

**E&C RESULTS- 6 JUNE 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
06/06-1B M	24/1-B/2005(2)	HRSM	Local Government Association of Queensland (LGAQ) Annual Conference Delegates, Observers and Voting Entitlements.	Yes
06/06-2B M		HRSM	Appointment of Manager.	Yes
06/06-1K	264/125(7)	Urban Management	Draft Brisbane Local Government Area Pest Management Plan.	Held
06/06-2K M	364/48/2-D1413(1/A1)	Urban Management	Amendment to Council Reserve – Queensland Maritime Museum Park.	Yes
06/06-3K R	460/2(173)	Urban Management	Natural Assets and Planting Species Planning Scheme Policies.	Yes
06/06-4K R	460/2(191)	Urban Management	Mid 2005 Amendments to the Brisbane City Plan 2000.	Yes
06/06-5K R	295/8/3	Urban Management	eWater Cooperative Research Centre (eWater CRC).	Yes
06/06-6K	460/2(203)	Urban Management	Surrey Hills Estate Heritage Precinct.	Withdrawn
06/06-7K R	202/11-FN300/434A	Urban Management	Resumption of land at 434A Lake Manchester Road, Kholo.	Yes
06/06-1L B	BCL/1-CLT/230518	OLMCEO	Nuffield Pty Ltd (Nuffield) – Annual General Meeting (AGM) – Decisions under delegation of Council authority as sole shareholder.	Yes
06/06-2L R	338/23/1(4)	OLMCEO	Establishment of Corporate Improvement and Strategic Planning as a branch within the Office of the Lord Mayor and Chief Executive Officer.	Yes

**E&C RESULTS- 6 JUNE 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
06/06-3L M	240/7-2004/2005	OLMCEO	Contracts to provide Professional Services - Report for February 2005.	Yes
06/06-4L M		OLMCEO	Clarification and Implementation of Council Information Approval Policy	Yes
06/06-1M M	(4)12/51/1(P8)	City Business	Monthly Report - Delegation of Authority to Travel - April 2005.	Yes
06/06-1N M	392/55/0-2004/2005	CED	Community Support Funding Program 2004/2005.	Yes
06/06-2N M	234/51/121	CED	Community Housing Partnership Project Property allocation - 55 Waterworks Road, Red Hill.	Yes

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

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  
 10 YEAR REVIEW

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

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Local Government Association of Queensland (LGAQ) Annual Conference – Delegates, Observers and Voting Entitlements

3.0 ISSUE/PURPOSE

To gain E&C approval for Councillors to attend the LGAQ Annual Conference in Brisbane and to apportion Council's voting entitlements.

4.0 PROPONENT

Phil Minns, Divisional Manager, Human Resources & Strategic Management

5.0 SUBMISSION PREPARED BY

James Cole, Research Officer Intergovernmental Relations (IGRR), ext 35295

6.0 DATE

18 May 2005

**APPROVED**  
6 JUN 2005  
*Caroline Minns*  
Lord Mayor

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval

*John O'Connell*  
*JHC*  
*8/6*  
*KJ*

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

N/A

**RECEIVED**  
06 JUN 2005

9.0 RECOMMENDATION

COMMITTEE SECTION

- (i) That two Councillors be approved to attend the LGAQ Annual Conference as Council's official delegates. - CR Bernison & CR Coshman.
- (ii) That the two Councillors referred to in (i) be allocated Council's entitlement of 20 votes, to be shared in accordance with E&C's direction.
- (iii) That additional Councillors (precise number to be determined by E&C) be approved to attend the LGAQ Annual Conference as observers.

10.0 DIVISIONAL MANAGER

*Phil Minns*

Phil Minns  
HUMAN RESOURCES &  
STRATEGIC MANAGEMENT

- 10 votes to each of the two delegates.

I Recommend Accordingly  
*[Signature]*  
CHIEF EXECUTIVE OFFICER

**ACTION TAKEN**  
06 JUN 2005  
Page 1

TOWN CLERK IGRR.

## 11.0 BACKGROUND

The 2005 Annual Conference of the Local Government Association of Queensland (LGAQ) will be held in Brisbane from 29 August to 1 September.

Brisbane City Council (BCC) has traditionally allowed Councillors to attend this conference. BCC is permitted to provide two official delegates, and those delegates can exercise BCC's voting entitlement of 20 votes. These votes can be divided between the official delegates in any way that Council sees fit. At the 2004 conference, the votes were allocated to Cr Ann Bennison (10 votes) and Cr Carol Cashman (10 votes).

In addition to the official delegates, BCC is permitted to provide other attendees, who would be given 'observer' status. The Manager, Intergovernmental Relations, has also attended to assist BCC's attendees and to further manage BCC's relationships with other local governments.

BCC is currently represented on the LGAQ Executive by Cr Ann Bennison (Senior Vice President), with Cr Carol Cashman serving as BCC's alternate representative.

E&C's direction is sought regarding the identity of the official delegates and observers, and the division of voting entitlements between the delegates.

## 12.0 CONSULTATION

Cr Kim Flesser, Chairperson of Finance Committee  
Wendy Chadwick, A/Manager Intergovernmental Relations  
Both are in agreement.

## 13.0 IMPLICATIONS OF PROPOSAL

None anticipated.

## 14.0 COMMERCIAL IN CONFIDENCE

Nil

## 15.0 CORPORATE PLAN IMPACT

Consistent with Corporate Plan Section A *Regional and World City*, specifically, initiatives under *Our Services* aimed at:

- Developing regional, national and international alliances to advance Brisbane's interests and foster long-term economic, development, cultural and social opportunities.
- Participating in government networks and alliances to develop and promote cooperative regional and international initiatives.

## 16.0 CUSTOMER IMPACT

Nil

**17.0 ENVIRONMENT IMPACT**

Nil

**18.0 POLICY IMPACT**

Consistent with the established policy that the Brisbane City Council provides a voice on state-wide local government issues through its representation at the LGAQ's Annual Conference.

**19.0 FUNDING IMPACT**

There are no immediate budget implications for Brisbane City Council.

**20.0 HUMAN RESOURCE IMPACT**

Nil

**21.0 URGENCY**

Urgent – registrations for the conference have opened.

**22.0 PUBLICITY/MARKETING STRATEGY**

At the discretion of Civic Cabinet

**23.0 OPTIONS**

1. To endorse the attendance of Councillors and allocate the voting entitlements; or
2. To not endorse the attendance of Councillors.

Option 1 is recommended.

BCC PUBLICICATIONS SCHEME  
10 YEAR RELEASE

**SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE****2.0 TITLE**

Appointment of Manager, Managed ICT Services

**3.0 ISSUE/PURPOSE**

Following a process of advertising in late April 2005, 42 applications were received and 3 candidates were approached through search. Angela Martin and Lesley Cooper (Paxus People) conducted interviews with 11 candidates and conferred with the panel chair to determine candidates having best fit to the role. Six applicants were short listed and invited to interview for panel assessment.

At the conclusion of panel interviews four candidates were considered unsuitable for further evaluation. Detailed reference checking has been completed on the two candidates recommended for Civic Cabinet consideration.

Mr Phillip Redmond is highly recommended and is currently General Manager Service Operations, CITEC where he is responsible for 330 staff, a budget of \$27M and service delivery to public and private sector clients in Australian and New Zealand. He presents with a straightforward integrity and passion for customer service which is central to his sense of self rather than a corporate strategy to be adopted or not. While he lacks the strong technical background of other applicants, his track record in achieving negotiated service standards and delivering customer focus across a range of ICT services is outstanding. His capacity for engaging and leading people internally combined with exceptional relationship building skills qualify him for this role. Mr Redmond offers the promise of a change in culture and service delivery standards as part of the new executive team within iDivision.

Mr [redacted] is recommended for Civic Cabinet's consideration. He is currently working in his own consulting business after an IT career spanning more than 20 years, primarily in the banking sector. He brings a balance of technical strengths and highly developed relationship skills. His greatest strength as a manager is his capacity to win staff support and commitment through personal influence. He has demonstrated the capacity to lead cultural change and achieve customer focus in teams delivering service critical services in a 24/7/365 environment. He is a suitable candidate and would be expected to be capable in this role.

The following information is now provided:

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

Both criminal and business history checks will be undertaken on the successful applicant, as advised to all applicants, and further discussion undertaken should any issues arise.

**4.0 PROPONENT**

Tony Welsh, Chief Information Officer, as chair of a panel comprising Margaret Crawford, Divisional Manager Customer and Community Services, and Graham Davis, Divisional Manager Brisbane Transport.

**5.0 SUBMISSION PREPARED BY**

Anne-Marie Carroll, Managing Director, Merit Solutions, on behalf of Tony Welsh.

**6.0 DATE**

6 June 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

8.0 RECOMMENDATION

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

- 1. Mr Phillip Redmond  
redacted

to the position of Manager, Managed ICT Services within iDivision of Brisbane City Council, with a contract and salary to be negotiated.

9.0 DIVISIONAL MANAGER

*Tony Welsh*  
 Tony Welsh  
 Chief Information Officer  
 iDivision  
 Brisbane City Council

*[Signature]*  
 CHIEF OF POLICE

**APPROVED**

6 JUN 2005

*[Signature]*  
Lord Mayor

*JHC. OSA MB*  
*SA RA*

BCC PUBLIC INFORMATION SCHEME  
10 YEAR RELEASE

**ACTION TAKEN**

06 JUN 2005

TOWN CLERK

CACEO

**RECEIVED**

06 JUN 2005

COMMITTEE SECTION

1.0 FILE NUMBER

364/48/2-D1413(1/A1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Amendment to Council Reserve – Queensland Maritime Museum Park.

3.0 ISSUE/PURPOSE

To seek the approval to open road over part of the Queensland Maritime Museum Park.

4.0 PROPONENT

Terry Hogan Divisional Manager, Urban Management

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

20 May 2005

**ACTION TAKEN**

06 JUN 2005

TOWN CLERK

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

AOPC 1

For E&C approval.

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

No.

**APPROVED**

6 JUN 2005

9.0 RECOMMENDATION

That:

Lord Mayor

1. That Council consents to Little Dock Street being opened as road in accordance with Survey Plan 172808.
2. The Southbank Corporation will be responsible for all costs associated with the road opening.

**RECEIVED**

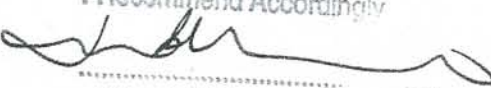
06 JUN 2005

10.0 DIVISIONAL MANAGER

  
 Terry Hogan  
 DIVISIONAL MANAGER  
 URBAN MANAGEMENT

COMMITTEE CLERK

I Recommend Accordingly

  
 CHIEF EXECUTIVE OFFICER

BCG 10 YEAR RELEASE SCHEME



## 11.0 BACKGROUND

The development of the intersection of Dock, Stanley and Vulture Streets, South Brisbane is a recently completed joint project between Council and the Southbank Corporation.

The Southbank Corporation was responsible for providing frontage works in Vulture Street, the formal closure of part of Stanley and Sidon Streets and the extension of the Energex Arbor linking with Council's new pedestrian / cycle crossing at the intersection. Stanley and Sidon Streets have been fully closed where they intersect with Vulture Street (northern Side) and as a result the only access into Sidon Street will be via Little Dock Street.

In conjunction with this work, Council identified work under the Blackspot Program at the intersection of Dock and Vulture Streets to address a poor accident history. All works have now been completed and it will be necessary to excise approximately 744 square metres for road purposes.

In addition a small area of approximately 45 square metres will be severed from the Queensland Maritime Museum Park and it is intended to include it with the balance of Lot 413 on SL11409. The land will subsequently be transferred to the Queensland Academy of Sport.

### Attachments

1. Plans referred to in recommendation.
2. Locality Plan.

## 12.0 CONSULTATION

Cr Helen Abrahams, Chairperson, Environment & Sustainability Committee  
Steve Lintern, Principal Program Officer, Environment and Parks

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

## 13.0 IMPLICATIONS OF PROPOSAL

No adverse implications. Little Dock Street has been formed and open to traffic for many years and the Maritime Museum lease is not affected.

## 14.0 COMMERCIAL IN CONFIDENCE

Nil.

## 15.0 CORPORATE PLAN IMPACT

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

7 1 2 1

Transport Network - Construct (or acquire) the network

## **16.0 CUSTOMER IMPACT**

Key customer service improvements on completion of construction will include improved traffic safety and mobility.

## **17.0 ENVIRONMENTAL IMPACT**

Nil

## **18.0 POLICY IMPACT**

Nil

## **19.0 FUNDING IMPACT**

Nil

## **20.0 HUMAN RESOURCE IMPACT**

No impact.

## **21.0 URGENCY**

In the normal of business.

