

E&C RESULTS – 7 JULY 2008

SUB NO.	FILE NO.	DIV.	TITLE	Result
07/07-01 M	204/86/26	CP & S	Aquatic Ecosystems Knowledge Hub	Yes
07/07-02 M	234/70/1(345)	Water Distribution	Appointment of Cr David McLachlan and Robin Lewis, Executive Manager Water Distribution to the Brisbane Water Enviro Alliance Board	Yes
07/07-03 R	6/2/15	Corporate Services	Lord Mayor's Awards for Excellence Program	Yes
07/07-04 M	467/34(0)	Brisbane Infrastructure	Airport Link and Northern Busway Projects – Approval of Various Contributions of Council Controlled Land	Yes
07/07-05 M	456/85(26)	Corporate Services	Proposed New Lease for the Wynnum Manly Office, Suite 3A, 212 Bay Terrace, Wynnum.	Yes
07/07-06 M	456/85(1/P1)	Corporate Services	Proposed New Lease for Karawatha Ward Office, Shop 53A, Sunnybank Hills Shoppingtown, Sunnybank Hills	Yes
				Withdrawn
07/07-08 M	243/103-80194/2007/2008	OLMCEO	Stores Board Submission – Significant Procurement Activity Plan for the Provision of Refuse and Recycling Collection Services – Parks and Footpaths	Yes
07/07-09 M	352/77/5	Families and Community Services	Lord Mayor's Suburban Initiative Fund (LMSIF) 2008 / 2009 funding guidelines.	Yes - Amended
07/07-10 M	243/105-50061/2004/2005	OLMCEO	Stores Board Submission for the Supply and Delivery of Sand for Asphalt Manufacture	Yes

Present: Acting Lord Mayor G M Quirk, G Knapp, A Cooper, D McLachlan, A Schrunner, P Matic, J Prentice, N Johnston

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

1.0 File number

204/86/26

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Aquatic Ecosystems Knowledge Hub

3.0 Issue/purpose

To support in-principle Council becoming a knowledge partner in the Aquatic Ecosystems Knowledge Hub in Australia.

4.0 Proponent

Jude Munro, Chief Executive Office

5.0 Submission prepared by

Barry Ball, Manager Water Reform

6.0 Date

2 July 2008

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

To support in-principle Council becoming a knowledge partner in the Aquatic Ecosystems Knowledge Hub in Australia through the provision of expert advice at commercial rates.

10.0 Chief Executive Officer

Jude Munro
Chief Executive Officer

Committee Chairman

Support Reject the recommendation.

If reject, please state reasons

Councillor Peter Matic
Chairman, Environment, Parks & Sustainability Committee

APPROVED
7 JUL 2008

Lord Mayor

BCC 10 YEAR RELEASE SCHEME

RECEIVED

07 JUL 2008

COMMITTEE SECTION

ACTION TAKEN

07 JUL 2008

TOWN CLERK
MWRF

11.0 Background

The International WaterCentre (IWC) has requested that Council support the establishment of an Aquatic Ecosystems Knowledge Hub. IWC are currently preparing a business case for the hub.

Hubs have the purpose of:

- knowledge generation (research and application);
- knowledge sharing (lessons learned); and
- capacity development (training) to connect people to the best knowledge and capacity development services (including information, analysis and contact details of experts) in the specified knowledge domain.

Hubs are proposed to be self-sustainable and have a reputation for excellence in delivering products and services to meet client needs. Clients include:

- implementing agencies (funded by Asian Development Bank, World Bank, Australian agencies); and
- government, private sector, and development agencies (on a commercial cost recovery basis).

Hubs in ten Asia Pacific countries will be launched in Singapore during the Singapore Water Week at the end of June. Australia has been requested to host the Aquatic Ecosystems Knowledge Hub.

The Australian based Hub is intended to have a national focus with partners from organisations such as local universities, CSIRO, AWA and AusAid.

Council's involvement in this Knowledge Hub will reinforce our leadership in this area of research and provide a mechanism to share at both national and international levels ecosystem research and activities in order to better manage the health of our waterways. This would involve the provision of expert advice at commercial rates and no direct financial contribution from Council.

International partnerships such as this are essential in strengthening Brisbane's role as a regional city consistent with the objectives of 'Partners in Prosperity' from the Council of Capital City Lord Mayors.

12.0 Consultation

- Cr Peter Matic (Environment, Parks and Sustainability Committee) - 20 June 2008
Is in agreement with the recommendation

13.0 Implications of proposal

Improved integration and coordination of Council and Regional Ecosystem research.

14.0 Commercial in confidence

No – managed within individual research contracts.

15.0 Vision/Corporate Plan impact

Supports Vision 2026 and progression of Water Smart City.

16.0 Customer impact

More effective solutions to improve waterway health.

17.0 Environmental impact

Improved information and skills to better manage health of our waterways.

18.0 Policy impact

Inform policy.

19.0 Financial impact

Nil

20.0 Human resource impact

Part of core business activities.

21.0 Urgency

As soon as possible

22.0 Publicity/marketing strategy

No publicity required

23.0 Options

Option 1: Approve Council becoming a knowledge partner of the Aquatic Ecosystems Knowledge Hub.

Option 2: Not approve Council becoming a knowledge partner of the Aquatic Ecosystems Knowledge Hub.

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATIONS SCHEME
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

1.0 FILE NUMBER

234/70/1(345)

2.0 TITLE

Appointment of Councillor David McLachlan and Robin Lewis, Executive Manager Water Distribution to the Brisbane Water Enviro Alliance Board.

3.0 ISSUE/PURPOSE

The purpose of the submission is to seek the appointment of Councillor David McLachlan and Robin Lewis, Executive Manager Water Distribution to the Brisbane Water Enviro Alliance Board.

4.0 PROPONENT

Robin Lewis, Executive Manager Water Distribution

5.0 SUBMISSION PREPARED BY

Maria Lalousis, Project Director, Projects Branch, Water Distribution (PM4BW), ex. 30263.

6.0 DATE

25 June 2008

07 JUL 2008

07 JUL 2008

COMMITTEE SECTION

TOWN CLERK

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

PM4BW

For approval by E&C.

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

APPROVED

No.

7 JUL 2008

9.0 RECOMMENDATION

That E&C approve:

Handwritten signatures and the text "Lord Mayor" are present in this section.

1. The appointment of Councillor David McLachlan and Robin Lewis, Executive Manager Water Distribution to the Brisbane Water Enviro Alliance Board and,
2. The removal of Councillor Jane Prentice, Councillor Peter Cumming and Jim Reeves from the Brisbane Water Enviro Alliance Board.

10.0 DIVISIONAL MANAGER

Robin Lewis
Acting Executive Manager
WATER DISTRIBUTION

Handwritten signature of Robin Lewis.

Chairperson

Handwritten signature of the Chairperson.

I support the recommendation/s
I reject - please state the reason

I Recommend Accordingly

Handwritten signature of the Chief Executive Officer.

CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

To comply with new licence standards and the supply of Class A+ to Caltex as mandated by the State by amendment to *the Water Act 2000 (Water Amendment Regulation [No, 6 sch 10C])*, Water Distribution (formally Brisbane Water) has undertaken major upgrades to the Oxley Creek, Sandgate and Wacol wastewater treatment plants and the construction of a Micro Filtration and Reverse Osmosis (MF/RO) Plant at Wynnum through an alliance arrangement. The Brisbane Water Enviro Alliance, valued around \$200 million, is the largest capital delivery contract to be led by Water Distribution. The project aims to reduce the three treatment plants' effluent nutrient levels and increase their treatment capacities to meet the demands of a growing city and economy as well as the supply capacity of 4.5 mega litres of recycled water a day from the Wynnum MF/RO plant.

The Brisbane Water Enviro Alliance Board was established to manage and perform the function of a project control group. The board is subject to a formal agreement between the alliance partners, those being:

- Brisbane City Council trading by its commercialised business unit, Brisbane Water (now Water Distribution)
- John Holland Pty Ltd
- John Holland Pty Ltd (Water & Wastewater)
- Aquatec Maxcon Pty Ltd
- MWH Australia Pty Ltd
- John Wilson & Partners Pty Ltd

While all non-Council partners in the alliance have one representative, Council currently has three representatives on the board – namely Councillors Jane Prentice and Peter Cummings and Jim Reeves. E&C appointed these board members.

Councillor Jane Prentice is now the Chairperson of the Public and Active Transport and Economic Development Committee and Councillor David McLachlan is the Chairperson of the City Businesses and Water Supply Committee, and Councillor Peter Cumming in opposition. Additionally, Robin Lewis is now in the role of Executive Manager Water Distribution. Effectively Councillors Jane Prentice and Peter Cumming as well as Jim Reeves will be removed the Brisbane Water Enviro Alliance Board.

The Brisbane Water Enviro Alliance Board considered the nomination of Councillor McLachlan and Robin Lewis at its last meeting and raised no objection to his appointment.

12.0 CONSULTATION

Councillor David McLachlan
Councillor Jane Prentice
Brisbane Water Enviro Alliance Board members.

All are in agreement with the submission being considered by E&C.

13.0 IMPLICATIONS OF PROPOSAL

The appointment of Councillor David McLachlan and Robin Lewis is consistent with changes in the Administration restructure of the organisation.

14.0 **COMMERCIAL IN CONFIDENCE**

NO.

15.0 **CORPORATE PLAN IMPACT**

N/A.

16.0 **CUSTOMER IMPACT**

N/A.

17.0 **ENVIRONMENTAL IMPACT**

N/A.

18.0 **POLICY IMPACT**

N/A.

19.0 **FINANCIAL IMPACT**

N/A

20.0 **HUMAN RESOURCE IMPACT**

N/A

21.0 **URGENCY**

Normal business.

22.0 **PUBLICITY/MARKETING**

N/A

23.0 **OPTIONS**

1. Approve in accordance with the recommendation.
2. Reject the recommendation.

Option 1 is preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER: 467/34(0)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Airport Link and Northern Busway Projects – Approval of Various Contributions of Council controlled land.

3.0 ISSUE/PURPOSE

To approve the permanent and temporary provision of various Council controlled lands for the benefit of the Airport Link and Northern Busway Projects.

4.0 PROPONENT

Scott Stewart, Acting Divisional Manager, Brisbane Infrastructure

5.0 SUBMISSION PREPARED BY

Peter Hillas, Senior Land Acquisition Officer, MIPG, x37543

6.0 DATE

11 June 2008

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 the Establishment & Coordination Committee approve the determination in Attachment "A".

10.0 DIVISIONAL MANAGER


Scott Stewart
Acting Divisional Manager
BRISBANE INFRASTRUCTURE

I Recommend Accordingly

.....
CHIEF EXECUTIVE OFFICER

I Support / Reject the Recommendation.



Graham Quirk
CHAIRPERSON
INFRASTRUCTURE COMMITTEE

APPROVED

7 JUL 2008

If rejected please state reasons.

.....
Lord Mayor



RECEIVED

07 JUL 2008

COMMITTEE SECTION

ACTION TAKEN

07 JUL 2008

TOWN CLERK

MIPO 26

BCC PUBLICATION RELEASE SCHEME
10 YEAR RELEASE

11.0 BACKGROUND

The Airport Link feasibility study was jointly funded and undertaken by Council and the State. The Airport Link Environmental Impact Statement was subsequently approved by the Coordinator-General on 29 September 2006.

Since then, the State has taken control of the delivery of the project. The Airport Link Project has now been combined with the Northern Busway Project and the respective project teams have worked closely to jointly deliver both Projects for the benefit of local and wider communities.

The Windsor to Kedron section of the Northern Busway will be delivered with Airport Link as a Public Private Partnership. Following construction, the Northern Busway will be owned, operated and maintained by the State Government, while Airport Link will be operated and maintained by BrisConnections for a 45 year concession period.

With the appointment of BrisConnections as the preferred bidder for both Projects, the design of those Projects has changed from the original Reference Design Plan and has generated different land requirements from Council from those previously advised.

The Council land requirements are now as follows:-

- (a) 40 Council owned freehold parcels of land to which ownership is to be transferred to the State (See Schedule 1).
- (b) 10 parcels of land held by Council in Trust to which ownership is to be transferred to the State (See Schedule 2).

Please also note that Council will relinquish control over any reserves listed in Schedule 2 by agreeing to revoke those reserves.

- (c) 28 parcels of land, required temporarily for construction purposes (See Schedule 3).

City North Infrastructure, acting for the State, has provided Council with aerial photographs of the required land with the projects overlaid. See Schedule 4.

The required surface allotments owned by Council and the construction sites situated on Council owned land are shown on these photographs shaded red and green respectively. .

Land to be transferred to the State

The Premier has now written to the Lord Mayor advising that the State will pay \$20 million for the transfer of land as required for the project as set out in Schedule 1 and 2. (See Attachment B).

The Premier has also agreed in that same letter to reimburse Council \$1 million for the bid phase of the Airport Link procurement process.

Council Cash Contribution to Airport Link.

The Premier has also advised the Lord Mayor that the \$10 million cash

contribution approved by Council on 31 October 2006 to the Airport Link Project is no longer required.

Environmental Impact Statement Proponent

The Premier has requested that Council agree to the State becoming the sole proponent of the Airport Link Environmental Impact Statement. Council may do this simply by unilaterally withdrawing as Proponent of that Project and that Statement.

Access to Properties

By letter dated 26 May 2008, City North Infrastructure (CNI) acting on behalf of the State has advised that physical access to the land in Schedules 1, 2 and 3 is required by 1 July 2008.

Urban Mitigation

The State has also requested access to further properties not affected by the projects. Access to these properties is required to allow BrisConnections to undertake such works as relocating services and installing bikeways to replace those affected by the projects.

These works are scheduled to be undertaken throughout the course of the project. The earliest date that access is required to any of these properties is 1 September 2008. Further approvals will be sought for this additional access from time to time. The works will be coordinated through the relevant Council branches and each issue will be addressed according to Council's needs.

Approval of this submission will authorise all the actions required to give effect to these changed requirements.

12.0 CONSULTATION

The following have been consulted and are in agreement with the submission:

Tony Meredith, Policy Liaison Officer to the Infrastructure Committee Chairperson;
Paul Grove, Acting Manager, City Property
David Askern, Manager, Brisbane City Legal Practice
Erin Fleming, Solicitor - Property, Brisbane City Legal Practice

13.0 IMPLICATIONS OF PROPOSAL

Approval of Option 1 will result in Council obtaining the agreed payment for the freehold land noted in Schedule 1; and

Sectional Support:	No implications
Service Levels:	No implications
Political:	No implications
Industrial Relations:	No implications
Regional Implications:	No implications

Social and Community: The State's land requirements include permanent takes and temporary occupation of portions of Council parks not identified in the EIS including:

Permanent:

- a) 356 Lutwyche Rd, Windsor (Trust land)
- b) 381 Lutwyche Rd, Windsor (Trust land)
- c) 34 Swan St, Kedron (BCC)
- d) 1 Gympie Rd, Kedron (BCC and Trust)
- e) 944 Sandgate Rd, Nundah (BCC)
- f) 56 Gallway St, Windsor
- g) 46 Gympie Rd, Gordon Park (BCC)
- h) 4A Suez St, Gordon Park (Trust)
- i) 12A Suez St, Gordon Park (Trust)
- j) 54A Swan St, Gordon Park (BCC)
- k) 1002 Sandgate Rd, Nundah (BCC)
- l) 1034 Sandgate Rd, Nundah (BCC)
- m) 538 Nudgee Rd Hendra (BCC)

Temporary

- a) 68 Bowen Bridge Rd, Bowen Hills (Trust land)
- b) 24 Perry St, Lutwyche (Trust land)
- c) 48 Kalinga St Clayfield (BCC)
- d) 23 Byrne St, Windsor (BCC)
- e) 538 Nudgee Rd Hendra (BCC)
- f) 118 Hedley Ave, Nundah (BCC)

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 CORPORATE PLAN IMPACT

This action is consistent with Program 3 of the Corporate Plan 2006 - 2010, Moving Brisbane (aligning with the Public transport and Transport network outcomes for the Program).

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENTAL IMPACT

The Airport Link Environmental Impact Statement and the Northern Busway Concept Design and Impact Management Plan were approved in May 2007. A request for project change report has been issued for public consultation from 2 June 2008 to 30 June 2008 by the Coordinator General.

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

Budget impact: If Option 1 is adopted, Council will receive payment as follows:

- a) for costs associated with the bid phase of the procurement process of the Airport Link and Northern Busway (Windsor to Kedron) projects of \$1 million;
- b) for the Council land currently identified as permanently required for the Airport Link and Northern Busway (Windsor to Kedron) projects listed in Schedule 1 and 2 or for the occupation of Council land temporarily required for construction purposes listed in Schedule 3, the State will pay Council \$20 million.
- c) in addition to the payment in b), Council will receive payment for the loss of improvements, if any, on any Crown Land held in trust by Council and surrendered to that State.

Further, the State will not seek Council's \$10 million cash contribution to Airport Link.

Taxation issues: Nil

Risk Assessment: Not Applicable

20.0 HUMAN RESOURCE IMPACT

Administrative only

21.0 URGENCY

Urgent. The State is seeking access to the land by 1 July 2008.

22.0 PUBLICITY/MARKETING

Nil.

23.0 OPTIONS

Option 1: Approve the recommendations

Option 2: Not approve the recommendations

Option (1) is the preferred and recommended option.

