (1) is the preferred option.



1.0 FILE NUMBER: 40/7-2004/2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Contracts to Provide Professional Services - Report for October 2004

3.0 ISSUE / PURPOSE

The purpose of this submission is to seek E&C approval for the consultancies commissioned in October 2004

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

31 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?

No.

9.0 RECOMMENDATION

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

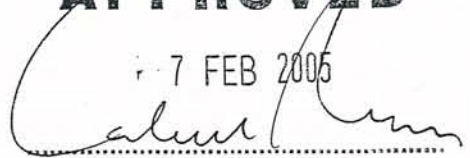
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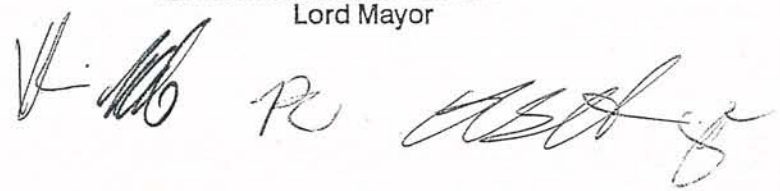
Jude Munro  
CHIEF EXECUTIVE OFFICER

**APPROVED**

7 FEB 2005



Lord Mayor



**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 \$2,601,713.61 during the month of October 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



07/02-7L

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Contribution towards lecture tour by Richard Florida

3.0 ISSUE/PURPOSE

The purpose of this submission is seek approval for a \$10,000 cash contribution towards a lecture tour by Richard Florida, author of the book "The Flight of the Creative Class", in Brisbane on 24 and 25 February 2005.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

RECEIVED  
07 FEB 2005  
COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY

David Simons, Information Privacy and Corporate Governance Officer (IPCEO), ext 36786

6.0 DATE

2 February 2005

ACTION TAKEN  
7 FEB 2005  
TOWN CLERK IPCEO

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.

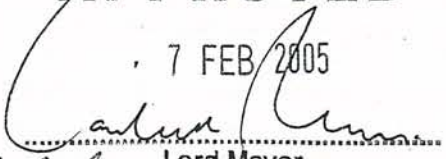
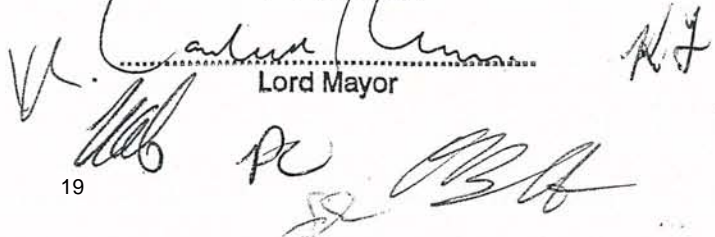
9.0 RECOMMENDATION

That approval be given for a \$10,000 cash contribution towards a lecture tour by Richard Florida, author of the book "The Flight of the Creative Class", in Brisbane on 24 and 25 February 2005.

10.0 DIVISIONAL MANAGER

  
Jude Munro  
CHIEF EXECUTIVE OFFICER

**APPROVED**

7 FEB 2005  
  
Lord Mayor  




## 11.0 BACKGROUND

Richard Florida is the author of the 2002 best selling book "The Rise of the Creative Class". Richard is currently the Hirst Professor in the School of Public Policy at George Mason University and a non-resident Senior Fellow at the Brookings Institution. Previously, he was the Heinz Professor of Economic Development at Carnegie Mellon University, and has been a visiting professor at MIT and Harvard University's School of Government. He is the founder and principal of two companies: the Creativity Group, an innovative communications and strategies team; and Catalytix, a strategy consulting firm. Richard Florida earned his Bachelor's degree from Rutgers College and his Ph.D. from Columbia University. He resides in Washington D.C.

His new book, "The Flight of the Creative Class", which examines the global competition for creative talent, will be published in March 2005.

On 24 and 25 February, Richard will be in Brisbane to deliver a public lecture and meet with key people. Brisbane City Council has been asked to join with the Department of the Premier and Cabinet, Queensland Performing Arts Centre (QPAC) and Griffith University to co-present Richard Florida at a public lecture in the QPAC Concert Hall about his new book on 24 February. Richard Florida will meet with the Lord Mayor and be guest of honour at a Creativity Round Table Luncheon at City Hall on 25 February.

QPAC is asking Council for a \$10,000 cash contribution to Mr Florida's fees and to host the luncheon at City Hall. The key goal of the project is to get Richard Florida to focus on Queensland in a major new research project about establishing Creativity Indices for Australia in line with his recent major study undertaken on Europe.

This represents an excellent opportunity for Brisbane as a key city in Australia to become involved with the project and learn from Mr Florida's experiences. Accordingly, it is considered appropriate that a \$10,000 contribution be made.

## 12.0 CONSULTATION

Councillor Campbell Newman, Lord Mayor  
Craig Evans, Chief of Staff Lord Mayor's Office  
Greg Bowden, Business Adviser to the Lord Mayor  
Jude Munro, Chief Executive Officer  
Hayden Wright, Manager, Chief Executive's Office  
Julie Harris, Manager Economic Development, Community & Economic Development Division

All consulted are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

Co-funding this lecture tour will result in Brisbane City raising its profile in the creativity arena and will assist the Council in achieving its vision of a creative city.



**14.0 COMMERCIAL IN CONFIDENCE**

No.

**15.0 CORPORATE PLAN IMPACT**

In line with the Corporate Plan, aligning specifically with the vision of Creative City.

**16.0 CUSTOMER IMPACT**

Nil.

**17.0 ENVIRONMENTAL IMPACT**

Nil.

**18.0 POLICY IMPACT**

Nil.

**19.0 FUNDING IMPACT**

Funds are available in Economic Development Branch CE18300, BrisIndustry Creative.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

URGENT, as the lecture tour is occurring on 24 and 25 February 2005.

**22.0 PUBLICITY/MARKETING**

At the discretion of the Lord Mayor.

**23.0 OPTIONS**

1. Approve the recommended contribution to the lecture tour.
2. Approve a different level of support.
3. Do not support the lecture tour.

**OPTION 1 is the recommended option.**

07/02-10

1.0 FILE NUMBER: 24/1-Q/2005(1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Overseas Study Tour in the USA.

3.0 ISSUE/PURPOSE

The purpose of this submission is to obtain approval to jointly send Brad Willis and James Stewart to act as representatives of BCC Asphalt Operations participating in a structured Study Tour to the United States of America. This shall encompass Construction Machinery Exposition, Nominated Factory Visitations, Prospective Procurement Assessment and Specialised Training as outlined under Set Objectives. Duration is from 15th March 2005 to 18th April 2005.

4.0 PROPONENT

Wayne O'Malley Divisional Manager, Brisbane CityWorks  
John Boland, Divisional Manager, City Fleet.

RECEIVED  
17 FEB 2005  
COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY

Brad Willis, Maintenance Co-Ordinator, Asphalt Operations, Brisbane CityWorks  
(QAOC30, ext.31063)

6.0 DATE

18 January 2005

ACTION TAKEN

07 FEB 2005

APPROVED

7 FEB 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

TOWN CLERK QAOC30

Lord Mayor  
*[Signature]*  
*[Signature]*  
*[Signature]*  
*[Signature]*

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 above mentioned parties to participate and attend all aspects of the Outlined Study Tour in the United States of America from the 15<sup>th</sup> March 2005 to 18<sup>th</sup> April 2005.

10.0 DIVISIONAL MANAGER

*[Signature]*

*[Signature]*

Wayne O'Malley  
Divisional Manager, Brisbane City Works

John Boland  
Divisional Manager, City Fleet

I Recommend Accordingly



11.0

## BACKGROUND

The Councils Asphalt Surfacing Operation is a major stakeholder responsible for laying 5% of Australia's total asphalt production into Bituminous Pavements. Council operates a modern fleet consisting of 5 front line "Blaw Knox" paving machines that cater to Brisbane's road resurfacing and rehabilitation requirements. These machines are directly involved in an increasing External Work market generating revenue for Brisbane City Works via contract Main Roads activities. Machine throughput is in the vicinity of 70000 tonnes per year putting Council at the highest utilisation within the South East Asian Region.

Every three years a Construction Machinery Exposition (Conexpo-Conagg) is held in the United States. As the premier industry exposition in the World, Conexpo-Conagg provides a showcase featuring the latest in equipment, product design, technological advances and informative seminars for the construction industry. Most Asphalt paving equipment is of American design and due to the relatively small and captive Australian market is only represented here by agencies resulting in poor product promotion and support. Manufacturers and market leaders use this Expo to release new types and models of equipment. The aim of attending this Expo is to evaluate prospective purchase equipment and assess suitable processes and improvements for our operations.

The key criteria would be:

- Identify and assess potential replacement machinery
- Embrace latest world technologies and processes
- Identify Improved methods and techniques
- Operation efficiencies
- Wear analysis and metallurgy

By Mr Willis and Mr Stewart attending this exposition and following nominated factories and specialised training it is anticipated that resulting new innovations and improvements can be implemented and applied to the existing fleet and prospective purchase items. Benefits gained from the introduction of technology and streamlined product procurement will allow Council and Asphalt Operations to remain at the forefront in delivering services with a focus towards vision 2010.

Both Mr Willis and Mr Stewart have already demonstrated their expertise and creativity in this area, having recently won a Lord Mayors Award in Partnering to re design and implement a 240volt systems control management package which has been adopted as standard across Councils paving fleet.

This new design has exceeded expectations outperforming original OEM supplied equipment in delivering reliability and meeting stringent requirements under Australian Standard 2001, Electrical Safety Act and Workplace Health and Safety. With "zero harm" intentions this control system package brings a safety aspect to the workplace not previously available on this machinery. The design is currently undergoing patent search with Council for exclusive rights.

In Australia we are seen as one of the leaders in the Asphalt Paving Industry both in volume tonnages and as well in the technology we use in our processes. For us to remain a leader we must keep up with the changes in technology that are happening around the world.

The proposed trip is expected to take 35 days and cost approximately \$29,000 for the two attendees – Brad Willis and Jim Stewart.

Nominated factories are the Ace Group manufacturing facility and foundry, producers of Asphalt Paver parts supplied to a local and international paving industry market. The Ace Group facility is located at Willmar, Minnesota and has supplied parts trialed within Asphalt Operations for 15 months with twice the life of OEM parts to date. This has equated to significant cost savings of 50% of OEM outlay with further benefit to council being the objective.



The Ingersoll Rand Paver assembly factory located at Shippensburg, Pennsylvania. This facility has supplied the existing council large paver fleet and remains at the leading edge of paver manufacture with council about to take delivery of the latest acquisition from this factory offering equipment incorporating the latest developments.

The Ingersoll Rand factory incorporates the Road Institute Training Facility responsible for conducting and developing specialised training from which council will benefit.

The LeeBoy Paver assembly factory at Denver, North Carolina manufacturers of pavers and construction equipment including narrow screed width pavers widely used in the US and suited to council requirements.

Visitation to this facility will allow product assessment for the purpose of preferred purchase and investigation of product support being a procurement benefit to council.

Any response improvement through training and product development knowledge will equate into dollar savings for council.

The funding impact of the study tour equates to only one 6 hour unscheduled stoppage of the Asphalt Operations infrastructure.

#### Other Benefits to Council

- Advanced product procurement strategy and related savings.
- Potential replacement machines identified and assessed before arrival to Australia and purchase commitment.
- Identifying new technologies and their application projected towards keeping council at the forefront heading towards 2010.
- Partnering with US suppliers to establish direct importation line and open the way to access new processes and item not currently available.
- Partnering with US based asphalt contract and county organisations for ongoing exchange of information and trends.

#### TRAINING PROGRAMME:

##### Road Institute - Letterkenny

March 29-31, 2005

Large Asphalt Compactors  
MC330 Operation and Maintenance

April 4 - 8, 2005

Paver Hydraulic & Electrical Systems

##### Ace Group

March 15, 2005

Automatic Screed Controls for Smooth Pavements

Moving your Equipment.

The Importance of Following Dimensional Hauling Regulations

March 16, 2005

Paver Basics

Developing Efficiencies in Moving Big Iron

March 18, 2005

Selecting Rollers & Determining Roller Patterns to Achieve

Density

12.0

#### CONSULTATION

John Boland, Divisional Manager, City Fleet

Paul Devereaux, Fleet Operations Manager, City Fleet

Robert Young, Surfacing Manager, Brisbane City Works

Doug O'Brien, Manager Asphalt Operations, Brisbane City Works

Wayne O'Malley, Divisional Manager, Brisbane City Works

John Campbell, Chairperson, Water & City Businesses Committee

All parties are in agreement.



**13.0 IMPLICATIONS OF PROPOSAL**

No adverse impact.

**14.0 COMMERCIAL IN CONFIDENCE**

No.

**15.0 CORPORATE PLAN IMPACT**

- Innovation & Product Development
- Continuous Process Improvement
- Improved Procurement Strategy

**16.0 CUSTOMER IMPACT**

Nil.

**17.0 ENVIRONMENTAL IMPACT**

Nil

**18.0 POLICY IMPACT**

Nil.

**19.0 FINANCIAL IMPACT**

The funding for this Overseas Study Tour in the USA will be provided equally from BCW operational funds and City Fleet operational funds. The cost is \$29,000.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

In the normal course of business. Advance registration closes 11 February 2005.

**22.0 PUBLICITY/MARKETING**

Not required.

**22.0 OPTIONS**

1. To send nominated officers Mr Willis and Mr Stewart to participate and address set objectives as outlined in proposed Study Tour
2. Not to send the nominated officers.

Option 1 is recommended for approval be given for the abovementioned parties to participate and attend all aspects of the outlined study tour in the United States of America between 15 March 2005 to 18 April 2005 and that funding of \$29,000 be approved to facilitate this tour.

07/02 - 20

1.0 FILE NUMBER: 24/1-Q/2005(2)

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

2.0 TITLE

Attendance on a study tour of a Machinery Plant in Japan and Construction Machinery Exposition and Seminar Program in the USA.

3.0 ISSUE/PURPOSE

The purpose of this submission is to obtain approval for Mr Wayne O'Malley (Divisional Manager Brisbane CityWorks) to attend a study tour incorporating a plant tour in Japan and Construction Machinery Exposition and Seminar Program in the United States of America from the 9<sup>th</sup> March to 22<sup>nd</sup> March 2005.

4.0 PROPONENT

Jude Munro, CEO, Brisbane City Council (CEO, X34500)

5.0 SUBMISSION PREPARED BY

Wayne O'Malley, Divisional Manager, Brisbane CityWorks.  
(DMGRQ, X37898)

6.0 DATE

8 February 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?

No.

9.0 RECOMMENDATION

That E&C grant approval for the Divisional Manager, Brisbane City Works to attend a study tour incorporating a plant tour in Japan and Construction Machinery Exposition and Seminar Program in the United States of America from the 9<sup>th</sup> to 22<sup>nd</sup> March 2005.

10.0 DIVISIONAL MANAGER

Jude Munro  
Chief Executive Officer  
Brisbane City Council

**APPROVED**

7 FEB 2005

Lord Mayor

BCO 10 YEAR RELEASE SCHEME

RECEIVED

7 FEB 2005

COMMITTEE SECTION

ACTION TAKEN

7 FEB 2005

TOWN CLERK

Dm+R@



## 11.0 BACKGROUND

BCW's Strategic Plan has targeted operational savings in the order of several million dollars per annum, the machinery and industry supplier displays provide an opportunity to learn of the latest developments in productivity and efficiency gains in the construction industry. Of particular interest to BCW will be those opportunities to save money on our operating costs in the areas of crushing plant, asphalt / bitumen plant, concrete plant and mobile plant technology, and minimise public disruption through improved technology of horizontal directional drilling systems.

The benefits to Council, from gaining knowledge of the latest developments and efficiencies gains in the Construction Industry, are that they may be applied to the works undertaken by Council. Specifically Wayne O'Malley will be looking at Asphalt Production Plant, Bitumen Processing Plant, Quarry Crushing Plant and Mobile Plant technologies.

The potential benefits being targeted for Council are in:

- Improved operating costs
- Improved environmental performance
- Improved Occupational Health and Safety performance.

The industry tour is a package tour which does not offer parts of the tour separately. It is attended by participants from across Australia within the construction industry who see the opportunity to assess and compare solutions from all parts of the world to their needs at the one time on the one location compared to the time and cost of multiple visits over a prolonged period of time.