## **22.0 PUBLICITY / MARKETING STRATEGY**

Not applicable.

## **23.0 OPTIONS**

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

Option 1 is preferred and recommended.

1.0 FILE NUMBER: BCL/1-CLT/230518 (Cross reference to File Number 295/8/3)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Nuffield Pty Ltd (Nuffield) – Annual General Meeting (AGM) – Decisions under delegation of Council authority as sole shareholder

3.0 ISSUE/PURPOSE

To approve proposals and make decisions at the Nuffield AGM under delegated authority of Council as sole shareholder in Nuffield

4.0 PROPONENT

Jude Munro, Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Kirsten Thatcher (D5SOL), Solicitor, Brisbane City Legal Practice, ext 35984

6.0 DATE

30 May, 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 determine in accordance with the Draft Decision in Attachment A.

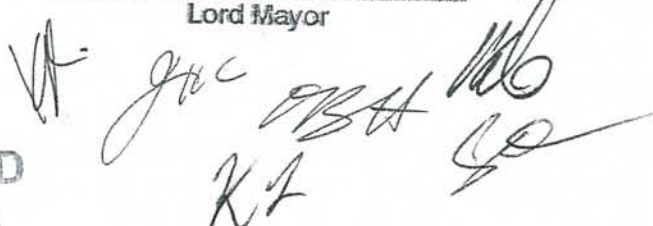
10.0 CHIEF EXECUTIVE OFFICER

  
Jude Munro  
Chief Executive Officer

**APPROVED**

6 JUN 2005

  
Lord Mayor



RECEIVED

06 JUN 2005

COMMITTEE SECTION

RESOLUTION TAKEN

06 JUN 2005

TOWN CLERK

## **11.0 BACKGROUND**

### **The Current Position**

It is proposed that Nuffield Pty Ltd, a wholly-owned subsidiary 'shelf' company of Council participate in the eWater Cooperative Research Centre ("eWater CRC") on Council's behalf. In order for Council to appoint Nuffield Pty Ltd as its agent to participate in the eWater CRC, it is necessary under the enterprise provisions of the LGA for Council to resolve to engage in an enterprise through Nuffield Pty Ltd. A submission has been made to the E&C Committee for recommendation to Council to make such a resolution (File Number 295/8/3). Subject to Council making this resolution, it is proposed that the resolutions listed at Attachment A be approved by E&C.

Nuffield Pty Ltd is a company limited by shares and thus is a permissible company under the enterprise provisions of the Local Government Act 1993. At present, Nuffield Pty Ltd has no effective role since the closure of the Councillors' Superannuation Fund, of which it was trustee. Mr John Orange is the sole director. Mr George Fletcher is company secretary. Ownership of the company by Council is reflected by two (2) \$1 shares directly owned by Council. The company has adopted the form of Constitution approved by the Council's Holding Entity Committee for use by all Council subsidiary companies.

Council has resolved to delegate to the HEC Committee (now E&C Committee), its powers to exercise any power or authority conferred on the Council by the articles, rules or constitution of a company or other body or entity. These delegated powers include the power to make decisions as shareholder of Nuffield under its constitution at a general meeting of the company. A General Meeting for Nuffield has been arranged to be conducted at the meeting of E&C on 6 June 2005. A copy of the notice of the General Meeting setting out the agenda for the meeting is attached (Attachment B).

## **12.0 CONSULTATION**

- Barry Ball, Manager, Water Resources
- George Fletcher, Brisbane City Legal Practice
- Kirsten Thatcher, Brisbane City Legal Practice
- Nuffield's sole Board member, John William Orange

All are in agreement with the recommendation.

## **13.0 IMPLICATIONS OF PROPOSAL**

Proposals for resolution at General Meeting are consistent with existing policy for Nuffield.

## **14.0 COMMERCIAL IN CONFIDENCE**

Yes

## **15.0 CORPORATE PLAN IMPACT**

In line with Corporate Plan

## **16.0 CUSTOMER IMPACT**

In line with objects of Nuffield Pty Ltd identified in the Constitution

## **17.0 ENVIRONMENTAL IMPACT**

Improved management of Water Resources in Brisbane and South East Queensland.

## **18.0 POLICY IMPACT**

Consistent with current policy

## **19.0 FINANCIAL IMPACT**

The cash contribution is comprised of [redacted] / year for seven years.

The in-kind contribution is comprised of 0.5 FTE valued at approximately [redacted] / year and [redacted] / year in-kind non-salary (ie. non-salary project in-kind eg. data monitoring information and collection)

No change to base budget will be required as this amount will replace the funds currently committed to the CRC for Catchment Hydrology and CRC for Coastal Zones and Estuaries. The budget is part of base funding in Service 9.2.2.1 – Assess Ecosystem Health.

(Note that Nuffield Pty Ltd on behalf of Council, has the opportunity to withdraw from the CRC with 12 months notice, if needed – refer to Clause 30.1(a) of the Participants' Agreement provides "Subject to the Commonwealth Agreement and this clause 30 a Participant may retire from the Centre by giving 12 months' notice to each other Party.")

## **20. HUMAN RESOURCE IMPACT**

0.5 FTE committed from across organisation.

Enhanced capacity of staff to share information and use of products.

## **21.0 URGENCY**

Required urgently. The date to sign the Commonwealth Grant Agreement, the eWater Ltd Constitution and the eWater CRC Participants Agreement is 13 June, 2005

## **22.0 PUBLICITY/MARKETING**

Not applicable.

## **23.0 OPTIONS**

Option 1: Approve the recommendation

Option 2: Do not approve the recommendation

Option 3: Approve the recommendation on certain conditions

**Option 1 is the preferred option**

1.0 FILE NUMBER: 240/7-2004/2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Contracts to Provide Professional Services - Report for February 2005

3.0 ISSUE / PURPOSE

The purpose of this submission is to seek E&C approval for the consultancies commissioned in February 2005.

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

23 May 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 February 2005 as attached.

10.0



Jude Munro  
CHIEF EXECUTIVE OFFICER

ACTION TAKEN

06 JUN 2005

TOWN CLERK

PAMCEO

RECEIVED

06 JUN 2005

COMMITTEE SECTION

**APPROVED**

6 JUN 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 \$7,668,673.48\*\* during the month of February 2005 are attached.

*\*\* Includes a consultancy for Newstead RiverPark for \$5,000,000 to Mirvac.*

**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

Clarification and Implementation of Council Information Approval Policy

3.0

ISSUE/PURPOSE

To seek the approval of E&C to proposed interim clarification and implementation measures proposed in respect of the Council Information Policy.

4.0

PROPONENT

Jude Munro  
Chief Executive Officer

ACTION TAKEN

06 JUN 2005

TOWN CLERK

MMC

5.0

SUBMISSION PREPARED BY

Sue Rickerby, Manager Marketing and Communication (ext. 35491)

6.0

DATE

27 May 2005

RECEIVED

06 JUN 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 ORDINANCE

Not applicable.

9.0

RECOMMENDATION

That E&C grant approval as an interim measure for the following interim clarification and implementation proposals in respect of the Council Information Policy:-

- (a) the approval of the list in Attachment "A" <sup>as amended</sup> which constitutes "Council Information" for the purposes of the Council Information Policy and what does not;
- (b) the implementation process specified in Attachment "B" (options ~~1 or 2~~ with supporting matrix for Option 1 of Chairperson areas of responsibility;
- (c) this approval and measures in it to take effect from ~~1 July~~ 6 June 2005.

10.0

CHIEF EXECUTIVE OFFICER



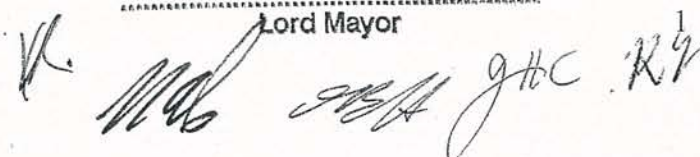
Jude Munro  
Chief Executive Officer

**APPROVED**

6 JUN 2005

APPROVED BY

Lord Mayor





## 11.0 BACKGROUND

On 24 May 2005, Council by resolution No.852/2004-05 approved the adoption of the Council Information Policy (the "Policy") which essentially required that all Council Information (as defined in that Policy) should be presented to Establishment and Coordination Committee for approval unless it fell within one of the following exceptions:-

- (a) any publication that is produced and distributed by a Councillor in accordance with the Ward Expenditure Account; and
- (b) the annual budget documents prepared and presented by the Lord Mayor.

The Resolution also provided for:-

- (a) a review of existing policies and procedures to look for inconsistencies and ways to resolve those inconsistencies;
- (b) the development of guidelines and procedures in relation to implementation;
- (c) the development of new delegations to Council Officers in respect of approval of Council Information.

with the intent that a further resolution of Council would be sought to implement the recommendations of that review.

An example of policies potentially affected by this resolution is in Attachment "C".

While that review is already underway, consultation with the organisation on the implementation issues surrounding this policy has identified the need for some urgent temporary clarification and implementation guidelines to be developed.

The purpose of this E&C is to approve those temporary measures.

These are:-

- 1) Manager M&C has consulted with a wide range of Council officers on which information material may be affected, listed at Attachment "A".
- 2) Manager M&C has developed two options for the process by which material may come to E&C. Option 1 provides for all relevant material to be listed and the list sent to the relevant Chair and/or Lord Mayor as per the matrix (also in Attachment "B"). Some of this list of material may then be sent on to E&C if required. Option 2 provides for the relevant list of all materials to be sent to E&C for decision. Both options have a range of approval/non-approval options, depending on level of scrutiny required.
- 3) It is proposed that the new process should take effect from 1 July 2005, and that in the meanwhile the status quo should continue.

## 12.0 CONSULTATION

Consultation has taken place with the CEO, Senior Executives and with the Communication Reference group, comprising representatives from all Divisions who have a communication function. Further information was also received by memo on 27/05/05 from Deputy Mayor via CEO's office and this has been considered in this submission.

All are in agreement with the recommendations.

## 13.0 IMPLICATIONS OF PROPOSAL

The approval of this resolution will assist the organisation in the speedy implementation of this policy.

## 14.0 CORPORATE PLAN IMPACT

None perceived.

## 15.0 CUSTOMER IMPACT

Approval of this submission will ensure that Council will continue to be able to continue to provide Council Information to the Public during the implementation phase of the Council Information Policy.

## 16.0 ENVIRONMENTAL IMPACT

Nil.

## 17.0 POLICY IMPACT

Nil.

## 18.0 FINANCIAL IMPACT

Nil

## 19.0 HUMAN RESOURCE IMPACT

Approval of this submission will ensure that the construction of the Council Information Impact will have minimal impact on Council staff.

## 20.0 URGENCY

Urgent. To ensure minimal impact on Council staff and service provision.

## 21.0 PUBLICITY / MARKETING STRATEGY

None required apart from internal communication.

22.0 OPTIONS

- 1) Approve the recommendations.
- 2) Not approve the recommendations.  
Option (1) is the preferred option.

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 - April 2005

3.0 ISSUE/PURPOSE

Provision of relevant monthly travel report.

4.0 PROPONENT

Noel K Faulkner, Divisional Manager City Business

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

24 May 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For information purposes.

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

No.

9.0 RECOMMENDATION

That the Establishment and Co-ordination Committee note the information submitted on approved travel for April 2005.

10.0 Noel K Faulkner  
Divisional Manager  
City Business

**APPROVED**

6 JUN 2005

Lord Mayor

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

RECEIVED

6 JUN 2005

COMMITTEE SECTION

BCC 20 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 April 2005, for each Unit of Administration (showing travel actually undertaken during that month).

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

April 2005

### *Non-Commercial Operations*

a)	International Travel	
	(i) Number of Bookings	4
	(ii) Airfares	\$ 6,581.90
b)	Domestic Travel	
	(i) Number of Bookings	33
	(ii) Airfares	\$ 8,278.76
c)	Accommodation and Allowances Costs	\$ 15,335.48
d)	Registration Fees for Conferences	\$ 17,806.30
e)	Other Costs e.g. hire car	\$ 1,913.37
	<b>TOTAL</b>	<b>\$ <u>49,915.81</u></b>

**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		\$ 3,161.05

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

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

1.0 392/55/0-2004/2005  
SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Community Support Funding Program 2004/2005.

3.0 ISSUE/PURPOSE

To seek approval for the allocation of funds for the Community Support Funding Program 2004/2005.

4.0 PROPONENT

Margaret Allison, Divisional Manager, Community & Economic Development (x34110).

5.0 SUBMISSION PREPARED BY

Lyn Trinder, Program Officer, Community Partnerships, Community & Lifestyle (x36464).

6.0 DATE

30 May 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 ORDINANCE?

No.