NB: If the Officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

1.0 FILE NUMBER: 456/85(26)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Proposed New Lease for the Wynnum Manly Ward Office, Suite 3A, 212 Bay Terrace, Wynnum.

3.0 ISSUE/PURPOSE

To seek approval for City Property Branch to negotiate and enter into a new lease of premises currently occupied by the Wynnum Manly Ward Office, Suite 3A, 212 Bay Terrace, Wynnum.

4.0 PROPONENT

Ian Maynard
Divisional Manager, Corporate Services

5.0 SUBMISSION PREPARED BY

Philip Wicht
Property Leasing Manager, City Property

6.0 DATE

7 July 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For Establishment and Coordination Committee Approval

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

Not Applicable.

9.0 RECOMMENDATION

That approval be granted for City Property Branch to negotiate and enter into a new lease over Wynnum Manly Ward Office, Suite 3A, 212 Bay Terrace, Wynnum on the following basis:

Area:	111 m ² (approximately)
Lease Commencement:	1 October 2008
Lease Term:	4 years + 4 year option
Rent:	redacted/m2 or redacted per annum (+ GST)

and otherwise on terms and conditions satisfactory to both the Manager City Property and the Chief Legal Counsel Brisbane City Legal Practice.

CHAIRPERSON

I Support / Reject the Recommendation

If rejected please state reasons



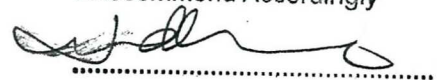
Councillor Adrian Schrinner
Chairman
FINANCE and ADMINISTRATION COMMITTEE

10.0 DIVISIONAL MANAGER



Ian Maynard ANDREW CHESTERMAN
Divisional Manager
CORPORATE SERVICES

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

RECEIVED

07 JUL 2008

COMMITTEE SECTION

ACTION TAKEN


07 JUL 2008

TOWN CLERK
PLMCP

APPROVED

7 JUL 2008

Lord Mayor



11.0 BACKGROUND

On the 4 September 2000, E&C Committee approved the relocation of the Wynnum Manly Ward Office to its current location. The lease will expire on the 30 September 2008 and a new lease will be required.

The owner has offered a new lease on the following terms:

Area:	111 m ² (approximately)
Lease Commencement:	1 October 2008
Lease Term:	4 years + 4 year option
Rent:	redacted/m ² or redacted per annum (+ GST)

City Property has conducted a market analysis of the proposed rent and it is considered to be in line with current market rental for this area and the same rate that the State Government pays for their leased area within this building.

The Ward Councillor, Councillor Peter Cumming, has been consulted and indicated his preference is to remain in the current location.

It is requested that approval be granted for City Property to negotiate and enter into a new lease over Suite 3A, 212 Bay Terrace, Wynnum on terms no less favourable to Council than those outlined above.

12.0 CONSULTATION

Cr Peter Cumming, Councillor for Wynnum Manly Ward
Mark Hrycek, Strategy and Communications Advisor, Lord Mayor's Office
Cathy Uechtritz, Policy Liaison Officer, Finance and Administration Committee
Hayden Wright, Executive Manager, Chief Executive's Office
Erin Fleming, Solicitor, Brisbane City Legal Practice
Paul Grove, Acting Manager, City Property
Joe Finneran, Corporate Real Estate Manager, City Property
All consulted are in agreement with the recommendation.

Councillor Adrian Schrinner, Chairman Finance and Administration Committee has been consulted and agrees that this submission can go forward for consideration by E&C Committee.

13.0 IMPLICATIONS OF PROPOSAL

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

14.0 COMMERCIAL IN CONFINENCE

No

15.0 CORPORATE PLAN IMPACT

In accordance with the Corporate Vision Theme: Smart and prosperous city
Council Program: City Governance
Service focus: Manage Council's finances and assets effectively to provide best value for money for ratepayers.

16.0 CUSTOMER IMPACT

Securing these premises will ensure a seamless and ongoing location for the community to access their Ward Councillor and Council services.

17.0 ENVIRONMENTAL IMPACT

No environmental issues associated with this proposal.

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

Provision has been made in the 2008/09 budget for this rental commitment.

20.0 HUMAN RESOURCE IMPACT

Nil

21.0 URGENCY

In the normal course of business.

22.0 PUBLICITY/MARKETING STRATEGY

Nil

23.0 OPTIONS

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

Option 1 is the preferred option.

NB: If the Officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

1.0 FILE NUMBER: 456/85(1/P1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Proposed New Lease for Karawatha Ward Office, Shop 53A, Sunnybank Hills Shoppingtown, Sunnybank Hills.

3.0 ISSUE/PURPOSE

To seek approval for City Property Branch to negotiate and enter into a new lease of premises currently occupied by the Karawatha Ward Office, Shop 53A, Sunnybank Hills Shoppingtown, Sunnybank Hills.

4.0 PROPONENT

Ian Maynard
Divisional Manager, Corporate Services

5.0 SUBMISSION PREPARED BY

Philip Wicht
Property Leasing Manager, City Property

6.0 DATE

16 June 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For Establishment and Coordination Committee Approval

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

Not Applicable.

APPROVED

7 JUL 2008

.....
Lord Mayor



9.0 RECOMMENDATION

That approval be granted for City Property Branch to negotiate and enter into a new lease for premises to be occupied by the Karawatha Ward Office, Shop 53A, Sunnybank Hills Shoppingtown, Sunnybank Hills on the following basis:

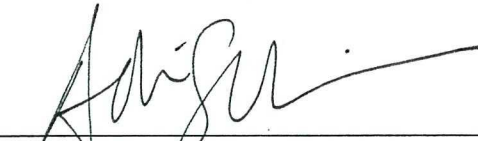
Area: 82 m² (approximately)
Lease Commencement: 1 July 2008
Term: 4 + 4 years
Rent: redacted pa exclusive of GST, (redacted /m²)

and otherwise on terms and conditions satisfactory to both the Manager City Property and the Chief Legal Counsel Brisbane City Legal Practice.

CHAIRPERSON

I Support / Reject the Recommendation

If rejected please state reasons



Councillor Adrian Schrinner
Chairman
FINANCE and ADMINISTRATION COMMITTEE

10.0 DIVISIONAL MANAGER



A/ Ian Maynard ANDREW CHESTERMAN
Divisional Manager
CORPORATE SERVICES

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

RECEIVED

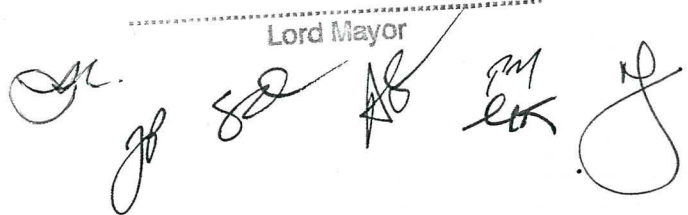
07 JUL 2008

COMMITTEE SECTION

APPROVED

7 JUL 2008

Lord Mayor



ACTION TAKEN

07 JUL 2008

TOWN CLERK

PLMCP

11.0 BACKGROUND

On the 22 May 2000, E&C Committee granted approval for a new lease to be negotiated for premises to be occupied by the Acacia Ridge Ward Office (now Karawatha Ward Office), Shop 53A, Sunnybank Hills Shoppingtown, Sunnybank Hills. The lease was for a four (4) year term, with a four (4) year option, and will expire on the 30 June 2008.

The owner has now offered a new lease for the premises on the following terms:

Area:	82 m ² (approximately)
Lease Commencement:	1 July 2008
Term:	4 + 4 years
Rent:	redacted pa exclusive of GST, (redacted /m ²)

City Property has conducted a market analysis of the proposed rent and it is considered to be well below the current market rental for this area. A similar size office in the adjacent shopping centre is \$1000/m².

The Ward Councillor, Councillor Gail MacPherson, has been consulted and indicated her preference is to remain in the current location.

It is requested that approval be granted for City Property to negotiate and enter into a new lease for the Karawatha Ward Office, Shop 53A, Sunnybank Hills Shoppingtown, Sunnybank Hills on terms no less favourable to Council than those outlined above.

12.0 CONSULTATION

Councillor Gail MacPherson, Karawatha Ward Office
Mark Hrycek, Strategy and Communications Advisor, Lord Mayor's Office
Cathy Uechritz, Policy Liaison Officer, Finance and Administration Committee

Hayden Wright, Executive Manager, Chief Executive's Office

Erin Fleming, Solicitor, Brisbane City Legal Practice

Paul Grove, Manager, City Property

Joe Finneran, Corporate Real Estate Manager, City Property

All consulted are in agreement with the recommendation.

Councillor Adrian Schrunner, Chairman Finance and Administration Committee has been consulted and agrees that this submission can go forward for consideration by E&C Committee.

21.0 URGENCY

In the normal course of business.

22.0 PUBLICITY/MARKETING STRATEGY

Nil

23.0 OPTIONS

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

Option 1 is the preferred option.

NB: If the Officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATIONS SCHEME
10 YEAR RELEASE

SUBMISSION NUMBER

1.0 **FILE NUMBER:** 243/85- M80194-2007/08

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission - Significant Procurement Activity Plan for the Provision of Refuse and Recycling Collection Services - Parks and Footpaths.

3.0 **ISSUE/PURPOSE**

To seek E&C approval of the Significant Procurement Activity Plan for the Provision of Refuse and Recycling Collection Services - Parks and Footpaths

4.0 **PROPONENT**

Jude Munro, Chief Executive Officer.

RECEIVED

07 JUL 2008

ACTION TAKEN

07 JUL 2008

TOWN CLERK

CRM

5.0 **SUBMISSION PREPARED BY**

David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division

COMMITTEE SECRETARY

APPROVED

7 JUL 2008

6.0 **DATE**

1 July 2008.

Lord Mayor

[Handwritten signatures and initials]

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

For E&C Approval.

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

No.

9.0 **RECOMMENDATION**

That the Establishment and Co-ordination Committee approve the attached submission.

10.0 **David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division**

[Signature]
**Jude Munro
Chief Executive Officer**

BCG 10 YEAR RELEASE SCHEME

11.0 BACKGROUND

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 1 July 2008.

The submission is referred to E&C as it is considered the most advantageous outcome for the provision of the required services:

CONTRACT NO.	CONTRACT TITLE	REASON FOR SUBMISSION
RFP No. M80194-2007/08	Provision of Refuse and Recycling Collection Services - Parks and Footpaths	For E&C approval

12.0 CONSULTATION

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

13.0 IMPLICATIONS OF PROPOSAL

The recommended process will provide the most advantageous outcome for Council.

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 VISION/CORPORATE PLAN IMPACT

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

16.0 CUSTOMER IMPACT

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

17.0 ENVIRONMENTAL IMPACT

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

18.0 POLICY IMPACT

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

19.0 **FINANCIAL IMPACT**

Financial details are included in the Divisional submission.

20.0 **HUMAN RESOURCE IMPACT**

Not Applicable.

21.0 **URGENCY**

As soon as possible.

22.0 **PUBLICITY**

As required.

23.0 **OPTIONS**

Option 1: That the E&C approve the recommendation.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 File number

352/77/5

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Lord Mayor's Suburban Initiative Fund (LMSIF) 2008 / 2009 funding guidelines.

3.0 Issue/purpose

To review and approve the new guidelines for implementation of the LMSIF for the 2008 / 2009 financial year.

4.0 Proponent

Margaret Allison, Divisional Manager, Families and Community Services

5.0 Submission prepared by

Kent Stroud, MCDS, Branch Manager, Community Development Services, ext 35925

6.0 Date

1 July 2008

RECEIVED

07 JUL 2008

ACTION TAKEN

07 JUL 2008

7.0 For E&C approval or recommendation to Committee

For E&C approval

TOWN CLERK

MCDS

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 adopt the new Lord Mayor's Suburban Initiative Fund (LMSIF) 2008 / 2009 funding guidelines. *as amended.*

Chairperson

I Support / Reject the recommendation.

If reject, please state reasons

APPROVED

7 JUL 2008

Geraldine Knapp

Councillor Geraldine Knapp
Chair, Families and Community Services Committee

Lord Mayor

82 JM AS J
P UK

10.0 Divisional Manager

M Allison

Margaret Allison
Divisional Manager
Families and Community Services

I Recommend Accordingly

[Signature]

CHIEF EXECUTIVE OFFICER

BCG 10 YEAR RELEASE SCHEME

11.0 Background

It has been requested through the LMERC process that the current LMSIF guidelines be reviewed and new guidelines be presented to the Establishment and Coordination Committee for implementation in the 2008 / 2009 financial year. This specifically relates to the \$122,000 allocated to each of the 26 Wards and the Lord Mayors Brisbane wide area in Brisbane City.

The proposed governance and finance model will be coordinated through the Families and Community Services Division and Community Development Services Branch.

Authority for approving projects has been delegated through the following mechanisms.

- Chairperson Families and Community Services Committee
- Divisional Manager Families and Community Services Committee
- Manager Community Development Services Branch

Projects that need specific approvals including but not limited to Development Assessment and Capital Improvements are required to gain support and relevant compliance before being approved.

A referral of the decision-making or selection process and a financial allocation can be delegated to a community committee at the discretion of the respective Ward Councillor. The appointment, administration and support of any committee is the responsibility of the relevant Ward Councillor.

All grants recommended for funding, including those recommended by a community committee remain the sole responsibility of the respective Ward Councillor.

12.0 Consultation

Lord Mayor, Councillor Campbell Newman
Councillor Geraldine Knapp, Chairman, Families and Community Services Committee
Fiona Procter, Policy Advisor to Chairman, Families and Community Services Committee
Margaret Allison, Divisional Manager, Families and Community Services Committee
Jim Lynch, Grants Coordinator, Community Development Services

Are all in agreement with the recommendation.

13.0 Implications of proposal

The review of the existing guidelines and development of new protocols is in direct response to a request from the Lord Mayor, Councillor Campbell Newman and specific comments raised by the internal Auditor during a review of the LMSIF.

The new guidelines recommended for adoption in this report ensure a clear process of approval, expenditure and acquittal for the LMSIF. Comments raised from the Auditor have had a direct influence on the development of the new guidelines. The new guidelines will provide specific criteria that promote flexibility, accountability and transparency ensuring the expenditure of the LMSIF achieves the best outcome for Council and the wider community of Brisbane City.

If the recommendations in this report do not proceed, the existing administration of the LMSIF will continue to allow anomalies in the approval process and open Council and the relevant Councillors to further scrutiny. The new guidelines remove the need for Council officers to use discretion in approving applications and provide solid grounds for applications to be rejected if they don't meet the new criteria. The new guidelines also address the specific issue of Councillors intentionally or otherwise, utilising LMSIF monies to directly promote themselves or a political agenda.

The new guidelines require minor process changes, however no additional resources will be required. Consultation with the relevant stakeholders as listed above will ensure the LMSIF provides maximum community benefit within specified and accountable criteria.

14.0 Commercial in confidence

NIL

15.0 Vision/Corporate Plan impact

The funding will support the Living in Brisbane 2010 agenda at a local level and improve 2010 priorities of; Inclusive City, Clean and Green City, Creative City and an Active and Healthy City.

16.0 Customer impact

Local Communities will benefit from the LMSIF in the following ways:

- Projects delivering 2010 commitments and local priorities
- Ability for community members and groups to lodge project ideas to their Ward Councillor
- Greater links between local Councillors and the community
- Provide a flexible and accessible way to meet the needs of the local community

17.0 Environmental impact

Submissions for funding to the LMSIF will be encouraged to support the 2010 theme of Clean and Green and allow for integration of social and environmental outcomes.

18.0 Policy impact

The flexibility and accessibility of the LMSIF will ensure the grants contribute directly to a number of Brisbane 2026 Programs but primarily Program 5; Your Brisbane.

The Your Brisbane program supports a high standard of living for the residents of Brisbane, building diverse communities with a focus on social and cultural wellbeing. The program creates opportunities for all residents to be active, informed and involved in their community.

19.0 Financial impact

\$3,375,000 has been allocated to the LMSIF in the 2008/ 2009 budget.

Total funds include an equal allocation for each of the 26 Wards, plus the Lord Mayor and associated administration costs.

20.0 Human resource impact

NIL. The proposed changes will not impact the current allocated resources.

21.0 Urgency

It is recommended that new guidelines for the Lord Mayor's Suburban Initiative Fund be endorsed and implemented before any expenditure of the 2008 / 2009 LMSIF begin.

It is proposed that an information session be held for all Councillors and Ward staff to inform them of the changes. This will occur in mid July 2008.

It is recommended that expenditure of the 2008/2009 LMSIF commence after training has occurred. A suggested date is Monday August 4, 2008.

22.0 Publicity/marketing strategy

Marketing and communication of projects is at the discretion of the relevant Councillor.

An information session will be held for all Councillors and Ward staff in mid July 2008.

23.0 Options

Option 1: Approve the recommendation

Option 2: Not approve the recommendation

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

SUBMISSION NUMBER

1.0 **FILE NUMBER:** 243/105-50061/2004/2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission for the Supply and Delivery of Sand for Asphalt Manufacture.

3.0 **ISSUE/PURPOSE**

To seek Establishment and Coordination Committee approval to extend an existing Preferred Supplier Arrangement (Contract) for the Supply and Delivery of Sand for Asphalt Manufacture with Pacific Silica Sand Pty Ltd, trading as Southern Pacific Sands (SPS) for 12 months from 1 July 2008 to 30 June 2009.