It is important to BCC as it gives Wayne O'Malley the opportunity to review the construction methods and processes and the latest equipment developments which will facilitate the savings in BCW's Strategic Plan which include:

- Bitumen processing / Asphalt production
- Pre mixed concrete
- Quarry crushing equipment
- Mobile plant utilisation.

The Construction Machinery Exposition and Seminar Program is held in the United States every three years. It is attended by over 100,000 construction industry professionals and features displays by more that 2,300 suppliers.

The seminar program comprises 116 seminars grouped around 12 construction industry themes.

Several seminars focus on the use of IT in the field and are very closely aligned with BCW's current proposals to embrace new and emerging technologies in the IT area.

Other seminars have a strong focus on Workplace Safety, in particular formal management systems and safety analysis. The lessons learned will be directly applied to promoting Zero Harm within Brisbane CityWorks.

Concrete and asphalt recycling are increasing in importance as BCW focuses in improving sustainability and protecting the environment. Most Asset Maintenance depots now run modest recycling programs and would benefit from exposure to the latest technologies and trends in recycling.

The extensive seminar program provides a rare opportunity for exposure to such a wide range of relevant topics in such a compressed timeframe. The identified seminars have direct relevance to promoting Council's 2010 Livability Themes and Organisation 2010 Goals.

## **12.0 CONSULTATION**

Jude Munro, CEO, Brisbane City Council

John Campbell, Chairperson, Water & City Businesses Committee

All parties are in agreement.

## **13.0 IMPLICATIONS OF PROPOSAL**

No adverse impact

## **14.0 COMMERCIAL IN CONFIDENCE**

No.

## **15.0 CORPORATE PLAN IMPACT**

Supports several Living in Brisbane 2010 and Organisation 2010 themes and goals.

The seminar also supports several Corporate Plan outcomes, in particular:

- Risk Management (Management, Safety)
- Minimise waste and prevent pollution (Recycling)
- Great Employer, Clever Workforce (Management, Personal Development, Safety, IT in Construction Management)
- Technology Enabled (IT in Construction Management)

## **16.0 CUSTOMER IMPACT**

A major outcome of this study tour will be improved customer service through the introduction of new technologies, innovations and ideas.

## **17.0 ENVIRONMENTAL IMPACT**

A positive environmental impact may be achieved through exposure to the latest trends for recycling in the construction industry and productivity improvement in plant operations.

## **18.0 POLICY IMPACT**

Nil.



**19.0 FINANCIAL IMPACT**

Funding is available for travel, conferences and training in the BCW budget and the estimated cost of this study trip is \$13,400.00

Work Order No: AB500100.

G/L No: 2.66.5004.425.000.000.607.000.00

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

In the normal course of business. Advance registration closes 11<sup>th</sup> February 2005.

**22.0 PUBLICITY/MARKETING**

Not required

**23.0 OPTIONS**

1. Approve the recommendation to send the Divisional Manager, Brisbane City Works on a study tour incorporating a plant tour in Japan and Construction Machinery Exposition and Seminar Program in the United States.
2. Not approve the recommendation.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

**E&C RESULTS- 14 FEBRUARY 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
14/02-1F M	365/21(17)	City Governance	Proposed sub-lease of commercial office space from Brisbane City Enterprises Pty Ltd at Level 5, 239 George Street, Brisbane.	Yes
14/02-2F M	364/48/3(379)	City Governance	The granting of successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at Redfern Street Depot, Morningside.	Yes
14/02-3F R	221/38-2004	City Governance	Presentation and Tabling of the Quarterly Financial Report for the period ended December 2004.	Yes
14/02-1H M	24/1-H/2005(2)	Brisbane Water	Travel Proposal for Andy Krumins to attend the 14 <sup>th</sup> International Trade Fair for Waste Disposal and the Environment - Water, Sewage, Refuse & Recycling Conference, in Munich, Germany from 22 April to 29 April 2005.	Yes
14/02-1J M	24/1-J/2005(1)	CCSD	Proposal to attend Stormwater Conference in Auckland, New Zealand and visit Auckland Regional Council, 2-6 May 2005.	Yes
14/02-2J R	312/30[A2]	OLMCEO	Donation of withdrawn library materials.	Yes
14/02-1L M	284/12/8(5)	OLMCEO	Sponsorship of a Young Professional Engineer of the Year Award.	Yes
14/02-2L M	12/51-L/2005(A1)	OLMCEO	Overseas Travel - Brisbane-Kaohsiung Staff Exchange Program - BCC Staff Exchange Team to Kaohsiung, Taiwan.	Yes Amended
14/02-3L R	376/6/40(P4)	OLMCEO	Contracts and Tendering - Report to Council of contracts accepted by delegates. (Month of October 2004).	Yes
14/02-4L	243/7-Q(37)	OLMCEO	<b>Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. (Red Imported Fire Ants).</b>	<b>With-Drawn</b>



**E&C RESULTS- 14 FEBRUARY 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
14/02-5L	243/7-Q(36)	OLMCEO	<i>Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. (Telstra Services).</i>	<i>With-Drawn</i>
14/02-6L R	243/50-50011-2004/2005 243/99-1/98/99	OLMCEO	Stores Board Report – Submissions for approval by Council. (Design and Construction of the S1 Main Sewer Interceptor – Stage 1).	Yes
14/02-7L R	243/50-50011-2004/2005 243/99-1/98/99	OLMCEO	Stores Board Report – Submissions for approval by Council. (Provision of Cash Collection and Counting Services to Brisbane City Council).	Yes
14/02-1N	234/82/18(11)	CED	Graffiti Reduction Policy.	Held
14/02-2N	234/93/23(0)	CED	<i>Affordable Housing and Homelessness Policy Statement and Strategy.</i>	<i>With-Drawn</i>
14/02-1P M	467/26	MIPO	North-South Bypass Tunnel – Draft Environmental Impact Statement	Yes

Present – Campbell Newman, D B Hinchliffe, P Cumming, 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.

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

1.0 FILE NUMBER : 365/21 (17)

2.0 TITLE

Proposed sub-lease of commercial office space from Brisbane City Enterprises Pty Ltd at Level 5, 239 George Street, Brisbane

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek approval from E&C Committee for Council to enter into a Sub-Lease arrangement with Brisbane City Enterprises (BCE) Pty Ltd for 134 square metres of office accommodation space, sharing common facilities with BCE, at Level 5 239 George Street, Brisbane (known as Hitachi Building).

4.0 PROPONENT

Helen Gluer  
Chief Financial Officer  
Ext: 34577

ACTION TAKEN  
14 FEB 2005

5.0 SUBMISSION PREPARED BY

Frank Riley  
Manager City Assets  
Ext. 34145

TOWN CLERK  
MCA

6.0 DATE

8 February 2005

RECEIVED  
14 FEB 2005  
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 LOCAL LAW?

No

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



9.0 RECOMMENDATION

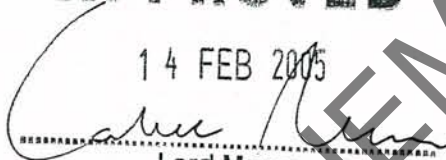
That E&C grant approval for Council to enter into a Sub-lease arrangement with Brisbane City Enterprises Pty Ltd for approximately 134 square meters of office accommodation at Level 5, 239 George Street, Brisbane on terms and conditions as acceptable to the Manager City Assets and the Manager Brisbane City Legal Practice.

10.0 DIVISIONAL MANAGER


  
Helen Gluer  
Chief Financial Officer

**APPROVED**

14 FEB 2005

  
Lord Mayor

I Re. and Accordingly

  
CHIEF EXECUTIVE OFFICER



BCC PUBLICATION SCHEME  
10 YEAR RELEASE

## 11.0 BACKGROUND

### 11.1 Existing Situation

BCE had to vacate their premises on Level 2 of City Hall in early 2002. This move was in order to facilitate the development of the Brisbane City Gallery on Level 2 of City Hall. BCE secured a commercial lease arrangement with ING Management Limited for 360 square metres on Level 5, 239 George Street in early March 2002.

BCE at that time owned 25% of a new joint venture company called Saab ITS Pty Ltd and it was decided that BCE and Saab ITS would share the new premises on Level 5, 239 George Street. The details of the lease are as follows:

Commencement of Lease:	8 March 2002
Expiry:	7 March 2005
Option to extend:	3 years
Fitout:	Owned by Landlord
<b>AREA</b>	
Total floor space:	360 m <sup>2</sup>
- BCE area:	- approx 147 m <sup>2</sup>
- Saab area:	- approx 134 m <sup>2</sup>
- Common area:	- approx 79 m <sup>2</sup>
<b>RENTAL</b>	
Current rental as at 22/12/03:	redacted
- BCE proportion:	
- Saab ITS proportion:	
<b>OUTGOINGS</b>	
Cleaning Charges as at 22/12/03:	redacted
BCE proportion:	
Saab ITS proportion:	
Ambulance Levy:	\$7.35 per quarter (shared equally)
Electricity Costs	Apportioned at the time of the receipt of the monthly invoices.

Saab ITS has indicated that they will be moving their activities to Adelaide at the end of the current lease on or before 7 March 2005. The existing lease between BCE Pty Ltd and ING Management Limited (Landlord) has a three year option period commencing at the expiry date until 7 March 2008.

### 11.2 Sub-Lease Proposal

BCE intends to remain in its current premises and would like to extend its occupancy, in line with the option period. However, BCE is not in a position to take on the costs of the option extension without a sub-tenancy arrangement in place. Costs to relocate BCE to another leasehold arrangement are approximately in the order of redacted and it is possible this replacement lease location would not be as well situated as the current arrangement.

City Assets Branch, City Governance Division, managing Council's corporate accommodation requirement, has been approached by the Manager, Corporate Improvement Program to find appropriate accommodation for the Strategic Procurement Group, particularly the Executive Manager, Strategic Procurement. This office space demand would include the need to accommodate up to 8 to 10 staff, adequate meeting areas and secure working environment. All of these requirements are satisfied in the BCE Sub-Lease area.



This accommodation would be dedicated to the Strategic Procurement Group until the relocation to Brisbane Square in early 2006. After this time, it is proposed that the sub-lease area be used as dedicated overflow project space for discrete projects who can not be accommodated in Brisbane Square but require CBD accommodation.

There are definite benefits to BCE Pty Ltd and Council in ensuring that the sub-leased area is taken up by Council. This enables shared use of common facilities, including meeting, reception and amenities, whilst protecting the secure environment of the lease area. It also affords Council with additional project space in close proximity to Brisbane Square and City Hall.

If approved, the proposed sub-lease arrangements are as follows:

Commencement of Sub Lease	On vacation by Saab ITS but not later than 7 March 2005
Expiry:	7 March 2008
Option to extend:	No
Fitout	Existing
Area	134 m <sup>2</sup>
Rental	redacted (Includes cost of shared meeting and reception facilities)
Outgoings	redacted (Includes shared costs for meeting and reception facilities)
Ambulance Levy:	\$7.35 per quarter (shared equally)
Electricity Costs	Apportioned at the time of the receipt of the monthly invoices.

## 12.0 CONSULTATION

John Orange, Chief Executive Officer, Brisbane City Enterprises Pty Ltd  
 Jude Munro, Chief Executive Officer, Brisbane City Council  
 Andrew Chesterman, Manager Corporate Improvement Program, OLMCEO  
 David Cox, Principal Asset Manager, City Assets  
 Paul McGrath, Commercial Leasing Manager, City Assets  
 Jenni Ford, Leasing Agent for ING Management Limited

## 13.0 IMPLICATIONS OF PROPOSAL

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

## 14.0 COMMERCIAL IN CONFIDENCE

Normal commercial arrangements pending formal approval and execution of a sub-lease agreement.

## 15.0 CORPORATE PLAN IMPACT

Nil

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

Budget implications: Costs associated with rental and outgoings for the sub-lease area of 134 m2 will be met by City Assets within current 2004/05 budget allocation.

Costs associated with rent and outgoings for 2005/06 onwards have been included in 2005/06 Budget Proposals. (Annual costs approximately redacted )

20.0 HUMAN RESOURCE IMPACT

Provision of this sub-lease will satisfy the accommodation needs of the Strategic Procurement Group in an appropriate working environment.

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.**



SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

1.0 FILE NUMBER: 364/48/3(379)

2.0 TITLE

The granting of successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at Redfern Street Depot, Morningside.

3.0 ISSUE/PURPOSE

The purpose of this submission is to obtain approval for the granting of two successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at the Redfern Street Depot, Morningside, for the transmission of wireless broadband Internet data.

4.0 PROPONENT

Helen Gluer,  
Chief Financial Officer,  
Ext. 34577.

ACTION TAKEN

14 FEB 2005

TOWN CLERK

PAMCA

5.0 SUBMISSION PREPARED BY

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

RECEIVED

14 FEB 2005

COMMITTEE SECTION

6.0 DATE

8 February 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.

BCC PUBLIC RELEASE SCHEME  
10 YEAR RELEASE

**RECOMMENDATION**

That 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 10m<sup>2</sup> within the Redfern Street Depot as outlined in yellow on Attachment 5).
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 1<sup>st</sup> March 2005; and,
  - (ii) for a commencing annual rental of <sup>redacted</sup> (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**

14 FEB 2005

*[Signature]*  
 Lord Mayor

*[Signature]*  
 Helen Gluer  
 CHIEF FINANCIAL OFFICER

I Recommend Accordingly  
*[Signature]*  
 CHIEF EXECUTIVE OFFICER

*[Handwritten initials]*  
 PBA-R  
 KH

BCC PUBLIC RELEASE SCHEME  
 10 YEAR RELEASE



## 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 Redfern Street Depot. (Refer to Attachments 1-6).

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 be comprised of the following infrastructure:-

- Twelve (12) Omni antennas mounted at 33.6 metres 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 10m<sup>2</sup> lease area.

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

In terms of the Commonwealth legislation the proposal is deemed to be of "Low Impact"; accordingly, it does not require planning and development approval.

Having regard to the Council's Telecommunications Guidelines it is considered that the payment by PBA of an Establishment Fee of <sup>redacted</sup> (plus GST) and a commencing annual rental of <sup>redacted</sup> (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 Shayne Sutton, Morningside Ward.
- Frank Riley, Manager, City Assets, City Governance (Asset Custodian).
- Maria Menchise, Solicitor, Brisbane City Legal Practice.
- Grant McDonald, Operations Mgr. BCW Asset Mtce. (Asset Occupant).
- Mike Riggall, Operations Co-ordinator, BCW Eastern Region.
- John Butler, SES Local Controller, (Asset Occupant).
- David Hains, Senior Technical Research Officer, iDivision.
- Brendan Carlin, Network Team Leader, Delivery Branch, iDivision.
- Phil Tither, Radio Technician, Electronic and Mobile Systems.
- Colin White, GHD Pty Ltd. As to radio interference and WH&S.

All consulted are in agreement with the recommendation.

### 13.0 IMPLICATIONS OF PROPOSAL

Sectional Support:	No impact.
Industrial Relations:	No impact.
Regional Implications:	No impact.
Social and Community:	No impact.
Service Levels	Council 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] (plus GST).



**19.0 FINANCIAL IMPACT (Con't.)**

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 preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER:

E&C/02-184

24/1-H/2005(2)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Travel Proposal for Andy Krumins to attend the 14<sup>th</sup> International Trade Fair for Waste Disposal and the Environment – Water, Sewage, Refuse & Recycling Conference, in Munich, Germany from 22 April to 29 April 2005.

3.0 ISSUE/PURPOSE

The purpose of this submission is to request permission for Andy Krumins, Manager, Strategic Planning, Policy and Innovation, System Planning Branch, Brisbane Water, to attend the 14<sup>th</sup> International Trade Fair for Waste Disposal and the Environment – Water, Sewage, Refuse & Recycling Conference (IFAT), in Munich, Germany from 22 April to 29 April 2005.

4.0 PROPONENT

Jim Reeves, Divisional Manager, Brisbane Water.

RECEIVED  
14 FEB 2005

5.0 SUBMISSION PREPARED BY

Gina O'Driscoll, Office Manager, System Planning Branch, (PE1), ext 33254.

COMMITTEE SECTION

6.0 DATE

8 February 2005.

ACTION TAKEN  
14 FEB 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval.

TOWN CLERK

PE1

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

Not applicable.

9.0 RECOMMENDATION

It is recommended that approval be given to Andy Krumins, Brisbane Water to attend the 14<sup>th</sup> International Trade Fair for Waste Disposal and the Environment – Water, Sewage, Refuse & Recycling Conference, in Munich, Germany from 22 April to 29 April 2005, at a cost to Council of \$400.