9.0 RECOMMENDATION

It is recommended that the attached list of applications (Attachment 1) recommended for funding under the Community Support Funding Program be approved.

10.0 DIVISIONAL MANAGER

**ACTION TAKEN**

06 JUN 2005

TOWN CLERK

POCP

*Margaret Allison*  
Margaret Allison  
DIVISIONAL MANAGER  
COMMUNITY & ECONOMIC DEVELOPMENT

*Graeme Jones*  
Graeme Jones  
ACTING MANAGER  
SOCIAL POLICY

I Recommend Accordingly

*shdh*  
.....  
CHIEF EXECUTIVE OFFICER

**APPROVED**

6 JUN 2005

Lord Mayor

*[Signatures]*  
.....  
Lord Mayor

**RECEIVED**

06 JUN 2005

COMMITTEE SECTION



## 11.0 BACKGROUND

An allocation of \$250,000 is available for the Community Support Funding Program in the 2004/2005 budget.

Approval is sought to pay the grants for the Community Support Funding Program. If it is approved, CED will provide funding to organisations listed on Attachment 1.

Details of eligibility guidelines are as follows:

Applicants must demonstrate that they -

- < are an incorporated body with not-for-profit objectives;
- < pay general rates to Brisbane City Council;
- < increase access to social goods and services in Brisbane;
- < are not a gaming machine licensed organisation;
- < are not a kindergarten or child care organisation;
- < do not lease from Brisbane City Council.

It is also stated in the guidelines that preference may be given to small community based organisations that own only one property and to groups that have less than \$50,000 as operational surplus, excluding surplus funds from the sale of assets.

One hundred and three (103) applications were received for the Community Support Funding Program.

## 12.0 CONSULTATION

Graeme Jones - Acting Manager Social Policy.

Helen Wallace - Senior Program Officer Community Development, Social Policy.

All are in agreement with the recommendations.

## 13.0 IMPLICATIONS OF PROPOSAL

Successful applicants will benefit from financial assistance from Council, which will help relieve financial hardship.

## 14.0 CORPORATE PLAN IMPACT

4.4 - Strong Local Communities

4.5 - Diverse and Inclusive City

## 15.0 CUSTOMER IMPACT

This program aims to reduce the financial hardship being experienced by groups providing community services in Brisbane. This program will increase their ability to continue the delivery of their valuable services/programs/facilities for the Brisbane community.

## 16.0 ENVIRONMENT IMPACT

This proposal will not affect the physical environment, but will contribute to supporting the City's social infrastructure and quality of life for Brisbane residents.

## 17.0 POLICY IMPACT

This funding program delivers a Council contribution to social infrastructure in a transparent and consistent way. It is an explicit approach to the provision of Community Service Obligations in the area of rates.

## 18.0 FUNDING IMPACT

Applicants are assessed as:

Category A: community based service organisations who deliver a service or provide a facility for the benefit of the community, or a particular disadvantaged group; or

Category B: general leisure and lifestyle program and facility providers for sport, recreation and cultural activities.

The budget of \$250,000 is distributed to all eligible applicants in the following way. The maximum funding offered in previous years has been to fund up to 50% of the general rates for Category A and up to 25% for category B. Last year Category A was funded for 37% while Category B was funded for 18% of their annual general rates.

The following approach is proposed for this year's allocation:

That 72 applications in Category A be funded for 39% of their annual general rates totalling \$223,922.17.

That 20 applicants in Category B be funded for 20% of their annual general rates totalling \$26,197.84.

The total proposed expenditure is \$250,120.01.

Eleven (11) applications have an operational surplus over \$50,000 and are not recommended for funding.

Funding is available under Activity Code: CD16 Task 5000 Natural Account Code 733.

## 19.0 HUMAN RESOURCE IMPACT

Nil.

**20.0 URGENCY**

It is desirable to have the funds allocated for distribution prior to the end of this financial year.

**21.0 PUBLICITY/MARKETING STRATEGY**

All applicants will be advised of the results of their submission within 10 working days of approval by the Establishment and Co-ordination Committee. Successful applicants will receive a letter from the Lord Mayor. The amount granted will be credited to their next rates account.

**22.0 OPTIONS**

1. That the recommendations in Attachment 1 for a 39% rebate for Category A applicants and 20% rebate for Category B be approved. This totals \$250,120.01 and slightly exceeds the current budget of \$250,000. The additional \$120.01 is available from the Social Policy budget.
2. That the Establishment and Co-ordination Committee vary the rebate proportion.

**Option 1 is recommended.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

6/6 - 2N

1.0 FILE NUMBER

234/51/121

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Community Housing Partnership Project property allocation – 55 Waterworks Road, Red Hill.

3.0 ISSUE/PURPOSE

To approve allocation of 55 Waterworks Rd, Red Hill to Red Hill Paddington Community Centre to provide crisis and transitional housing under the Community Housing Partnership Project.

4.0 PROPONENT

Margaret Allison, Divisional Manager Community and Economic Development.

5.0 SUBMISSION PREPARED BY

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

Monica Muller, Metropolitan Resource Officer Housing ext. 36504.

6.0 DATE

24 May 2005

**APPROVED**  
6 JUN 2005  
*[Signature]*  
Lord Mayor  
*[Signatures]*

NOT TAKEN  
9 6 JUN 2005  
CLERK

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E&C Approval.

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

N/A

9.0 RECOMMENDATION

That the Council property at 55 Waterworks Road, Red Hill, be leased to Red Hill Paddington Community Centre at 'peppercorn rent' under the terms of the Community Housing Partnership Project for an initial period of three years (2005-2008), with the option of renewal for a further four periods of five years (2008-2028) at Council's discretion and subject to the terms of the service agreement being met.

10.0 DIVISIONAL MANAGER

*[Signature]*  
CHIEF EXECUTIVE OFFICER

**RECEIVED**  
06 JUN 2005

COMMITTEE SECTION

Margaret Allison  
DIVISIONAL MANAGER  
COMMUNITY & ECONOMIC DEVELOPMENT

Graeme Jones  
A/MANAGER SOCIAL POLICY

## 11.0 BACKGROUND

The Community Housing Partnership Project (CHPP) has been established to allow community organisations to use surplus Council residential properties for crisis and transitional housing for people who are, or have recently been, homeless.

Council purchased the property at 55 Waterworks Road, Red Hill as part of the upgrade to Waterworks Road, as the front of the property was required to widen the road. The road works are now complete and the required section of the site has now been taken. The remainder of the property, which includes a residential building, is therefore surplus to Council requirements. This building is a weatherboard character property containing four, one-bedroom flats.

The property was offered to Brisbane Housing Company for their consideration, however the property was not of interest to them. The Department of Housing (DoH) was approached to provide upgrade funding for this property to allow its use as part of the CHPP. However, due to the age and construction of the property and the costs involved, the DoH declined to fund upgrades to this property.

Red Hill Paddington Community Centre (RHPCC) undertook a Council funded project exploring options to identify government owned properties which may be suitable for use as affordable or transitional housing and alternative funding sources to upgrade these properties. As part of this project, RHPCC were keen to see 55 Waterworks Road, Red Hill, be utilised as affordable or transitional housing. They have developed partnerships with the private sector to assist with significant upgrades to this particular property.

RHPCC have recently made application to lease the property through the CHPP in partnership with Metropolitan Association Towards Community Housing Inc (MATCH). On 7 February 2004, E&C approved a list of preferred providers and a reserve list of providers for this program, based on a set of criteria and assessed by a panel of Council staff and external advisers. MATCH was approved on this date as a preferred provider.

To secure the support of private sector partners RHPCC require the security of a long-term commitment by Council. It is proposed that an initial three year lease be offered from 2005-2008 to give RHPCC time to demonstrate the ongoing financial viability of the property. The option of a further four five-year leases with terms agreed by both parties from 2008-2028 would be offered on the condition that ongoing viability had been demonstrated during the initial three year lease period and at each five year review. Brisbane City Legal Practice advise that five-yearly leases would provide a reasonable level of security for the lessee given that the lease would be extended if the terms of the lease are met.

## 12.0 CONSULTATION

Lord Mayor Campbell Newman  
Cr Kerry Rea, Chairperson Community Services Committee  
Cr David Hinchliffe, Councillor for Central Ward  
Frank Riley, Manager, City Assets  
Paul Grove, Development Manager, City Assets  
Kath Houston, Brisbane City Legal Practice  
Joe Veraa, A/Team Leader, Access and Equity Team, Community Development Services  
Rachel Watson, Community Development Officer Housing, Community Development Services

**All consulted are in agreement with the recommendation.**

## 6.0 IMPLICATIONS OF PROPOSAL

The proposal will enable Council to support a range of social housing organisations by the provision of additional housing for crisis and transitional accommodation through the Community Housing Partnership project.

## 7.0 COMMERCIAL IN CONFIDENCE

## 8.0 CORPORATE PLAN IMPACT

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

## 9.0 CUSTOMER IMPACT

Community members requiring short term housing will be assisted through the availability of additional accommodation options and will have greater access to support towards long term accommodation.

## 10.0 ENVIRONMENTAL IMPACT

Nil.

## 11.0 POLICY IMPACT

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

## 12.0 FINANCIAL IMPACT

Funding of \$85,000 was approved for this program in 2004-2005 as part of the Opportunities for All Budget.

## 13.0 HUMAN RESOURCE IMPACT

Nil

## 14.0 URGENCY

In the normal course of business.

## 15.0 PUBLICITY/MARKETING STRATEGY

At the discretion of the Lord Mayor and Chairperson, Community Services Committee. Although some publicity may occur around the allocation of properties to recommended organisations, actual property locations and uses should not be disclosed as this may compromise the management of the premises (eg Women's Shelter).

**E&C RESULTS – 14 JUNE 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
14/06-1K	234/70/419	Urban Management	Brisbane City Council representatives to Working Groups under the Council of Mayors (SEQ).	Held
14/06-2K	264/125(7)	Urban Management	Draft Brisbane Local Government Area Pest Management Plan.	Held
14/06-1P M	467/26	MIPO	North-South Bypass Tunnel - Shortlisted Proponents.	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 INFORMATION 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 – Shortlisted Proponents.

3.0 ISSUE/PURPOSE

The purpose of this submission is to agree the shortlisted proponents who will be invited to submit tenders for the North-South Bypass Tunnel.

4.0 PROPONENT

David Stewart, Executive Manager, Major Infrastructure Projects Office.

5.0 SUBMISSION PREPARED BY

David Stewart, Executive Manager, Major Infrastructure Projects Office  
- 37335.

6.0 DATE

7 June 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:

1. Endorse the recommendations of the Expressions of Interest Evaluation Panel, outlined in its report in Attachment A; and
2. Agrees that Commercial in Confidence for CEO and E&C.

10.0 DIVISIONAL MANAGER

David Stewart  
Executive Manager  
Major Infrastructure Projects Office

*Approved 14.6.05 .  
Comm. in confidence  
on original subm.*

*R.*



## 11.0 BACKGROUND

On 7 March 2005, Council invited interested organisations to submit Expressions of Interest to be shortlisted for the North-South Bypass Tunnel (NSBT) project.

Respondents were to supply sufficient information to enable selection of a competent and competitive Shortlist, which would then be invited to submit tenders.

Applications were received from three consortia (respondents) outlined in the following table.

CONSORTIUM	MEMBERS OF THE CONSORTIUM
Respondent A	Commercial in Confidence for CEO and E&C
Respondent B	Commercial in Confidence for CEO and E&C
Respondent C	Commercial in Confidence for CEO and E&C

The Panel ranked Respondent B ahead of Respondents A and C, not only in relation to the specific evaluation criteria but also in overall commitment to the RFP process and to the NSBT. However, there was little difference in the relative rankings of Respondents A and C.

The following table is an extract from the Evaluation Panel's Report that is included as Attachment A and provides the [Evaluation] Panel's summary comments and weighted score for each respondent.

RESPONDENT	SUMMARY COMMENT	WEIGHTED SCORE
Respondent A	<ul style="list-style-type: none"><li>Commercial in Confidence for CEO and E&amp;C</li></ul>	
Respondent B	<ul style="list-style-type: none"><li>Commercial in Confidence for CEO and E&amp;C</li></ul>	
Respondent C	<ul style="list-style-type: none"><li>Commercial in Confidence for CEO and E&amp;C</li></ul>	

The [Evaluation] Panel concluded that [Commercial in Confidence for CEO and E&C].

## 12.0 CONSULTATION

The Chief Executive Officer has been consulted and agrees with the recommendations.

## 13.0 IMPLICATIONS OF PROPOSAL

The announcement of the shortlist is the next stage in the procurement process, with the shortlisted proponents being requested to prepare tenders in accordance with the Request for Proposal documents.