4.0 **PROPONENT**

Jude Munro, Chief Executive Officer.

RECEIVED ACTION TAKEN
07 JUL 2008 07 JUL 2008

5.0 **SUBMISSION PREPARED BY**

David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division

COMMITTEE SECTION

TOWN CLERK
CRM

APPROVED

7 JUL 2008

6.0 **DATE**

17 June 2008.

Lord Mayor

[Handwritten signatures]

7.0 **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 the Establishment and Co-ordination Committee approve the attached submission.

10.0 **David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division**

[Signature]
**Jude Munro
Chief Executive Officer**

BCG 10 YEAR RELEASE SCHEME

11.0 BACKGROUND

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 17 June 2008.

The submission is referred to E&C as it is considered the most advantageous outcome for the provision of the required services:

CONTRACT NO.	CONTRACT TITLE	REASON FOR SUBMISSION
CW50061-04/05	Supply and Delivery of Sand for Asphalt Manufacture	Within E&C Delegation

12.0 CONSULTATION

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

13.0 IMPLICATIONS OF PROPOSAL

The recommended process will provide the most advantageous outcome for Council.

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 VISION/CORPORATE PLAN IMPACT

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

16.0 CUSTOMER IMPACT

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

17.0 ENVIRONMENTAL IMPACT

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

18.0 POLICY IMPACT

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

19.0 FINANCIAL IMPACT

Financial details are included in the Divisional submission.

20.0 **HUMAN RESOURCE IMPACT**

Not Applicable.

21.0 **URGENCY**

As soon as possible.

22.0 **PUBLICITY/MARKETING STRATEGY**

As required.

23.0 **OPTIONS**

Option 1: That the E&C approve the recommendation.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

E&C RESULTS – 14 JULY 2008 - V2

SUB NO.	FILE NO.	DIV.	TITLE	Result
14/07-01 M	BL BCL/1-CLT/220947(P2)	OLMCEO	International Riverfoundation	Yes
14/07-02 M	(4)456/20/49(1)	OLMCEO	To appoint a new independent member to the Brisbane City Council Audit Committee	Yes
14/07-03 M	12/51/1(P9)	Corporate Services	Monthly Report – Delegation of Authority to Travel – March 2008	Yes
14/07-04 M	12/51/1(P9)	Corporate Services	Monthly Report – Delegation of Authority to Travel – April 2008	Yes
14/07-05 M	A001637300	CP & S	Proposed reduction in headworks charges – redacted at redacted	Yes
14/07-06 R	376/6/40(P4)	OLMCEO	Contracts and Tendering – Report to Council of Contracts accepted by Delegates (May/June 2008)	Yes
14/07-07 M	A70038-06/-07	OLMCEO	Stores Board Submission – Supply of trucks, fuel and contract labour (drivers and labourers) for Kerbside Large Items and Green Waste Collection Service (Curbside Services Pty Ltd).	Yes
14/07-08 M	237/70/47(1)	CP & S	Review of Brisbane Inner City Advisory Committee and Community Liaison Committees	Yes
14/07-09 M	485/63/12(23)	CP & S	Solar Water Heater Rebate Program	Yes
14/07-10 M	243/30-30094/2002/2003 243/30-40077/2003/2004	OLMCEO	Stores Board Submission – Provision of Catering to City Hall for more than 250 people and Provision of Catering to City Hall for less than 250 people	Yes - Amend ed
14/07-11 M	188/630/525/1	Brisbane Infrastructure	North-South Bypass Tunnel (NSBT) – Sunday Haulage Request for Change	Yes

E&C RESULTS – 14 JULY 2008 - V2

SUB NO.	FILE NO.	DIV.	TITLE	Result
14/07-12 M	456/20/40 (1)	CP&S	Heritage Advisory Committee membership appointment	Yes - Amended
14/07-13 R	467/33	Brisbane Infrastructure	Hale Street Link – Coronation Drive Outbound Viaduct Arrangement	Yes - Amended

Present: Lord Mayor Campbell Newman, G M Quirk, G Knapp, A Cooper, D McLachlan, A Schrunner, P Matic, J Prentice

BCC PUBLICATION SCHEME
10 YEAR RELEASE

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

1.0 File number

BL BCL/1-CLT/220947(P2)

BCL/1-CLT/220947(P2)

X.REF.....

JUL 2008

INFORMATION MANAGEMENT

ATTACH No. CA 08 11647

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

International Riverfoundation

3.0 Issue/purpose

To approve the appointment of Barry Ball as Council's representative on the Board of the Riverfoundation.

4.0 Proponent

Hayden Wright, Executive Manager, Chief Executive's Office

5.0 Submission prepared by

Barry Ball, Manager Water Reform

6.0 Date

26 June 2008

7.0 For E&C approval or recommendation to Council

For E&C approval

APPROVED

14 JUL 2008

Lord Mayor

8.0 If for recommendation to Council, is a Council resolution required under an Act or Local Law?

No

9.0 Recommendation

That Barry Ball, Manager Water Reform, be appointed as Council's representative on the Board of the International Riverfoundation.

10.0 Executive Manager


 Hayden Wright
 Executive Manager
 Chief Executive's Office

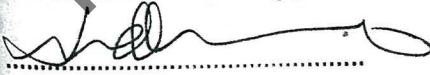
Committee Chairman

Support Reject the recommendation.

If reject, please state reasons


 Councillor Peter Matic
 Chairman, Environment, Parks &
 Sustainability Committee

I Recommend Accordingly


 CHIEF EXECUTIVE OFFICER

RECEIVED

14 JUL 2008

COMMITTEE

ACTION TAKEN

14 JUL 2008

TOWN CLERK

MWRF

11.0 Background

The International Riverfoundation is a Charitable Foundation which was incorporated in 2003 for various worthy environmental objects, including the provision of funding for the continued operation of *Riversymposium* and *Riverprize* conducted each year as part of *Riverfestival* Brisbane.

Council's representative on the Board of Directors of the International Riverfoundation was appointed in August 2003 and is the Chief Executive Officer, Jude Munro.

As a result of commitments to other Boards, the CEO is unable to continue as Council's representative.

It is proposed that Barry Ball, Manager Water Reform, be appointed as Council's representative on the Board.

12.0 Consultation

- Cr Peter Matic (Environment, Parks and Sustainability Committee)
Agree that this submission can go forward for consideration by E&C.

13.0 Implications of proposal

This proposal will ensure Council is able to exercise its representative rights on the International Riverfoundation as a Foundation Member of that organisation.

14.0 Commercial in confidence

Yes

15.0 Vision/Corporate Plan impact

Consistent with the Corporate Plan.

16.0 Customer impact

It will assist in the continued delivery of the *Riversymposium* and *Riverprize*.

17.0 Environmental impact

Nil

18.0 Policy impact

Consistent with current policy.

19.0 Financial impact

Nil

20.0 Human resource impact

Nil

21.0 Urgency

As soon as possible.

22.0 Publicity/marketing strategy

No publicity required.

23.0 Options

Option 1: Approve recommended nominee

Option 2: Approve an alternative nominee

Option 1 is the preferred option.

1.0 **FILE NUMBER:** (4)456/20/49(1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

To appoint a new independent member to the Brisbane City Council Audit Committee.

3.0 **ISSUE/PURPOSE**

The purpose of this submission is to seek E&C approval for the appointment of a member to the Brisbane City Council Audit Committee.

4.0 **PROPONENT**

Hayden Wright
Executive Manager, CEO's Office

5.0 **SUBMISSION PREPARED BY**

Andrew MacLeod
Chief Internal Auditor

6.0 **DATE**

9 July 2008

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

For E&C approval.

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

No.

9.0 RECOMMENDATION

That E&C grant approval for the appointment of Mr Mitchell Petrie, Partner, Risk Consulting, KPMG as an independent member of the Brisbane City Council Audit Committee for a further two year period from 1 September 2008 to 31 August 2010.

10.0 DIVISIONAL MANAGER



Hayden Wright
Executive Manager, CEO's Office

APPROVED

14 JUL 2008


Lord Mayor

CHAIRPERSON

I Support / ~~Reject~~ the Recommendation/s.
If Reject – please state reasons:



Cr Adrian Schinner
CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

RECEIVED

14 JUL 2008

COMMITTEE SECTION

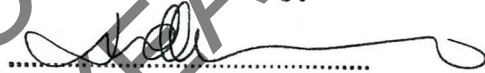
ACTION TAKEN

14 JUL 2008

TOWN CLERK

MMA

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

BCO PUBLICATION RELEASE
10 YEAR RELEASE

11.0 BACKGROUND

In recent times, there has been a move to appoint independent members to Audit Committees. The Audit Committees Best Practice Guide was published jointly by the Auditing & Assurance Standards Board of the Australian Accounting Research Foundation, the Australian Institute of Company Directors and the Institute of Internal Auditors (Australia) in August 2001. Independent members in this Best Practice Guide are defined as "individuals free from any management, business or other relationship that could, or could reasonably be perceived to, materially interfere with their ability to act in the best interests of the entity as a whole".

The Principles of Good Corporate Governance and Best Practice Recommendations of the Australian Stock Exchange (ASX) Corporate Governance Council were published in March 2003. Recommendation 4.3 of this document stated the following: "At least one member of the Audit Committee must be independent."

Jenny Parker, who is a partner in Ernst and Young has served as independent member of the Audit Committee for some years has indicated that she wishes to retire from the Committee at the expiration of her term of appointment on 31st August 2008. This appointment will replace Ms Parker.

Expressions of interest were invited from the first and second tier accounting firms in Brisbane. Six firms submitted written nominations and these were evaluated. The nomination by KPMG of Mr Mitchell Petrie was assessed as being the most suitable. Mr Mitchell Petrie, Partner, Risk Advisory Services, KPMG has had extensive experience working with large organizations, and has demonstrated a good understanding of risk management and internal auditing.

12.0 CONSULTATION

Jude Munro, Chief Executive Officer.

Len Scanlan, independent Chairperson of the Brisbane City Council Audit Committee.

13.0 IMPLICATIONS OF PROPOSAL

The proposed appointment of a new independent member of the Audit Committee will facilitate the continuing monitoring role of the Audit Committee and public accountability.

14.0 CORPORATE PLAN IMPACT

Nil.

15.0 CUSTOMER IMPACT

No direct impact.

16.0 ENVIRONMENTAL IMPACT

Nil.

17.0 POLICY IMPACT

Nil.

18.0 FUNDING IMPACT

A cost of ^{redact} per hour is anticipated. Funds are to be made available in the budget of Assurance and Ethical Standards Branch.

19.0 HUMAN RESOURCE IMPACT

Nil.

20.0 URGENCY

In the normal course of business.

21.0 PUBLICITY/MARKETING STRATEGY

Nil.

22.0 OPTIONS

Option (1) Approve the recommendation that Mr Mitchell Petrie, Partner, Risk Advisory Services, KPMG be appointed as the new independent member of the Brisbane City Council Audit Committee for a further period of two years.

Option (2) Not approve the recommendation.

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

1.0 FILE NUMBER: 12/51/1(P9)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Report - Delegation of Authority to Travel - March, 2008

3.0 ISSUE/PURPOSE

Provision of relevant monthly travel report.

4.0 PROPONENT

Ian Maynard, Divisional Manager, Corporate Services

5.0 SUBMISSION PREPARED BY

Irene Murphy, Travel Co-ordinator, Strategic Procurement Office, ext. 39159

6.0 DATE

9 June, 2008

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 March, 2008.

Chairman

I Support/Reject the Recommendation

If Reject - please state reasons

Adrian Schrinner
Cr Adrian Schrinner
CHAIR FINANCE COMMITTEE

10.0 DIVISIONAL MANAGER

Ian Maynard
Ian Maynard
DIVISIONAL MANAGER

RECEIVED

14 JUL 2008

COMMITTEE SECTION

ACTION TAKEN

14 JUL 2008

TOWN CLERK

TCCS

APPROVED

14 JUL 2008

Lord Mayor
Lord Mayor

[Handwritten signatures and initials]

I Recommend Accordingly

[Signature]
CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

In pursuance of the request for information on a monthly basis of travel approved under delegation, reports are enclosed for March, 2008, for each Unit of Administration showing travel actually undertaken during that month.

Attachment "A" shows details associated with travel undertaken by non Council employees not covered by the Travel Policy.

In summary, the position is as follows:

March, 2008

Non-Commercial Operations

a)	International Travel	
	(i) Number of Bookings	1
	(ii) Airfares	NIL
b)	Domestic Travel	
	(i) Number of Bookings	37
	(ii) Airfares	\$12,427.51
c)	Accommodation and Allowances Costs	\$16,591.35
d)	Registration Fees for Conferences	\$23,347.00
e)	Other Costs e.g. hire car	\$ 3,776.56
	TOTAL	\$56,142.42
	Attachment "A"	\$ 1,351.00

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 VISION/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 FINANCIAL 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 March, 2008.
- (2) Not approve the recommendation.

Option (1) is the preferred option.

If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

1.0 FILE NUMBER: 12/51/1(P9)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Report - Delegation of Authority to Travel - April, 2008

3.0 ISSUE/PURPOSE

Provision of relevant monthly travel report.

4.0 PROPONENT

Ian Maynard, Divisional Manager, Corporate Services

5.0 SUBMISSION PREPARED BY

Irene Murphy, Travel Co-ordinator, Strategic Procurement Office, ext. 39159

6.0 DATE

30 June, 2008

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, 2008.

Chairman

I Support/Reject the Recommendation

If Reject - please state reasons

Adrian Schrinner
Cr Adrian Schrinner
CHAIR FINANCE COMMITTEE

10.0 DIVISIONAL MANAGER

Ian Maynard
Ian Maynard
DIVISIONAL MANAGER

RECEIVED

14 JUL 2008

COMMITTEE SECTION

ACTION

14 JUL 2008

TOWN CLERK

TCCS

APPROVED

14 JUL 2008

I Recommend Accordingly

[Signature]
CHIEF EXECUTIVE OFFICER

Lord Mayor

[Signatures]

10 YEAR RELEASE SCHEME

11.0 BACKGROUND

In pursuance of the request for information on a monthly basis of travel approved under delegation, reports are enclosed for April, 2008, for each Unit of Administration showing travel actually undertaken during that month.

Attachment "A" shows details associated with travel undertaken by non Council employees not covered by the Travel Policy.

In summary, the position is as follows:

April, 2008

Non-Commercial Operations

a)	International Travel	
	(i) Number of Bookings	5
	(ii) Airfares	\$27,914.01
b)	Domestic Travel	
	(i) Number of Bookings	59
	(ii) Airfares	\$18,987.72
c)	Accommodation and Allowances Costs	\$36,003.58
d)	Registration Fees for Conferences	\$16,472.00
e)	Other Costs e.g. hire car	\$ 5,185.43
	TOTAL	\$104,553.74

Attachment "A"

NIL

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 VISION/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 FINANCIAL 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, 2008.
- (2) Not approve the recommendation.

Option (1) is the preferred option.

If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

1.0 FILE NUMBER: A001637300

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Proposed reduction in headworks charges – redacted

3.0 ISSUE/PURPOSE

To seek approval for an ex gratia payment of redacted to partially offset infrastructure contributions payable by redacted in relation to a redacted

4.0 PROPONENT

Michael Papageorgiou, Divisional Manager, City Planning and Sustainability

RECEIVED

14 JUL 2008

5.0 SUBMISSION PREPARED BY

Kevin Matthews, Principal Engineer, Development Assessment South 3403 5962

COMMITTEE SECRETARY

ACTION TAKEN

14 JUL 2008

6.0 DATE

14 July 2008

TOWN CLEVERLEY

PEAS

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval.

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

Not applicable.

APPROVED

14 JUL 2008

9.0 RECOMMENDATION

It is recommended that:

[Signatures]
Lord Mayor

E & C approve the making of ex gratia payment fixed at redacted to partially offset infrastructure contributions payable by redacted in relation to an approval for a redacted on the proviso that the payment is subject to a commercial-in-confidence obligation.

10.0 DIVISIONAL MANAGER AND CHAIRPERSON

I support / ~~Reject~~ the Recommendation/s.

If Reject – please state reasons:

[Signature]

[Signature]

Michael Papageorgiou
Divisional Manager
CITY PLANNING &
SUSTAINABILITY

Councillor Amanda Cooper
Chairman
NEIGHBOURHOOD PLANNING &
DEVELOPMENT ASSESSMENT
COMMITTEE

I Recommend Accordingly

[Signature]

CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

On 5 February 2005, development approval was granted for an office and shop at redacted

The proposal is for the renovation of an existing commercial building into redacted

As the application was lodged on 29th October 2004, in line with Council's policy, the approval package included conditions requiring infrastructure contributions towards the cost of Water Supply and Sewerage headworks. First calculations of these charges in 2004 was redacted, however they have been recalculated and they now total redacted based on 07/08 rates.

redacted has made representations to have the financial contributions either reduced or waived, claiming there is no intensification of the previous use of the site. Water Resources dispute this claim and believe that the applicants have been charged appropriately. As this project provides redacted, it may be considered in this instance to provide an ex gratia payment of redacted, to return contributions to their original rate of redacted to relieve the financial burden on a redacted

Council currently has no policy and/or mechanisms or delegations to allow for a reduction in the infrastructure contributions associated with redacted. An ex gratia payment, approved by Council, is the appropriate means to provide an offset to the charges, where this is considered appropriate.