10.0 DIVISIONAL MANAGER

Jim Reeves  
Divisional Manager  
BRISBANE WATER

**APPROVED**

14 FEB 2005

  
Lord Mayor

RT

I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER

BA 80



## BACKGROUND

By letter dated 21 January 2005, the Water Services Association of Australia (WSAA) approved Andy Krumins, Manager, Strategic Planning, Policy and Innovation as the WSAA nominated representative to attend the IFAT 2005 Conference in Munich Germany from 22 April to 29 April 2005. WSAA will fund return airfares, IFAT registration, accommodation and personal allowance (\$5,744). Brisbane Water will fund miscellaneous expenses estimated to be \$400.

IFAT is the largest conference/trade fair on water, wastewater and waste in the world. The conference is held every three years and provides opportunities to view and discuss the latest developments in products and technologies in asset maintenance, treatment processes and trenchless technology for the water industry.

IFAT global significance is emphasised by the involvement of international organisations and associations in the preparation and implementation of the fair. The blend of highly qualified exhibitors and visitors is an ideal basis for a lively sharing of knowledge and exchange of experience. This is backed up by a series of national and international conventions and symposia at the International Congress Centre Munich (ICM). This modern multi-functional congress and communications centre offers the best possible surroundings for successful events. Refer to attachment "A" for the conference content and proposed itinerary.

redacted redacted  
redacted Andy will take the opportunity to explore learnings that are relevant to Australia and in particular the water industry, from massive capital injection into cleaning up the water environment after the collapse of the Soviet Union.

A trip report will be prepared within 4 weeks of returning for both Council and WSAA purposes.

### 12.0 CONSULTATION

Councillor John Campbell, Chairman Water & City Businesses Committee  
Neil Summerson, Chairman Brisbane Water Board

Both are in agreement with the proposal.

### 13.0 IMPLICATIONS OF PROPOSAL

Council has in excess of four billion dollars worth of water and wastewater assets that Brisbane Water manages on a current revenue base of \$350 million per annum.

Achieving best performance from this large asset base depends on the use of modern technologies to enhance and extend the life of ageing assets and to ensure that new materials are utilised to increase the performance of the water and wastewater system, and new processes ensure environmental and financial sustainability.

### 14.0 COMMERCIAL IN CONFIDENCE

Not applicable.

### 15.0 CORPORATE PLAN IMPACT

The proposal is consistent with the objectives of ensuring the effective operation, maintenance and timely replacement and expansion of water and sewerage assets and the strategy to review alternative technologies for treatment and transportation of sewage.

16.0 **CUSTOMER IMPACT**

Nil.

17.0 **ENVIRONMENTAL IMPACT**

It is considered important the Council maintains contemporary knowledge and understanding of material technologies so that, when applied, they ultimately result in a cleaner safer environment.

18.0 **POLICY IMPACT**

Nil.

19.0 **FINANCIAL IMPACT**

WSAA have provided funding for return airfares, accommodations, conference fees and personal allowance of \$5,744.

Brisbane Water will provide \$400 for miscellaneous expenses (transfers etc.), and provision of a Corporate Purchasing Card for this purpose.

Funds available from A204SPSM-628.

20.0 **HUMAN RESOURCE IMPACT**

Nil.

21.0 **URGENCY**

In the normal course of business.

22.0 **PUBLICITY/MARKETING**

- A report outlining IFAT 2005 highlights of technology trends and opportunities will be prepared for the WSAA Journal and submitted within four (4) weeks of Andy returning to Australia.
- A workshop will be held with the WSAA Infrastructure Products and Materials Network to enable detailed technology transfer from IFAT 2005 and to determine how to best facilitate adoption in asset management of our network infrastructure.
- A presentation to WSAA members meeting (Darwin 8 August 2005) highlighting technology trends and opportunities and positive outcomes from WSAA attendance.
- Follow-up discussions (as appropriate) will be held with individual suppliers to ensure that innovative products and processes are encouraged to be made available to the Australian urban water industry.
- Brisbane City Council report as per Travel policy.

23.0 **OPTIONS**

- Option 1: Approve the recommendation  
Option 2: Not approve the recommendation

**Option 1 is the preferred option.**



SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

E&C 2402-177

24/1 - J/2005(1)

**1.0 FILE NUMBER**

24/1-J/2005(1)

**2.0 TITLE**

Proposal to attend Stormwater Conference in Auckland New Zealand and visit Auckland Regional Council, 2 - 6 May 2005.

**3.0 ISSUE/PURPOSE**

The purpose of this submission is to seek approval for Scott Paten, Stormwater Management Officer – Erosion & Sediment Control, to attend the 4th South Pacific Conference on Stormwater and Aquatic Resource Protection in Auckland New Zealand as a Key-Note Speaker on 4 - 6 May 2005, and to visit Auckland Regional Council's Erosion & Sediment Control Program on 2-3 May 2005.

**4.0 PROPONENT**

Margaret Crawford, Divisional Manager, Customer & Community Services

**5.0 SUBMISSION PREPARED BY**

Scott Paten, Stormwater Management officer – Erosion & Sediment Control (officer code ECTS) – Technical Specialist Team, Development Assessment on ext. 37283.

**6.0 DATE**

08 February 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.

BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE

**ACTION TAKEN**

14 FEB 2005

**TOWN CLERK**

ECTS

RECEIVED

14 FEB 2005

COMMITTEE SECTION

9.0 RECOMMENDATION

That E&C grant approval for Mr Scott Paten, Stormwater Management Officer – Erosion & Sediment Control – Technical Specialist Team, Development Assessment to attend the 4th South Pacific Conference on Stormwater and Aquatic Resource Protection, in Auckland, New Zealand on 4 - 6 May 2005 and visit Auckland Regional Council's Erosion & Sediment Control Program on 2 - 3 May 2005 at an estimated cost of \$910.00.

10.0 DIVISIONAL MANAGER

*[Handwritten signature]*

Margaret Crawford  
Divisional Manager

CUSTOMER & COMMUNITY SERVICES DIVISION

**APPROVED**

14 FEB 2005

*[Handwritten signature]*  
Lord Mayor

I Recommend Accordingly

*[Handwritten signature]*  
CHIEF EXECUTIVE OFFICER

BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE



## 11.0 BACKGROUND

Scott Paten is the Brisbane City Council's Stormwater Management Officer for Erosion and Sediment Control, located in Development Assessment, DRS. He is responsible for providing expert soil erosion and sediment control advice and technical support to internal and external stakeholders in line with council ESC policy and world best practice erosion and sediment control.

The New Zealand Water and Waste Association (NZWWA) are holding the 4th South Pacific Conference on Stormwater and Aquatic Resource Protection on 4 – 6 May 2005 in Auckland, New Zealand. The conference organising committee has invited Scott to attend the conference as a keynote speaker and session presenter. The committee has advised that they will pay Scott's travel expenses to the conference with respect to return flights, four nights accommodation in Auckland and associated conference expenses and functions.

The Auckland Regional Council (ARC) are involved in some exciting new advances in construction site erosion and sediment control relating to sediment basins and stormwater water quality treatment of these basins. Given the heavy reliance Brisbane City places on sediment basins to reduce sediment pollution levels in construction site run-off, Scott proposes to take the opportunity to visit with key ARC staff on 02 and 03 May (prior to the conference) and also inspect some of the construction sites using this technology. Mr. Graeme Ridley, Manager, Consents and Compliance Monitoring, Auckland Regional Council has offered his assistance with this visit to ARC.

Having not been to Auckland previously, Scott would also like to take the opportunity to spend the weekend before and after the conference and ARC visit for personal travel to explore the Auckland area.

The proposed business and personal travel is summarised as follows:

- Friday 29 April - personal travel at officer's expense
- Saturday 30 April – personal travel at officer's expense
- Sunday 01 May – personal travel (Sunday night accommodation at BCC expense)
- Monday and Tuesday 02 & 03 May – visit Auckland Regional Council (accommodation on 02 May at BCC expense, 03 May Organiser's expense)
- Wednesday to Friday 04 – 06 May - 4<sup>th</sup> South Pacific Stormwater Conference on Stormwater and Aquatic Resource Protection at Organiser's expense
- Saturday 07 and Sunday 08 May – personal travel at officer's expense

Cost implications to council are shown in section 19.0

## 12.0 CONSULTATION

Rita Kelly, Team Leader Technical Specialist Team  
Chris Chapman, Manager Development Assessment  
Bob Wallis, Manager Development and Regulatory Services  
Stuart Hoverman – Principal for Waterway Health, Water Resources, Urban Management

All are in agreement with the recommendation.



### 13.0 IMPLICATIONS OF PROPOSAL

Attendance will help Scott increase his technical knowledge and expertise in erosion and sediment control and stormwater management at the high level his role demands. Learnings will be disseminated to relevant DRS officers via staff awareness/training forums and in a report to the Manager, Customer & Community Services Division. Erosion and sediment control is a highly relevant issue to Brisbane City Council and is recognised in "Living in Brisbane 2010" for its role in providing healthy waterways. As a keynote speaker and session presenter, Council's established work in this area would also be promoted to an international audience.

### 14.0 COMMERCIAL IN CONFIDENCE

No.

### 15.0 CORPORATE PLAN IMPACT

Consistent with "Living in Brisbane 2010" and the 'clean and green' vision in that the ecological health of the river, waterways, foreshore and Bay is improved.

### 16.0 CUSTOMER IMPACT

Learnings from the Conference and Auckland Regional Council visit will translate to an improvement in Council's erosion and sediment control program, resulting in improved water quality and key stakeholder satisfaction.

### 17.0 ENVIRONMENTAL IMPACT

Overall, the impact to the environment is a positive one, that is attendance to the Conference and Auckland Regional Council will ultimately lead to improvements in waterway health and stormwater management in Brisbane.

### 18.0 POLICY IMPACT

Nil.

### 19.0 FINANCIAL IMPACT

Scott will be paying for his own accommodation for the nights of 29 & 30 April 2005 and 7 May 2005.

Scott is requesting that council pay for his accommodation on 1st and 2nd May 2005 which relate to his proposed visit to Auckland Regional Council on 2nd and 3rd May.

The conference organisers will be paying for Scott's accommodation on the nights of 3rd, 4th, 5th and 6th May 2005, as well as return flights from Brisbane to Auckland, conference fees and official conference functions.

The cost of Scott's travel to the council would be approximately AUD\$910.00, being \$310 accommodation, \$300 council advance and \$300 personal allowance.

Allowances are based on standard council overseas travel policy rates.



20.0 HUMAN RESOURCE 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 that E&C grant approval for Mr Scott Paten, Stormwater Management Officer for Erosion and Sediment Control, located in Development Assessment, DRS to attend the "4th South Pacific Conference on Stormwater and Aquatic Resource Protection" in Auckland, New Zealand as a keynote speaker and session presenter on 4 - 6 May 2005, and visit Auckland Regional Council's Erosion & Sediment Control Program on 2 - 3 May 2005 at a cost of \$910.00.

Option 2: Approve the recommendation that E&C grant approval for Mr Scott Paten, Stormwater Management Officer for Erosion and Sediment Control, located in Development Assessment, DRS to attend the "4th South Pacific Conference on Stormwater and Aquatic Resource Protection" in Auckland, New Zealand as a keynote speaker and session presenter on 4 - 6 May 2005, at a cost of \$400.00 (*standard council advance and personal allowance*), but not visit Auckland Regional Council's Erosion & Sediment Control Program on 2 - 3 May 2005.

Option 3: Not approve the recommendation in Options 1 or 2.

**Option 1 is the preferred option.**

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

1.0 FILE NUMBER 234/12/8(5)

2.0 TITLE

Sponsorship of a Young Professional Engineer of the Year Award

3.0 ISSUE/PURPOSE

To sponsor a Young Professional Engineer of the Year Award, Engineers Australia (Queensland Division) to be presented at the Hawken Address on 16 August 2005.

4.0 PROPONENT

Jude Munro, Chief Executive Officer

RECEIVED  
14 FEB 2005

5.0 SUBMISSION PREPARED BY

Peter Rule, Manager Lord Mayor's Administration Office, MLMAO, x 34236

COMMITTEE SECTION

6.0 DATE

7 February 2005

RESOLUTION TAKEN  
14 FEB 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C Approval

TOWN CLERK  
MLMAO

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 to enter into a sponsorship agreement with Engineers Australia, (Queensland Division) to sponsor a Young Professional Engineer of the Year Award with a \$2,000 sponsorship commitment.

DIVISIONAL MANAGER

  
Jude Munro  
CHIEF EXECUTIVE OFFICER

**APPROVED**

14 FEB 2005

  
.....  
Lord Mayor  




## 10.0 BACKGROUND

On 18 October 2004, the Lord Mayor indicated to the Establishment and Co-Ordination Committee that he would bring a proposal to sponsor a Young Professional Engineer of the Year Award to the Committee for consideration.

Engineers Australia (Queensland Division) sought Council sponsorship of a particular Award category at the Hawken Address in August. Several options were proposed and the preference is to support the Young Professional Engineer of the Year Award, with a sponsorship commitment of \$2,000. This category will recognise innovation and excellence and showcase outstanding engineering achievement of young Queenslanders. The Award will be announced and presented formally at the Hawken Address to be held on 16 August 2005, which is a prestigious engineering event.

The Lord Mayor (or nominee) will present the Award also to be announced informally at the Young Professional Engineers Ball on 13 August 2005. Council will be given recognition as being sponsors of the Award and be part of the selection panel. In recognition of our sponsorship Council will benefit through:

- Media exposure - Promotional coverage and editorial in newsletter
- Access to Queensland's leading engineering firms; and
- Participation in community programs if desired.

## 11.0 CONSULTATION

Peter Jorss, immediate past President, Engineers Australia (Queensland Division)  
Monique Kraemer, Marketing and Promotions Manager  
Craig Evans, Chief of Staff, Office of the Lord Mayor and Chief Executive Officer  
Brownyn Johnson, Corporate Marketing, Marketing and Communications

All consulted are in agreement with the recommendation.

## 12.0 IMPLICATIONS OF PROPOSAL

This project provides an opportunity for Council to encourage participation in this field. Engineers Australia (Queensland Division) research has identified that the number of young Australians studying science and mathematics at secondary school has remained virtually constant while the number of Year 12 students has doubled in the same 18 year period. Secondary students are not studying the appropriate subjects to gain entry to engineering courses. Having a sufficient pool of trained engineers to recruit from is critical in the long-term future of Council, given the number of assets and major infrastructure projects we have.

Engineers Australia (Queensland Division) have also indicated a willingness to work with us to educate Brisbane residents about our project plans.

The financial commitment of this Award is comparable to other similar awards Council participates in.

If Council does not sponsor this Category, Engineers Australia (Queensland Division) will need to move quickly to secure another organisation's support for this Award or else inclusion will not be guaranteed.

### 13.0 COMMERCIAL IN CONFIDENCE

Not applicable.

### 14.0 CORPORATE PLAN IMPACT

*City Designed for Sub-Tropical Living* – Provide incentives for households, business and developers who use sustainable building practices.

*Smart and Prosperous City* – A prosperous and dynamic city – During 2004-2008 encourage collaborative, competitiveness, creativity and enterprise, particularly among small and medium sized enterprises.

*A Globally Connected City* – Developing regional, national and international alliances to advance Brisbane's interests and foster long-term economic, development, cultural and social opportunities.

### 15.0 CUSTOMER IMPACT

#### Sectional Support:

- Engineers Australia (Queensland Division) is keen for Council to be involved in this Award and event.
- This complements existing Council support given to many cultural, sporting, recreational, and community organisations.

#### Service Levels:

- Increase, as this is a new area of support by Council within existing budget.

#### Political:

- Council's contribution is small and no political dissent is expected.

#### Industrial Relations:

- Not applicable.

#### Regional Implications:

- Assists in explaining and promoting the role of engineers to the wider community.
- The Award is Queensland wide and given the majority of population resides in the south-east and many infrastructure projects occur in the vicinity young engineers from the Region are expected to be well-represented in this category.

#### Social and Community:

- Assists in stimulating student interest in engineering, science, maths and technology.
- Assists in generating excitement and enthusiasm amongst the community about the work and contribution of engineers and the possibilities with engineering.
- Enables Council to promote and encourage input into significant engineering projects for the City directly to Engineers Australia (Queensland Division's) 14,000 members.