## 14.0 COMMERCIAL IN CONFIDENCE

It is expected that the Shortlist will be announced publicly but the individual respondent's submissions, the evaluation panel's ranking and weighted scores for individual respondents, are commercial in confidence.

## 15.0 CORPORATE PLAN IMPACT

The completion of the North-South Bypass Tunnel project 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**

Nil.

**19.0 FINANCIAL IMPACT**

By inviting tenders, the Council is committing to pay unsuccessful proponents \$2.5 million upon receipt of a conforming tender and a further \$1.0 million if Council requests additional documentation up to contract award. These payments recognise the quantum of each proponent's bid costs, which are likely to be in the order of \$20 million. The proponents also have an expectation that Council will enter into a contract for the NSBT if a suitable tender is received that is less than Council's public sector comparator.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

In the normal course of business.

**22.0 PUBLICITY/MARKETING**

It is expected that media statements will be made announcing the shortlisted proponents. It is preferable that these statements provide clear bipartisan commitment to the project.

**23.0 OPTIONS**

Option 1: Accept the recommendation.

Option 2: Not accept the recommendation.

Option (1) is the preferred option.

**E&C RESULTS- 20 JUNE 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
20/06-1B M	38-05/00-PO/030	HRSM	Residential Accommodation for the first "Growing Executive Leaders Program" Development Program.	Yes
20/06-2B		HRSM	Appointment	Held
20/06-1F R	320/38- GQ950/2141(34)	City Governance	Claim for compensation from the Queensland Department of Main Roads arising from the resumption of land at Samford Road, Keperra.	Yes
20/06-1K		Urban Management	Regional Drought Management Strategy - Trigger 1 strategies and Level 1 water restrictions under the Water Act 2000.	Held
20/06-2K M	202/11-LE185/44	Urban Management	Purchase of riverfront land for Bushland Purposes - Part of 44 Cliveden Avenue, Oxley the Congregation of the Passion in Australia St Mary's Retreat.	Yes
20/06-3K M	234/70/419	Urban Management	Brisbane City Council representatives to Working Groups under the Council of Mayors (SEQ).	Yes Amended
20/06-4K R	264/125(7)	Urban Management	Draft Brisbane Local Government Area Pest Management Plan.	Yes Amended
20/06-1L R	442/133/1	OLMCEO	Stores Board Report - Submissions for approval by the Establishment and Coordination Committee (Logica CMG and Hummingbird)	Yes
20/06-1N M	234/37/TBA 2004/2005	- CED	Change of company status of Major Brisbane Festivals Pty Ltd to a not-for-profit organisation.	Yes
20/06-2N M	364/150/2-NQ420/134	CED	Funding agreement with Arts Queensland and Metro Arts and lease of the former sub-station at Kedron Park for arts and cultural activities as a Pilot Project.	Yes

Present - Campbell Newman, C E Bermingham, P Cumming, H J Abrahams, G M Quirk, K Flessner, K M Rea.

1.0 FILE NUMBER : 38-05/00-PO/030

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Residential Accommodation for the first "Growing Executive Leaders Program" Development 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 "Growing Executive Leaders Program" Development Program. All other workshops throughout the life of the program are non-residential.

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

27 May 2005

ACTION TAKEN

27.0 JUN 2005

RECEIVED

29 JUN 2005

TOWN CLERK

COMMUNICATION

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 PUBLICATION SCHEME  
10 YEAR RELEASE

9.0 RECOMMENDATION

That E&C grant approval for the Koolamara Conference Centre to be the residential venue for the first BCC "Growing Executive Leaders Program" Development Program, from 6 May to 8 May (inclusive) 2005, at a total estimated cost of \$6,840 (for 18 people).

10.0 DIVISIONAL MANAGER



Phil Minns  
Divisional Manager  
Human Resources & Strategic Management

I Recommend Approval of



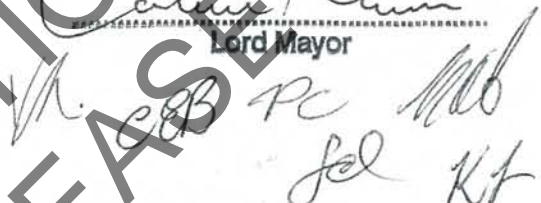
CHIEF EXECUTIVE OFFICER

**APPROVED**

20 JUN 2005



Lord Mayor



BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE

## 11.0 BACKGROUND

This will be the first "Growing Executive Leaders Program" to be run in BCC and S-E Queensland. This 18-month development program runs from April 2005 through to December 2006. The facilitators for the program are Scott Arbuthnot and Viv Read, from the consulting firm Arbuthnot & Associates and contracted under a panel arrangement, Contract No. B30009-02/03.

The "Growing Executive Leaders Program" in BCC is designed for Bands 7, 8 and SOS level leaders from South East Queensland (SEQ) Councils, and is for staff members wishing to:

- increase their readiness for senior executive roles;
- increase their versatility to lead in areas of executive level responsibility;
- undertake challenging executive level learning assignments and leadership responsibilities outside their traditional area of expertise;
- extend the substantial personal and professional development they have already accomplished and influence the future of South East Queensland; and
- finally to fully participate and stretch themselves until the program has been completed.

Growing Executive Leaders Program is, as the name suggests, designed to help SEQ Councils 'grow' some of their own future leaders and build internal capability for executive roles.

Some participants will rotate to other work areas throughout the program. Others will remain in their substantive role while still engaging in challenging learning activities.

In addition to several learning workshops, Growing Executive Leaders Program utilises innovative learning processes including a facilitated online learning community, peer and executive coaching, personalised study assignments, role rotations and/or high-level projects and assignments.

In time, energy and commitment terms, Growing Executive Leaders Program is the equivalent of an Action Learning Post-Graduate Diploma. Role rotations and in-role assignments offer participants equal (quantities of) opportunities for challenge and learning.

### 11.1 RESIDENTIAL COMPONENTS OF PROGRAMS

The cost represents 'best value' and is significantly lower than for previously used locations such as Clear Mountain Conference Centre and Tranquil Park Mountain Resort.

The venue for the residential component is required to accommodate up to 16 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.

## 12.0 CONSULTATION

Previous consultation regarding the Growing Executive Leaders Program has been supported by:

- EMT
- HR Council
- Divisional Management Teams
- Gold Coast City Council

All are in agreement with the proposed recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

See attached Briefing Note regarding impact of residential style learning on leadership programs such as Growing Executive Leaders Program.

## 14.0 CORPORATE PLAN IMPACT

**Program 10** Organisational Capability:

Capable Workforce

**Strategy 10.3.1** Right shape, skills & behaviours

**Service 10.3.2** Capability development & reshaping our workforce

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

**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 (\$9,850 per participant and \$9,000 for Gold Coast City Council participants) with each Division and Gold Coast City Council funding the participation of its own officers, over 3 financial years. Divisions and Gold Coast City Council 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 total cost of the 3-day residential is approx \$22,408 and includes:

- Venue \$ 6,840
- Facilitators \$15,000
- Transport \$ 520
- Miscellaneous \$ 48 (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.

BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE



## 21.0 PUBLICITY/MARKETING STRATEGY

Internal promotion via EMT, Divisional Managers, HR Managers, Strategic Change Coordinators & Business Services Managers, Administration Groupwise advice and Learning Calendar listing in addition to previous Leadership program alumni. The program was also marketed directly to all Band 7, 8 and SOS staff. Promotion to other SE Queensland Regional Council was via several avenues, including the Manager, Regional Collaboration and Commercial Projects, and Managers and program coordinators from HR Services.

## 22.0 OPTIONS

1. Approve the recommendation that Koolamara Conference Centre be selected as the venue for the residential component of the first Growing Executive Leaders Program 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:

202/11-LE185/44

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Purchase of riverfront land for Bushland Purposes - Part of 44 Cliveden Avenue, Oxley  
The Congregation of the Passion in Australia St Mary's Retreat

3.0 PURPOSE/ISSUE

To recommend acceptance on an offer to transfer land to Council

4.0 PROPONENT

Terry Hogan, Divisional Manager, Urban Management Division.

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

10 June 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.

ACTION TAKEN

20 JUN 2005

TOWN CLERK

AOPCI

RECEIVED

20 JUN 2005

COMMITTEE SECTION

BCC PUBLICATION RELEASE SCHEME  
10 YEAR RELEASE

9.0 RECOMMENDATION

It is recommended that E&C approve that the offer set out in Schedule 1 Parts 1 and 2 be accepted

Schedule 1

Part 1	Details of Transfer
Owner	The Congregation of the Passion in Australia St Mary's Retreat
Subject Property	Proposed Lot 8 on Plan SP172192 being Lots 1/5 on Plan RP29776 and Lots 1 on Plan RP29778 and part of Lot 2 on Plan RP29778, Parish of Oxley – Area 10.5925 hectares. Address – 44 Cliveden Avenue, Oxley
Purpose of Transfer	Bushland Purposes
Part 2	Details of Offer
Amount of Offer	1. redacted 2. Reasonable disturbance costs (if claimed) 3. Council pays for all surveying and title amendment costs
Terms of Offer	1. Offer is accepted in full and final satisfaction of all rights and interest that the owner has or will have in respect of the purchase of this property; 2. Sale is subject to special conditions stated in contract of sale.

10.0 DIVISIONAL MANAGER

*Terry Hogan*  
Terry Hogan  
Divisional Manager  
URBAN MANAGEMENT DIVISION

I Recommend Accordingly

*[Signature]*  
CHIEF EXECUTIVE OFFICER

**APPROVED**

20 JUN 2005

*[Signature]*

Lord Mayor

*[Signatures]*  
CEB PC KA

## 11.0 BACKGROUND

The subject property ("the property") is situated at 44 Cliveden Avenue, Oxley, and is located on the southern bank of the Brisbane River about 2.7 kilometres downstream from the Centenary Bridge. The property is currently described as Lots 1/5 on Plan RP29776 and Lots 1/2 on Plan RP29778 Parish of Oxley and contains a total area of 12.4375 hectares as shown shaded yellow on attached plan (refer Attachment A). The property is improved with a large residence and ancillary buildings and is used as a retreat for retired priests.

On 1 November 2004 the Establishment and Coordination Committee approved the Bushland Property Acquisition Schedule 2004-2011. The subject land that Council now proposes to purchase ("the land") which is currently described as Lots 1/5 on Plan RP29776 and Lots 1 on Plan RP29778 and part of Lot 2 on Plan RP29778 containing about 10.5925 hectares is included in that schedule. The land has been resurveyed to proposed Lot 8 on Plan SP172192 (refer Attachment B).

The land, together with the Rocks Riverside Park and adjacent private land, constitutes a relatively large wildlife node on the Brisbane River. It has significant landscape values and makes a highly significant contribution to the bushland backdrop of the Rocks Riverside Parkland. It supports both vegetation communities and wildlife species that are highly threatened within South-east Queensland and provides a critical stepping stone for wildlife movement along the suburban reaches of the Brisbane River.

In 2002 the Provincial of the Congregation of the Passion lodged a Development Application over the property. The DA as it now stands involves reconfiguration of the existing 7 lots into 57 lots (refer Attachment C) comprising 54 residential lots, 1 large lot comprising 1.663 hectares (shaded blue) to be retained by the Passionist Congregation ("the retreat area") and 2 parkland lots. The parkland area under the proposal comprises 5.554 hectares (being 44% of the land area). The Development Application is assessable under City Plan 2000. To date Council has not made a decision on the Development Application. On 8 April 2005 the applicant lodged an appeal with the Planning & Environment Court on the basis of a deemed refusal of their Development Application for reconfiguration.

Council's internal town planning advice from DA Team South is that it is more likely than not that the development proposal would be approved in the Planning & Environment Court, though possibly with some variation. Such variations could encompass relocation of various lots to minimise environmental impacts and a requirement for clearing only within Building Lot Envelopes. However, the number of lots was likely to remain unchanged.

On 3 June 2005 the Provincial of the Congregation of the Passion offered (by executed contract form) to transfer 10.5925 hectares to Council for the amount of redacted (GST exclusive) subject to Special Conditions (refer contract Attachment D). The Congregation now proposes to retain an area of 1.845 hectares ("the retained land") comprising the existing improvements as a retreat for retired priests. The retained land

is shown shaded green on attached plan (refer Attachment B). The contract's special conditions mostly relate to the conduct of the transfer. However, Special Condition 9 has two requirements for Council. Firstly, Council covenants that no structure or public access way will be constructed within 10 metres of the proposed new common boundaries. Secondly, Council undertakes to contribute half the cost towards 130 metres of new fencing along the proposed new common boundaries.