Breakdown of Contributions

Contribution	Original (04/05)	Current (07/08)	Difference
Sewerage Headworks	redacted	redacted	redacted
Water Supply Headworks	redacted	redacted	redacted
Total	redacted	redacted	redacted

12.0 CONSULTATION

Councillor Amanda Cooper, Chairman, Neighbourhood Planning & Development Assessment Committee

Councillor Helen Abrahams representing The Gabba ward has been involved and strongly supports the request for the charges to be waived or for payment at 2004/05 rates.

Richard Sivell, Manager, Development Assessment.

All of the above are in agreement.

13.0 IMPLICATIONS OF PROPOSAL

Providing the ex gratia payment to effectively offset the infrastructure costs will enable [redacted] to provide [redacted] without a significant cost burden to the [redacted].

"Non disclosure" is required to mitigate exposing Council to similar requests from other organisations.

14.0 COMMERCIAL IN CONFIDENCE

Yes

A "non-disclosure " clause will form part of the agreement to pay the ex gratia payment.

15.0 CORPORATE PLAN IMPACT

Nil

16.0 CUSTOMER IMPACT

The effective reduction of infrastructure costs will enable [redacted] to provide more [redacted] from their own budget funds.

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

This ex gratia payment will result in foregone revenue of [redacted].

20.0 HUMAN RESOURCE IMPACT

Nil

21.0 URGENCY

In the normal course of business

22.0 PUBLICITY/MARKETING

Not applicable

23.0 OPTIONS

Option 1

It is recommended that E&C make an ex gratia payment of [redacted], making total charges payable [redacted], which was the original contribution in 2004/05.

Option 2

Require the full payment for infrastructure charges at the current rates applicable.

Option 1 is the preferred option.

BC 10 YEAR RELEASE SCHEME

SUBMISSION NUMBER

1.0 **FILE NUMBER:** A70038 - 06/-07

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission - Supply of trucks, fuel and contract labour (drivers and labourers) for Kerbside Large Items and Green Waste Collection Service (Curbside Services Pty Ltd).

3.0 **ISSUE/PURPOSE**

To seek the approval of the Establishment & Coordination Committee to extend the existing Contract with Curbside Services Pty Ltd for the provision of the supply of trucks, fuel and contract labour (drivers and labourers) for Kerbside Large Items and Green Waste Collection Service, for a period of eighteen months from 1 October 2008 to 31 March 2010.

4.0 **PROPONENT**

Jude Munro, Chief Executive Officer. 14 JUL 2008

RECEIVED

ACTION TAKEN

14 JUL 2008

5.0 **SUBMISSION PREPARED BY** COMMITTEE SECTION

David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division

TOWN CLERK

CRCM.

APPROVED

14 JUL 2008

6.0 **DATE**

8 July 2008.

Lord Mayor

7.0 **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 the Establishment and Co-ordination Committee approve the attached submission.

10.0 **David Cox**
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division

Jude Munro
Chief Executive Officer

11.0 BACKGROUND

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 8 July 2008.

The submission is referred to E&C as it is considered the most advantageous outcome for the provision of the required services:

CONTRACT NO.	CONTRACT TITLE	REASON FOR SUBMISSION
A70038 – 06/07	Supply of trucks, fuel and contract labour (drivers and labourers) for Kerbside Large Items and Green Waste Collection Service	Within E&C Delegation

12.0 CONSULTATION

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

13.0 IMPLICATIONS OF PROPOSAL

The recommended process will provide the most advantageous outcome for Council.

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 VISION/CORPORATE PLAN IMPACT

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

16.0 CUSTOMER IMPACT

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

17.0 ENVIRONMENTAL IMPACT

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

18.0 POLICY IMPACT

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

19.0 FINANCIAL IMPACT

Financial details are included in the Divisional submission.

20.0 **HUMAN RESOURCE IMPACT**

Not Applicable.

21.0 **URGENCY**

As soon as possible.

22.0 **PUBLICITY/MARKETING STRATEGY**

As required.

23.0 **OPTIONS**

Option 1: That the E&C approve the recommendation.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 File number

237/70/47(1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Review of Brisbane Inner City Advisory Committee and Community Liaison Committees

3.0 Issue/purpose

The purpose of this submission is to:

- Disband the Brisbane Inner City Advisory Committee and Community sub-committees, a portfolio of the Urban Futures Brisbane
- Make recommendation for changes to the terms of reference and membership for the 'Inclusive Brisbane' Board;
- Appoint a new Chair to revised 'Inclusive Brisbane' portfolio; and
- To create the 'Inclusive Brisbane' Board as a portfolio under Urban Futures Brisbane

4.0 Proponent

Michael Papageorgiou, Divisional Manager, City Planning and Sustainability Division

5.0 Submission prepared by

Brigid Pearse, Program Officer, Urban Futures Brisbane, ext. 39752

6.0 Date

14 July 2008

APPROVED

14 JUL 2008

7.0 For E&C approval or recommendation to Council

For E&C approval

[Handwritten signatures and initials over the stamp]
 Lord Mayor

8.0 If for recommendation to Council, is a Council resolution required under an Act or Local Law?

Not applicable

14 JUL 2008

ACTION TAKEN

14 JUL 2008

POCP 4

9.0 Recommendation

COMMITTEE SE...

TOWN CLERK

1. That the Community Liaison Committees and the Brisbane Inner City Advisory Committee be disbanded.
2. That the 'Inclusive Brisbane' Board be established as a portfolio under the Urban Futures Brisbane Board under terms of reference and membership set out in Attachment A.
3. That Jan Williams be appointed to the position of Chair of the Inclusive Brisbane Board for an initial period until 28 March 2010.

10.0 Divisional Manager

[Handwritten signature of Michael Papageorgiou]

Michael Papageorgiou
Divisional Manager

I Recommend Accordingly

[Handwritten signature]

CHIEF EXECUTIVE OFFICER

Committee Chairman

I Support / ~~Reject~~ the recommendation.

If reject, please state reasons

[Handwritten signature of Amanda Cooper]

Councillor Amanda Cooper
Chairman, Neighbourhood Planning &
Development Assessment Committee

11.0 Background

The Brisbane Inner City Advisory Committee was established in 2005, with two sub committees, the Inner North Community Liaison Committee and the City South Community Liaison Committee, to improve co-ordination and community engagement across major projects in the CBD and inner city suburbs.

In 2006 the Urban Futures Brisbane Board (UFB) was appointed and the Brisbane Inner City Advisory Committee (BICAC) became a UFB portfolio with the focus of community engagement, the Chair of BICAC sat on UFB. The cross sectoral membership of BICAC has driven the development of a community engagement framework for Urban Renewal areas, provided ongoing input into the State Government Housing Affordability Strategy implementation and overseen the development of the Q150 Connecting Brisbane cultural trails project.

The membership of BICAC requested a review of the Community Liaison Committees (CLC) due to concerns expressed by the CLC representatives about the effectiveness of their involvement. The Manager City Planning arranged for the Community Engagement Centre of Excellence to undertake the CLC review from January to June 2008. The recommendations from the CLC Review are:

1. That the current CLC model transition over to the Neighbourhood Planning framework in Urban Renewal Areas to ensure direct input into each defined urban renewal area;
2. That Urban Renewal Brisbane secure the services of a community development officer for each urban renewal area to create enduring links to the community;
3. That additional community representatives be selected to supplement the membership of BICAC, or the Urban Futures Board, to help provide longer term input into Urban Renewal areas; and
4. That feedback processes be developed to ensure all stakeholders providing input into Urban Renewal planning are provided with clear and timely feedback on their input.

These recommendations are supported by the Manager City Planning and most of the CLC members however it should be noted that several CLC members do not support the disbandment as they feel that opportunities for input will be lost.

After the March 2008 election, a review of BICAC itself was requested by Chair of Neighbourhood Planning and Development Assessment, Councillor Cooper. This review was conducted by the Urban Futures Brisbane Executive Officer and has involved an informal process of discussions with BICAC and UFB members.

The recommendations of the BICAC Review are:

1. That the geographical scope of BICAC be extended to include the entire Brisbane City Council LGA with a focus on high growth Neighbourhood Plan and Urban Renewal Areas and the name be changed accordingly;
2. The role of BICAC be redefined to focus on community planning aspects, as presented in the Draft Terms of Reference (Attachment A); and
3. The membership of BICAC be refreshed and amended in line with new scope and role.

These recommendations address concerns of the CLC members regarding community sector input into future development activities within Brisbane.

Both the CLC and BICAC reviews have formed the basis of this submission's recommendations to disband the existing committees and establish the new 'Inclusive Brisbane' Board. The proposed terms of reference are provided in Attachment A.

Patrice Derrington has served as Chair of BICAC on UFB since March 2006. Her resignation was received on 11 June 2008. This means that the new 'Inclusive Brisbane' Board will need a new Chair and representative on UFB.

Jan Williams, Director Jardine Development, is highly regarded in government, development and community sectors and would bring valuable skills, experience and expertise to the Inclusive Brisbane portfolio of the UFB Board. Ms Williams currently assists City Planning Branch through her membership of the Independent Design Advisory Panel. A profile of Ms Williams is provided at Attachment B.

12.0 Consultation

- Cr Cooper, Chair of Neighbourhood Planning and Development Assessment
- Cr Knapp, Chair of Family and Community Services
- Michael Papageorgiou, Divisional Manager

- Margaret Allison, Divisional Manager
- Kerry Doss, A/ Manager City Planning
- Professor Michael Keniger, Chair Urban Futures Brisbane
- Urban Futures Brisbane board members
- Brisbane Inner City Advisory Committee members
- Community Liaison Committee members

All are in agreement with the proposal, with the exception of some CLC members as detailed in the background of this submission.

13.0 Implications of proposal

The establishment of the 'Inclusive Brisbane' board will improve the function of this portfolio as part of the Urban Futures Brisbane board.

14.0 Commercial in confidence

No Commercial in Confidence issues are identified at this time. 'Inclusive Brisbane' members must enter into general confidentiality and probity agreements with Council.

15.0 Vision/Corporate Plan impact

The activities of the UFB Board and its ongoing support are consistent with the Corporate Plan's Citywide outcomes regarding:

- Strong Communities
- Better Built Environment
- City Profile
- Land Use and Management
- Active Communities.

16.0 Customer impact

'Inclusive Brisbane' will engage with major stakeholders, and enhances Council's engagement with a range of industry, community, government, environmental and public stakeholders.

17.0 Environmental impact

Nil

18.0 Policy impact

The proposal is consistent with Council policy to ensure good quality planning outcomes for Brisbane.

19.0 Financial impact

Funds are available for this portfolio of the Urban Futures Brisbane Board and its activities, under Works Order 00240 256 633 000 00.

20.0 Human resource impact

The 'Inclusive Brisbane' portfolio is supported by a Secretariat of 1 staff, housed within City Planning Branch. No changes to establishment are proposed.

21.0 Urgency

In the normal course of business. It should be noted that members of all the committees involved are awaiting the outcome of this decision.

22.0 Publicity/marketing strategy

At the discretion of Civic Cabinet

23.0 Options

Option 1: Disbandment of the Community Liaison Committees and the Brisbane Inner City Advisory Committee and the establishment of 'Inclusive Brisbane' Board as a portfolio under the Urban Futures Brisbane Board; and

That Jan Williams be appointed to the position of Chair of the Inclusive Brisbane Board until 28 March 2010.

Option 2: Adjusted recommendation based on feedback from Civic Cabinet.

Option 3: Retain the Community Liaison Committees and the Brisbane Inner City Advisory Committee with improved resources and appoint a new BICAC Chair.

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 File number
485 / 63 / 12 (23)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title
Solar Water Heater Rebate Program

3.0 Issue/purpose
To approve implementation of the Solar Water Heater Rebate Program

4.0 Proponent
Michael Papageorgiou, Divisional Manager, City Planning and Sustainability

5.0 Submission prepared by
Peter Casey, Principal Engineer, Energy Efficiency, Natural Environment and Sustainability Branch, ext 39118

6.0 Date
14th July 2008

RECEIVED ACTION TAKEN
14 JUL 2008 14 JUL 2008
COMMITTEE SECRETARY TOWN CLERK

7.0 For E&C approval or recommendation to Council
For E&C approval

8.0 If for recommendation to Council, is a Council resolution required under an Act or Local Law?
Not Required

9.0 Recommendation
That E&C approve the draft Solar Water Heater Rebate Program as set out in Attachment A and to authorise the implementation of that program.

10.0 Divisional Manager
Michael Papageorgiou

Committee Chairman
Cr Peter Matic

Support Reject the recommendation.

If reject, please state reasons

[Signature]
Chairman, Environment, Parks & Sustainability Committee

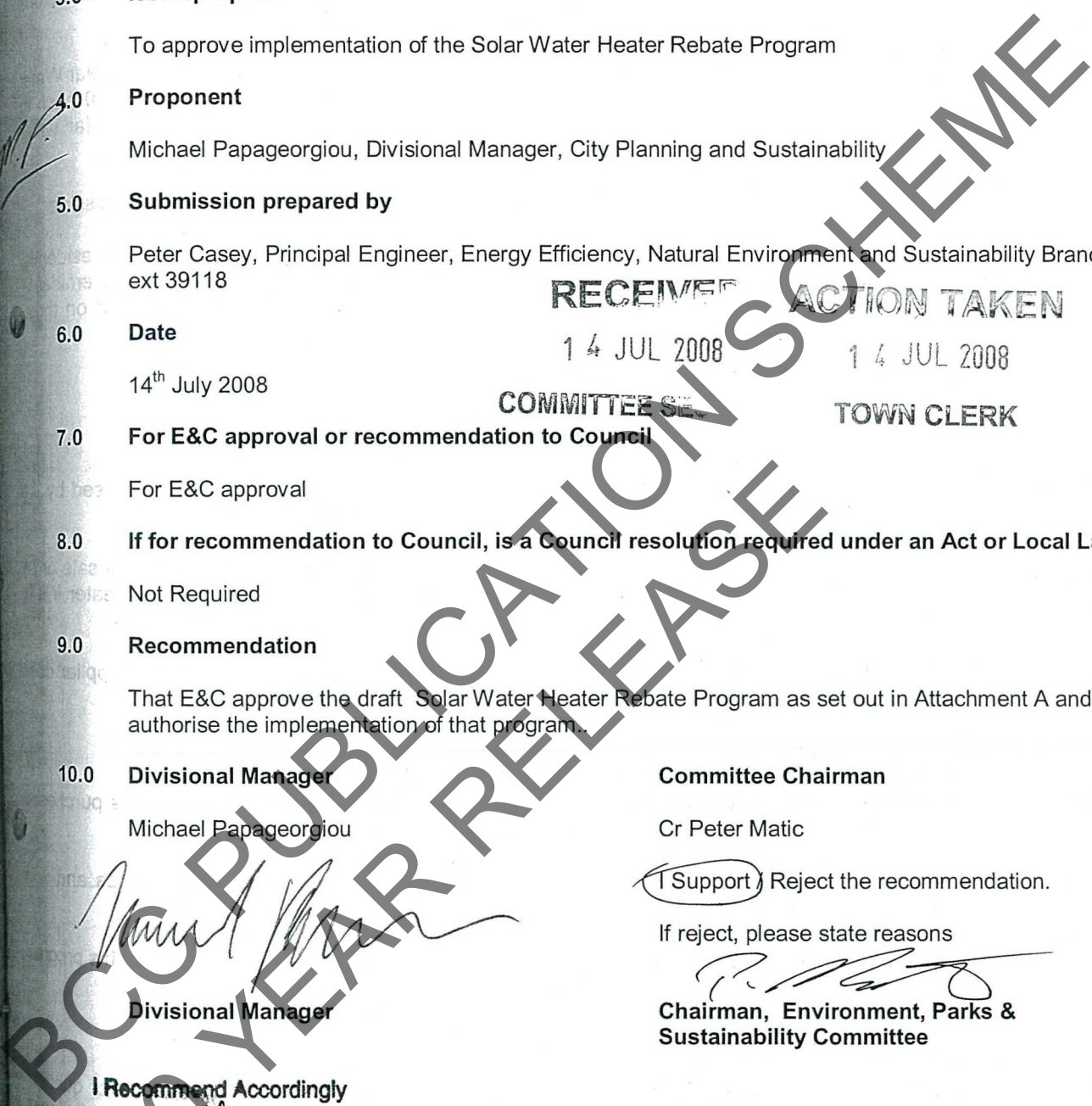
I Recommend Accordingly

[Signature]
CHIEF EXECUTIVE OFFICER

APPROVED

14 JUL 2008

[Signature]
Lord Mayor
[Signatures]



11.0 Background

Brisbane City Council has a strong commitment to reducing the carbon footprint of Brisbane City and has reflected this commitment by the endorsement on 30 April 2007 of targets of being carbon neutral by 2026 and a 50% reduction in greenhouse gas emissions by 2026.

Electric and Gas water heater systems are known to be a major contributor to the carbon footprint of the City. These water heaters systems are used in approximately 80% of Brisbane households and contribute about 30% of the carbon emissions from an average household.

For each Electric or Gas water heater system replaced with a solar water heater the carbon emissions from heating water will be reduced from 30% to less than 5% of the household emissions.