### 16.0 ENVIRONMENTAL IMPACT

Nil



## 17.0 POLICY IMPACT

Complies with Council's Sponsorship Policy and Procedures for Giving Sponsorship to External Entities. A letter of agreement will be signed as per the policy.

## 18.0 FINANCIAL IMPACT

Funded within existing budget – 1.01.1533.006.000.000.782.000.00

## 19.0 HUMAN RESOURCE IMPACT

Eligible Council employees will be encouraged to apply.

## 20.0 URGENCY

Urgent to enable Engineers Australia (Queensland Division) to promote Council's involvement in this activity with other initiatives about to commence eg. EngQuest.

## 21.0 PUBLICITY/MARKETING STRATEGY

Engineers Australia (Queensland Division) will be responsible for marketing the Hawken Address including this Award and be advised by what Council requirements are. A letter of agreement will be signed and managed by the Lord Mayor's Administration to ensure all requirements are adhered to.

## 22.0 OPTIONS

Option 1: Approve the recommendation.

Option 2: Approve the recommendation and amend the sponsorship commitment amount or timeframe of sponsorship.

Option 3: Not approve the recommendation.

Option 1 is the preferred option.

1.0 FILE NUMBER: 12/51-L/2005(A1)

E2014/2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Overseas Travel – Brisbane-Kaohsiung Staff Exchange Program – BCC Staff Exchange Team to Kaohsiung, Taiwan.

3.0 ISSUE/PURPOSE

Approval required for completion of the Brisbane-Kaohsiung Staff Exchange Program involving the reciprocal placement of two Council officers within Kaohsiung City Government over the period 13 May – 5 August 2005.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

RECEIVED  
14 FEB 2005  
COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY

Jennifer Wex, Staff Exchange Project Officer, LMIRO, ext.34538

6.0 DATE

8 February 2005

ACTION TAKEN  
14 FEB 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E & C approval.

TOWN CLERK  
LMIRO

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

No.

9.0 RECOMMENDATION

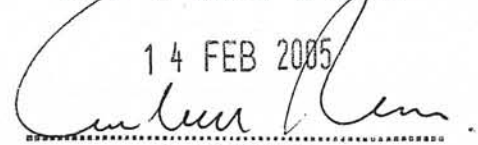
Approval be granted for Gavin Blakey, Principal Program Officer Sustainable Water Resource Management, Water Resources Branch, Urban Management Division and Elisha Keighley, Program Officer Water Management, Pollution Prevention, Health & Safety, Community & Economic Development Division to travel to Kaohsiung from 13 May – 5 August 2005 for the purpose of participating in the Brisbane-Kaohsiung Staff Exchange Program at a cost of \$25 000. (Dates for Mr Blakey's involvement to be amended to permit him to fulfill his

10.0 DIVISIONAL MANAGER involvement in the UN Flooding Task Force).

  
Jude Munro  
CHIEF EXECUTIVE OFFICER

**APPROVED**

14 FEB 2005

  
Lord Mayor



## 11.0 BACKGROUND

The Brisbane City Council is currently pursuing Staff Exchange programs with each of Brisbane's Sister Cities and other strategic cities within the Asia Pacific region. To date, the Brisbane City Council has received inbound exchange teams from Semarang, Indonesia (1993), Shenzhen, China (1994 – 2003), Beijing, China (1995/6), Kaohsiung, Taiwan (2000), Auckland, New Zealand (2002), Daejeon, Korea (2004). Outbound exchange teams have undertaken placements in Semarang (1994), Beijing (1995) and Shenzhen (1996).

The Sister Cities Staff Exchange program with Kaohsiung, Taiwan was first initiated in 2000 with Brisbane City Council receiving two staff from the Kaohsiung City Government for a period of two months.

The outbound exchange to Kaohsiung scheduled for May – August 2005 will complete the reciprocal arrangement.

Both Brisbane and Kaohsiung have identified Environmental Protection and Urban Planning as target areas for the exchange and the successful candidates have been sourced through an Expression of Interest process from the relevant areas within Brisbane City Council.

Divisional Managers have given their approval to release the participants in the Brisbane-Kaohsiung Staff Exchange Program as follows:

Mr Gavin Blakey Principal Program Officer Sustainable Water Resource Management  
Water Resources Branch, Urban Management Division

Ms Elisha Keighley Program Officer Water Management  
Pollution Prevention, Health & Safety, CED Division

### *Objectives of the Staff Exchange Program*

The Sister Cities Staff Exchange Program contributes to the vision of the Brisbane City Council – to be the most efficient, effective and customer-oriented organisation in the Asia-Pacific region, through the development of:

- mutually beneficial business, cultural and economic relationships
- commercial opportunities for Brisbane City Council and/or the City of Brisbane
- strategic alliances with overseas organisations to exchange information, practices, learnings and contribute to innovation within the Brisbane City Council
- a favourable profile and reputation of the Brisbane City Council and the City of Brisbane
- a global perspective within the Brisbane City Council workforce, including an appreciation of different cultures, business practices and opportunities
- the skills, knowledge and abilities of employees to meet career developmental needs.

### *Travel Arrangements*

Current arrangements have the group departing Brisbane on 13 May 2005 and arriving in Kaohsiung that evening.

Following local orientation, they will commence work on the 16 May 2005 with the Kaohsiung City Government for a 12 week period. The work placement is due to conclude on 5 August 2005.

Any private travel taken following the conclusion of the work placement is at the discretion of the substantive Division and the Staff Exchange participant.



## 12.0 CONSULTATION

Lord Mayor Campbell Newman  
Kaohsiung City Government  
Peter Rule, Manager, Lord Mayor's Administration Office  
Terri Birrell, Manager, International Relations Unit, Lord Mayor's Office  
Margaret Allison, Divisional Manager, Community and Economic Development  
Ian Christesen, Manager, Pollution Prevention, Health & Safety, CED  
Ken Deutscher, A/Divisional Manager, Urban Management  
Barry Ball, Manager, Water Resources, Urban Management  
Brisbane-Kaohsiung Sister City Committee  
BCC Corporate Staff Exchange Committee

All are in agreement with the recommendations.

## 13.0 IMPLICATIONS OF PROPOSAL

The City of Brisbane is home to the largest Taiwanese population in Australia and highly values the strategic links fostered through the Sister City relationship with Kaohsiung.

The Staff Exchange placement will identify and develop opportunities for mutual business and commercial benefit between Brisbane and Kaohsiung. The Staff Exchange program has been identified as a suitable vehicle to assist in the development of these business relationships as proven by the Shenzhen Outbound Staff Exchange which resulted in 6 projects including the export of road profiling machinery worth AUD\$1million throughout Shenzhen.

Positioning BCC officers in Kaohsiung will be invaluable to the establishment of a strong relationship with the new Mayor of Kaohsiung, Dr Chen Chi-Mai, following the appointment of former Mayor Frank Hsieh to Premier of Taiwan.

## 14.0 COMMERCIAL IN CONFIDENCE

No.

## 15.0 CORPORATE PLAN IMPACT

The proposal contributes to the Regional and World City strategy by progressing actions

- 6.3 Build relationships with targeted international city governments and agencies
- 6.4 Export our 'know how' and intellectual capital for commercial and mentoring purposes
- 6.5 Enhance the capabilities of the Asia Pacific networks.

## 16.0 CUSTOMER IMPACT

Nil.

## 17.0 ENVIRONMENTAL IMPACT

The outbound staff exchange placement is specifically targeting the areas of Environmental Protection and Urban Planning. It is anticipated that the exchange of information, expertise and learnings will contribute positively to the development of best-practise methods and innovation within these two areas of Council.



## 18.0 POLICY IMPACT

BCC Travel Policy does not apply to Sister City Staff Exchanges given the nature of the program and the unique conditions under which officers are travelling and working. Corporate guidelines for outbound staff exchanges have been followed.

## 19.0 FUNDING IMPACT

### *Staff Exchange Program*

The following costs for the two officers will be covered by the International Relations Staff Exchange program budget:

- Return business class airfare \$7000
- Living allowances \$6000
- Language / Cross-cultural training \$3500
- Medical services (inoculations) \$1500
- Other program support services \$7000

Total costs are not expected to exceed \$25 000.00 and are available within vote code: 1.01.1511.226.813.000.XXX.000.00.

### *BCC Divisions*

The BCC Staff Exchange Officers will continue to be paid their normal salary throughout the work placement. Salary and any associated backfilling expenses are the responsibility of the substantive Division.

### *Kaohsiung City Government*

The Kaohsiung City Government has agreed to provide accommodation and some meals for the BCC Staff Exchange Officers. Costs for in-country Mandarin language training, official entertainment and hospitality and work placements will also be covered by Kaohsiung.

## 20.0 HUMAN RESOURCE IMPACT

It is anticipated that the substantive Divisions may wish to make backfilling arrangements to maintain standards of service and work output. Divisional Managers will be responsible for any decision to backfill and subsequent arrangements for replacement staff.

## 21.0 URGENCY

Urgent. To allow for travel arrangements to be made.

## 22.0 PUBLICITY / MARKETING STRATEGY

At discretion of the Lord Mayor in line with corporate guidelines.

## 23.0 OPTIONS

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

**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 Environmental Impact Statement

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek approval for the State Coordinator General to publicly exhibit the draft Environmental Impact Statement for the North-South Bypass Tunnel

4.0 PROPONENT

David Stewart, Executive Manager, Major Infrastructure Projects Office

5.0 SUBMISSION PREPARED BY

Gregg Buyers, Principal Project Manager (North-South Bypass Tunnel), Major Infrastructure Projects Office - 37329

6.0 DATE

7 February 2005

RECEIVED

14 FEB 2005

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 LOCAL LAW?

No

ACTION TAKEN

14 FEB 2005

9.0 RECOMMENDATION

That E&C grants approval for the draft Environmental Impact Study for the North-South Bypass Tunnel to be placed on public display by the State Coordinator General. Please refer to attachments A and B.

TOWN CLERK STIP2

10.0 DIVISIONAL MANAGER

David Stewart  
Executive Manager  
Major Infrastructure Projects Office

APPROVED

14 FEB 2005

Lord Mayor



## 11.0 BACKGROUND

Council has prepared a draft Environmental Impact Statement (EIS) for the North-South Bypass Tunnel (NSBT) project which describes the existing environmental conditions within the study corridor and subsequently assesses the potential impacts of the tunnel project. A copy of the draft EIS in Brief summary document is included in Attachment A and the whole document is included on a CD included as Attachment B (original copy only).

On 15 April 2004, the NSBT was declared a significant project under the State Development and Public Work Organisation Act 1971 (SDA). Consequently, the NSBT project has been assessed through an EIS process in accordance with terms of reference established by the State Coordinator General exercising the provisions of the SDA.

One of the other key referral agencies has been the Commonwealth Government. In a letter dated 21 September 2001, the Commonwealth Department of Environment and Heritage advised that the NSBT was not a controlled action under the Environment Protection and Biodiversity Conservation Act 1999.

The draft EIS has been based on an extensive process of community consultation and engagement extending to stakeholders groups and agencies in the Commonwealth Government, the Queensland Government and Brisbane City Council.

The draft EIS has examined many topics including:

- The Rationale for the Project;
- Traffic and Transport;
- Environmental Conditions and Impacts (eg landuse, waste management, geology, groundwater, noise and vibration, flora and fauna, cultural heritage; social conditions and economic analysis)
- Environmental Management; and
- Urban Regeneration.

The draft EIS has found that the NSBT is an effective response to road congestion and the need for a more efficient road network in Brisbane. In the longer term, the project is likely to achieve social, economic and environmental benefits for both the study area and Brisbane. During construction, impacts on local amenity will require mitigation and environmental management.

The study also finds that over and above maintaining or improving environmental qualities through mitigation strategies and environmental management, the NSBT will maximise its benefits through a controlled process of urban regeneration including:

- management of land use;
- economic change
- timely delivery of social and physical infrastructure
- providing for alternate modes of transport in the study corridor; and
- improving access to community facilities and services.

The draft EIS recommends that the Coordinator General assesses the draft EIS against the terms of reference and provides an evaluation report. This process will require the draft EIS to be exhibited for public comment.

## 12.0 CONSULTATION

Campbell Newman, Lord Mayor;  
Cr Graham Quirk, Chairperson, Transport and Major Projects;  
Cr Maureen Hayes, Shadow Spokesperson, Transport and Major Projects;  
and  
North-South Bypass Project Executive Group;

have been consulted and agree with the submission.

## 13.0 IMPLICATIONS OF PROPOSAL

The adoption of the recommendations of this submission will allow the EIS to be exhibited for public comment and the Coordinator General to prepare an evaluation report.

## 14.0 COMMERCIAL IN CONFIDENCE

The EIS will be placed on public display for a minimum of six weeks and as such will be a public document.

## 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.

## 16.0 CUSTOMER IMPACT

NSBT will provide benefits to the road network and will advantage other transport modes.

There will be specific local impacts that will need to be appropriately managed, such as construction impacts like noise, vibration and traffic issues. The draft EIS assesses project impacts and mitigation measures.

## 17.0 ENVIRONMENTAL IMPACT

The draft EIS has been prepared in accordance with the State Development and Public Works Organisation Act 1971.

The terms of reference were finalised by the Coordinator General on 10 September 2004 and the draft EIS addresses the terms of reference.

## 18.0 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.



## 19.0 FINANCIAL IMPACT

The draft Business Case as previously endorsed by E&C, details the anticipated extent of financial commitment required by Council should the project proceed.

## 20.0 HUMAN RESOURCE IMPACT

Nil.

## 21.0 URGENCY

In the normal course of business.

## 22.0 PUBLICITY/MARKETING

The State Coordinator General is required to place the draft EIS on public display. Council will also undertake an extensive consultation program of newsletters, information sessions, public displays, and local newspaper notifications.

## 23.0 OPTIONS

Option 1: Approve the recommendation which will allow the draft EIS to be exhibited for public comment and the Coordinator General to prepare an evaluation report, which will allow the project to progress to market as a PPP.

Option 2: Not approve the recommendation and re-examine the project scope and impacts. The draft EIS has concluded that the NSBT provides a sustainable transport solution for Brisbane, with clear economic benefits. It is unlikely that other options will have less impacts than the current project.

Option (1) is the preferred option.

**E&C RESULTS - 21 FEBRUARY 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
21/02-1F M	204/6(16/P3)	City Governance	Monthly Project Report – January 2005 (Attachment A).	Yes
21/02-2F M	12/6-F(26)	City Governance	Approval for Neil Abel, Procurement & Project Management Analyst, Corporate Risk Management to travel to Hong Kong to present his paper.	Yes
21/02-3F M	364/48/2-DO205(3)	City Governance	The granting of successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at the Sparkes Hill Reservoir, Stafford.	Yes
21/02-1H M	24/1-H/2005(3)	Brisbane Water	Travel Proposal Oslo Norway – Attend Cambi Thermal Hydrolysis Operations (HAZOP) and Risk Review.	Yes
21/02-1K M	24/1-K/2005(1)	Urban Management	Attendance at Overseas Professional Workshop – Hawaii, United States of America.	Yes
21/02-2K R	460/2(188)	Urban Management	Roadworks and Associated Infrastructure Amendments to Brisbane City Plan 2000.	Yes
21/02-3K R	460/2(183)	Urban Management	Proposed Reclassification of Area Classification (Zone) and relocation of a Waterway Corridor boundary at Zillman Waterholes, Boondall.	Yes
21/02-1L M	40/7-52004/2005	OLMCEO	Contracts to Provide Professional Services – Report for November 2004.	Yes
21/02-2L M	456/45/5	OLMCEO	Amendment to Lord Mayoral Administrative Direction 02/04.	Held
21/02-3L R		OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924.	Yes (amended)
21/02-4L R	204/143	OLMCEO	Establishment of the Strategic Procurement Office as a Division of Council.	Yes



**E&C RESULTS - 21 FEBRUARY 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
21/02-5L M	Walk In	OLMCEO	Discontinuation of the Business Group Board.	Yes
21/02-6L M	Walk In	OLMCEO	Executive Termination	Yes
21/02-1N M	221/9/27-2006(1)	CED	Sport & Recreation Queensland Major Facilities Program 2006 applications.	Yes
21/02-1Q M	23/2/1-Q(6)	City Works	Approve the Asphalt, Asset Maintenance and Construction Group Manager positions as SES Roles.	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.

BCC PUBLIC ACCESS  
 10 YEAR RELEASE

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

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Project Report – January 2005 (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

15<sup>th</sup> February 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.