Council's independent valuation consultant (Johnston & Company) assessed the value of the land for Council on 7 April 2005, on the basis of the DA (but excluding the retreat area and four proposed lots 18/21, the latter considered by Planning & Delivery as not suitable for subdivision) under two separate valuation basis. Firstly, on an en-globo per lot direct comparison basis at [redacted] (GST exclusive) as the primary method of valuation. Secondly, on a hypothetical subdivision basis at [redacted] (GST exclusive) as a check method of valuation (refer Attachment E). This assessment is dated 7 April 2005.

Council originally negotiated a purchase price of [redacted] (GST exclusive) on the basis as outlined above for Council's valuation. This amount has been re-negotiated to [redacted] to account for 3 proposed residential lots being retained by the Congregation to enable the Congregation to maintain their existing access to the retained land.

Negotiations have progressed in good faith with representatives of the Office of the Passionist Provincial since January 2005. The legal effect of any counter-offer at this time would be to reject the current offer. The owner could reject a counter-offer and not be obliged to proceed further with their current offer. It is recommended that the offer to transfer the land to Council for the amount of [redacted] (GST exclusive) plus reasonable disturbance costs is accepted. Legal and valuation (disturbance) costs are not being sought by the owner at this time.

## 12.0 CONSULTATION

Cr Helen Abrahams, Chairperson, Environment & Sustainability Committee  
Jude Munro, CEO, Brisbane City Council  
Graham Phegan, A/Manager, Environment & Parks Branch  
Ross Cope, A/Principal Program Officer, Environmental Planning - Biodiversity  
Stacey McLean, A/Senior Program Officer Biodiversity Planning

Have been advised and agree with the recommendation

## 13.0 IMPLICATIONS OF PROPOSALS

An offer to transfer land to Council is processed.

**14.0 COMMERCIAL IN CONFIDENCE**

Yes. The amount of the consideration. This is a private matter between the Council and the Congregation.

**15.0 CORPORATE PLAN IMPACT**

This proposal is consistent with key initiatives of the 2004-2008 Corporate Plan including: Clean and Green City: Our Services "Protecting and enhancing bushland, ... using the Bushland Preservation levy, ... to create wildlife corridors, and New Initiatives "Undertake further acquisition of 'at risk' bushland".

**16.0 CUSTOMER IMPACT**

The Urban Management Division's Bushland Acquisition Program will be met in a cost effective manner.

**17.0 ENVIRONMENTAL IMPACT**

Not applicable.

**18.0 POLICY IMPACT**

In accordance with Council policy.

**19.0 FINANCIAL IMPACT**

Funds are available in the Bushland Acquisition Program

**20.0 HUMAN RESOURCE IMPACT**

Administration only.

**21.0 URGENCY**

Normal course of business.

**22.0 POLICY/MARKETING STRATEGY**

Not applicable.

**23.0 OPTIONS**

1. Accept the offer to transfer land to Council.
2. Reject the offer and make a counter-offer.
3. Commence a compulsory acquisition program to resume the property
4. Not proceed further with purchase of the site

It is recommended that Option 1 be approved.

1.0 FILE NUMBER: 234/70/419

E&C20/00-3K

**SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE**

2.0 TITLE

Brisbane City Council representatives to Working Groups under the Council of Mayors (SEQ)

3.0 ISSUE/PURPOSE

To gain approval to nominate elected representatives and officers to membership of the new working groups being established to support the Council of Mayors (SEQ)

4.0 PROPONENT

Terry Hogan, Divisional Manager, Urban Management

5.0 SUBMISSION PREPARED BY

James Cole, Research Officer Intergovernmental Relations (IGRR), ext 35295

6.0 DATE

7 June 2005

**APPROVED**

20 JUN 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL? Lord Mayor

For E&C approval

*[Handwritten signatures and initials: CCB, PC, RS]*

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

N/A

ACTION TAKEN RECEIVED  
20 JUN 2005 20 JUN 2005

9.0 RECOMMENDATION

That E&C nominate one elected representative and one officer from Attachment A for membership of each of the working groups under the Council of Mayors (SEQ) (in addition to the Infrastructure Working Group for which the Lord Mayor has already been appointed Deputy Chair).

IGRR  
TOWN CLERK COMMITTEE SECTION

10.0 DIVISIONAL MANAGER

*[Signature of Terry Hogan]*  
Terry Hogan  
URBAN MANAGEMENT

I Recommend Accordingly  
*[Signature]*  
CHIEF EXECUTIVE OFFICER

## 11.0 BACKGROUND

At the South East Queensland Regional Organisation of Councils (SEQROC) meeting held on 13 May 2005, members agreed that the new working groups will be established to replace the existing SEQROC working groups. This will reflect the re-branding of SEQROC as the Council of Mayors (SEQ). Brisbane City Council has substantial representation on the current SEQROC groups. It is proposed to provide a briefing on the changed arrangements to those officers and Councillors in the near future.

All SubROCs will be required to provide nominations to the next SEQROC meeting on 24 June 2005. The new groups that when established will support the Council of Mayors (SEQ) are as follows:

Working Group	Chair	Deputy Chair
Jobs/Economic Development	Cr John Freeman (Mayor, Logan City Council)	Cr Paul Pisasale (Mayor, Ipswich City Council)
Infrastructure	Cr Joy Leishman (Mayor, Caboolture Shire Council)	Cr Campbell Newman (Lord Mayor, Brisbane City Council)
Water	Cr Ron Clarke (Mayor, Gold Coast City Council)	Cr John Brent (Mayor, Boonah Shire Council)
Regional Plan	Cr Don Seccombe (Mayor, Redland Shire Council)	Cr Steve Jones (Mayor, Gatton Shire Council)
Transport	Cr Don Aldous (Mayor, Caloundra City Council)	Cr Joe Natoli (Mayor, Maroochy Shire Council)
Environment	Cr Allan Sutherland (Mayor, Redcliffe City Council)	Cr Terry Dredge (Mayor, Kilcoy Shire Council)

It is anticipated that the new working group structure will be implemented early in the next financial year, with meetings to occur at intervals yet to be determined, but likely to be in the order of six-weekly.

### *Terms of Reference and Key Issues*

On 13 May, SEQROC endorsed generic Terms of Reference for the new working groups. A draft list is also being developed of "Key Issues" for consideration in developing each working group's work plan. Discussions will be convened in due course to consider the key issues of most importance to Brisbane.

### *Working Group Membership*

Brisbane City Council, as a SubROC in its own right, is entitled to provide two representatives to each group, with one of those representatives to be a Councillor and the other a senior officer with relevant responsibilities.



## *Brisbane's Representation*

The Lord Mayor has been elected as Deputy Chair of the Infrastructure Working Group.

It is anticipated that at the SEQROC meeting on 24 June 2005, a motion will be proposed to permit the nomination of an additional Councillor member to groups where Councils already hold the Chair and/or Deputy Chair. In anticipation of this motion succeeding, it is recommended that Brisbane nominate an additional Councillor to membership of the Infrastructure Working Group.

Wendy Chadwick, as Brisbane's Regional Planning Coordinator, will be ex officio a non-voting member of all groups. A draft of potential Brisbane City Council representatives on the groups is provided at Attachment "A".

## *Advancing Brisbane's Issues*

To ensure that Brisbane's priorities are properly represented on the working groups, it is proposed that regular meetings will be held of all Brisbane representatives. These meetings will discuss, integrate and agree on a Brisbane position (in accordance with official policy), and where necessary, seek direction from ~~the~~ Civic Cabinet or Council.

An early task for the BCC working group representatives will be to identify the key issues and priorities that Brisbane would like addressed as part of the new working groups' agendas.

## *Coordination and Reporting Arrangements*

Wendy Chadwick, Regional Planning Coordinator, will coordinate Brisbane's involvement in the new working group arrangements, including information exchange between nominees and the wider organisation.

## **12.0 CONSULTATION**

Cr Campbell Newman, Chair of SEQROC / the Council of Mayors (SEQ)  
Cr Kim Flesser, Chairperson Finance Committee  
Wendy Chadwick, A/Manager Intergovernmental Relations  
Cameron Nelson, A/Regional Planning Coordinator  
All are in agreement.

## **13.0 IMPLICATIONS OF PROPOSAL**

Representation on the working groups will continue to ensure the protection of Brisbane's interests in regional matters and also reinforce Brisbane's commitment to the newly-formed Council of Mayors (SEQ).

## **14.0 COMMERCIAL IN CONFIDENCE**

N/A

## 15.0 CORPORATE PLAN IMPACT

Consistent with Corporate Plan Section A *Regional and World City*, specifically, initiatives under *Our Services* aimed at:

- Developing regional, national and international alliances to advance Brisbane's interests and foster long-term economic, development, cultural and social opportunities.
- Participating in government networks and alliances to develop and promote cooperative regional and international initiatives.

## 16.0 CUSTOMER IMPACT

Nil

## 17.0 ENVIRONMENT IMPACT

Nil

## 18.0 POLICY IMPACT

Consistent with the established policy that the Brisbane City Council provides a voice on regional issues through its membership of the Council of Mayors (SEQ).

## 19.0 FINANCIAL IMPACT

No immediate budget implications for the Brisbane City Council.

## 20.0 HUMAN RESOURCE IMPACT

No immediate impact on staffing levels within the Brisbane City Council. Nominated members are likely to be required to devote up to half a day every six weeks to attend meetings.

## 21.0 URGENCY

Urgent. Nominees are required for the SEQROC meeting on 24 June 2005. Agenda items for that meeting close on Friday 17 June 2005. However, the results of this submission can be provided to SEQROC as a late report.

## 22.0 PUBLICITY/MARKETING STRATEGY

SEQROC / the Council of Mayors (SEQ) has an existing media protocol and as Brisbane is a current signatory, any media contact on this issue must accord with that protocol.

## 23.0 OPTIONS

1. To endorse two nominees (one Councillor, one senior officer) to all groups
2. To not endorse nominees to any groups
3. To endorse nominees to some of the groups

Option 1 is recommended.

## *Brisbane's Representation*

The Lord Mayor has been elected as Deputy Chair of the Infrastructure Working Group.

It is anticipated that at the SEQROC meeting on 24 June 2005, a motion will be proposed to permit the nomination of an additional Councillor member to groups where Councils already hold the Chair and/or Deputy Chair. In anticipation of this motion succeeding, it is recommended that Brisbane nominate an additional Councillor to membership of the Infrastructure Working Group.

Wendy Chadwick, as Brisbane's Regional Planning Coordinator, will be ex officio a non-voting member of all groups. A draft of potential Brisbane City Council representatives on the groups is provided at Attachment "A".

### *Advancing Brisbane's Issues*

To ensure that Brisbane's priorities are properly represented on the working groups, it is proposed that regular meetings will be held of all Brisbane representatives. These meetings will discuss, integrate and agree on a Brisbane position (in accordance with official policy), and seek direction from Civic Cabinet or Council.

An early task for the BCC working group representatives will be to identify the key issues and priorities that Brisbane would like addressed as part of the new working groups' agendas.

### *Coordination and Reporting Arrangements*

Wendy Chadwick, Regional Planning Coordinator, will coordinate Brisbane's involvement in the new working group arrangements, including information exchange between nominees and the wider organisation.

## **12.0 CONSULTATION**

Cr Campbell Newman, Chair of SEQROC / the Council of Mayors (SEQ)  
Cr Kim Flesser, Chairperson Finance Committee  
Wendy Chadwick, A/Manager Intergovernmental Relations  
Cameron Nelson, A/Regional Planning Coordinator  
All are in agreement.

## **13.0 IMPLICATIONS OF PROPOSAL**

Representation on the working groups will continue to ensure the protection of Brisbane's interests in regional matters and also reinforce Brisbane's commitment to the newly-formed Council of Mayors (SEQ).

## **14.0 COMMERCIAL IN CONFIDENCE**

N/A

## 15.0 CORPORATE PLAN IMPACT

Consistent with Corporate Plan Section A *Regional and World City*, specifically, initiatives under *Our Services* aimed at:

- Developing regional, national and international alliances to advance Brisbane's interests and foster long-term economic, development, cultural and social opportunities.
- Participating in government networks and alliances to develop and promote cooperative regional and international initiatives.

## 16.0 CUSTOMER IMPACT

Nil

## 17.0 ENVIRONMENT IMPACT

Nil

## 18.0 POLICY IMPACT

Consistent with the established policy that the Brisbane City Council provides a voice on regional issues through its membership of the Council of Mayors (SEQ).

## 19.0 FINANCIAL IMPACT

No immediate budget implications for the Brisbane City Council.

## 20.0 HUMAN RESOURCE IMPACT

No immediate impact on staffing levels within the Brisbane City Council. Nominated members are likely to be required to devote up to half a day every six weeks to attend meetings.

## 21.0 URGENCY

Urgent. Nominees are required for the SEQROC meeting on 24 June 2005. Agenda items for that meeting close on Friday 17 June 2005. However, the results of this submission can be provided to SEQROC as a late report.