In the 2008/2009 approved budget, funding of \$650,000 was made available to support a Solar Water Heater Rebate Program. This funding will support granting of up to 1,500 rebates @ \$400 each to eligible citizens replacing existing electric and gas water heater systems with suitable solar water heater systems supplied and installed by pre-qualified suppliers.

A draft of the proposed Solar Water Heater program is set out in Attachment "A" to this submission.

The rebate will apply only in respect of the replacement of electric or gas water heaters in residential premises (eg: houses townhouses and home units). More than one rebate per residential premises is potentially available if there is more than one electric or gas water heater system replaced on those premises.

Application

Applications for the rebate:-

- (a) can be made by the owner of the eligible premises or by any persons duly authorised by the owner to make that application on the owner's behalf;
- (b) must be lodged with and processed by a pre-qualified solar water heater at point of sale or be lodged with the completed application form after the installation of solar water heater if it is installed by an installer who is not pre-qualified.
- (c) for point sale rebates the application must not be accepted or processed if the Supplier does not have a pre-approved Council Voucher to apply to the application.

Pre-qualified Suppliers

Rebates will not be made available unless the replacement solar water heater system is purchased from and installed by an authorised pre-qualified supplier.

This will ensure that good quality heaters are supplied and installed at reasonable prices and with good levels of customer service and advice.

An Expressions of Interest process for Prequalification will be immediately commenced if this program is approved for implementation.

Rebate Vouchers and Payment

Once the prequalified suppliers have been appointed, Council will issue to each supplier of quota of rebate vouchers worth \$400 each. As and when a contract is made for the supply and installation of the replacement solar water heater system, the pre-qualified supplier will allocate a rebate voucher to the particular transaction.

That voucher is then sent to Council for redemption with required information certifying as to the purchase and installation of the replacement system in accordance with required standards

It is therefore the suppliers call as to whether they reduce their charges upfront to a customer by the amount of the rebate and keep the rebate when paid by Council (which is likely) or alternatively charge the full price and their customer can claim the rebate directly from Council after installation is completed.

Rebate Voucher Quota

It is proposed that each pre-qualified supplier receive an allocation of vouchers to enable them and their customers to participate in the rebate scheme. Extra vouchers can be provided if demand is strong or a supplier may agree to relinquish vouchers where they are not being utilised.

The use of the voucher system should enable Council to initially restrict the potential liability of the scheme to the funds currently approved on the 2008/2009 Budget. Additional vouchers can be made available as and when additional funds are provided in the approved budget for this scheme.

Approval is required to the terms of the Solar Water Heater Rebate Scheme and for the implementation of that scheme.

12.0 Consultation

Internal BCC stakeholders were consulted and are in agreement with the recommendation:

- Cr Peter Matic, Chairperson Environment, Parks & Sustainability Committee
- Matt Tapsall, Carol Muir-Stokes Policy Advisor, Environment, Parks & Sustainability Committee
- David Askern Chief Legal Counsel, Corporate Services Division, Brisbane City Legal Practice
- Tony Miles, Business Systems & Support Manage, CARS Branch, Customer and Community Services

External Industry Suppliers were also consulted:

- Rheem
- Dux
- Solar Guys
- Origin Energy
- Green Plumbers
- Master Plumbers
- QLD Department of Infrastructure and Planning
- Department of Environment, Water, Heritage and the Arts
- Victorian Environmental Protection Agency

13.0 Implications of proposal

The introduction of the Council's rebate will encourage additional take up of solar water heaters and raise awareness on the significance of low-emission water heating in reducing Carbon emissions. It will also send a clear message on the importance of extending the planned electric hot water ban to non-gas areas in the State legislation.

The Federal Government is currently offering a rebate of \$1,000 for replacement of electric hot water systems, means-tested to be allocated to residents earning less than \$100,000 per annum. The Victorian and New South Wales State Governments also offer a rebate to replace electrical hot water systems with solar systems. The Queensland State Government only offers subsidies for gas systems, it also has regulations pending to ban the installation of electrical hot water systems in class 1 buildings by 2010, in gas areas only

14.0 Commercial in confidence

None.

15.0 Vision/Corporate Plan impact

The Program will facilitate the delivery of the Corporate Plan 2007-2011, particularly by supporting Council's Clean and Green policy:

- Encouraging energy efficiency and use of renewable energy to reduce greenhouse gas emissions
- Increasing community awareness and understanding of energy and resource efficient products, and promoting beneficial behaviours.

The Program will contribute directly to the 2026 vision of reducing emissions to 50% and becoming carbon neutral by 2026.

16.0 Customer impact

Private residents who meet the eligibility criteria will directly benefit from the rebate, reducing their capital purchase cost as well as receiving the benefit of much lower operating costs in the future.

Suppliers who qualify for offering the rebate at the point-of-sale will benefit from a more competitive price structure.

The industry will receive a stimulus from the additional funds invested and should see additional growth in the local market.

17.0 Environmental impact

The amount of carbon dioxide avoided will be 5,250 tonnes each year for the 1,500 units directly subsidised by the Council's rebate. An additional 600,000 tonnes per annum could be saved if all class 1 housing was to convert to solar hot water.

18.0 Policy impact

The solar hot water rebate program is consistent with Brisbane's Plan for Action on Climate Change and Energy and the Climate Change Adaptation Policy. It encourages practices required to achieve substantial cuts in the City's carbon dioxide emissions.

19.0 Financial impact

An allocation of \$650,000 has been made for the implementation of the Program in the 2008/2009 budget.

20.0 Human resource impact

Development and design of the Program will be funded from the Climate Change and Energy team base budget. The Program has \$50,000 allocated to manage the communications plan and rebate processing. Additional funds may be required to develop the internal administration process that will be used across all four years of the program. Approximately 0.5 FTEs will be required for processing rebates.

21.0 Urgency

In the normal course of business.

22.0 Publicity/marketing strategy

A draft Marketing and Communication Plan will be developed for the Solar Hot Water Program. The strategy will encourage pro-active installation of solar water heaters for Brisbane residents' own benefit, with the added bonus of receiving an upfront rebate discount of \$400 to make the initial capital cost equivalent to that of an electrical storage hot water system.

Residents will be facilitated to install solar water heaters through competent and experienced industry manufacturers and installers.

The primary target audiences are:

- Brisbane residents
- Solar Hot Water manufacturers and installers

The secondary target audiences are:

- General public
- Government Agencies

23.0 Options

Option 1: *To approve the program recommendation outlined in Attachment A.*

Option 2: *To decline program recommendation and suggest new program design elements.*

Option 1 is the preferred option.

NB: *If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.*

BCC PUBLICATION SCHEME
10 YEAR RELEASE

SUBMISSION NUMBER

1.0 **FILE NUMBER:** 243/30-30094/2002/2003 & 243/30-40077/2003/2004

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission - Provision of Catering to City Hall for more than 250 people and Provision of Catering to City Hall for less than 250 people.

3.0 **ISSUE/PURPOSE**

To seek Establishment and Coordination Committee approval to extend existing Preferred Supplier Arrangements with Noonworth Pty Ltd t/a Cuisine on Cue.

4.0 **PROPONENT**

Jude Munro, Chief Executive Officer.

RECEIVED

14 JUL 2008

ACTION TAKEN

14 JUL 2008

5.0 **SUBMISSION PREPARED BY**

David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division

COMMITTEE SEC.

TOWN CLERK

ORCM

6.0 **DATE**

1 July 2008.

APPROVED

14 JUL 2008

Lord Mayor

7.0 **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 the Establishment and Co-ordination Committee approve the attached submission. *subject to an increase to the Lord Mayors "ad hoc" functions to 50 per annum.*

10.0 **David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division**

**Jude Munro
Chief Executive Officer**

11.0 BACKGROUND

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 1 July 2008.

The submission is referred to E&C as it is considered the most advantageous outcome for the provision of the required services:

CONTRACT NO.	CONTRACT TITLE	REASON FOR SUBMISSION
J30094-2002/2003	Provision of Catering to City Hall for more than 250 people	Within E&C Delegation
J40077-2003/2004	Provision of Catering to City Hall for less than 250 people	Within E&C Delegation

12.0 CONSULTATION

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

13.0 IMPLICATIONS OF PROPOSAL

The recommended process will provide the most advantageous outcome for Council.

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 VISION/CORPORATE PLAN IMPACT

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

16.0 CUSTOMER IMPACT

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

17.0 ENVIRONMENTAL IMPACT

Tenders are evaluated in line with Council's policy on the use of environmentally friendly and recycled products and environmental considerations have been taken into account in the evaluation of tenders relating to these submissions, where applicable.

18.0 POLICY IMPACT

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

19.0 **FINANCIAL IMPACT**

Financial details are included in the Divisional submission.

20.0 **HUMAN RESOURCE IMPACT**

Not Applicable.

21.0 **URGENCY**

As soon as possible.

22.0 **PUBLICITY/MARKETING STRATEGY**

As required.

23.0 **OPTIONS**

Option 1: That the E&C approve the recommendation.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER: 188/630/525/1

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

North-South Bypass Tunnel (NSBT) – Sunday Haulage Request for Change

3.0 ISSUE/PURPOSE

To approve the making of a Request to the Coordinator General to alter the conditions of the NSBT Project to allow for Limited Sunday Haulage in response public submissions received.

4.0 PROPONENT

Scott Stewart, Acting Divisional Manager, Brisbane Infrastructure

5.0 SUBMISSION PREPARED BY

Gregg Buyers, Acting Executive Manager, Major Infrastructure Projects Office.

6.0 DATE

9 July 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

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

No

BCC PUBLIC RELEASE SCHEME
10 YEAR RELEASE

9.0 RECOMMENDATION

That E&C recommend to the Coordinator-General that an alteration be made to the terms and conditions of the NSBT Project to allow haulage of tunnel spoil on Sunday from 6.30am to 12:30pm conditional on the following:

- (a) the installation of 'LIMIT COMPRESSION BRAKING' signs along Kingsford Smith Drive;
- (b) All spoil haulage trucks must travel along Inner City Bypass, Kingsford Smith Drive and into Schneider Road to the disposal sites.

10.0 DIVISIONAL MANAGER

[Signature]
 Scott Stewart
 Acting Divisional Manager
 BRISBANE INFRASTRUCTURE

APPROVED

14 JUL 2008

[Signature]
Lord Mayor

[Signature]
 Graham Quirk
 CHAIRPERSON
 INFRASTRUCTURE COMMITTEE

RECEIVED

14 JUL 2008

COMMITTEE SECTION

I Support / ~~Reject~~ the Recommendation/s.

If Reject - please state reasons:

ACTION TAKEN

14 JUL 2008

TOWN CLERK

PCMP

I Recommend Accordingly

[Signature]
 CHIEF EXECUTIVE OFFICER

10 YEAR RELEASE SCHEME

11.0 BACKGROUND

In 2004, the North-South Bypass Tunnel (NSBT) project was declared to be a project of State Significance for which an Environmental Impact Statement was required under the *State Development and Public Works Organisational Act 1971* (SDPWO Act).

In accordance with the SDPWO Act, the Coordinator-General issued a planning approval for the NSBT project including conditions for undertaking the project. The approval and conditions were subsequently revised following the selection of RiverCity Motorway as the preferred proponent to deliver the NSBT project.

The current conditions broadly restrict tunnel spoil haulage to from 6:30am Monday to 6:30am Sundays, excluding public holidays. It should be also noted that current haulage operations also avoid peak hour traffic times from Monday to Friday.

Following a request from RiverCity Motorway, Council requested the Coordinator-General consider a change to the project under s.35D of the SDPWO Act. The request is to allow the haulage of spoil (material excavated for the tunnel) from the Bowen Hills worksite to the spoil disposal site in the Australia Trade Coast and Brisbane Airport areas at Eagle Farm between 6:30am Sunday and 6:30am Monday (excluding public holidays) from 1 July 2008 to 30 June 2009.

A technical report outlining the need for the change and the benefits and anticipated impacts was prepared and placed on formal public display for four weeks from 24 May 2008 in the Hamilton Library, the Hamilton Ward Office, and the Brisbane Square Library. Public Submissions were invited by the Coordinator General in response to the request for project change up until 23 June 2008.

In addition, the Request for Change was subject to a formal consultation program. This program included:

- Advertisement in Quest papers 29 May 2008
- Advertisement in Courier Mail 24 May 2008
- Public Display – libraries and information centre 24 May – 23 June 2008
- Letter box drop to over 4000 residents 24 May 2008
- Public Information session 5 June 2008

A full briefing of the technical report was provided to the Local Councillor for the Hamilton Ward and the State MP Tim Nicolls.

The Coordinator-General's office received a total of 19 Submissions. Of these submissions six broadly supported or had no objection to the extension of the haulage house while 13 submissions objected to the proposed change.

The main objections concerns raised in submissions are summarised in Attachment 1 but mostly included:

- An increase in the noise levels along Kingsford Smith Drive due to the additional trucks on the road
- The impacts of additional traffic on a busy arterial.
- Ensuring the conditions set by the Coordinator-General in the Original Project Conditions are maintained and closely monitored.

Having regard to those objections, Council officer have reviewed the impacts and benefits of the proposed change as follows.

Impacts and Benefits of Request for Change

The proposed change to the allowable haulage period will not alter the amount of rock to be removed from the tunnel nor the number of trucks it will take to haul it to the allocated spoil sites. The proposed change allows the opportunity for spoil removal to be more evenly spread over a longer period each week.

The proposed request should reduce the risk of a spike in trucks numbers using Kingsford Smith Drive late on Saturday night or early Sunday morning, to empty silos before the current haulage restrictions apply, to enable tunnelling to continue throughout Sunday.

The technical report shows an increase in the number of trucks along Kingsford Smith Drive on a Sunday will increase noise levels by less than 1dBA throughout the day. During the quietest period of the evening (2-3am Monday morning) it will increase noise levels by 2dBA. The predicated increase in noise levels would not be discernable with the background noise of 50dBA.

A number of options for extended haulage hours were considered as a result of the submissions received through consultations process.

Haulage Routes

To date many of the complaints regarding haulage have been from residents along Lamington Avenue. It is important to note with the opening of the Schneider Road Bridge the spoil haulage trucks no longer use this route.

All spoil haulage trucks now travel along Kingsford Smith Drive and Schneider Road avoiding both Nudgee road and Lamington Avenue.

The project team will continue to monitor the spoil haulage operations and truck records to ensure all existing Coordinator General's conditions are met.

Identifying trucks

Council will continue to monitor the LBB JV complaints system which is dependent on a person providing the licence of a truck or the time and location of any incident.

Some consideration has been given to labelling trucks to identify them clearly as NSBT to assist in the complaints management system. However, as the issue of haulage has not been a significant issue for the project to date this has not been included in the current recommendation.

Summary

The total overall number of truck movements will not change or increase if the haulage hours are increased. An extension of haulage hours will tend to even out haulages throughout the week, in particular on Saturday nights.

The technical report shows that based on existing trucks volumes on Kingsford Smith Drive, the increase in trucks movements resulting from spoil haulage would not be noticeable from a noise or traffic impact perspective. The consultation process suggested that any increase in truck numbers is not acceptable.

However, it is also recognised that an increase in trucks movements of 40 to 60 trucks per hour will have a perceived impact on noise and visual presence on Kingsford Smith Drive.

It has also been suggested that "LIMIT COMPRESSION BRAKING" signs be installed on Kingsford Smith Drive. The Department of Main Roads and more recently Council have installed such signs in response to community concerns. It is considered that such signs would be viewed as a benefit by community and could be installed as part of any approved extension.

Overall it is recognised that there is justification for an extension and the perceived impacts can be mitigated by limiting the extension to 6 hours and installing "LIMIT COMPRESSION BRAKING".

On the basis of that review, Council Officers recommend that the Coordinator general be requested to approve Sunday Haulage from 6.30am to 12:30pm Sunday, conditional on the following:

- (a) the installation of 'LIMIT COMPRESSION BRAKING' signs along Kingsford Smith Drive; and,
- (b) All spoil haulage trucks must travel along Inner City Bypass, Kingsford Smith Drive and into Schneider Road to the disposal sites.

No haulage is it to be allowed after 12.30pm Sunday.

12.0 CONSULTATION

In addition to the formal public consultation, specific briefings were provided to

- Councillor David McLachlan, Councillor for Hamilton Ward, Chairperson City Businesses and Water Supply Committee
- Tim Nichols, MLA

TransApex Board was also consulted in regard to this proposed change.

13.0 IMPLICATIONS OF PROPOSAL

The adoption of this recommendation will have an impact on the local residents living along Kingsford Smith Drive. However, the overall impact of haulage on these residents will be lessened as LBB JV are able to spread the number of trucks using KSD over a greater time period.

This recommendation will form the basis of the public response to all submissions which has been requested by the office of the Coordinator-General.

14.0 COMMERCIAL IN CONFIDENCE

No

15.0 VISION/CORPORATE PLAN IMPACT

N/A

16.0 CUSTOMER IMPACT

N/A

17.0 ENVIRONMENTAL IMPACT

Request for Change report has assessed the environmental impact as acceptable

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

NIL

23.0 OPTIONS

Any option selected below to extend the hours of haulage should be conditional on the following:

- The installation of 'LIMIT COMPRESSION BRAKING' signs along Kingsford Smith Drive.
- All spoil haulage trucks must travel along Inner City Bypass, Kingsford Smith Drive and into Schneider Road for the extended period.