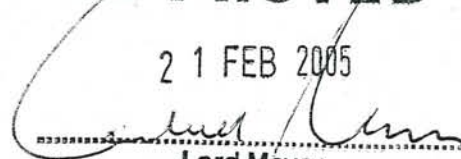
9.0 RECOMMENDATION

That E&C accept the Monthly Project Report.

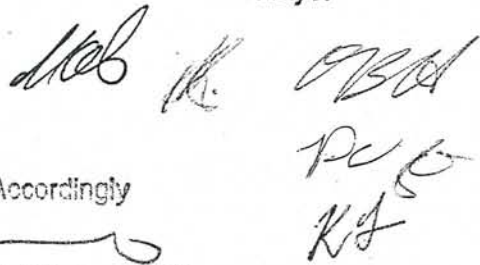
10.0 DIVISIONAL MANAGER

**APPROVED**

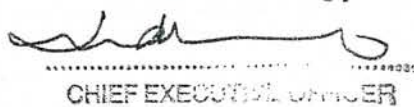
21 FEB 2005



Lord Mayor



I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER  
Helen Gluer  
Chief Financial Officer



## 11.0 BACKGROUND

The report has adopted a Traffic Light system to improve identification of projects that are reported as either: on time; on 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 \*\*\*\*\*JANUARY 2005 UPDATE\*\*\*\*\* heading.

### January 2005 Report Summary

Attachment A is the report for January 2005. Some changes have occurred in the report from the previous month. The Projects that have identified emerging issues since the previous month's report include:

- Brisbane Tourism Destination Development (see page 5); and
- SPLASH (see page 9).

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 January 2005.

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

Option 1 is the preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



X.REF

15 FEB 2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

INFORMATION MANAGEMENT

ATTACH No. A /

1.0 FILE NUMBER: 12/6-F(26)

2.0 TITLE

Approval for Neil Abel, Procurement & Project Management Analyst, Corporate Risk Management to travel to Hong Kong to present his paper.

3.0 ISSUE/PURPOSE

The purpose of the submission is to obtain E&C approval for Neil Abel, Procurement & Project Management Analyst, Corporate Risk Management, to deliver a paper at the Institute of Engineers Public Private Partnership Conference in Hong Kong at no cost to Council.

4.0 PROPONENT

Helen Gluer, Chief Financial Officer.

5.0 SUBMISSION PREPARED BY

Neil Abel, Procurement & Project Management Analyst  
Ph: 340-35015 Fax: 340-34802

6.0 DATE

14 February, 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?

No.

9.0 RECOMMENDATION

That E&C give their approval for Neil Abel, Procurement & Project Management Analyst, Corporate Risk Management, to deliver his paper at the Institution of Engineers Public Private Partnership Conference in Hong Kong at no cost to Council.

10.0 DIVISIONAL MANAGER

*pp*  
*jm Donald*

Helen Gluer  
CHIEF FINANCIAL OFFICER

I Recommend Accordingly  
*[Signature]*  
CHIEF EXECUTIVE OFFICER

RECEIVED  
21 FEB 2005  
COMMITTEE SECTION

ACTION TAKEN

21 FEB 2005

TOWN CLERK

PPMCRM

**APPROVED**

21 FEB 2005

*[Signature]*  
Lord Mayor

*[Signatures]*  
VA, PC, J, KT

## 11.0 BACKGROUND

Neil Abel submitted a paper on the tendering process for consideration for a conference being organised by The Hong Kong Institution of Engineers and the Centre for Infrastructure and Construction Industry Development at the University of Hong Kong. The conference committee has accepted the paper and intends to publish it as part of the conference proceedings. Neil has been invited to present the paper at the Conference and is keen to attend the conference at his own cost. Neil will be attending as a Council employee and will be paid for his time at his usual salary.

The Efficiency Unit of the Hong Kong Special Administration Region (HKSAR) have extended an invitation for him to attend a special seminar being organised for HKSAR civil servants with a number of international guest speakers on the successes and failures of PPP's. This will provide an opportunity to network with many of the civil servants involved in the development and delivery of PPP's, including the Hong Kong tunnel projects. An offer has also been extended to meet with several procurement and logistics personnel to discuss areas of interest for Council, including benchmarking inquiries and corporate governance issues.

The knowledge gained from the conference and associated meetings will be shared with a number of networks including:

- Contract Management Network
- Major Projects Review Committee (MPRC)
- Project Management Improvement Group
- Electronic Procurement Initiatives Steering Committee

No other Council employees will be attending the Conference.

## 12.0 CONSULTATION

The following officers have been consulted for the purposes of the recommendation:

- Helen Gluer, Chief Financial Officer
- Michael Byrne, Manager Corporate Risk Management
- Doug Wells, A/Contracts Manager Corporate Risk Management
- David Stewart, Executive Manager MIPO

All consulted are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

Brisbane City Council will get increased exposure and recognition for its tendering process. The Caboolture and Melbourne City Councils have previously approached Corporate Risk Management for information on how to progress on-line tendering. Information gained could also be shared with the Regional Contract Management Network or other regional collaborative efforts.

The employee is meeting all travel and accommodation costs.



**14.0 COMMERCIAL IN CONFIDENCE**

No.

**15.0 CORPORATE PLAN IMPACT**

The knowledge and skills gained from attending the conference would benefit the Smart and Prosperous City objective. Improvements in the tendering process will lead to enhanced City governance outcomes.

**16.0 CUSTOMER IMPACT**

Positive impacts for the community include better procurement outcomes along with improved knowledge around corporate governance of PPP projects. Value for money outcomes will reduce costs to ratepayers resulting in a better return on both fixed and human assets.

**17.0 ENVIRONMENTAL IMPACT**

Nil.

**18.0 POLICY IMPACT**

Lessons learnt from other conference presentations and subsequent meetings with the Hong Kong SAR Government Efficiency Unit may result in the development or improvement of policies.

**19.0 FINANCIAL IMPACT**

The employee is meeting all travel and accommodation costs other than travel insurance costs, which will be met under the Council travel scheme.

**20.0 HUMAN RESOURCE IMPACT**

This will be an opportunity for our employee to increase his knowledge and share the learnings with others in the procurement area in Brisbane City Council.

**21.0 URGENCY**

In the normal course of business.

**22.0 PUBLICITY/MARKETING STRATEGY**

Nil.

23.0 OPTIONS

Option 1: Approve the recommendation for Neil Abel, Procurement & Project Management Analyst, Corporate Risk Management, to deliver his paper at the Institution of Engineers Public Private Partnership Conference in Hong Kong.

Option 2: Not approve recommendation.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



1.0 FILE NUMBER: 364/48/2-D0205(3)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

The granting of successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at the Sparkes Hill Reservoir, Stafford.

3.0 ISSUE/PURPOSE

The purpose of this submission is to obtain approval for the granting of two successive Telecommunication Leases to Personal Broadband Australia Pty Ltd at the Sparkes Hill Reservoir, Stafford, for the transmission of wireless broadband Internet data.

4.0 PROPONENT

Helen Gluer,  
Chief Financial Officer,  
Ext. 34577.

**ACTION TAKEN**

21 FEB 2005

TOWN CLERK

PAMCA .

5.0 SUBMISSION PREPARED BY

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

**RECEIVED**

21 FEB 2005

6.0 DATE

15 February 2005.

**COMMITTEE SECTION**

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For Establishment and Co-ordination Committee Approval.

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

No.

**RECOMMENDATION**

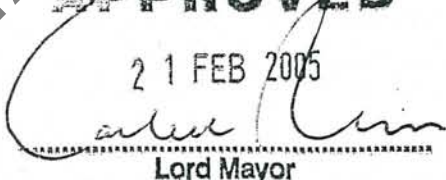
That the E&C Committee grant approval for,

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 5m<sup>2</sup> within the Sparkes Hill Reservoir precinct as outlined in yellow on Attachment 4).
2. The Committee's approval proposed in 1 above to be subject to and conditional upon:
  - (a) Brisbane Water approving the design of the installation and subsequently certifying that the facility as constructed does not cause any interference to its telemetry systems at the site; and
  - (b) Brisbane Water approving a detailed plan of the location of all services associated with the proposed facility.
3. The Leases proposed in 1 above to provide;
  - (a) 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 1<sup>st</sup> March 2005; and,
  - (b) for a commencing annual rental of <sup>redacted</sup> (plus GST); and,
  - (c) for Personal Broadband Australia Pty Limited to pay all of Council's reasonable costs relating to items 1 - 3; and
  - (d) 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**

21 FEB 2005

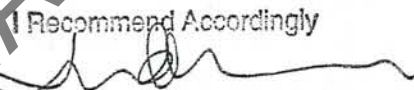


Lord Mayor



Helen Gluer  
CHIEF FINANCIAL OFFICER

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

PC [Signature] [Signature]  
[Signature] [Signature]

BCC 10 YEAR RELEASE SCHEME



## 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 Sparkes Hill Reservoir situated on Lot 3 RP169133. (Refer to Attachments 1-6).

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

The facility proposed by PBA will be comprised of the following infrastructure: -

- Twelve (12) Omni antennas mounted at 23.5m on a circular headframe.
- One (1) cable tray.
- Two (2) GPS units mounted on circular headframe at 23.5m.
- One (1) BTS unit and one (1) battery and transmission unit on a concrete slab.
- A security fence surrounding the proposed 5m<sup>2</sup> lease area.

Existing telecommunications leases previously approved by the Establishment and Co-ordination Committee in respect of facilities at this site, are those with Hutchison and Crown Castle (formerly with Vodafone). The nearest residence is approximately 100 metres distant.

In terms of the Commonwealth legislation the proposal is deemed to be of "Low Impact"; and accordingly, it does not require planning and development approval.

Brisbane Water objected to the original location proposed, as it would interfere with access to the Reservoir. A revised design was submitted, which Brisbane Water has conditionally accepted as it has ongoing concerns about possible radio interference affecting its own telemetry systems. Therefore Brisbane Water requires its representatives be on site when the telecommunication equipment is commissioned, in order to monitor the extent of any impact that may result.

Accordingly, should this application to lease be approved by the Committee, the applicant will be required to give one week's notice to Brisbane Water of the commissioning of the proposed facility so that Brisbane Water's representatives can be in attendance.

The details relating to electrical supply provided by the applicant are only preliminary. An application for electric power supply has been lodged with Energex and is currently under review. Brisbane Water has requested that it be supplied with more detailed plans of the location of services when they become available and moreover, supplied with certified "As Constructed" plans, upon the completion of the works. For this reason and to prevent the services being located inappropriately (in the event that the Committee approves this proposal) Personal Broadband Australia Pty Ltd will need to obtain Brisbane Water's final agreement to the location of services before commencing construction.



## 11.0 BACKGROUND (Cont)

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.

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 Maureen Hayes, Grange Ward.
- Frank Riley, Manager, City Assets Branch, City Governance.
- Maria Menchise, Solicitor, Brisbane City Legal Practice.
- Julie McLellan, A/Water Services Manager (Asset Custodian).
- Kerry Peters, Trunk Main Support, Technical Officer, (Asset Occupant).
- Peter Sherriff, Co-ordinator, Network Services (Asset Occupant).
- David Hains, Senior Technical Research Officer, iDivision.
- Brendan Carlin, Network Team Leader, Delivery Branch, iDivision.
- Phil Tither, Radio Technician, Electronic and Mobile Systems.
- Colin White, GHD Pty Ltd. As to radio interference and WH&S.

All consulted are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

Sectional Support	No impact.
Industrial Relations	No impact.
Regional Implications:	No impact.
Social and Community:	No impact.
Service Levels	Council 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 which presently amount 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 preferred option.

SUBMISSION TO THE ESTABLISHMENT & COORDINATION COMMITTEE

1.0 FILE NUMBER

24/1-H/2005(3)

2.0 TITLE

Travel Proposal Oslo Norway – Attend Cambi Thermal Hydrolysis Operations (HAZOP) and Risk Review.

3.0 ISSUE/PURPOSE

The purpose of this submission is to request permission for David Solley, Peter Tranter and Wakib Khan to attend the Cambi Thermal Hydrolysis Hazardous Operation and Risk review in Oslo Norway from 13 to 22 March 2005.

4.0 PROPONENT

Jim Reeves - Divisional Manager Brisbane Water

ACTION TAKEN

21 FEB 2005

5.0 SUBMISSION PREPARED BY

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

TOWN CLERK

MPBW

RECEIVED

6.0 DATE

15 February 2005

21 FEB 2005

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

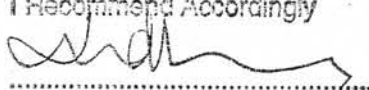
N/A

9.0 RECOMMENDATION

It is recommended that approval be granted for David Solley, Peter Tranter and Wakib Khan to attend the Cambi Thermal Hydrolysis Hazardous Operation and Risk review in Oslo Norway from 13 to 22 March 2005 at an estimated cost of \$24,720 to be funded by the Brisbane Water Enviro Alliance Project.

10.0 DIVISIONAL MANAGER

  
Jim Reeves  
Divisional Manager  
BRISBANE WATER

I Recommend Accordingly  
  
CHIEF EXECUTIVE OFFICER

**APPROVED**

21 FEB 2005

  
Lord Mayor  
  




## 10.0 BACKGROUND

On November 19 2004 Council entered into a contract with Cambi AS for the supply and installation of a Thermal Hydrolysis Processing Plant. This is an innovative scheme that involves the treatment of the biosolids from eight of the Brisbane Water Wastewater Treatment Plants at the Oxley WWTP. The Cambi technology has been successfully used overseas and provides benefits in the areas of

- Enhanced gas production resulting in generation of green credits.
- Substantial reduction in biosolids volumes.
- High grade biosolids with enhanced beneficial reuse opportunities.

This is a new technology to Brisbane Water and this visit is an integral part of the technical review and risk assessment of the implementation of Cambi at Oxley Creek. The HAZOP and Risk review will address the following issues.

- A workshop review of the detailed design generated by Cambi to assess the integration into the existing plant at Oxley Creek, compliance with Australian Standards and Brisbane Water Standards and operational requirements to resolve any anomalies that may threaten the integrity of the process stream for the upgraded Oxley Creek WWTP. The risk review is required to ensure that the detailed design meets Brisbane Water's requirements and that the new process integrates completely with the existing treatment plant control systems.

This is stage two of the risk review process with the detailed process review already completed as part of the business case development.

It is proposed that David Solley attend on behalf of Brisbane Water. David has expertise in detailed process engineering design gained on other major Brisbane Water projects including the Luggage Point WWTP upgrade. David is currently the lead process designer for BWEA and is responsible for the delivery of the Oxley processes including the incorporation of Cambi.

- A workshop review of safety and operability for the proposed Cambi design to ensure the Brisbane Water operational and maintenance requirements are considered fully in the proposed layout and equipment selection.

It is proposed that Wakib Khan attend on behalf of Brisbane Water. Wakib is an experienced process engineer and operator of both wastewater treatment and petrochemical treatment process gained overseas prior to joining Brisbane Water as the Oxley Creek WWTP Process Engineer. Wakib will ultimately be accountable for the safe and efficient operation of the Cambi equipment providing direct support to the treatment plant operators and maintainers.

- A workshop review of the control systems and programmable logic required for safe and efficient operation of the Cambi process including a risk review of the complex controls and interfaces required to ensure process continuity.

It is proposed that Peter Tranter attend on behalf of Brisbane Water. Peter is a specialist in wastewater treatment control systems and has key accountabilities for the integrity of Brisbane Waters WWTP control systems.

In addition to the Brisbane Water staff, three non-BW employees from BWEA will be attending to cover the following;

- Commercial/Contractual Matters - Tom McCosker
- Civil/Mechanical/Electrical Design – Deon Van De Spuy
- High Temperature and Pressure Engineering Expertise Jason Hepburn

The HAZOP and Risk reviews will be conducted in Oslo by Cambi AS and will involve approximately twelve Cambi specialists and six BWEA staff. Cambi have specifically requested the attendance of key BWEA personnel to attend the HAZOP and Risk review which are a core component of their quality delivery systems.

Conducting the HAZOP in Oslo is the most efficient and cost effective means of ensuring rigour in the delivery process. Conducting the HAZOP at the Cambi premises will also ensure ready access to detailed technical data and Cambi's 3D modelling tools.

The itinerary (see below) for this business trip will require the participants involvement in an intensive five day workshop and in excess of 40 hours air travel in one week. It is therefore recommended that business class travel is appropriate.