## 22.0 PUBLICITY/MARKETING STRATEGY

SEQROC / the Council of Mayors (SEQ) has an existing media protocol and as Brisbane is a current signatory, any media contact on this issue must accord with that protocol.

## 23.0 OPTIONS

1. To endorse two nominees (one Councillor, one senior officer) to all groups
2. To not endorse nominees to any groups
3. To endorse nominees to some of the groups

Option 1 is recommended.

1.0 FILE NUMBER: 234/37/131 -2004/2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Change of company status of Major Brisbane Festivals Pty Ltd to a not-for-profit organisation.

3.0 ISSUE/PURPOSE

Consent as Joint Shareholder with the Queensland Government to change the status of Major Brisbane Festivals Pty Ltd to a not-for-profit company.

4.0 PROPONENT

Margaret Allison, Divisional Manager, Community and Economic Development

5.0 SUBMISSION PREPARED BY

Glenda Johnson, Senior Program Officer Cultural Identity (poc1 x36799)

6.0 DATE

14 June 2005.

**APPROVED**

20 JUN 2005

*[Signature]*  
Lord Mayor

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C Approval.

*[Signatures: CEB, KJ, etc.]*

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

No. 20 JUN 2005

RECEIVED  
20 JUN 2005

9.0 RECOMMENDATIONS

TOWN CLERK *Poc1*

COMMITTEE SECTION

1. To approve the change of company status of Major Brisbane Festivals Pty Ltd to a not-for-profit company.
2. To approve that the entry into the Shareholders Amendment Agreement is generally in accordance with ATTACHMENT 1 and the draft Resolution in ATTACHMENT 2.

I Recommend Accordingly

*[Signature]*  
CHIEF EXECUTIVE OFFICER

10.0 DIVISIONAL MANAGER

*[Signature]*  
Matthew Cox  
Manager  
COMMUNITY & LIFESTYLE

*[Signature]*  
Margaret Allison  
Divisional Manager  
COMMUNITY & ECONOMIC DEVELOPMENT

BCC 10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

As a Joint Shareholder with the Queensland Government in Major Brisbane Festivals Pty Ltd (MBF), Council has been asked to consider changing the status of the company to a not-for-profit organisation. The company is responsible for the governance and operations of two of the city's signature festivals – *Riverfestival* and *Brisbane Festival*.

Currently the company receives grants from the Queensland Government and Brisbane City Council of around \$3.2 million per annum, of which Council provides just over a third. The company also attracts significant corporate sponsorship for both festivals. Being owned by government, it is already exempt from income tax. However, a change of company status could bring other financial benefits.

### Rationale

The request for a change of status has been made by the Brisbane Festival as the first stage in a legal process to allow MBF:

- to be a Deductible Gift Recipient (DGR). A DGR is an organisation that can receive income tax deductible gifts (from private trusts and philanthropic organisations, for example). To be a DGR, an organisation needs to be endorsed by the Australian Tax Office and
- to apply for government arts funding where not-for-profit status is a prerequisite of eligibility (to the Commonwealth's Australia Council grant programs, for example)

Brisbane Festival has brought to the attention of the Shareholders a potential loss of revenue of \$200,000 towards the 2006 Brisbane Festival through MBF's current ineligibility to attract funds from particular sources such as those listed above.

Other potential financial benefits to MBF in the longer term may include, subject to further investigation:

- the receipt of Goods and Services Tax and Fringe Benefit Tax concessions and rebates
- cultural organisation status

As demonstrated above, the change of status would have a significant impact on the company's ability to derive additional income to support the Brisbane Festival's operations and programs. It follows that *Riverfestival* would also stand to benefit from this change of status.

### Summary of Impacts on Current Governance Arrangements and Shareholders

However, if the change of company status were to be adopted, it would impact on current governance arrangements and on the Joint Shareholders in the following ways:

- no profits could be taken out of the company while it is ongoing (acknowledging neither of the two festivals are profit making ventures and rely on government subsidies)
- the Subscription Amount (currently \$1.00 per Shareholder) could no longer be repaid to the Shareholders
- should the company wind up, the assets would no longer be able to be distributed to the Shareholders but could be distributed only to other named not-for-profit organisations. It should be noted that both festivals have minimal non-current assets (furniture, computers etc.). Their written down value of \$57,331 in a Due Diligence Report prepared in June 2003 just prior to the company's formation would not have changed significantly over the past two years.

Please see **ATTACHMENT 1** for a more detailed summary of the implications of the change of company status to not-for-profit on the current Constitution and Shareholders Agreements.

Please see also **ATTACHMENT 2** for the proposed Draft Resolution which would be presented to a meeting of Ordinary Shareholders. For the purposes of the *Corporations Act 2001 (Commonwealth)*, any resolution to amend the Constitution and the resultant impacts on the Shareholders Agreement must be passed by a 75% majority of shareholders entitled to vote, as well as unanimously, and must be recorded in the minutes as a special resolution.

In the case of the Queensland Government as joint Shareholder, Treasury will also need to approve any changes to ensure they are consistent with *Treasury's Formation or Acquisition of Companies Guidelines*.

### **Summary of reasons for recommending DGR status**

The DGR proposal is recommended because:

- it allows both festivals to potentially expand their funding bases
- it reduces the need to increase Shareholder subsidies significantly beyond CPI adjustments (unless there was joint agreement by the Shareholders to expand the company's scope and operations)
- the risk to both Shareholders on the winding up of the company is considered minimal, given the low level of Non-Current Assets and the Subscription Amount.

It is of the opinion of those consulted, therefore, that the financial benefits to the company from the change to not-for-profit status would far outweigh any benefit the State or Council would gain on the winding up the company if this submission were not approved.

### **CONSULTATION**

Cr Campbell Newman, Lord Mayor  
Cr Kerry Rea, Chair Customer and Community Services  
Janette Andrews, Manager Corporate Governance and Planning, Arts Queensland  
David Askern, Manager Brisbane City Legal Practice  
Rod James, Principal Financial Controller, Community & Economic Development  
Ian Logan, Principal Finance officer, Corporate Accounting and Tax

**All consulted are in agreement with the recommendation.**

### **12.0 IMPLICATIONS OF PROPOSAL**

Should Council as Joint Shareholder agree with the State to amend the company status of Major Brisbane Festivals Pty Ltd to be not-for-profit, it would

- make the company eligible to increase its revenue for other funding sources and/or make savings to its expenditure
- reduce the requirement for significantly increasing Shareholder subsidies
- cause Council to lose its claim as Shareholder on the return of any surplus assets should the company cease to exist. It is anticipated these assets will be of low value.
- benefit other not-for-profit companies Council may wish to support through the reassignment of assets should the company cease to exist

**13.0 COMMERCIAL IN CONFIDENCE**

Yes.

**14.0 CORPORATE PLAN IMPACT**

This submission supports the following objective set out in the Corporate Plan:

**4.1.3 Festivals and Events**

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

**16.0 CUSTOMER IMPACT**

Nil.

**17.0 ENVIRONMENTAL IMPACT**

Nil.

**18.0 POLICY IMPACT**

Nil.

**19.0 FINANCIAL IMPACT**

Should the company cease to exist, Council would not be able to claim the return of any surplus assets, particularly those assets contributed to MBF by Council at its formation. However, the proposal may benefit Council through the broadening of the company's funding base, with less reliance on Council funding in the longer term.

**20.0 HUMAN RESOURCE IMPACT**

Nil.

**21.0 URGENCY**

By the end of the 2004/05 financial year.

**22.0 PUBLICITY/MARKETING**

At the discretion of the Lord Mayor and Premier.

**23.0 OPTIONS**

1. That E&C approve the recommendations to ensure the company benefits financially from changing its current company status to not-for-profit status.
2. That E&C does not approve the recommendations to ensure Council retains its right as Shareholder to the return of surplus assets should the company cease to exist.

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



1.0 FILE NUMBER: 364/150/2-NQ420/134

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

2.0 TITLE

Funding agreement with Arts Queensland and Metro Arts and lease of the former sub-station at Kedron Park for arts and cultural activities as a Pilot Project.

3.0 ISSUE/PURPOSE

Approval to enter into a funding agreement and lease to establish a 2-year pilot project to recycle a former sub-station for use as community arts studio space.

4.0 PROPONENT

Margaret Allison, Divisional Manager, Community & Economic Development

5.0 SUBMISSION PREPARED BY

Julie Booth, Program Officer Asset Management, Community & Lifestyle, Community & Economic Development Division (ext. 34719)

6.0 DATE

14 June 2005

ACTION TAKEN  
20 JUN 2005

**APPROVED**

20 JUN 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E&C approval

Lord Mayor

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

No

RECEIVED  
20 JUN 2005

9.0 RECOMMENDATION

It is recommended that the Establishment and Co-ordination Committee approve:

- a) a 2-year lease be entered into with Metro Arts, generally on the terms and conditions set out in schedule 2;
- b) a funding agreement be entered into between Council, Arts Queensland and Metro Arts generally in accordance with the terms and conditions as set out in Schedule 1 and as approved by the Manager, Brisbane City Legal Practice; and
- c) Council's one-off contribution of \$50,000 towards the Pilot Project.

I Recommend Accordingly

10.0 DIVISIONAL MANAGER

*M. Cox*

Matthew Cox  
A/Manager  
**COMMUNITY & LIFESTYLE**

*M. Allison*

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

*[Signature]*  
CHIEF EXECUTIVE OFFICER

BCC 10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

There is increasing demand for studio space from the creative industries in Brisbane and city property values and rentals are becoming prohibitive for artists and arts groups.

Community & Economic Development is the custodian of a former sub-station located at Kedron. Council has an opportunity with Arts Queensland and Metro Arts to undertake a pilot project to recycle this facility for use as low-budget, managed networked studio space for suburban arts and cultural activities.

This Pilot Project will:

- build on Metro Arts' existing incubator program operating in the CBD. This will result in operational cost efficiencies inherent in building on this established program and the experience & expertise of Metro Arts rather than duplicating new structures and programs;
- provide a range of arts and cultural activities and programs to the local community – establishing a suburban centre for creativity;
- promote individual and community participation in the arts and provide support and networking opportunities in the cultural and creative industries; and
- upgrade a Council asset as part of the project that can be used for a range of community purposes beyond the life of this project.

Community & Lifestyle has funding available in the current 2004/05 budget to fund Council's one-off contribution towards the pilot project. BCC and Arts Queensland will each contribute \$50K in total towards this project that has an initial 2-year timeframe, with BCC providing the up-front costs (2004/05).

A payment for Council's contribution will be provided to Arts Queensland. Arts Queensland will be responsible for administering funding to Metro Arts. Once the program is fully established after 2 years it is intended that it will be self-sustainable without further Council funding. Council will retain the asset and the benefits of all capital improvements to the facility should the project not proceed beyond the 2-year pilot.

A funding agreement is to be established between BCC, Arts Queensland and Metro Arts on the terms attached in Schedule 1. This agreement outlines:

- Arts Queensland's and BCC's financial commitment to the pilot project;
- Arts Queensland's responsibility in administering funding and managing the project; and
- Metro Arts' responsibility to manage the space, extend their incubator program to arts and cultural workers operating out of the Kedron facility; offer a range of arts programs to the local community and report back to BCC & Arts Queensland on the benefits and achievements of the project.

A lease for a term of 2-years will be granted by Council to Metro Arts for the use of the substation on the terms attached as Schedule 2.

State Government plans to duplicate this project with other local governments in Queensland in order to facilitate the provision of arts and cultural activities and programs and provide affordable venues for these activities.

This pilot project links with Council's Creative City Strategy. This Strategy sets out the next stage in the integration of creativity and cultural activity across Council programs and includes, amongst other things, strategies and actions to enliven the city, foster social inclusion, build the economy and strengthen local identity. Under Outcome 4 – "The Brisbane Way" the strategy seeks to identify new ways of supporting artists and cultural workers to work in Brisbane.

## 12.0 CONSULTATION

Councillor Kerry Rea, Chairperson, Community Services Committee  
Councillor Tim Nicholls, Councillor for Hamilton Ward  
Sue Fisher, Senior Program Officer Cultural Policy  
Kathryn Houston, Solicitor – Property, Brisbane City Legal Practice  
Kirsten Thatcher, Solicitor, Brisbane City Legal Practice  
Allan Welsh, Executive Director Capital Asset Management Unit, Arts Queensland  
Grazia Catalano, Executive Director Programs Unit, Arts Queensland  
Sue Benner, Administrative Director, Metro Arts

All of the above have been consulted.