Option 1: Recommend to the Coordinator-General that an extension of 6 hours be provided to the Contractor extending haulage hours from 6:30am Sunday to 12:30 pm Sunday.

Option 2: Recommend to the Coordinator-General that an extension of 12 hours be provided to the Contractor extending haulage hours from 6:30am Sunday to 6:30 pm Sunday.

Option 3: Recommend to the Coordinator-General that an extension of 24 hours be provided to the Contractor extending haulage hours from 6:30am Sunday to 6:30 am Monday.

Option 4: No extension be granted to the Contractor and the haulage hours remain as in the current conditions.

Option (1) is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

1.0 File number
456/20/40 (1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title
Heritage Advisory Committee membership appointment.

3.0 Issue/purpose
To appoint the Chair and members to the Heritage Advisory Committee, and to amend the Committee's Terms of Reference.

4.0 Proponent
Kerry Doss, Acting Manager City Planning

RECEIVED
14 JUL 2008

ACTION TAKEN
14 JUL 2008

5.0 Submission prepared by
Laurie Jones, Principal Heritage Architect, City Planning SHAHU, ext 34059

COMMITTEE SECTION

TOWN CLERK
SHAHU

6.0 Date
9 July 2008

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
To appoint the Chair and members of the Heritage Advisory Committee, and amend the Terms of Reference as indicated in attachments A & B. *(Eoc requires that nominated persons attend - no proxies will be provided for)*

10.0 Divisional Manager Committee Chairman

I Support / Reject the recommendation.

If reject, please state reasons

Cr. Amanda Cooper
Chairman, Neighbourhood Planning and
Development Assessment Committee

Michael Papageorgiou
Divisional Manager
City Planning and Sustainability

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

APPROVED

14 JUL 2008

Lord Mayor

11.0 Background

The Heritage Advisory Committee was initially established by Council on 24 September 1981. With the introduction of *The Integrated Planning Act 1997* and *Brisbane City Plan 2000*, the opportunity was taken to restructure the Committee, and Terms of Reference for the new Committee were adopted by E & C Committee in November 2000. The restructured Committee held its first meeting on 30 May 2002.

The Terms of Reference require E & C Committee appointment of the Chair annually and other members every two years, in line with Council terms.

Current membership of the Committee therefore expired in March 2008, and requires re-appointment. Cr. Les Bryant and Dr. Rod Fisher announced their retirement from the Committee, but the Chair and other members have indicated they are available for re-appointment. Three historical associations, Royal Historical Society of Queensland, Professional Historians Association of Queensland and Brisbane History Group, have all proposed Dr Ruth Kerr as an appropriate historian to replace Dr. Fisher.

The Lord Mayor has proposed expanding the Committee to 14 positions, including three Councillors, and in addition to Dr. Kerr, has nominated Ms Ann Bennison from the National Trust of Queensland, and Councillors Amanda Cooper, Krista Adams and David Hinchliffe. All other current members and the Chair, Dr. Denver Beanland, are nominated for re-appointment.

The Terms of Reference adopted in 2000 require amendment to reflect the increased membership, clarify the nomination process, and update superseded references to Committee names and Councillor Officer titles.

12.0 Consultation

Cr. Campbell Newman, Lord Mayor
Cr. Amanda Cooper, Chairman Neighbourhood Planning and Development Assessment Committee
Ms. Jude Munro, Chief Executive Officer
Dr. Denver Beanland, Chair Heritage Advisory Committee

All in agreement with the recommendation.

13.0 Implications of proposal

The re-appointment of the Chair, and current members of the Heritage Advisory Committee, combined with new members and Councillors will allow the Committee to provide Council with on-going valuable and competent advice on a wide range of heritage related matters.

Amendment of the Terms of Reference will reflect the new membership numbers, clarify the nomination and appointment process, and update superseded references to Committees and Council Officer titles.

14.0 Commercial in confidence

Nil

15.0 Vision/Corporate Plan impact

The Heritage Advisory Committee provides important independent advice to Council concerning matters regarding nomination and regulation of heritage places and character housing. This assists in safeguarding the unique heritage and character of Brisbane.

16.0 Customer impact

Nil

17.0 Environmental impact

Nil

18.0 **Policy impact**

Nil

19.0 **Financial impact**

Nil

20.0 **Human resource impact**

Nil

21.0 **Urgency**

In the normal course of business

22.0 **Publicity/marketing strategy**

Not required nor recommended

23.0 **Options**

Option 1: Approve the appointment of Chair and members of the Heritage Advisory Committee, and amend the Terms of Reference, as indicated in attachments A & B.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

E&C RESULTS – 21 JULY 2008

SUB NO.	FILE NO.	DIV.	TITLE	Result
21/07-01 M	164/855/554/1	Families and Community Services	Infringement Notification Management Project – Overseas Travel to Wellington, New Zealand	Yes
21/07-02 M		OLMCEO	Executive Management Team Retreat 2008	Yes - Amended
21/07-03 R	(8)456/1/30	OLMCEO	AP 191 Security Policy	Yes
21/07-04 M	804/104	Brisbane Transport	Brisbane Transport Annual Performance Plan 2007-08	Yes
21/07-05 R	485/63/10(A1)	Brisbane Water	Recycled Water Procedure – Supply and Pricing Principles	Yes
21/07-06 M	467/33	Brisbane Infrastructure	Stores Board Submission – Significant Procurement Activity Plan (SPAP) in relation to Hale Street Link (HSL) – Tolling Operations Procurement	Yes
21/07-07 M	364/48/2-D0347(7/A1)	Corporate Services	Expressions of Interest for the leasing of a community Market at Davis Park, West End	Yes
21/07-08 M	364/48/2-D0681(1)	Corporate Services	New Lease of the Naval Stores site, Kangaroo Point	Yes

Present: Acting Lord Mayor G M Quirk, G Knapp, A Cooper, D McLachlan, Matic, A Owen-Taylor and I McKenzie

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 164/855/554/1

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Infringement Notification Management Project - Travel to Wellington New Zealand

3.0 Issue/purpose

To gain Council approval to allow the Mr Greg Sullivan, Manager CARS and Mr Tony Miles, Project Manager, Infringement Notification Management Project (IMNP) to travel overseas to Wellington, New Zealand.

4.0 Proponent

Margaret Allison, Divisional Manager, Families and Community Services Division

5.0 Submission prepared by

Linda Delamotte, Acting Business Systems and Support Manager, HRCCARS, 340 35389

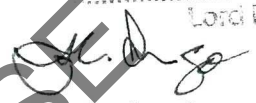

6.0 Date

15 July 2008

21 JUL 2008

7.0 For E&C approval or recommendation to Council

For E&C Approval

Lord Mayor
 JM A 

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 approve the travel for Manager CARS Branch and the Project Manager for INMP to travel to Wellington New Zealand. The purpose of this travel is to investigate the outsourced parking management arrangement that is currently employed by Wellington City Council.

Through the extensive research conducted by the Project Team, it has been uncovered that Wellington City Council has a fully outsourced parking operation that is recognised throughout Australasia. The Wellington City Council operation has been benchmarked against the Brisbane City Council operation. (See table 1 - Comparison of Performance)

Table 1 – Comparison of Performance

Wellington City Council	Brisbane City Council
265 505 PINS issued	181 580 PINS issued
3 staff	11 staff
20 715 first appeal letters	19 968 first appeal letters
207 for second appeal letters	742 second appeal letters
No backlog of correspondence	Backlog reached 2 500 in January 2008.

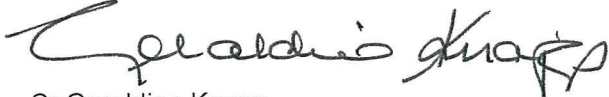
It is important to note that the Wellington model varies significantly from other outsourced operations that have been evaluated. The Wellington model centres on the idea of "Quality PINS" in that the contract is not structured around payment of the contractor for each PIN issued. Instead, the operations revolve around the payment for each PIN that is paid. This is a characteristic that should be further investigated by the project team.

The proposed travel dates are 5 - 8 August 2008 with an approximate expenditure of between \$5,000 and \$7,000 per person.

Chairperson

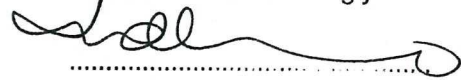
I Support / Reject the recommendation

If reject, please state reasons



Cr Geraldine Knapp
Chair Families and Community Services Committee

I Recommend Accordingly



CHIEF EXECUTIVE

RECEIVED

21 JUL 2008

COMMITTEE SECRETARY

ACTION TAKEN

21 JUL 2008

TOWN CLERK

HRC CARS.

10.0 Divisional Manager

I Support / Reject the recommendation

If reject, please state reasons



Margaret Allison
Divisional Manager
Families and Community Services

11.0 Background

The CARS Branch is currently going through the process of developing a tender for the Infringement Notification Management Process. The key business driver for this project is to meet the expectation that Brisbane City Council (BCC) will undertake the enforcement agent responsibilities for the North-South Bypass Tunnel (NSBT) and the Hale Street Link (HSL).

The processes at a high level involve the investigation of E-toll referrals to BCC, the subsequent issuing of Penalty Infringement Notices (PINs) and the management of the PINs through their lifecycle. In addition, there is likely to be growth in PIN volumes from existing and future BCC compliance and enforcement responsibilities, particularly in the area of regulated parking. It has become clear that the enforcement agent obligations for NSBT and HSL cannot be met by the current PIN management business processes and associated ICT systems and infrastructure.

A second and important driver for this project is the need for CARS to obtain process improvements in the management of PINs, from the issuing through to prosecution if necessary, as the current processes and system severely limit Council's ability to exploit future business opportunities.

The Project Team has extensively benchmarked similar parking operations in Australia. The Project Team has become aware that Wellington City Council has a fully outsourced parking operation which is regarded as being among the most successful of its type in Australasia.

Benchmarking with Wellington indicates that 265,505 PINs are issued per annum with three staff to manage correspondence including Call Centre staff. 20,715 first appeal letters are received with a drop to 207 for second appeal letters. There is no backlog of correspondence. In comparison, BCC issues 181,580 PINs per annum and has eleven staff to manage correspondence excluding Call Centre Staff. 19,968 first appeal letters are received with a drop to 742 second appeal letters. For most of 2007, the BCC Correspondence Team had a backlog of correspondence which reached 2,500 in January, 2008.

More significantly, the Wellington model appears substantially different from other outsourced operations in that it revolves around the notion of "quality PINS". It appears that the contract is not structured around payment of the contractor for each pin issued, but rather around payment for each PIN that is paid. This appears a fundamental distinction and one that should be investigated in the view of the Project Team.

Wellington City Council currently has contracts in place with providers of the type of services BCC is looking to procure. It is envisaged that BCC would benefit greatly from obtaining information around:

- Tender Development
- Contract Management
- Expense Models
- Revenue Models

All of this information would then be collated and brought back for possible inclusion into the tender council staff are currently preparing.

Both Mr Sullivan and Mr Miles have signed a declaration that they will remain with BCC for a period of at least 12 months upon returning from the overseas travel to attend a meeting in Wellington, New Zealand. (See attachments A & B).

12.0 Consultation

Cr Geraldine Knapp, Chairperson, Families & Community Services Committee
Margaret Allison, Divisional Manager, F&CSD, (NSBT E-Toll Steering Committee)

13.0 Implications of proposal

Council has decided to test the market. In the medium term, PIN volumes are expected to grow substantially. In order to constrain the cost associated with managing PIN volumes, Council needs to put in place arrangements that will facilitate a reduction in unit cost as PIN volume increases. Ultimately the contract will be worth several million dollars per annum. In this context it is critical that the tender is thoroughly researched and prepared.

14.0 Commercial in confidence

No

15.0 Vision/Corporate Plan impact

Program 3 *Moving Brisbane City Council*

16.0 Customer impact

Nil

17.0 Environmental impact

Nil

18.0 Policy impact

This proposal will facilitate increased compliance with the relevant legislation.

19.0 Financial impact

Funding for the proposed travel is included in the approved project budget for 08/09 financial year. The expected total expenditure is anticipated to be between \$5,000 and \$7,000.

20.0 Human resource impact

Nil

21.0 Urgency

This trip is urgent as the tender needs to be released to market by mid September 08.

22.0 Publicity/marketing strategy

N/A

23.0 Options

1. Approve the submission
2. Not approve the submission

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Executive Management Team Retreat 2008

3.0 ISSUE/PURPOSE

To seek E&C approval to conduct a residential two (2) day Executive Retreat for BCC's Executive Management Team.

4.0 PROPONENT

Jude Munro, Chief Executive Officer, Office of the Lord Mayor and CEO

5.0 SUBMISSION PREPARED BY

Michael Burmeister, Executive Officer to the CEO, x34795
Adrian Long, Senior Project Officer, x36451.

RECEIVED

21 JUL 2008

COMMITTEE

6.0 DATE

21 July 2008

ACTION TAKEN

21 JUL 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C Approval

TOWN CLERK
SPOCEO

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

No

9.0 RECOMMENDATION

That E&C grant approval for the CEO to conduct an Executive Management Team Retreat at the Kooralbyn Hotel Resort, Kooralbyn on the 11 and 12 September 2008 at a cost of \$5,356.00. *subject to its availability. If it is not available that Wyndham Marcella be the approved location*

10.0 DIVISIONAL MANAGER




Jude Munro
Chief Executive Officer
Office of the Lord Mayor and CEO

APPROVED

21 JUL 2008

Lord Mayor



11.0 BACKGROUND

Brisbane City Council (BCC) is continuing to implement a corporate improvement program that will consider best practices and cost-effective delivery of services and infrastructure. In addition, Council has been managing a series of divisional organisational changes which have heightened the need for effective and timely communication at an executive level. This environment of change and heightened emphasis on value for money impacts on all employees requires strong leadership from our BCC Executive Management Team (EMT).

It is on this basis that it is proposed that EMT come together, in addition to their regular business and concept meetings, in September 2008 to work together and identify/discuss the current agenda of change for the next 1-2 years.

Three venues were investigated for the purpose of hosting this workshop. Attachment A shows the information collected. Kooralbyn Resort is available on the required dates and the price is competitive. The quote for accommodation, meals and conference facilities is \$5,356 including GST.

12.0 CONSULTATION

Lord Mayor, Cr Campbell Neman

13.0 IMPLICATIONS OF PROPOSAL

The Executive Management Team will have an opportunity to gather and brainstorm options surrounding the organisational vision.

14.0 COMMERCIAL IN CONFIDENCE

No

15.0 CORPORATE PLAN IMPACT

Program 11 Organisational Capability:

Service 11.3.2.1 "Workforce Master Planning" includes facilitate and deliver capability development initiatives including provision of leadership programs. (Level of service is senior leadership/management activities).

The Organisational Capability Program is dedicated to developing leadership skills to the highest standard in order to deliver the changing needs of the organisation.

16.0 CUSTOMER IMPACT

- Alternative contacts/arrangements will be provided for customer contact during Retreat.
- Retreat activities will contribute to improved delivery for BCC customers.

17.0 ENVIRONMENTAL IMPACT

Nil.

18.0 POLICY IMPACT

Nil.

19.0 FINANCIAL IMPACT

Funding is available under the approved 08/09 budget allocations.

Residential Costs of \$5,356.00

- Indicative costs based on Kooralbyn Hotel Resort, Kooralbyn – tentative booking in place.

20.0 HUMAN RESOURCE IMPACT

Nil.

21.0 URGENCY

As soon as possible. Arrangements are in place to hold bookings for the venues pending confirmation.

22.0 PUBLICITY/MARKETING

N/A

23.0 OPTIONS

1. Approve the recommendation that an Executive Retreat be conducted on the 11-12 September 2008 as a residential retreat at Kooralbyn Hotel Resort, Kooralbyn at a cost of \$5,356.00
2. Not approve the recommendation.

Option 1 is the preferred option.

1.0 FILE NUMBER: 804/104

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE
Brisbane Transport Annual Performance Plan 2007-08
(Commercial in Confidence)

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek the Committee's approval for the Annual Performance Plan 2007-08 for Brisbane Transport.

4.0 PROPONENT
Alan Warren,
Divisional Manager, Brisbane Transport

RECEIVED

21 JUL 2008

COMMITTEE SECTION

5.0 SUBMISSION PREPARED BY
Roger Wimsett,
Finance Manager, Brisbane Transport

ACTION TAKEN

21 JUL 2008

6.0 DATE
18 June 2008

TOWN CLERK

CFOT

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 approve the 2007/08 Annual Performance Plan for Brisbane Transport.

10.0 DIVISIONAL MANAGER

COMMITTEE CHAIRMAN

I Support / Reject the recommendation.

If reject, please state reasons


Alan Warren
Divisional Manager
Brisbane Transport


Councillor Prentice
Chairman Public & Active Transport &
Economic Development Committee

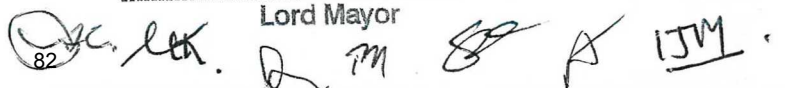
APPROVED

21 JUL 2008

Recommend Accordingly


CHIEF EXECUTIVE OFFICER

Lord Mayor



BCC PUBLICATION RELEASE SCHEME
10 YEAR

11.0 BACKGROUND

The Council, having considered a Public Benefit Assessment, resolved to establish Brisbane Transport as a commercialised business unit under Chapter 8 of the Local Government Act for the purpose of providing public transport services.