**PROPOSED ITINERARY**

Sunday 13/03/05	Depart Brisbane.
Monday 14/03/05	Arrive Oslo.
Tuesday 15/03/05	Commence HAZOP & Risk Review.
Saturday 19/03/05	Complete HAZOP & Risk Review
Sunday 20/03/05	Depart Oslo.
Tuesday 22/03/05	Arrive Brisbane

**12.0 CONSULTATION**

Councillor John Campbell, Chairman Water & City Businesses Committee  
 Councillor Tim Nicholls  
 Neil Summerson, Chairman Brisbane Water Board

All are in agreement with the recommendation.

**13.0 IMPLICATIONS OF PROPOSAL**

To ensure Brisbane Water's input into the detailed design prepared by Cambi prior to Cambi's procurement fabrication and delivery phases of the project. This will contribute significantly to the overall success of this project.

**14.0 COMMERCIAL IN CONFIDENCE**

N/A



15.0 CORPORATE PLAN IMPACT

Nil

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENTAL IMPACT

Mitigation of operational risks leading to potential environmental incidents.

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

Costs for the travel and accommodation are available and have been included within the Brisbane Water Enviro Alliance Project Budget. Travel and accommodation costs have been arranged through Council's Travel Coordinator. Council's travel policy provides for business class travel over this distance.

**BUSINESS CLASS**

Air Fares, transfers	\$19,320
Accommodation (Including meals)	\$3,600
Personal Allowance	\$1,500
Taxis (approx)	\$300

**Estimated Total Cost \$24,720**

**ECONOMY CLASS**

Air Fares, transfers	\$7,230
Accommodation (Including meals)	\$3,600
Personal Allowance	\$1,500
Taxis (approx)	\$300

**Estimated Total Cost \$12,630**

20.0 HUMAN RESOURCE IMPACT

Nil

21.0 URGENCY

Timely approval is required to allow attendance at the March Dates scheduled above.

22.0 PUBLICITY/MARKETING STRATEGY

Nil

23.0 OPTIONS

- (1) Approve the recommendation for Business class travel
- (2) Approve the recommendation for Economy class travel
- (3) Not approve the recommendation.

Option 1 recommended

1.0 FILE NUMBER: 24/1-K/2005(1)

SUBMISSION TO THE ESTABLISHMENT & COORDINATION COMMITTEE

2.0 Title

Attendance at Overseas Professional Workshop - Hawaii, United States of America

3.0 Purpose Issues

To seek approval for Stuart Hoverman, Principal Waterways Officer, Waterways Health to attend the Development of Best Practise Guidelines workshop at a joint American Water Works Assoc (AWWA) – Australian Water Assoc (AWA) Summit Meeting in Hawaii, March 2005

4.0 Proponent

Terry Hogan, Divisional Manager, Urban Management Division

5.0 Submission Prepared By

Barry Ball, Manager, Water Resources (Ext. 34870)

**ACTION TAKEN**

21 FEB 2005

6.0 Date

14 February 2005

TOWN CLERK

EADMK

RECEIVED

7.0 For E & C Approval or Recommendation to Council

21 FEB 2005

For E & C Approval

COMMITTEE SECTION

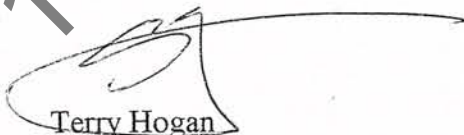
8.0 If for Recommendation to Council, is a Council resolution required under an Act or Ordinance?

No

9.0 Recommendation

That approval be granted for Stuart Hoverman, Principal Waterways Officer, to attend the Development of Best Practise Guidelines at a joint AWWA-AWA Summit Meeting in Hawaii, from 9 - 11 March, 2005 in conjunction with personal travel to the United States of America at a estimated cost of \$722.00.

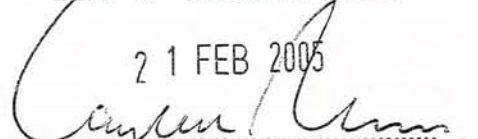
10. Divisional Manager



Terry Hogan  
Divisional Manager  
Urban Management Division

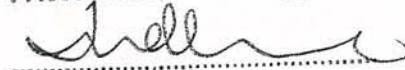
**APPROVED**

21 FEB 2005

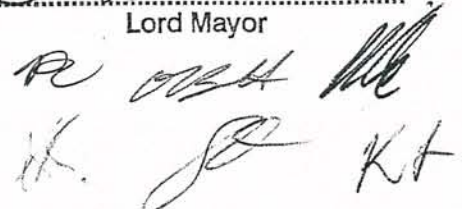


Lord Mayor

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER





## 11. Background

The Brisbane City Council is a principal stakeholder in the development of the South-East Queensland Water Supply Strategy, which is designed to ensure that future development in Brisbane and its region adequately plan for water supplies. One facet of the planning is to protect and properly manage Brisbane's drinking water catchments or watersheds.

This joint summit between water management practitioners from New Zealand, United States and Australia is to establish an initial set of operational guidelines on the protection and management of those catchments used for drinking water. The outcome is to establish a network of organisations and governments who have the responsibility to ensure that our catchments are healthy enough to maximise the sustainable utility of water resources. Presently Council's focus is on the upper Brisbane River Catchment that feeds the Wivenhoe Reservoir.

The expected population growth for SEQ means that areas used to collect surface run-off for water supplies will need to increase. Presently there are no agreements or "Best Management Practises" available to ensure that our catchments are properly managed. Participation of Water Resources will allow Council to have access to the first body formally designed to produce management guidelines to protect our water supply catchments.

The Waterways Health Section of Water Resources Branch has been invited to participate as a foundation member of this important technical institution. Stuart Hoverman has been invited to participate in this summit as he is the officer responsible for water quality in our catchments. Council gains direct involvement in this international body charged with drafting guidelines on the protection and management of drinking water catchments. Brisbane presently gets all its water supply from catchment runoff with no controls or methods to maintain water quality in its upper Brisbane River Catchment. This situation puts water security at risk. A set of pragmatic and effective management guidelines should increase security of supply for Brisbane.

### 12.0 Consultation

Helen Abrahams, Chairperson, Environment and Sustainability is in agreement with the recommendation.

### 13.0 Implications of the Proposal

Participation will offer the Council significant access to the best expertise in catchment protection and management capabilities to allow Council and its stakeholders, to better ensure that water supplies are adequate to our development requirements.

### 14.0 Commercial in Confidence

No

**15.0 Corporate Plan Impacts**

No

**16.0 Customer Impacts**

Nil

**17.0 Environmental Impacts**

No

**18.0 Policy Impact**

No

**19.0 Financial Impacts**

Summit fees of (\$200.00 USD) plus three nights at the conference centre accommodation (@\$ 129.00 USD / night) including all taxes and services fees, equals a total costs of **\$722.00 AUD** (at an exchange rate of 1:1.23) to attend. The airfare and other costs are being met by the Council officer.

**20.0 Human Resources Impacts**

Nil

**21.0 Urgency**

In the normal course of business

**22.0 Policy and Marketing Strategy**

Not Applicable

**23.0 Options**

1. Approve the recommendation
2. Not approve the recommendation

**Option one is preferred**



1.0 FILE NUMBER: 40/7-2004/2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Contracts to Provide Professional Services - Report for November 2004

3.0 ISSUE / PURPOSE

The purpose of this submission is to seek E&C approval for the consultancies commissioned in November 2004

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

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

RECEIVED

21 FEB 2005

6.0 DATE

7 February 2005

COMMITTEE SECTION

ACTION TAKEN

21 FEB 2005

7.0 FOR E & C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval.

TOWN CLERK

PAMCEO

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 November 2004 as attached.

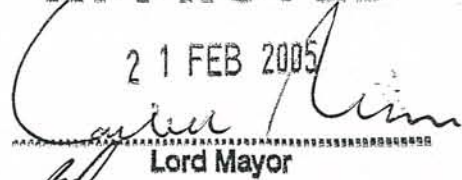
10.0



Jude Munro  
CHIEF EXECUTIVE OFFICER

APPROVED

21 FEB 2005

  
Lord Mayor

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

**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 \$2,893,711.04 during the month of November 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



1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Discontinuation of the Business Group Board

3.0 ISSUE/PURPOSE

To propose the discontinuation of the Business Group Board, to be effective immediately.

4.0 PROPONENT

Jude Munro, Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Hayden Wright, Manager CEO's Office

6.0 DATE

18<sup>th</sup> February, 2005

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 the Business Group Board be discontinued, effective immediately.

10.0 DIVISIONAL MANAGER

  
Jude Munro  
Chief Executive Officer

**APPROVED**

21 FEB 2005

  
Lord Mayor

BCC 10 YEAR RELEASE SCHEME

RECEIVED

21 FEB 2005

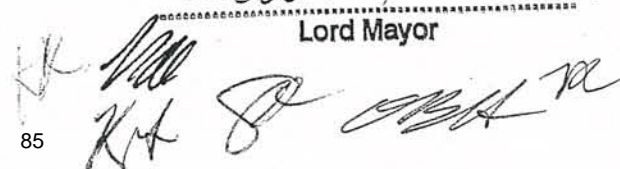
COMMITTEE SECTION

ACTION TAKEN

21 FEB 2005

TOWN CLERK

MCEO.



## 11.0 BACKGROUND

As a result of the recent A.T. Kearney Organisational Review, consultants Competitive Dynamics were engaged to review the operations of the Business Group Board and the role of the four subordinate Business Advisory Boards. In their report the consultants recommended that the Business Group Board be discontinued. In making their recommendation the consultants provided the following commentary:

*The BGB reviews operational issues of Commercialised Business units in consideration of BCC strategic policy development. It has attempted to treat these businesses as a "corporate group". However, these businesses, within the BCC setting, have some significant differences from a multi-business private sector organisation. Ambiguity of the body's role and its orientation towards governance of the Commercialised Business in isolation of the other divisions of BCC has mitigated against it from adding significant value to the organisation. This increases the risk that the BGB enables political debate potentially resulting in increased complexity in decision-making processes. The non-involvement of Divisional Managers and Chairpersons responsible for the "Purchaser" sections, also results in discussion of strategy in the absence of some key stakeholders.*

Accordingly it is now appropriate that E&C consider this recommendation.

## 12.0 CONSULTATION

The Lord Mayor, Councillor Campbell Newman and all members of Civic Cabinet have been consulted and are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

The Business Group Advisory Board will cease to operate forthwith. Council will need to consider alternative arrangements for reporting of the Business Units within Council.

## 14.0 COMMERCIAL IN CONFIDENCE

No.

## 15.0 CORPORATE PLAN IMPACT

There will be no impact on the Corporate Plan as a result of this decision.



**16.0 CUSTOMER IMPACT**

Nil.

**17.0 ENVIRONMENTAL IMPACT**

Nil.

**18.0 POLICY IMPACT**

This decision is a policy decision. Alternative arrangements will need to be considered for reporting of operations of the Business Units within Council.

**19.0 FINANCIAL IMPACT**

There will be a minor saving as result of this decision.

**20.0 HUMAN RESOURCE IMPACT**

This decision will impact on the role of the Business Unit Development unit. The role of this unit will need to be considered in the light of this decision.

**21.0 URGENCY**

Urgent as members of the Board need to be advised and arrangements for an imminent meeting need to be modified.

**22.0 PUBLICITY/MARKETING**

Any publicity surrounding this decision should be made by the Lord Mayor.

**23.0 OPTIONS**

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

1.0 FILE NUMBER: 99-44680(A1/P1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Redundant position – Manager, Business Unit Development

3.0 ISSUE/PURPOSE

To declare the position of Manager, Business Unit Development redundant.

4.0 PROPONENT

Jude Munro, Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Hayden Wright, Manager, Chief Executive's Office (MCEO), ext 34151

6.0 DATE

18 February 2005

RECEIVED  
21 FEB 2005

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.

ACTION TAKEN  
21 FEB 2005

9.0 RECOMMENDATION

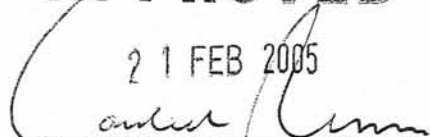

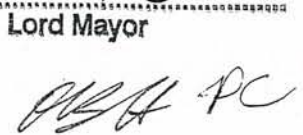


TOWN CLERK TLOCT

That the position of Manger, Brisbane Unit Development, be declared redundant and that the services of the incumbent, <sup>redacted</sup> be terminated effective from 4 March 2005 and that subject to <sup>redacted</sup> executing an employment termination agreement (on terms satisfactory to the Manager, Brisbane City Legal Practice) <sup>redacted</sup> be paid all amounts due to him from the Council including 9 months total remuneration (being three months in lieu of notice and six months in recognition of early severance).

10.0   
Jude Munro  
CHIEF EXECUTIVE OFFICER

**APPROVED**

21 FEB 2005

  
Lord Mayor  
  
  
  




## 11.0 BACKGROUND

The Council intends to restructure its organisation and workforce to enable more efficient delivery of its services to the citizens of Brisbane. Within that restructure, the position of Manager, Brisbane Unit Development will not be required.

redacted is employed on an executive contract, which contains specific conditions for circumstances when Council wishes to terminate an employee prior to the expiration of their contract. redacted is entitled to the benefits as provided in the contract.

To ensure that the rights and entitlements of all parties are protected the parties will document the termination conditions in an employment termination agreement.

## 12.0 CONSULTATION

Chief Executive Officer  
Manager, Chief Executive's Office  
Manager, Business Unit Development  
Brisbane City Legal Practice.

## 13.0 IMPLICATIONS OF PROPOSAL

No perceived implications.

## 14.0 COMMERCIAL IN CONFIDENCE

No.

## 15.0 CORPORATE PLAN IMPACT

Not Applicable

## 16.0 CUSTOMER IMPACT

Nil

## 17.0 ENVIRONMENTAL IMPACT

Nil.

## 18.0 POLICY IMPACT

Nil

## 19.0 FUNDING IMPACT

Funds are available.

20.0 **HUMAN RESOURCE IMPACT.**

Nil.

21.0 **URGENCY**

Termination is set down for 4 March, so a decision is required as soon as possible.

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 recommended option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



1.0 FILE NUMBER: 221/9/27-2006(1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Sport & Recreation Queensland Major Facilities Program 2006 applications

3.0 ISSUE/PURPOSE

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

4.0 PROPONENT

Margaret Allison, Divisional Manager, Community and Economic Development (x34110)

5.0 SUBMISSION PREPARED BY

Jim Brabon, Senior Program Officer – District Facilities, (x36829)

RECEIVED

21 FEB 2005

COMMITTEE SECTION

6.0 DATE

14 February 2005

ACTION TAKEN

21 FEB 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C Approval

TOWN CLERK

EADMN

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:

1. the lodging of applications for facility subsidy funding from Sport & Recreation Queensland for the following projects:
  - a) Calamvale Indoor Centre
  - b) Inala Pool
  - c) Moreton Bay Cycleway (Tingalpa Creek crossing)
  - d) Carmichael Park Improvements; and
2. the projects to be endorsed to proceed if Sport & Recreation Queensland approve funding and Council approves the projects.

10.0 DIVISIONAL MANAGER

*Margaret Allison*

Margaret Allison  
Divisional Manager  
Community & Economic Development

**APPROVED**

21 FEB 2005

*Carol Ann*  
Lord Mayor  
*MSA*  
*SA*

I Recommend Accordingly

## 11.0 BACKGROUND

Sport & Recreation Queensland (SRQ) offers a Major Facilities Funding program each year. In previous years Council has been successful in gaining financial support towards a number of projects. The Major Facilities Program 2006 offers subsidies up to 50% of eligible costs towards the development and enhancement of sport and recreation facilities that allow increased or enhanced participation in physical activity, facilities that are appropriately located, well designed and effectively managed to ensure efficient delivery of services. Applications close on 18 February 2005 with approved projects able to commence on 1 July 2005 for completion and acquittal of funds by 31 December 2006.

Council has already registered 4 projects with the department:

1. Calamvale Community Indoor Sport Centre [allow construction of third court (Acacia Ridge Ward)]
2. Inala Pool (Richlands Ward)
3. Tingalpa Creek Pedestrian/Cycle Path & Bridge Crossing [connecting section for the Moreton Bay Cycle Way (Doboy Ward)]
4. Upgrades and amenity improvements at Carmichael Park [in conjunction with Wynnum District Soccer (Doboy Ward)]

Applications will be lodged in the priority order listed above. Details (including project cost estimates and SRQ funding request) are included on the table at Attachment A.