## 13.0 IMPLICATIONS OF PROPOSAL

Approval to proceed with this project with Arts Queensland and Metro Arts will result in an opportunity to improve the provision of arts and cultural facilities and activities in the suburbs of Brisbane and better utilise a Council asset.

## 14.0 COMMERCIAL IN CONFIDENCE

No.

## 15.0 CORPORATE PLAN IMPACT

Program 4 Community Life  
Objective 4.1 Local Cultural  
Strategy 4.1.2 Provide facilities, services and programs which deliver community cultural development outcomes in suburban Brisbane

## 16.0 CUSTOMER IMPACT

The Pilot Project will have a positive impact on the local community. The project will provide an affordable venue for arts and cultural activities in a supported environment as an extension to the existing incubator program at Metro Arts.

## 17.0 ENVIRONMENTAL IMPACT

Nil

## 18.0 POLICY IMPACT

This project links to Council's Creative City Strategy to enliven the city, foster social inclusion and strengthen local identity.

**19.0 FINANCIAL IMPACT**

Funds are available in the Community and Lifestyles current 2004/05 budget under project code CL52 2000 000 000 00 (\$50,000)

**20.0 HUMAN RESOURCE IMPACT**

Nil

**21.0 URGENCY**

Council's funding contribution needs to be expended before the end of the 2004/05 financial year.

**22.0 PUBLICITY/MARKETING**

At the discretion of E&C as agreed by protocols.

**23.0 OPTIONS**

1. That E&C approve the recommendation.
2. That E&C does not approve the recommendation.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

**SPECIAL E&C RESULTS- 24 JUNE 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
24/06-1B <i>m</i>		HRSM	Appointment of Manager, Capability Development, iDivision.	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 PUBLICATION SCHEME  
 10 YEAR RELEASE**



Dedicated to a better Brisbane.

**Brisbane City Council**

**MEMORANDUM**

To: Councillor Campbell Newman  
 Lord Mayor  
 Councillor David Hinchliffe  
 Deputy Mayor  
 Councillor Helen Abrahams  
 Chairperson – Environment and Sustainability Committee  
 Councillor John Campbell  
 Chairperson – Water and City Businesses Committee  
 Councillor Kim Flesser  
 Chairperson - Finance Committee  
 Councillor Graham Quirk  
 Chairperson – Transport and Major Projects Committee  
 Councillor Kerry Rea  
 Chairperson – Community Services Committee

Date: 24/06/05

Office of the Chief Executive

Level 13, 69 Ann Street  
 GPO Box 1434  
 Brisbane Qld 4001

Attn:

CC:

From: Jude Munro, Chief Executive Officer

Re: Appointment of Manager, Capability Development, iDivision

Phone: 07 3403 4500  
 Facsimile: 07 3403 6211  
 Email: ceo@brisbane.qld.gov.au  
 Internet: www.brisbane.qld.gov.au

At Civic Cabinet last Monday 20 June, 2005, two candidates (Ms Donna Hamer and redacted) were interviewed for the executive position of Manager, Capability Development within iDivision. The decision to appoint was held pending further information.

Further referee reports on redacted produced very positive comments in confirming her abilities for the role. Accordingly, on Wednesday 22 June, a quorum of Civic Cabinet approved the recommendation to appoint redacted with a contract and salary to be negotiated.

On the same afternoon redacted was offered the position and salary for Manager, Capability Development. However, despite a higher counter salary offer being made from Council, redacted salary expectations could not be met and she has withdrawn her application for the role.

The selection panel remains of the view that Donna Hamer is a suitable and capable candidate for the role who may have under performed at Civic Cabinet interview. In order to gain further information regarding Donna further referee reports were conducted on Thursday 23 June, 2005. Results of the referee reports were very positive and confirm Donna's abilities in relation to the role and ability to operate at the executive level. Referee reports are attached for your information.

Given the positive result from the referee reports that have been conducted I am now happy to support the view of the selection panel in recommending Donna Hamer for appointment and seek the appropriate approval from Civic Cabinet.

RECOMMENDATION

It is my recommendation that Civic Cabinet appoint Donna Hamer to the position of Manager, Capability Development within iDivision, with a contract and salary to be negotiated.



Jude Munro  
**CHIEF EXECUTIVE OFFICER**

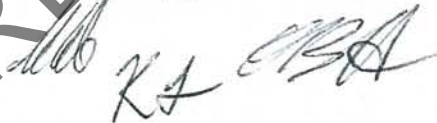
Attachments: 3 x referee reports

**APPROVED**

24 JUN 2005



Lord Mayor



BCC PUBLICATION RELEASE SCHEME  
10 YEAR RELEASE

**E&C RESULTS- 27 JUNE 2005**

SUB NO.	FILE NO.	DIV	TITLE	Result
27/06-1B M	456/23/7	HRSM	Brisbane Water Alignment with Council's Brand Strategy	Yes
27/06-2B M		HRSM	Appointment	Yes
27/06-1F R	173/137/0	City Governance	Guidance on Approval for a Rates Information letter to be Sent to Certain Brisbane City Council Ratepayers	Yes
27/06-1J M	12/51-J/2005(A1)	CCSD	Overseas Travel Request - LGMA Exchange	Yes
27-06-1N M	234/82/22(7/P1)	CED	Extension of Appointment of Kevin Seymour as Independent Chair of Brisbane Housing Company.	Yes
27/06-1P M	204/6(16/P4)	MIPO	Monthly Project Report - May 2005 (Attachment A)	Yes
27/06-2P M	467/26	MIPO	Airport Link Feasibility Study - Memorandum of Understanding (MoU)	Yes

Present - Campbell Newman, C E Birmingham, 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.



1.0 FILE NUMBER: 456/23/7

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Brisbane Water alignment with Council's brand strategy.

3.0 ISSUE/PURPOSE

The purpose is for E&C to endorse full alignment of Brisbane Water with Council's brand strategy including adoption of the 'branded house' logo.

4.0 PROPONENT

Phil Minns, DMGRB

5.0 SUBMISSION PREPARED BY

Lesley Whitteker, CMD; Sue Rickerby, MMC; Bronwyn Johnson, MSMC1

6.0 DATE

17/6/05

**ACTION TAKEN**

27 JUN 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E&C approval

TOWN CLERK

CMD

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION

REQUIRED UNDER AN ACT OR LOCAL LAW?

No

9.0 RECOMMENDATION

That E&C endorse full alignment of Brisbane Water with Council's brand strategy, including adoption of the 'branded house' logo for immediate adoption, but with implementation to be phased in as new publications, stationery or signs proceed.

10.0 DIVISIONAL MANAGER



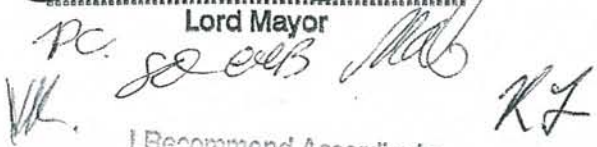
Phil Minns  
DMGRB

**APPROVED**

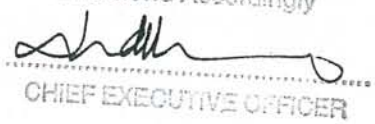
27 JUN 2005



Lord Mayor



I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER

BCC 10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

This submission is a follow on to an E&C strategy presentation on the brand audit. E&C directed consultation with the Board of Brisbane Water. This has taken place and this submission outlines the proposed recommendation as a result.

E&C originally endorsed Council's brand strategy in February 2003. Among the impacts, a number of business units were rebranded in line with the strategy's 'brand architecture' – namely Brisbane Transport, City Business and Brisbane City Works. At the time, Brisbane Water was placed 'on hold' from the rebranding, as there was uncertainty about whether it would be corporatised. This position was to be reviewed as part of a total brand strategy audit and review in 2004. This review took place, with the resulting recommendation on full alignment being presented to E&C as part of a strategy presentation in May 2005.

As requested by the Brisbane Water Board, Manager, Marketing and Communication will initiate discussions with Divisional Manager, Brisbane Water about whether guidelines need to be developed to clarify whether there are situations where Brisbane Water may have occasional exemptions from the brand strategy. These circumstances may require the continuation of the existing Brisbane Water logo in some form. If developed, the guidelines would be submitted to E&C for information.

The alignment is to be effective immediately but implementation is to be phased in as new publications, stationery or signs proceed.

## 11.0 CONSULTATION

The Lord Mayor, Campbell Newman  
Chairperson, Finance Committee, Councillor Kim Flessor  
Chairperson, Transport and Major Projects Committee, Councillor Graham Quirk  
Chairperson, Water and City Businesses Committee, Councillor John Campbell  
Chairperson, Urban Planning and Economic Development Committee, Councillor David Hinchliffe.  
Chairperson, Community Services Committee, Councillor Kerry Rea.  
Chairperson, Environment and Sustainability Committee, Councillor Helen Abrahams.  
Members of the Brisbane Water Board.  
Jude Munro, CEO  
Phil Minns, DMGRB.  
Jim Reeves, DMBW.

## 12.0 IMPLICATIONS OF PROPOSAL

BW to adopt new logo on phased basis. There is no intention to change the name, internal culture or commercialised structure of BW.

## 13.0 COMMERCIAL IN CONFIDENCE

No.

## 14.0 CORPORATE PLAN IMPACT

The proposal is consistent with Corporate Plan target 1.2.2.2. Communication with the community, promote and maintain a consistent image.

## 15.0 CUSTOMER IMPACT

Since both the old and new logos carry Council's well-recognised City Hall motif,

there is unlikely to be much customer impact. (When other business units adopted the new strategy there was minimal impact). As noted above, we are seeking clarification on any impact that may require an occasional exemption. There is potential for positive impact since the audit identified association with Council as a positive factor for business units including Brisbane Water.

**16.0 ENVIRONMENTAL IMPACT**

No.

**17.0 POLICY IMPACT**

Makes the brand strategy a more effective and consistent policy across Council and strengthens public recognition of BW as part of Council.

**18.0 FINANCIAL IMPACT**

None, since the new logo will be phased in.

**19.0 HUMAN RESOURCE IMPACT**

No

**20.0 URGENCY**

Yes

**22.0 PUBLICITY/MARKETING**

Internal communication only.

**23.0 OPTIONS**

Option 1: Approve the recommendation.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

1.0 FILE NUMBER: 70-I/26197

SUBMISSION NUMBER:

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

2.0 TITLE

Appointment of Manager, ICT Solutions

E&C27/06-28

3.0 ISSUE/PURPOSE

Following a process of advertising in late April 2005 44 applications were received and 3 candidates were approached through search. Angela Martin and Lesley Cooper (from Paxus) conducted interviews with 15 applicants and conferred with the panel chair to determine candidates having best fit to the role. Five applicants were short listed and invited to interview for panel assessment. One of these candidates subsequently withdrew upon receipt of an alternative offer.

At the conclusion of panel interviews, two candidates were considered unsuitable for further evaluation. Detailed reference checking has been completed on the two candidates now put forward for Civic Cabinet consideration.

The following information is now provided:

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

Both criminal and business history checks will be undertaken on the successful applicant, as advised to all applicants, and further discussion undertaken should any issues arise.

4.0 PROPONENT

Tony Welsh, Chief Information Officer, as chair of a panel comprising Margaret Crawford, Divisional Manager Customer and Community Services, and Jim Reeves Divisional Manager Brisbane Water.

5.0 SUBMISSION PREPARED BY

Judy Gannon, Principal Consultant Merit Solutions, on behalf of Tony Welsh.

6.0 DATE

27 June 2005

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

RECEIVED

27 JUN 2005

COMMITTEE SECTION

ACTION TAKEN

27 JUN 2005

TOWN CLERK

(ALCO)

PAUMPS

BCC PUBLICATION RELEASE SCHEME  
10 YEAR RELEASE

8.0 RECOMMENDATION

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

- 1. Mr Brian Russell  
redacted

to the position of Manager, ICT Solutions within iDivision of Brisbane City Council, with a contract and salary to be negotiated.

9.0 DIVISIONAL MANAGER

*Tony Welsh*  
 Tony Welsh  
 Chief Information Officer  
 iDivision  
 Brisbane City Council

**APPROVED**  
 27 JUN 2005  
*[Signature]*  
 Lord Mayor  
*[Initials]* *[Initials]* *[Initials]* *[Initials]*  
 I Recommend Accordingly  
*[Signature]*  
 CHIEF EXECUTIVE OFFICER

BCC PUBLICATION  
 10 YEAR RELEASE

12/51 - J/2005(A1)

1.0 FILE NUMBER 12/51 - J/2005(A1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Overseas travel request - LGMA exchange

**APPROVED**

27 JUN 2005

3.0 ISSUE/PURPOSE

The purpose of this submission is to obtain E&C approval for Nick Clarke, Licensing & Compliance Manager, to travel to New Zealand in September 2005.