The Act requires Brisbane Transport to have an Annual Performance Plan which includes specific matters. This Plan has been prepared to meet the mandatory requirements of the Local Government Act and the City of Brisbane Regulations. It covers the 2007/08 financial year and has been endorsed by the Brisbane Transport Advisory Board.

Under the legislation, Council or a Council delegate is required to sign off on the Performance Plans. Council has delegated E&C with the authority to sign off on Performance Plans.

12.0 CONSULTATION

Cr Prentice, Chairperson, Public & Active Transport & Economic Development Committee
Cris Anstey, Lord Mayor's Chief of Staff
Chair and members, Brisbane Transport Advisory Board
Chief Executive Officer

All are in agreement with the recommendation.

13.0 IMPLICATIONS OF PROPOSAL

There are no negative impacts. The Performance Plan sets out the objectives and key performance indicators for Brisbane Transport for the 2007/08 financial year. The Brisbane Transport Advisory Board will use the Annual Performance Plan to assist in their monitoring of Brisbane Transport's performance during the 2007/08 financial year.

14.0 COMMERCIAL IN CONFIDENCE

Yes

15.0 VISION/CORPORATE PLAN IMPACT

Nil

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

Nil

20.0 HUMAN RESOURCE IMPACT

Nil

21.0 URGENCY

In the normal course of business

22.0 PUBLICITY/MARKETING

Nil

23.0 OPTIONS

(1) Approve the recommendation

(2) Not approve the recommendation

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

SUBMISSION NUMBER

1.0 **FILE NUMBER:** 467/33

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission - Significant Procurement Activity Plan (SPAP) in relation to Hale Street Link (HSL) – Tolling Operations Procurement (MIPO90267-08/09).

3.0 **ISSUE/PURPOSE**

To seek Establishment and Coordination (E&C) Committee approval of the Significant Procurement Activity Plan (SPAP) in relation to all necessary processes to commence Tolling Operations Procurement for the Hale Street Link (HSL) Project.

4.0 **PROPONENT**

Margaret Allison, A/Chief Executive Officer.

RECEIVED

ACTION TAKEN

21 JUL 2008

21 JUL 2008

5.0 **SUBMISSION PREPARED BY**

David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division

COMMITTEE SECTION

TOWN CLERK

CRCM

APPROVED

21 JUL 2008

6.0 **DATE**

15 July 2008.

Lord Mayor

Handwritten signatures and initials: J, SD, PM, LJM

7.0 **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 the Establishment and Co-ordination Committee approve the attached submission. *as awarded on page 2 of the submission*

Handwritten signature of David Cox

Handwritten signature of Margaret Allison

10.0 **David Cox
Acting Manager
Corporate Risk Management
Strategic Procurement Office
Corporate Services Division**

**Margaret Allison
A/Chief Executive Officer**

11.0 BACKGROUND

The Acting Chief Executive Officer and the Stores Board considered the attached scheduled submission on 15 July 2008.

The submission is referred to E&C as it is considered the most advantageous outcome for the provision of the required services:

CONTRACT NO.	CONTRACT TITLE	REASON FOR SUBMISSION
MIPO90267-08/09	Tolling Operations Procurement for the Hale Street Link (HSL) Project	Within E&C Delegation

12.0 CONSULTATION

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

13.0 IMPLICATIONS OF PROPOSAL

The recommended process will provide the most advantageous outcome for Council.

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 VISION/CORPORATE PLAN IMPACT

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

16.0 CUSTOMER IMPACT

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

17.0 ENVIRONMENTAL IMPACT

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

18.0 POLICY IMPACT

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

19.0 FINANCIAL IMPACT

Financial details are included in the Divisional submission.

20.0 HUMAN RESOURCE IMPACT

Not Applicable.

21.0 URGENCY

As soon as possible.

22.0 PUBLICITY/MARKETING STRATEGY

As required.

23.0 OPTIONS

Option 1: That the E&C approve the recommendation.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 File number

364/48/2-D0347(7/A1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Expressions of Interest for the leasing of a community Market at Davies Park, West End.

3.0 ISSUE/PURPOSE

The purpose of this Submission is to seek approval for City Property Branch to seek Expressions of Interest for a suitable lessee to provide a Community Market on Trust Land at Davies Park, West End.

4.0 PROPONENT

Ian Maynard, Divisional Manager, Corporate Services

5.0 SUBMISSION PREPARED BY

Philip Wicht, Property Leasing Manager, City Property

6.0 DATE

15 July 2008

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

It is recommended that approval be given for City Property Branch in consultation with Strategic Procurement, to undertake an Expression of Interest process to find a suitable Organisation to manage a Community Market on Trust land in Davies Park for a period of two (2) to three (3) years.

CHAIRPERSON

I Support / Reject the Recommendation
If rejected please state reasons



Councillor Adrian Schrinner
Chairman
FINANCE and ADMINISTRATION COMMITTEE

RECEIVED

21 JUL 2008

COMMITTEE SECTION

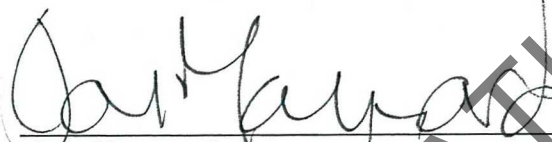
ACTION TAKEN

21 JUL 2008

TOWN CLERK

PLMCP

10.0 DIVISIONAL MANAGER



Ian Maynard
Divisional Manager
CORPORATE SERVICES

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

APPROVED

21 JUL 2008

Lord Mayor



BCC PUBLIC INFORMATION SCHEME
10 YEAR RELEASE

11.0 BACKGROUND

Davies Park is State Government land granted in Deed of Trust and Council manages the land as trustee. The area is classified as sport and recreation and parkland.

In 2003, Council's tenant at Davies Park, Souths Leagues Club Ltd, allowed the Green Flea Community Market to operate, however Council was not asked to approve the arrangement.

In September 2003, Council granted a Town Planning Permit under Council's Local Law (Entertainment Venue & Events) 1999 to the market operator, Latino Investments Pty Ltd. On 26 November 2006 Council approved arrangements for the operation of the markets in the form of a Licence with conditions, including a viable Traffic Plan, for a further twelve (12) month term commencing 1 July 2007 and expiring 30 June 2008, to give Council time to determine the future of the West End Markets.

The local Community has been vocal in support of the markets remaining a viable entity and a continuing part of the recreational infrastructure of the West End peninsula. The markets are seen to contribute to the economic, social and health capital of the host community. Residents are keen to ensure the markets continue to operate and provide fresh food and produce, local arts and crafts and a vibrant multicultural precinct for the community.

Commercial use such as the Green Flea Community Market is not consistent with the intended use of Davies Park. State Government has confirmed this by indicating that a long term arrangement would not be approved. A Master Planning Process is currently under way for the redevelopment of Davies Park and a better location for the markets may be found within the next two years.

In order to ensure that the public is not deprived of an amenity they have come to value, and to ensure that an appropriate service is provided, Council would now like to invite Expressions of Interest for operation of the markets for an interim period of two to three years to enable master planning to occur.

Council will continue to work towards providing clear definitions and guidelines for future community and commercial markets with regards to management structure, operational requirements and site selection.

Under the City of Brisbane Act, Council is obliged to conduct a procurement process for the operation of the markets. Given that public tenders or an Expression of Interest has not previously been conducted for the market, Council is legally obliged to go through due process.

It is therefore proposed to conduct an Expression of Interest in consultation with Strategic Procurement for a suitable lessee to provide community markets on Trust land in Davies Park as an interim location only, on a short term arrangement, while Council continues to investigate and evaluate the most suitable, potential long term location within the West End precinct.

The aim the Expression of Interest is to undertake an equitable and transparent process, which will seek outcomes including a community focus for the markets, where preference will be given to not-for-profit organisations that will reinvest back into the community. At the same time Council is seeking good commercial practice, providing for the use of documented terms of trade and a dispute resolution framework, but which allows flexibility to meet the commercial needs of customers and suppliers. Latino Investments Pty Ltd would be invited to apply.

Upon receipt of Expressions of Interest, Council officers will assess the submissions against defined evaluation criteria to select a shortlist of up to three proposals. From this shortlist a preferred lease proposal will be selected.

No lease or agreement to lease shall be entered into with the successful proponent without further full Council approval.

12.0 CONSULTATION

- Councillor Geraldine Knapp, Chairman Families and Community Services Committee
- Councillor Helen Abrahams, Councillor The Gabba Ward
- Margaret Allison, Divisional Manager, Families & Community Services
- Michael Lockwood, Manager, City Life
- Paul Grove, Manager, City Property
- Kathryn Houston, Solicitor, Brisbane City Legal Practice
- Margaret Jacobson, Principle Officer, Open Space Planning
- Ian Hunter, Principal Officer, Community & Cultural Policy, City Life
- Stephen Lintern, Senior Program Officer Parks, Open Space Planning
- Melanie Rodrigues, Senior Program Officer, Community Facilities
- Quinton Howard, Facility Policy & Planning Team, City Life

All consulted are in agreement with the recommendation.

Councillor Adrian Schrinner, Chairman Finance and Administration Committee has been consulted and agrees that this submission can go forward for consideration by E&C Committee.

13.0 IMPLICATIONS OF PROPOSAL

Endorsement of the proposal to conduct an Expression of Interest Process and Relocation Strategy to resolve the ongoing issues surrounding the operation of the Community Markets on trust land in Davies Park will result in the following:

- Provide a designated area in which the markets may operate for a short period of time whilst Council works to seek a possible alternative long-term location.
- Eventual removal of the markets from Trust Land, if possible, enabling Council to adhere to current DNR regulations.
- Facilitate safe and equitable access to the only remaining sporting precinct in the West End peninsular for the local community.

14.0 COMMERCIAL IN CONFIDENCE

No

15.0 VISION/CORPORATE PLAN IMPACT

The Expression of Interest Process and the relocation of the Community Markets support the Active & Healthy City component and Inclusive City component, freeing up parkland to provide sport and recreational activities while offering an additional vibrant, multi-cultural and recreational precinct.

16.0 CUSTOMER IMPACT

The Community Markets currently operating at Davies Park are highly patronised each Saturday and customers are strongly supportive of the markets remaining part of the West End Community. An expression of Interest will attract and secure "green" community markets for the West End precinct under a new Lease with strong guidelines that will endorse a community not-for profit approach.

17.0 ENVIRONMENTAL IMPACT

Additional reactive maintenance will be undertaken to protect the existing assets including valuable fig trees in the interim location.

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

Funding is available in the City Life current budget.

20.0 HUMAN RESOURCE IMPACT

Nil

21.0 URGENCY

In the normal course of business

22.0 PUBLICITY/MARKETING STRATEGY

It is proposed to advertise for Expressions of Interest through local newspapers and other media.

23.0 OPTIONS

Option 1: That E&C approve the recommendation

Option 2: That E&C not approve the recommendation

Option 1 is the preferred option.

NB: If the Officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 File number

364/48/2-D0681(1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

New Lease of the Naval Stores site, Kangaroo Point

3.0 ISSUE/PURPOSE

The purpose of this Submission is to gain approval for City Property Branch to undertake an Expression of Interest process to find a suitable Organisation to lease and operate the Naval Stores site, Kangaroo Point Cliffs, Kangaroo Point.

4.0 PROPONENT

Ian Maynard, Divisional Manager, Corporate Services

5.0 SUBMISSION PREPARED BY

Philip Wicht, Property Leasing Manager, City Property

6.0 DATE

15 July 2008

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 the Establishment & Coordination Committee grant approval for City Property in consultation with Strategic Procurement, to undertake an Expression of Interest Process and select a suitable applicant for a new lease of the Naval Stores, Amesbury Street, Kangaroo Point.

RECEIVED

21 JUL 2008

COMMITTEE SECTION

ACTION TAKEN

21 JUL 2008

TOWN CLERK

PLMCP

CHAIRPERSON

I Support / Reject the Recommendation
If rejected please state reasons



Councillor Adrian Schrinner
Chairman
FINANCE and ADMINISTRATION COMMITTEE

10.0 DIVISIONAL MANAGER



Ian Maynard
Divisional Manager
CORPORATE SERVICES

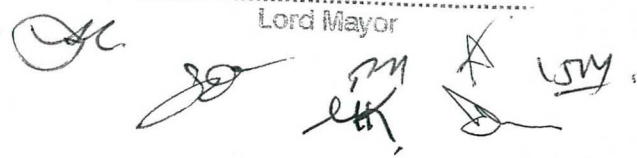
I Recommend Accordingly


.....
CHIEF EXECUTIVE OFFICER

APPROVED

21 JUL 2008

.....
Lord Mayor



BCC PUBLIC INFORMATION SCHEME
10 YEAR RELEASE

11.0 BACKGROUND

In September 2004, as a result of Economic Development Registration of Interest for Tourism Use of Council's assets, Vivary Pty Ltd (trading as Riverlife) was granted a twelve (12) month licence of this site commencing 20 September 2004 and expiring 19 September 2005. Vivary Pty Ltd has been holding over for three years on a month by month basis under the terms and conditions of the lease, pending the future lease of this facility. It is now proposed that a long term arrangement be entered into for the site.

Under Section 46 of the City of Brisbane Act, Council is obliged to invite tenders for an interest in Council land. Public tenders or an Expression of Interest has not been conducted for the site since September 2004.

Council approval to commence the Process for Expression of Interest for this site had been obtained in 2006, but the process was not carried out at that time pending advice from DNR over the trust land component of the site. DNR has advised that the Expression of Interest Process may now proceed.

It is proposed to now seek Expressions of Interest for a new five year lease of the site with two five year options to renew, from suitable Organisations in consultation with Strategic Procurement and on terms acceptable to the Manager City Property and Chief Legal Counsel, Brisbane City Legal Practice. Riverlife would be eligible to apply.

The aim of the process is to undertake an equitable and transparent process, which will seek outcomes including:

- ensuring the use compliments the unique riverside location
- enhancing the recreational and cultural opportunities that the site offers
- maintaining the historical significance of the Naval Stores site
- ensuring use links to Council's vision of Active and Healthy and Vibrant, Creative City

Upon receipt of expressions of interest, Council officers will assess the submissions against defined evaluation criteria to select a shortlist of up to three proposals. From this shortlist a preferred lease proposal will be selected. No lease or agreement to lease shall be entered into with the successful proponent without further full Council approval.

12.0 CONSULTATION

- Councillor Geraldine Knapp, Chairperson Families and Community Services Committee
- Councillor Helen Abrahams, The Gabba Ward Office
- Margaret Allison, Divisional Manager, Families & Community Services
- Michael Lockwood, Manager, City Life
- Paul Grove, Manager, City Property
- Joe Finneran, Corporate Real Estate Manager, City Property
- Kathryn Houston, Solicitor, Brisbane City Legal Practice
- Margaret Jacobson, Principal Officer Open Space Planning
- Ian Hunter, Principal Officer, Community & Cultural Policy, City Life

- Stephen Lintern, Senior Program Officer, Parks, Open Space Planning
- Melanie Rodrigues, Senior Program Officer, Community Facilities
- Quinton Howard, Facility, Policy and Planning Team, City Life

All consulted are in agreement with the recommendation.

Councillor Adrian Schrunner, Chairman Finance and Administration Committee has been consulted and agrees that this submission can go forward for consideration by E&C Committee.

13.0 IMPLICATIONS OF PROPOSAL

The Proposal will provide sustainable social and economic benefits including:

- Provision of a recreational or cultural activity, which is accessible to the broader community, and which has strong links to Council's Living in Brisbane 2026 themes.
- Ongoing commitment to the preservation of the site's Maritime and Heritage values, together with the objectives of the surrounding park and open space precinct.
- Sustainable, financial return for Council over the term of the proposed lease.

14.0 COMMERCIAL IN CONFIDENCE

No

15.0 VISION/CORPORATE PLAN IMPACT

Supports Council's vision of Active and Healthy and Vibrant, Creative City

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

Within City Property's current budget

20.0 HUMAN RESOURCE IMPACT

Nil

21.0 URGENCY

In the normal course of business

22.0 PUBLICITY/MARKETING STRATEGY

Advertising for Expression of Interest through local newspapers and other media

23.0 OPTIONS

Option 1: Approve the recommendation

Option 2: Not approve the recommendation

Option 1 is the preferred option.