## 12.0 CONSULTATION

Councillor Kerry Rea	Chairperson, Community Services Committee
Councillor Kevin Bianchi	Councillor for Acacia Ridge
Councillor Les Bryant	Councillor for Richlands
Councillor John Campbell	Councillor for Doboy
Margaret Jacobson	A/Manager, Community & Lifestyle
Ian Hunter	A/Principal Program Officer, Sport & Recreation, Community & Lifestyle
Dave Bell	A/Manager, Transport & Traffic
Shane Hackett	Senior Program Officer - Cyclist & Pedestrian Mobility, Active Transport, Transport & Traffic
Sunil Madan	Senior Officer Community Assets, Community & Economic Development
Rod James	Principal Financial Controller, Community & Economic Development
Frances Hudson	Program Officer - Facilities Development, Community & Lifestyle

All consulted are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

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

## 14.0 COMMERCIAL IN CONFIDENCE

No



## 15.0 CORPORATE PLAN IMPACT

<b>Program 4</b>	<b>Community Life</b>
Outcome 4.3	Energised Lifestyle
Strategy 4.3.1	Improving health and life of communities
Service 4.3.1.2	Community facility provision
Strategy 4.3.2	Sport, leisure and recreation facilities
<b>Program 7</b>	<b>Transport &amp; Traffic</b>
Outcome 7.3	Clean and green active transport
Strategy 7.3.2	Support active transport options
Service 7.3.2.1	Provide facilities for active transport

## 16.0 CUSTOMER IMPACT

Each of these projects has been developed in consultation with key activity provider stakeholders and provide new/enhanced facilities that encourage physical activity.

Calamvale Indoor Centre: A successful application to the SRQ Major Facilities Program will allow the scope of works to be extended from 2 courts to 3 courts providing an enhanced community service as well as aiding on-going financial viability.

Inala Pool: A successful application to the SRQ Major Facilities Program is required for the pool development to proceed.

Successful applications for the Moreton Bay Cycleway and Carmichael Park projects will reduce the capital commitment required from Council to complete these projects.

## 15.0 ENVIRONMENTAL IMPACT

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

## 16.0 POLICY IMPACT

The lodging of these applications enables a continued partnership with the State Government in the development of facilities within the City.

The City-wide Sport & Recreation Facilities Strategy completed in 1999 identified indoor centre development as a city-wide priority and the south-west region as an area of need. To be eligible for the level of funding required from SRQ for the third court Council must have a lease over the centre. It is proposed that Council hold a lease over the centre and licence school hours to the Calamvale College and after-school hours to sporting clubs. Licence fees would be established to recover the operating costs of the centre.

The draft Brisbane City Council Aquatic Facility Strategy (2003) identified the south-west corridor (Inala/Richlands/Doolandella/Forest Lake area as a priority for new pool development. A Community Renewal commissioned feasibility study for a pool at Inala also produced a positive result.



The Moreton Bay Cycleway is a South-East Queensland regional initiative involving Brisbane and its neighbouring Councils. The Tingalpa Creek crossing is currently a missing link that will join Brisbane's cycle network with Redlands.

Carmichael Park is a district level facility that requires improvements to cater for current usage demands on the facility from both soccer and cricket participation and in particular women's soccer as the home base for both Queensland and Brisbane Women's Soccer.

## 19.0 FINANCIAL IMPACT

There is funding available in the 2004/05 budget for Council's contribution to the Calamvale Indoor Centre project (\$1,300,000) which allows the development of a 2-court centre in partnership with Education Queensland. If the application to the SRQ Major Facilities Funding program is successful (allowing development of a 3-court centre) then the majority of this budget will need to be carried over to meet the timeframes for the SRQ Major Facilities Funding program (ie 1 July 2005 - 31 December 2006). 2004/05 funds are available from GL 1.03.1659.007.

The proposed management arrangements would see Council hold a lease over the centre and licence school hours to the Calamvale College and after-school hours to sporting clubs. Revenue and cost estimates suggest that this proposal for a 3-court centre can achieve a net break-even position for Council with operating cost risk shared with the Calamvale College. This net position is reliant on revenue estimates and therefore still presents a financial risk for Council. Final lease arrangements will need to be presented to Council for approval.

The proposal for the development of the Inala Pool does not require any Council capital funding (Community Renewal \$1,500,000 and SRQ \$1,500,000). The ongoing management of the pool will require a subsidy from Council estimated in the order of \$70,000 per annum.

The Moreton Bay Cycleway project has budget for this project in 2004/05 with a further service development bid in 2005/06 or carry over required to match SRQ funding request of \$1,000,000.

A 2005/06 service development bid has been submitted for the Carmichael Park sports field (\$700,000) project.

## 20.0 HUMAN RESOURCE IMPACT

Nil

## 21.0 URGENCY

Urgent, as any additional information for the applications must be forwarded to SRQ by 25 February 2005.

## 22.0 PUBLICITY/MARKETING

Media announcement at this stage is not considered appropriate until success of applications is known.



## 23.0 OPTIONS

Option 1: Approve the recommendation.

Option 2: Amend the recommendation.

Option 3: Not approve the recommendation.

**Option 1 is the preferred option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 23/2/1 - Q (6)

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

2.0 TITLE

Approve the Asphalt, Asset Maintenance and Construction Group Manager positions as SES roles.

3.0 ISSUE/PURPOSE

The purpose of this submission is to convert the Group Unit Manager positions in Asphalt, Asset Maintenance and Construction to SES roles.

4.0 PROPONENT

Wayne O'Malley, Divisional Manager, Brisbane CityWorks (DMGRQ, X37898)

5.0 SUBMISSION PREPARED BY

Wayne O'Malley, Divisional Manager, Brisbane CityWorks (DMGRQ, X37898).

6.0 DATE

21 February 2005.

RECEIVED

21 FEB 2005

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?

No.

9.0 RECOMMENDATION

1. Approve the creation of SES roles for this Asphalt Business Unit, Construction Business Unit and Asset Maintenance Business Unit.
2. Delete the former SOS roles
3. E&C will interview incumbents to determine if they are satisfied to appoint SES contracts and if not appointed a normal selection process will follow.

10.0 DIVISIONAL MANAGER

*W. O'Malley*

Wayne O'Malley  
Divisional Manager  
Brisbane CityWorks

ACTION TAKEN

21 FEB 2005

TOWN CLERK

DMGRQ

APPROVED

21 FEB 2005

*Carlin*  
Lord Mayor

*MB* *PR* *ABD* *KA*

I Recommend Accordingly

*[Signature]*

CHIEF EXECUTIVE OFFICER



## 11.0 BACKGROUND

Following a review of BCW Units of Administration in early 2004 and Council resolution approved the following sub units of administration within BCW:

- I. Divisional Manager
- II. Asphalt Operations Group
- III. Asset Maintenance Group
- IV. Construction Group
- V. Commercial

These roles were assessed by Mercer Consulting and determined to be SES level roles. The Commercial Manager role has subsequently been recruited and filled at an SES level.

The officers filling the roles of Asphalt Operations Group Manager, Asset Maintenance Group Manager and Construction Group Manager were not converted to SES contracts at the time.

The Construction Group Manager contract is now up for renewal and as the role has been assessed as an SES role it is appropriate that it be renewed at the SES level. The construction market is extremely strong and the demand for quality managers is unprecedented and as such in order to reduce the risk of losing the incumbents it would be appropriate and equitable to convert the Asphalt Operations Group Manager, Asset Maintenance Group Manager and the Construction Group Manager to SES contracts at the same time.

As all roles have previously been assessed as SES roles the conversion to SES contracts is purely a catch up position.

The former SOS roles will cease to exist and therefore will not be filled in the future. In other words it is a substitution of three SES roles for three SOS roles.

In the event E&C declines to appoint incumbents, a normal selection process will be required. This option may incur separation costs for previous incumbents.

## 12.0 CONSULTATION

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

- Jude Munro, CEO, Brisbane City Council
- Hayden Wright, Manager, Chief Executives Office
- Phil Minns, Divisional Manager HR and Strategic Management
- John Campbell, Chairperson, Water & City Businesses Committee

All parties are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

The implication of the proposed is that if the recommendation is approved it will support Councils stated objectives of recruiting and retaining quality people.

**14.0 COMMERCIAL IN CONFIDENCE**

No.

**15.0 CORPORATE PLAN IMPACT**

The recommendation is strongly linked to and supports the desired outcomes of the Corporate Plan:

- Smart & Prosperous City: Asset Stewardship
- Clean & Green City: Waste Minimisation
- City Design for Subtropical Living: Protecting and enhancing Brisbane character (delivery of SCIP programmes)
- Accessible City: Keeping Brisbane moving

**16.0 CUSTOMER IMPACT**

If the recommendation is adopted it will consolidate the strong internal customer focus which has been established.

**17.0 ENVIRONMENTAL IMPACT**

Nil.

**18.0 POLICY IMPACT**

Nil.

**19.0 FINANCIAL IMPACT**

The roles of Asphalt Operations Group Manager, Asset Maintenance Group Manager and the Construction Group Manager have previously been assessed as SES level roles and as such there have been savings made to date. The roles will be financed within the operational expenditure of BCW's budget.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

In the normal course of business.

**22.0 PUBLICITY/MARKETING**

Not required

**23.0 OPTIONS**

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

**Option 1 is the preferred option.**



**E&C RESULTS- 28 FEBRUARY 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
28/02-1K M	352/6/0(250)	Urban Management	Travel proposal Wellington, New Zealand – attend board meeting of the Parks Forum.	Yes
28/02-2K R	460/2(186/A1)	Urban Management	Draft Chermside Parklands Master Plan Planning Scheme Policy.	Yes
28/02-1L R	243/7-Q(36)	OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. (Telstra Services)	Yes
28/02-2L R	243/98-50066/2004/2005	OLMCEO	Stores Board Recommendation – Submission for approval by the Establishment and Coordination Committee (Delivering Consultancy for Wet Weather Sewer Flow Modelling Services).	Yes
28/02-3L R	243/7-Q(37)	OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. (Red Imported Fire Ants)	Yes
28/02-4L M		OLMCEO	Headworks contribution for the Multiplex Portside Wharf Development.	Yes
28/02-5L M	338/22/1(4)	OLMCEO	Car Park Management Business Case and Impact Assessment.	Yes Amended
28/02-6L M	1/253(P4)	OLMCEO	Bonus Payment	Yes
28/02-1M M	(4)12/51/1(P8)	City Business	Monthly Report – Delegation of Authority to Travel – January 2005.	Yes
28/02-1N R	392/65/16-2003/2004(6) 392/65/16-2003/2004(2)	CED	Funding for the 2005 Brisbane Cabaret Festival and the 2005 Paniyiri Festival.	Yes

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

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: 352/6/0(250)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Travel proposal Wellington, New Zealand – attend board meeting of the Parks Forum

3.0 ISSUE/PURPOSE

The purpose of this submission is to request permission for Graham Phegan, Acting Manager Environment and Parks, to attend the board meeting of the Parks Forum in Wellington, New Zealand from 21-23 March 2005 (as a capital city, full member of the forum, Brisbane holds a position on the board)

4.0 PROPONENT

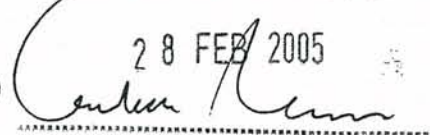
Terry Hogan, Divisional Manager, Urban Management Division

5.0 SUBMISSION PREPARED BY

Graham Phegan, A/Manager, Environment & Parks x35579

**APPROVED**

28 FEB 2005



Lord Mayor

6.0 DATE

21 February 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

RECEIVED

28 FEB 2005

9.0 RECOMMENDATION

It is recommended that approval be granted for Graham Phegan to attend the board meeting of the Parks Forum in Wellington, New Zealand, from 21 to 23 March 2005 at an estimated cost of \$2150.


COMMITTEE SECRETARY

**ACTION TAKEN**

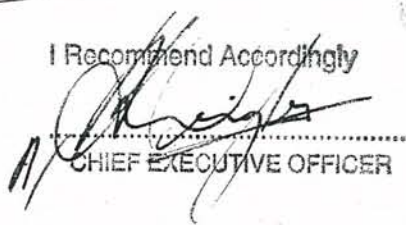
10.0 DIVISIONAL MANAGER

28 FEB 2005

TOWN CLERK

  
Terry Hogan  
Divisional Manager  
URBAN MANAGEMENT DIVISION

I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER

BCG 10-YEAR RELEASE SCHEME



## 11.0 BACKGROUND

The Parks Forum is an industry-wide association for park agencies in Australia and New Zealand. The purpose of the organisation is to support the development of a strong, vibrant and cohesive park industry, to provide leadership in parks management and to improve the standing of the industry within the community.

Brisbane City Council is a founding member of the Forum and the position of Manager, Environment and Parks is a board director. Board meetings are held on a rotational basis in the major centres of Australia and New Zealand. The next board meeting and seminar is to be held in Wellington, New Zealand on 21-22 March 2005 with associated industry based site visits over the period 14-24 March 2005. It is anticipated that Brisbane City Council will host a board meeting and associated industry seminar in late 2005 or 2006.

The purpose of this submission is to obtain approval for Graham Phegan, A/Manager, Environment & Parks, to travel to Wellington for the period 21-23 March 2005.

### Proposed Itinerary:

Sunday 20/03/05	Depart Brisbane
Monday 21/03/05	Attend board meeting of Parks Forum (Standing Committee)
Tuesday 22/03/05	Attend board meeting of Parks Forum (Council of Trustees)
Wednesday 23/03/05	Attend board meeting of Park Forum
Thursday 24/03/05	Visit Mt Victoria Botanic Gardens for discussion with Director and staff on corporate sponsorship, community engagement, cross-cultural interpretation, visitor attractions.
Sunday 27/03/05	Depart Wellington

## 12.0 CONSULTATION

Cr Helen Abrahams, Chairperson, Environment & Sustainability Committee is in agreement with the recommendation

## 13.0 IMPLICATIONS OF PROPOSAL

Participation in Board meetings and associated industry-based seminars contributes to fulfilling the commitment to supporting the Parks Forum, which Council made in accepting membership in 2004.

## 14.0 COMMERCIAL IN CONFIDENCE

No

## 15.0 CORPORATE PLAN IMPACT

Nil

**16.0 CUSTOMER IMPACT**

Attendance at meetings upholds Councils commitment to its founding member status on the board of the Parks Forum

**17.0 ENVIRONMENTAL IMPACT**

Nil

**18.0 POLICY IMPACT**

Nil

**19.0 FINANCIAL IMPACT**

Costs for travel, accommodation and incidentals are to be met from budget activity

1.04.1400.580.628.000.00

- Airfares \$1000.00
- Accommodation \$600.00
- Incidentals (allowances, taxis) \$550.00

**20.0 HUMAN RESOURCE IMPACT**

Nil

**21.0 URGENCY**

Approval is sought in sufficient time to finalise arrangements with the Parks Forum secretariat and Mt Victoria Botanic Gardens.

**22.0 PUBLICITY/MARKETING**

Nil

**23.0 OPTIONS**

- (1) Approve the recommendation
  - (2) Not approve the recommendation
- Option (1) is recommended



1.0 FILE NUMBER: 243/98-50066/2004/2005

E&C28/02-21

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

2.0 TITLE

Stores Board Recommendation - Submission for approval by the Establishment and Co-ordination Committee.

3.0 ISSUE/PURPOSE

To seek Establishment and Coordination Committee approval to enter into a contract with MWH Australia Pty Ltd for a consultancy for the provision of Wet Weather Sewer Flow Modelling Services to Council.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Michael Byrne,  
Manager, Corporate Risk Management  
City Governance Division.  
x35290

**APPROVED**

28 FEB 2005

*Handwritten signatures and stamps:*  
Lord Mayor  
RECEIVED  
COMMITTEE SECTION  
28 FEB 2005  
TOWN CLERK

6.0 DATE

23 February 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?

No.

9.0 RECOMMENDATION

That the Establishment and Co-ordination Committee grant approval for the attached scheduled submission.

10.0 Michael Byrne  
Manager,  
Corporate Risk Management  
CITY GOVERNANCE DIVISION

*Handwritten signature of Jude Munro*  
Jude Munro  
CHIEF EXECUTIVE OFFICER

**BCG 10 YEAR RELEASE SCHEME**

## 11.0 BACKGROUND

The following submission has been considered by the Chief Executive Officer and Stores Board on 23 February 2005, and the individual recommendations is referred to the Establishment and Co-ordination Committee for acceptance as it is considered to be the most advantageous tender for the contract:

CONTRACT NO.	CONTRACT TITLE	REASON FOR SUBMISSION
BW50066-04/05	Delivery of Consultancy for Wet Weather Sewer Flow modelling Services.	Within E&C Delegation.