*[Handwritten signature]*  
Lord Mayor  
*[Handwritten initials]*

4.0 PROPONENT

Margaret Crawford, Manager Customer & Community Services Division

5.0 SUBMISSION PREPARED BY

Nick Clarke, Licensing & Compliance Manager (LCM) tel: ext 35664

6.0 DATE

14 June 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

RECEIVED ACTION TAKEN  
27 JUN 2005 27 JUN 2005

9.0 RECOMMENDATION

That E&C grant approval for Nick Clarke to travel to New Zealand in September 2005 to participate in the Local Government Managers Australia International Manager Exchange Program, at no cost to Council.

COMMITTEE SECTION TOWN CLERK *LCM*

10.0 DIVISIONAL MANAGER

*[Handwritten signature]*  
Margaret Crawford  
Divisional Manager  
CUSTOMER & COMMUNITY SERVICES

I Recommend Accordingly  
*[Handwritten signature]*  
CHIEF EXECUTIVE OFFICER

BCC 10 YEAR PUBLICATION RELEASE SCHEME

## 11.0 BACKGROUND

The Queensland branch of the LGMA (Local Government Managers Australia) operates an international management exchange program. Nick Clarke, Licensing & Compliance Manager, has been successful in his application for this program. The LGMA (Qld) has offered Nick a two-week exchange visit to one or more councils in New Zealand.

The visit is to be scheduled for September this year to coincide with the annual conference of the Society of Local Government Managers (SOLGM) in Rotorua. As part of the exchange, Nick will be expected to attend this conference. The remainder of the two weeks will be spent with a host manager/managers working in local government. At the time of writing this submission, the identity of the host manager in New Zealand had not been confirmed.

Nick's exchange partner will visit Brisbane for a two-week period in October/November this year to avail him/herself of similar learning opportunities. This will include attendance at the LGMA state conference with Nick at the end of October.

The purpose of the exchange is to enable LGMA members to develop skills, competencies and knowledge so as to add value to future performance. In doing so, it also provides the opportunity to learn from others in local government overseas and to establish new contacts within local government.

Application for this exchange was identified by Nick as part of his personal development plan. His application was supported by his divisional manager and the CEO.

## 12.0 CONSULTATION

Bob Wallis, Manager Development & Regulatory Services  
Margaret Crawford, Manager Customer & Community Services Division  
Jude Munro, Chief Executive Officer  
Councillor Kerry Rea, Chairperson Community Services Committee

All consulted are in agreement with the recommendation

## 13.0 IMPLICATIONS OF PROPOSAL

Some time will be requested of managers and staff to provide assistance to the visitor from New Zealand during his/her visit to Brisbane.

## 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**

Nil

**19.0 FINANCIAL IMPACT**

The costs associated with this request are being met by the LGMA and SOLGM. The LGMA is paying for the travel costs including insurance. SOLGM is paying for the costs associated with Nick's attendance and accommodation at the conference in New Zealand. Other accommodation is being provided by Nick's host.

A similar arrangement exists for the visitor to Brisbane, ie their travel and LGMA conference/accommodation costs are being met by the LGMA and SOLGM. Nick will provide accommodation for his guest for the remainder of the visit.

As part of the exchange program, Nick is required to take his exchange partner to the LGMA state conference at Airlie Beach in October this year. The cost of Nick's attendance at the conference has already been identified in the DRS budget for 2005/6 and funds are available (approximately \$1200.)

**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

Option 2: Not approve the recommendation

**Option 1 is the preferred option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER

234/82/22(7/P1)

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Extension of appointment of Kevin Seymour as Independent Chair of Brisbane Housing Company.

3.0 ISSUE/PURPOSE

To approve the re-appointment of Kevin Seymour as Independent Chair of Brisbane Housing Company for a period of 12 months.

4.0 PROPONENT

Margaret Allison, Divisional Manager Community and Economic Development.

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

17 June 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 ORDINANCE?

N/A

9.0 RECOMMENDATION

That E&C approve the re-appointment of Kevin Seymour as Independent Chair of Brisbane Housing Company for a period of 12 months from 1 July 2005.

10.0 DIVISIONAL MANAGER

*M Allison*

Margaret Allison  
DIVISIONAL MANAGER  
COMMUNITY & ECONOMIC DEVELOPMENT

*Graeme Jones*  
Graeme Jones  
A/MANAGER SOCIAL POLICY

*[Signature]*

**APPROVE**  
27 JUN 2005  
*[Signature]*  
Lord Mayor  
*[Initials]*  
*[Initials]*

10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

The Shareholders Agreement for Brisbane Housing Company (BHC) Section 9.8 specifies as follows:

The holders of the Initial Ordinary Shares may (by majority) resolve to appoint:

- (i) one of the existing directors; or
  - (ii) a person not then a director (an **Independent Chair**),
- to be the Chair of the Board for such term (not exceeding three years) as they see fit...

The Initial Ordinary Shares are held by the Queensland Housing Commission (2 shares, with effective decision-making power held by the Queensland Minister for Housing) and Brisbane City Council (1 share). Kevin Seymour was appointed as Independent Chair for three years from 1 July 2002.

Mr Seymour has indicated in discussions with the Director-General of the Queensland Department of Housing that he is willing to accept appointment for a further 12 months, after which he will reconsider his position. The Minister for Housing has indicated that he will approve this arrangement subject to consultation with Cabinet colleagues. It is considered unlikely that these consultations would result in any change of intent.

## 12.0 CONSULTATION

Lord Mayor Campbell Newman  
Cr Kerry Rea, Chairperson Community Services Committee  
Natalie MacDonald, Director-General, Queensland Department of Housing

All consulted are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

The proposal will enable the continued smooth operation of the Board of the Brisbane Housing Company.

## 14.0 COMMERCIAL IN CONFIDENCE

No

## 15.0 CORPORATE PLAN IMPACT

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

## 16.0 CUSTOMER IMPACT

This appointment will ensure continuity on the operations of the Brisbane Housing Company, enabling it to continue to deliver housing for low-income households.

**17.0 ENVIRONMENTAL IMPACT**

Nil

**18.0 POLICY IMPACT**

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

**19.0 FINANCIAL IMPACT**

Nil

**20.0 HUMAN RESOURCE IMPACT**

Nil

**21.0 URGENCY**

Mr Seymour's current appointment expires on 1 July 2005.

**22.0 PUBLICITY/MARKETING STRATEGY**

At the discretion of the Lord Mayor and Chairperson, Community Services Committee.

**23.0 OPTIONS**

1. To approve the recommendation.
2. Not approve the recommendation.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 204/6(16/P4)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Project Report – May 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

David Stewart, Executive Manager, Major Projects, 3403 7335.

5.0 SUBMISSION PREPARED BY

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

6.0 DATE

21<sup>st</sup> June 2005

RECEIVED

27 JUN 2005

ACTION TAKEN

27 JUN 2005

TOWN CLERK

Emmire

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.

APPROVED

27 JUN 2005

*Caroline Keenan*

Lord Mayor

*PC CB MB J*

*H RT*

9.0 RECOMMENDATION

That E&C accept the Monthly Project Report.

10.0 EXECUTIVE MANAGER

*David Stewart*

I Recommend Accordingly  
*[Signature]*  
CHIEF EXECUTIVE OFFICER

David Stewart  
Executive Manager, Major Infrastructure Projects Office

## 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 \*\*\*\*\*MAY 2005 UPDATE\*\*\*\*\* heading.

### **Note:**

*Please be aware that due to the system requirements, the Program headings now reflect the Program names adopted in the 2005-06 Budget.*

### **May 2005 Report Summary**

Attachment A is the report for May 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:

- Employment Programs – Mutual Obligation (see page 8);
- Suburban Centre Improvement Projects (see page 10);
- Bridgeman Road (see page 16);
- Brisbane Square Data Fit Out (see page 17);
- Transport Planning Studies (see page 24);
- Sea and River Walls (see page 34);
- Wharves Jetties and Pontoons (see page 36);
- General Amenity Improvements (see page 40);
- Local Access Network Improvements (see page 41);
- Local Area Traffic Management – Traffic Calming (see page 42); and
- Network Modernisation (see page 44).

The remaining projects continue to report outstanding issues.

## 12.0 CONSULTATION

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 May 2005.

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

Option 1 is the preferred option.

FILE NUMBER: 467/26

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

**TITLE**

Airport Link Feasibility Study – Memorandum of Understanding (MoU).

**ISSUE/PURPOSE**

The purpose of this submission is to seek endorsement of an MoU between Council and the State to facilitate the detailed feasibility study of the Airport Link project.

**PROPONENT**

David Stewart, Executive Manager, Major Infrastructure Projects Office (MIPO).

**SUBMISSION PREPARED BY**

Scott Stewart, Manager, Major Projects, MIPO, Ext. 37652.

**DATE**

16 June 2005.

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

For E&C approval.

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

No.

**RECOMMENDATION**

That E&C:

1. Endorses the intent of the draft MoU contained in Attachment A;
2. Agrees with the governance and reporting arrangements outlined in this document;
3. Authorises the Executive Manager, Major Infrastructure Projects Office and the Manager, Brisbane City Legal Practice to finalise the wording of the MoU; and
4. Authorises the Lord Mayor to sign the MoU.

**DIVISIONAL MANAGER**

*David Stewart*

David Stewart  
Executive Manager  
Major Infrastructure Projects Office

**ACTION TAKEN**  
27 JUN 2005  
**TOWN CLERK**

**APPROVED**

27 JUN 2005

*Andrew Curran*  
Lord Mayor

I Recommend accordingly

*[Handwritten signature]*

CHIEF EXECUTIVE OFFICER



## 11.0 BACKGROUND

By letter dated 28 February '05, the Premier of Queensland indicated to Council that the State considers it prudent to accelerate a feasibility study into Airport Link and that the State wishes to work with Council to ensure the procurement process for NSBT allows for the subsequent seamless integration of Airport Link with the NSBT should the former project prove to be feasible.

The Lord Mayor subsequently confirmed that Council would provide \$5M of funding to permit the feasibility study for the Airport Link to proceed. The Treasurer and Minister for Transport and Main Roads also confirmed support for the joint development of the feasibility study, including a State funding commitment of up to \$16M towards the study.

The key principles for the study on which the contribution is predicated include:

- Joint State/Council leadership of the feasibility study (including the appointment of the State's nominee, Mr David Lynch, Queensland Treasury, as joint Project Director with the Council's nominee);
- Officers nominated by each of Queensland Transport, Queensland Treasury, Department of Main Roads and Department of State Development and Innovation joining the project team and being actively involved in all aspects of the feasibility study;
- Full disclosure to relevant State agencies, Ministers and State Cabinet throughout the course of the study, within an appropriate confidentiality framework;
- The feasibility study being conducted from Council's MIPO;
- State/Council agreement on the scope of works for the feasibility study for the Airport Link project that may facilitate integration of holistic outcomes such as network connectivity, a northern busway and transport-oriented developments along the Airport Link route;
- State/Council agreement on a detailed budget for the study; and
- Only legitimate study expenses invoiced and subsequently certified by the joint Project Directors as being consistent with the agreed budget, being drawn down progressively against both parties' contributions.

The draft MoU is in Attachment A.

The purpose of the Memorandum is to set out the manner in which the State and Council will work in partnership in relation to the Airport Link feasibility study.

The MoU also describes the project governance arrangements and the Project Executive Group (PEG). The State has nominated four senior staff from Treasury, State Development, Main Roads and Transport. It is proposed that Council's nominees are the Chief Executive Officer, the Chief Financial Officer and the Executive Manager, MIPO. Council has also proposed two independent PEG members, John Gralton and Annabelle Chaplain on an ex officio basis, which is currently being considered by the State.

It is still expected that a regular report will be provided to Chairperson, Transport and Major Projects Committee, the Shadow Spokesperson for Transport and Major Projects Committee and the TransApex Advisory Board. Civic Cabinet will receive the minutes of PEG meetings.

Subject to the acceptance by the State and Council of the outcomes of this feasibility study, a further MOU will be developed outlining procurement and long-term ownership and operational issues.

**12.0 CONSULTATION**

Cr Graham Quirk, Chairperson, Transport and Major Projects Committee;  
David Askern, Manager Brisbane City Legal Practice

have been consulted and agree with the submission.

**13.0 IMPLICATIONS OF PROPOSAL**

The signing of the MoU will allow the arrangements for the Airport Link feasibility study to be formalised.

**14.0 COMMERCIAL IN CONFIDENCE**

Nil.

**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 arrangements for the feasibility study to be formalised.

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

Option (1) is the preferred option.

ATTACHMENT A: AIRPORT LINK FEASIBILITY STUDY – MoU

BCC PUBLICATION SCHEME  
10 YEAR RELEASE