## 12.0 CONSULTATION

Chief Executive Officer and Permanent Head of the Unit of Administration responsible for the submission, Stores Board and relevant Divisional Officers have been consulted and are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

A Contract will be entered into with the recommended tenderer.

## 14.0 COMMERCIAL IN CONFIDENCE

No.

## 15.0 CORPORATE PLAN IMPACT

The approval of this submission will contribute to efficient management of the City's resources.

## 16.0 CUSTOMER IMPACT

The submission covers the carrying out of work or supply of goods and services to meet Council approved programs.

## 17.0 ENVIRONMENTAL IMPACT

Tenderers are evaluated in line with Council's policy on the use of environmental friendly and recycled products and environmental considerations have been taken into account in the evaluation of the tender relating to this submission, where applicable.

## 18.0 POLICY IMPACT

Submitted in accordance with Council's Principles, Practices and Procedures for Contracting and Tendering.



**19.0 FINANCIAL IMPACT**

Financial details are included in the Divisional submission.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

In the normal course of business.

**22.0 PUBLICITY/MARKETING STRATEGY**

As appropriate.

**23.0 OPTIONS**

**Option 1:** Approve the recommendation.

**Option 2:** Not approve the recommendation.

**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  
Headworks contribution for the Multiplex Portside Wharf Development

3.0 ISSUE/PURPOSE  
To consider a subsidy of the Water Supply and Sewerage Headworks contributions required for the Multiplex Portside Wharf Development

4.0 PROPONENT  
Jude Munro, Chief Executive Officer

5.0 SUBMISSION PREPARED BY  
Hayden Wright, Manager, Office of the CEO

6.0 DATE  
24<sup>th</sup> February, 2005

ACTION TAKEN  
28 FEB 2005  
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?  
Not applicable

9.0 RECOMMENDATION  
That the committee approve a subsidy of [redacted] to Multiplex for Water Supply and Sewerage Headworks contributions required for the Portside Wharf Development

10.0 DIVISIONAL MANAGER

  
Jude Munro  
Chief Executive Officer

**APPROVED**  
28 FEB 2005  
  
Lord Mayor  


RECEIVED  
28 FEB 2005

COMMITTEE SECTION

BCC 70 YEAR RELEASE SCHEME



**BACKGROUND**

Portside is a proposed development at Hamilton and will comprise 381 residential units, commercial and retail space, restaurants, conference & gym facilities, cinemas and a cruise ship terminal and wharf. The developer of the project is Multiplex.

Application for development approval was made to Council on 12/5/03, with approval (Negotiated Decision) being granted on 15/04/04. A condition of the approval is that Water Supply and Sewerage headworks contributions are made to Council at the rate prevailing at the time of payment.

Council instituted revised fees and charges for Sewerage and Water Supply headworks contributions with effect from 1 July 2003. These new fees and charges applied to all new developments undertaken within Brisbane City.

Council recognised that there were instances where developers had commenced work prior to these new fees and were financially committed to the project. Accordingly, Council instituted concessions where it could be proven that both the construction of a development had commenced prior to 1/08/03 and that the development was financially committed prior to 1/08/03 (E&C submission 23/10/03). Multiplex initially requested a concession based on the aforementioned criteria and were refused because construction had not commenced prior to 1/08/03.

A subsequent proposal (and the subject of this submission) by Multiplex for the concession of Water Supply and Sewerage headworks contributions was outlined in correspondence dated 20/07/04, from the Director-General of the Queensland State Government Department of State Development and Innovation (copy attached). Multiplex proposed a sharing of the additional contributions based on the proportional project costs of the residential component and the cruise ship terminal – 60:40 respectively. This translates to approximately redacted for the cruise ship terminal component. The Director-General confirmed that the State Government is willing to contribute up to redacted to the headworks for the Portside Wharf development, subject to the Council contributing up to a similar amount.

In correspondence dated 11 March 2004, addressed to the then Lord Mayor, the Managing Director of Multiplex Developments (Qld) Pty Ltd confirmed the outcomes of a meeting that had been convened earlier that day to resolve outstanding issues regarding the development. The letter confirms that one of the outcomes as "It was agreed that BCC would contribute redacted of the Headworks." The then Lord Mayor told the CEO straight after the meeting that the redacted from Council was conditional on the State Government matching it. Correspondence has now been received from the Department of State Development confirming the State's contribution of redacted.

In the light of the evidence it is considered that a commitment has been made for Council to provide this subsidy towards the headworks contribution.

12.0 **CONSULTATION**

Councillor Campbell Newman, Lord Mayor

Councillor David Hinchliffe, Chairperson Urban Planning & Economic Development Committee

Jude Munro, Chief Executive Officer

Chris Chapman, Manager Development Assessment

13.0 **IMPLICATIONS OF PROPOSAL**

Approval of the recommendation will result in Council providing a subsidy towards the headworks charges for this development which will be matched by an equal contribution from the State

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**

This is a unique development and there is not considered to be any policy implications from this proposal

19.0 **FINANCIAL IMPACT**

Approval of this recommendation will result in Council receiving a lower contribution towards the headworks charges for this development

20.0 **HUMAN RESOURCE IMPACT**

No impact

21.0 **URGENCY**

In the normal course of business

22.0 **PUBLICITY/MARKETING**

Not required

23.0 **OPTIONS**

1 Approve the recommendation

2 Not approve the recommendation

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



1.0 File Number: 338/22/1(4)

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

2.0 TITLE

Car Park Management Business Case and Impact Assessment.

3.0 ISSUE/PURPOSE

To formalise the decision to retain and improve the management of Council car parks.

4.0 PROPONENT

Andrew Chesterman, Manager Corporate Improvement Program

5.0 SUBMISSION PREPARED BY

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

**APPROVED**

28 FEB 2005

6.0 DATE

23 February 2005.

*Calvin...*  
Lord Mayor  
*JHC*  
*KJ*

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval.

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

Not applicable.

9.0 RECOMMENDATION

It is recommended that E&C – *or without*  
Approve the recommendation for Council to retain and improve the management of Council car parks by:

- investigating potential redevelopment opportunities for the Church Street car park to incorporate commercial car-parking, affordable housing and retail development, with Council retaining ownership of the land and developing an appropriate revenue stream.
- allowing the business to operate on a more commercial footing including having the ability to set pricing
- ~~allowing the business to pursue opportunities to generate revenue from other free car parks owned by Council.~~ *undertaking further analysis of free Council car parks with*

10.0 CHIEF EXECUTIVE OFFICER

*Jude Munro*  
Jude Munro  
Chief Executive Officer

*The view to investigating business opportunities.*

BCO PUBLICATION RELEASE SCHEME



Consultants AT Kearney were engaged by Council to conduct a review of the operations of Council and make recommendations on potential efficiencies and cost savings. The review was completed and recommendations reported in October 2004. The Lord Mayor together with Civic Cabinet stated that implementation of the review will be based on the following six principles:

1. There will be no reduction in service levels expected by Brisbane ratepayers.
2. Any changes made will be within the existing industrial relations framework.
3. There will be full consultation with staff.
4. The Council will demonstrate commitment to its corporate values, in particular, respect for its employees.
5. Facts, figures, analysis and assumptions used in the review will be validated as part of any final decision making process.
6. Implementation of the review will be integrated into our existing organisational strategy, Organisation 2010.

AT Kearney reviewed over 300 Council activities for strategic fit using a decision tree process. On this basis, four services were identified that Council should 'exit or stop'. Car Parking was one of these activities.

On the basis of the above principles, Civic Cabinet agreed to conduct a detailed Business Case and Impact Assessment that considered the AT Kearney recommendation, using a triple bottom line approach (economic, social, environmental) to provide Council with a comprehensive basis for making a fully informed decision.

Where the AT Kearney recommendation was not supported, other alternatives were to be considered and a series of options tabled for Civic Cabinet's consideration.

Council currently operates three public car parks on a commercial basis in Brisbane:

- King George Square Car Park
- Wickham Terrace Car Park
- Church Street Car Park

These car parks are managed by City Parking, a part of City Business. City Parking is also responsible for managing parking on other Council owned land for ad-hoc events such as circus visits and the annual Royal Queensland Agricultural Show.

Council provided an independent business consultant to unions to assist them in the detailed interpretation of each Business Case. Staff and Unions were fully consulted on the options considered in face to face meetings and were encouraged to provide feedback on the initial draft, which was incorporated in the final Business Case and Impact Assessment.



A full copy of the final BCIA, feedback from the draft BCIA and the two presentations given to E&C are attached.

## 12.0 CONSULTATION

The following key stakeholders were consulted during the course of developing the BCIA:

Noel Faulkner	Divisional Manager City Business - Provider
Ken Deutscher	Acting Divisional Manager, Urban Management - Purchaser Representative
Pam Warren	Divisional Accountant, City Business
Dennis McGreevy	Business Manager, City Parking, City Business
Alex Mitra	Operations and Events Manager, City Parking, City Business
Frank Riley	Manager, City Assets, City Governance
Martin Parker	Principal, Road Use Management, Urban Management
George Pund	Principal Urban Transport Manager, Urban Management
Peter Shaw	Project Manager, King George Square Redevelopment, City Business
Anthony Pennisi	Manager, Brisbane Commercial Services, City Business
Alex D'Ilario	Tax Advisor, City Governance
Ian Logan	Corporate Tax Advisor, City Governance
Bruce Corrie	Team Leader, Revenue Processing, City Business
Jill Lyten	Market Research Strategist, HR&SM
Anne Warwick	City Hall Facilities Manager, Customer & Community Services
Andrea Tamas	Business Development Manager, Customer & Community Services
Board Members	City Business Board
City Parking	Staff

Union Representatives including the Queensland Council of Unions.

The opinions of all those consulted were included in the Business Case and Impact Assessment where appropriate. Feedback received during the consultation process has been attached in full as an appendix to the BCIA.

### **13.0 ADVISORY BOARD RECOMMENDATION**

The Advisory Board is in agreement with the BCIA report in respect to City Parking. The option which the Advisory Board favours is that City Parking should look at increasing its share of the parking market by either leasing or purchasing other strategic sites.

### **14.0 IMPLICATIONS OF PROPOSAL**

Council will retain ownership of Car Parks and will manage them in-house (with the exception of the Church Street Car park should it be commercially developed). The business will be able to use its full enterprise powers, operate commercially and look for other revenue generating opportunities.

### **15.0 COMMERCIAL IN CONFIDENCE**

The BCIA contains information on City Parking's revenue and cost structure, valuations and yields, which is commercial in confidence.

### **16.0 CORPORATE PLAN IMPACT**

By retaining ownership and management of Car Parks, Council will be able to have a stronger influence over commuter behaviour that may impact on the accessible city and clean and green city themes of Vision 2010.

### **17.0 CUSTOMER IMPACT**

Car Park prices may increase to meet the market and the composition of permanent and casual car parking in Council owned car parks might change. As a result of identifying new opportunities for revenue, other Council-owned free car parks may become subject to a car-parking fee.

### **18.0 ENVIRONMENTAL IMPACT**

Nil.

### **19.0 POLICY IMPACT**

Transport and Traffic Branch may play a stronger role in policy development for car parking in the CBD in the future.

### **20.0 FUNDING IMPACT**

Nil. Any opportunities to expand the existing business will be subject to a separate business case.

### **21.0 HUMAN RESOURCE IMPACT**

Nil.

### **22.0 URGENCY**

As soon as possible.



### 23.0 PUBLICITY/MARKETING STRATEGY

Staff will be informed of Council's decision in the normal course of business.

### 24.0 OPTIONS

1. Approve the recommendation for Council to retain and improve the management of car parks by:

- investigating potential redevelopment opportunities for the Church Street car park to incorporate commercial car-parking, affordable housing and retail development. Council was to retain ownership of the land and receive an appropriate revenue stream.
- allowing the business to operate on a more commercial footing including having the ability to set pricing
- allowing the business to pursue opportunities to generate revenue from other free car parks owned by Council.

2. Not approve the recommendation.

**Option 1 is the preferred option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

28/2-6L

FILE NUMBER: 1/253(P4)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

1.0  
2.0  
3.0  
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7.0  
8.0  
9.0  
10.0

**TITLE**

Bonus payment Executive Service Officer

**ISSUE / PURPOSE**

To award a pro-rata bonus payment to [redacted]

**PROPONENT**

Jude Munro  
Chief Executive Officer

**SUBMISSION PREPARED BY**

Hayden Wright, Manager, Chief Executive's Office (MCEO), ext 34151

**DATE**

23 February 2005

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

For decision as delegate.

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

No.

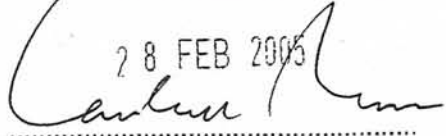
**RECOMMENDATION**

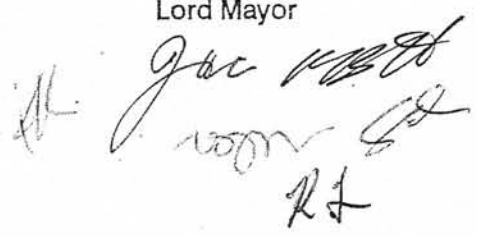
That [redacted] be awarded a bonus payment of [redacted] (pro-rata) of his notional salary for the period 1 July 2004 to 4 March 2005.

  
Jude Munro  
CHIEF EXECUTIVE OFFICER

RECEIVED  
28 FEB 2005  
OWN CLERK  
COMMITTEE SECTION

**APPROVED**

28 FEB 2005  
  
Lord Mayor



BCC PUBLICATION RELEASE  
10 YEAR RELEASE SCHEME



**BACKGROUND**

Civic Cabinet at its meeting held on 21 February 2005 declared the position of Manager, Brisbane Unit Development, redundant and that the services of the incumbent, [redacted] be terminated effective from 4 March 2005.

Under his contract of employment with the Council, [redacted] is entitled to a bonus payment of up to [redacted] based on his performance against his agreed Personal Performance Plan.

Legal advice obtained indicates that [redacted] would be entitled to be awarded a pro-rata bonus of a quantum reasonably approximated to his performance without regard to his departure from Council.

Accordingly, it is considered that a bonus payment of [redacted] of [redacted] notional salary would be reflective of his performances during the 2004/2005 financial year. It is at the same level as his bonus for the 2003/04 financial year. The pro-rata percentage for the period 1 July 2004 to 4 March 2005 would equate to [redacted].

The payment of this bonus will form part of [redacted] termination agreement.

12.0

**CONSULTATION**

Manager, Chief Executive Office  
Manager, Brisbane City Legal Practice

13.0

**IMPLICATIONS OF PROPOSAL**

Eligibility for a bonus payment is part of the Executive Service Contract.

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**

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 had been entered into and given the legal opinion obtained, Option 1 is recommended.

BCC PUBLICATION 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 - January 2005.

3.0 ISSUE/PURPOSE

Provision of relevant monthly travel report.

ACTION TAKEN

28 FEB 2005

4.0 PROPONENT

Noel K Faulkner, Divisional Manager City Business

TOWN CLERK

5.0 SUBMISSION PREPARED BY

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

RECEIVED

6.0 DATE

21 February 2005

28 FEB 2005

SECTION

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 January 2005.

**APPROVED**

28 FEB 2005

Lord Mayor

10.0 Noel K Faulkner  
Divisional Manager  
City Business

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

*Calvin...*  
*...*  
*...*  
*...*  
*...*

BCC 70 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 January 2005, for each Unit of Administration (showing travel actually undertaken during that month).

Attachment "A" shows details associated with travel undertaken in January 2005 which is not covered by the Travel Policy (being essentially travel by job applicants to attend interviews).

In summary, the position is as follows:

January 2005

### *Non-Commercial Operations*

a)	International Travel		
	(i)	Number of Bookings	0
	(ii)	Airfares	\$ 0.00
b)	Domestic Travel		
	(i)	Number of Bookings	4
	(ii)	Airfares	\$ 1,089.15
c)	Accommodation and Allowances Costs	\$	948.60
d)	Registration Fees for Conferences	\$	0.00
e)	Other Costs e.g. hire car	\$	359.60

**TOTAL** \$ 2,397.35



**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		\$ 1,439.59

**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 January 2005.
- (2) Not approve the recommendation.

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

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10 YEAR RELEASE