NB: If the Officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

E&C RESULTS – 28 JULY 2008

SUB NO.	FILE NO.	DIV.	TITLE	Result
28/07-01 R	460/136(82/P1)	CP & S	Adoption of the City Centre Neighbourhood Plan	Yes
28/07-02 R	109/190/12/1	Corporate Services	Trade Policy Act Policy	Yes
28/07-03 M		OLMCEO	Travel Proposal – Capital Cities Knowledge Exchange Network	Yes
28/07-04 M	14/3(P1)	Corporate Services	Concessional Leave Arrangements – Christmas/ New Year Period 2008/2009	Yes
28/07-05 M	28/0	Corporate Services	Employer contributions to superannuation for employees aged 70 years and over	Yes
28/07-06	BC BCL/1-MGR/281434	OLMCEO	Termination of the Forest Lake Community Facilities Trust Fund (“the Trust”)	W/D
28/07-07 M	140/520/466/2	OLMCEO	Agenda Items for the 2008 Local Government Association of Queensland Conference	Yes – Amended
28/07-08	365/20-PN130/54	Corporate Services	Proposed New Lease for Visible Ink at 54 Berwick Street, Fortitude Valley	Held
28/07-09 M	204/74/3(1/P2)	OLMCEO	Membership and remuneration of the Brisbane CityWorks Business Unit Advisory Board and the City Design Advisory Board	Yes
28/07-10 R		OLMCEO	Regional Water Reform Project – Establishment of an Interim Regional Water Distribution Entity	Yes

Present: Acting Lord Mayor G M Quirk and Councillors A Cooper, G Knapp, P Matic, I McKenzie, D McLachlan, and A Owen-Taylor

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:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Travel Proposal – Capital Cities Knowledge Exchange Network

3.0 Issue/purpose

The purpose of this submission is to request permission for Andrew Chesterman, Manager, Corporate Improvement & Strategic Planning, Ian Maynard, Divisional Manager, Corporate Services and Margaret Allison, Divisional Manager, Families & Community Services to travel to Auckland to participate in the Capital Cities Knowledge Exchange Network from 27-29th August, 2008.

4.0 Proponent

Jude Munro, Chief Executive Officer.

RECEIVED

2 8 JUL 2008

ACTION TAKEN

2 8 JUL 2008

5.0 Submission prepared by

Hayden Wright, Executive Manager, OLMCEO

COMMITTEE SECTION

TOWN CLERK

APPROVED EMCEO.

6.0 Date

21st July 2008

2 8 JUL 2008

7.0 For E&C approval or recommendation to Council

For E&C approval

Lord Mayor

[Handwritten signatures and initials]

8.0 If for recommendation to Council, is a Council resolution required under an Act or Local Law?

N/A

9.0 Recommendation

It is recommended that approval be granted for Andrew Chesterman, Manager, Corporate Improvement & Strategic Planning, Ian Maynard, Divisional Manager, Corporate Services and Margaret Allison, Divisional Manager, Families & Community Services to travel to Auckland to participate in the Capital Cities Knowledge Exchange Network from 27-29th August, 2008 at a total cost of \$3150.

10.0 Divisional Manager

Hayden Wright
Executive Manager, OLM/CEO's Office

Committee Chairman

I Support / Reject the recommendation.

If reject, please state reasons

[Signature]
Adrian Schinner
Chairman, Finance and Administration
Committee

I Recommend Accordingly

[Signature]

CHIEF EXECUTIVE OFFICER

11.0 Background

The Capital Cities Knowledge Exchange Network has been operating for 18 months and was an initiative of Brisbane and Melbourne City Councils.

Since its inception Sydney City Council and Auckland City Council (albeit a large, but not a capital, city) have been also involved. Up to 2 meetings per year were envisaged.

Melbourne was the first city to host an exchange in February 2007, whilst Brisbane was host in November 2007.

Auckland has now offered to host the next exchange being held in August 2008.

The purpose of the Network has been to establish and maintain professional connections between 4-5 senior executives from each council, including CEO's, in order to share information and successes at both strategic and operational levels.

Meetings are held in a collaborative and open manner and are designed to initiate discussions that are later followed up through each organisation at officer level.

Brisbane City Council has been represented by the CEO (Jude Munro), Divisional Manager, Corporate Services (Ian Maynard), Divisional Manager, Families & Community Services (Margaret Allison), Manager Corporate Improvement and Strategic Planning and Manager (Andrew Chesterman) and the CISP Service Review Manager (John Burton).

Since its beginning, substantial officer contact has been established through the Network. Each City has also nominated one officer who acts as a conduit to their organisation to progress issues of interest beyond these meetings. Andrew Chesterman, Manager Corporate Improvement and Strategic Planning, has fulfilled this role for Brisbane.

The Knowledge Exchange Network allows the sharing of key issues facing large cities. Various ideas which have already successfully been progressed through the network include issues associated with waste management and street cleansing procedures, commercialisation of council businesses, regulated parking strategies and long term planning and performance measurement.

The agenda for the upcoming meeting includes issues associated with customer service, leadership/organisational cultural development and public private partnerships. Brisbane has specifically asked cities to bring information to the table to more fully explore issues associated with property rating models, medium term planning and execution, supplementary revenue streams, and enforcement strategies for parking and infringement management.

12.0 Consultation

- Councillor Adrian Schrinner, Chairperson Finance and Administration
- Jude Munro, Chief Executive Officer

Are all in agreement with the recommendation

13.0 Implications of proposal

Nil

14.0 Commercial in confidence

No

15.0 Vision/Corporate Plan impact

Program 10 in the Corporate Plan and in particular, Council's corporate improvement and innovation strategy, highlights the need to find, replicate and promote innovative ideas both within and outside of Council. The program further details the need to support all areas of Council to achieve efficient and effective operations. This Network will assist Council understand best practice operations and allow ongoing collaboration and knowledge sharing to occur.

16.0 Customer impact

Nil

17.0 Environmental impact

Nil

18.0 Policy impact

In accordance with Council policy

19.0 Financial impact

Air travel, airport transfers, accommodation and meals will need to be covered by Council and the funds are available within each Divisional budget. All travelling have agreed to travel economy class to decrease the costs of air travel.

The estimated costs to Council are \$1050 per person, at a total cost of \$3150.

This consists of (per person) :

Airfares	\$600
Accommodation	\$300
Meals/Travel	\$150

20.0 Human resource impact

Nil

21.0 Urgency

In the normal course of business – however as the Network is being held in August, air travel will need to be booked as soon as possible.

22.0 Publicity/marketing strategy

Nil

23.0 Options

- Option 1: Approve the recommendation
- Option 2: Amend the recommendation
- Option 3: Not approve the recommendation

Option 1 is the preferred option

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATIONS SCHEME
10 YEAR RELEASE

1.0 File number

14/3(P1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Concessional Leave Arrangements – Christmas/New Year Period 2008/ 09

3.0 Issue/purpose

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

4.0 Proponent

Ian Maynard, Divisional Manager, Corporate Services

5.0 Submission prepared by

Robyn Ellera, Project Support Officer (Employment Arrangements)

6.0 Date

7 July 2008

APPROVED

28 JUL 2008

7.0 For E&C approval or recommendation to Council

For E & C approval

Lord Mayor

[Handwritten signatures and initials]

8.0 If for recommendation to Council, is a Council resolution required under an Act or Local Law?

No

9.0 Recommendation

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

Chairperson

I Support / Reject the recommendation.

If reject, please state reasons

RECEIVED

28 JUL 2008

ACTION TAKEN

28 JUL 2008

COMMITTEE SECTION

TOWN CLERK

PSOWR

[Signature]
Adrian Schinner
Chair Finance & Administration Committee

10.0 Divisional Manager

[Signature]
Ian Maynard
DIVISIONAL MANAGER

I Recommend Accordingly

[Signature]

CHIEF EXECUTIVE OFFICER

11.0 Background

The Brisbane City Council has managed the Christmas/New Year period in the same way since 1987, whereby an E & C decision to grant one day's Concessional Leave was approved. Council, by approving this Concessional Leave, will be consistent with previously approved practices and procedures designed to manage customer service levels over this period.

12.0 Consultation

- Executive Management Team
- Councillor Schrinner

Are in agreement with the recommendation.

13.0 Implications of proposal

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

14.0 Commercial in confidence

N/A

15.0 Vision/Corporate Plan impact

Nil

16.0 Customer impact

Nil

17.0 Environmental impact

Nil

18.0 Policy impact

Nil

19.0 Financial impact

No additional funding will be required.

20.0 Human resource impact

Nil

21.0 Urgency

Nil

22.0 Publicity/marketing strategy

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

23.0 Options

Option 1: Approve that one (1) Concessional Leave day be split over (2) days in accordance with previous practice, viz., 29th December 2008 or 2nd January 2009

Option 2: Not approve a Concessional Leave day over the 2008/09 Christmas/New Year period.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 File number
28/0

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Employer contributions to superannuation for employees aged 70 years and over.

3.0 Issue/purpose

To approve the making of cash payments equivalent to employer contributions to superannuation for employees from the age of 70 and over.

4.0 Proponent

Ian Maynard
Divisional Manager Corporate Services Division

RECEIVED

28 JUL 2008

ACTION TAKEN

28 JUL 2008

COMMITTEE SECTION

TOWN CLERK

NCPPM

5.0 Submission prepared by

Ian Logan, Principal Finance Officer Economic Regulation, NCPPM 3403 6255

6.0 Date

23 July 2008

APPROVED

28 JUL 2008

7.0 For E&C approval or recommendation to Council

For E&C Approval

Lord Mayor

8.0 If for recommendation to Council, is a Council resolution required under an Act or Local Law?

Not applicable

LM

9.0 Recommendation

That E&C approve the following changes to employment terms and conditions with effect from 1 July 2008:-

- (a) Payment of the cash equivalent of the employer superannuation payments (currently 14% in respect of permanent employees and 9% in respect of casual and temporary employees) to employees aged 70 and over
- (b) None of the payments in (a) is to be made in respect of any periods prior to 30 June 2008.
- (c) Employees are to solely responsible for any decision about structuring their pay, salary sacrifice and superannuation arrangements and are to be strongly advised to seek their own independent financial advice, if they access this entitlement .

10.0 Divisional Manager

Ian Maynard
Divisional Manager Corporate Services
Division

Committee Chairman

I Support / Reject the recommendation.

If reject, please state reasons

Adrian Schrinner
Chairman, Finance and Administration
Committee

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

11.0 Background

Proposal

Council, like many other employers, is facing a skills shortage as our ageing workforce reaches normal retirement age (65 years). To encourage employees to continue working up to and beyond normal retirement age, Council has introduced, or is introducing retention measures, including flexible work arrangements which are specifically targeted at mature-aged workers.

As part of these retention measures it is recommended that Council extends the cash equivalent of employer superannuation contributions for employees (both casual and permanent) aged 70 and over. Council currently contributes 14% for permanent employees under 70 and 9% for temporary and casual employees under 70.

Amendments to legislation

Recent amendments to superannuation legislation have changed the age limit at which employers must cease making employer contributions to superannuation on behalf of their employees. Until 30 June 2007, there was an age limit of 70 years. Now the upper age limit is 75, (unless contributions are specifically mandated under an industrial award or certified agreement).

Beyond the age of 70, and up to the age of 75, it is now the employer's prerogative as to whether employer superannuation contributions continue for this age group or those employees are paid a cash equivalent.

Superannuation funds may not accept employer contributions for employees aged 75 or over (again unless the contributions are mandatory under an award or certified agreement).

Employees can continue to make personal and/or salary sacrifice contributions until they reach the age of 75 years, providing they work at least 40 hours in 30 consecutive days during the financial year in which the contribution is made.

Council's Current Position

Council currently makes employer contributions to superannuation for employees who are under the age of 70, but not for employees who are older. There are no Council policies that specify a cut-off age for employer superannuation contributions. *HRP027 Superannuation Procedure* is silent on age.

Because superannuation is part of an employee's salary package, ceasing employer contributions at a specified age effectively means a reduction in the annual salary of older workers.

This was highlighted in the introduction of SSP, which is based on a Total Remuneration package, of which superannuation is a component. Two permanent employees who were over the age of 70 accepted SSP employment offers. Special arrangements were made for these employees to be paid the equivalent of 14% superannuation as a cash allowance, because Council's pay rules did not currently support employer contributions for employees over 70.

The Brisbane City Council Superannuation Plan Consolidated Trust Deed, which was amended on 16 January 2008, has no barriers to Council making employer contributions for employees over the age of 70. Advice from City Super is that employees in the post retirement age group should seek financial advice about how to best structure their pay, salary sacrifice and superannuation arrangements. This is essential because of new "transition to retirement" pension products, and annual limits to the amounts that can be salary-sacrificed as concessional contributions. This means that each employee's financial position, and the tax implications thereof, will differ.

Currently there are 16 permanent employees in Council who are 70 years or older, and 88 employees who are aged 65 to 69 (Figure 1). Assuming no retirements, by this date in 2010 there will be 33 employees over the age of 70. By 2013 there would be 104 employees over the age of 70. This assumes that no-one who is currently an employee leaves, and no new older workers are employed. In actuality, the outflows after the age of 67 are more likely to outweigh the inflows.

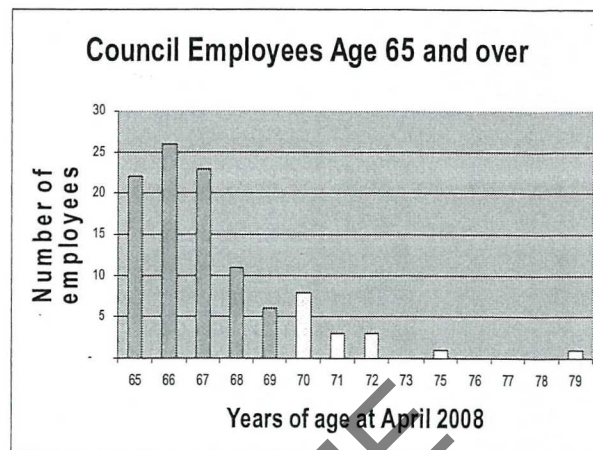


Figure 1: Number of employees aged 65+

Using the same assumptions as above, the annual cost of contributing 14% of salary to superannuation for the current employees over 70 years is between \$120,000 and \$130,000 (Figure 2). This estimate is based on current Band levels for salaried staff, occupational groups for wages employees, and estimates of SSP Total Remuneration for professional employees. By 2010, the estimated cost would be around \$241,000 per annum. By 2013, the cost may be in the order of \$743,000 per annum in today's dollars, based on a high-end estimate of 104 employees in the subject age bracket.

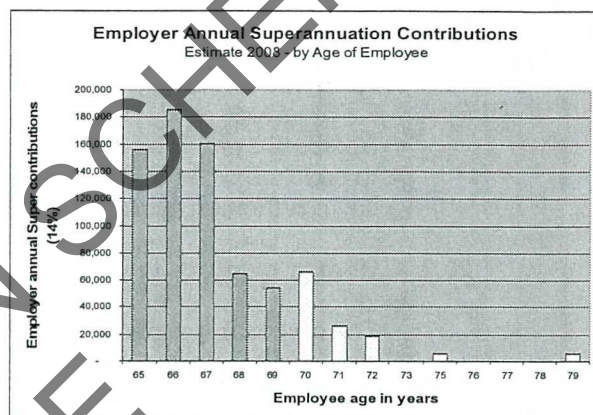


Figure 2: Estimated cost by age group

The above figures do not include casual employees. Currently Council employs 11 casuals aged 69 and over. Casuals currently attract 9% superannuation contribution up to age 70.

It is considered more appropriate because of the above advice of City Super that rather than extend the making of employer superannuation contributions to older employees that instead Council pays the cash equivalent and leaves the decision to the employee decide how best to structure their financial arrangements.

Employees accessing this payment should be strongly advised to seek their own independent financial advice.

E&C is requested to approve this important retention measure.

12.0 Consultation

- Jude Munro, Chief Executive Officer
- Chris Mead, Chief Financial Officer
- Stuart Meekin, Audit Risk and Compliance Manager, CitySuper
- Ian Niven, Chief Human Resources Officer
- Debbie Terranova, Principal Consultant Remuneration and Benefits
- Pat Sansome, Pay Process Manager

They are in agreement with the recommendation.

13.0 Implications of proposal

The proposal supports Council's policy of retaining mature aged employees through a consistent and non-age discriminatory approach to superannuation benefits.

14.0 Commercial in confidence

No

15.0 Vision/Corporate Plan impact

The proposal supports Program 11, Organisational Capability, in the Corporate Plan ie to attract, develop and retain skilled and motivated employees.

16.0 Customer impact

This proposal will provide employees aged 70 years and over with the same cash equivalent superannuation benefits as for employees under 70 years.

17.0 Environmental impact

Nil

18.0 Policy impact

The proposal clarifies the Superannuation Policy HRP 027.

19.0 Financial impact

No specific provision has been made in the budget for this proposal. The cost for 2008/9 is expected to be in the order of \$120,000 to \$130,000. However it is anticipated that there will be offsetting savings through increased staff retention with some reduction in recruitment and selection costs.

20.0 Human resource impact

The proposal is aimed at addressing Council skills shortage by encouraging mature aged workers to continue in employment.

21.0 Urgency

To be implemented as from 1 July 2008

22.0 Publicity/marketing strategy

Employees in the 70 and over bracket will be contacted by Payroll Services concerning the new policy and be advised to seek independent financial advice on its implications.

23.0 Options

- Option 1: Approve the recommendation*
- Option 2: Amend the recommendation*
- Option 3: Not approve the recommendation*

Option 1 is the preferred option.

NB: If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

1.0 FILE NUMBER: 140/520/466/2

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Agenda Items for the 2008 Local Government Association of Queensland Conference.

3.0 ISSUE/PURPOSE

To gain approval to submit motions to the 2008 Local Government Association of Queensland Annual Conference.

4.0 PROPONENT

Hayden Wright, Manager, Office of the Chief Executive

5.0 SUBMISSION PREPARED BY

Julie Prove, Project Officer, Office of the Chief Executive, ext 34309

6.0 DATE

10 July 2008

28 JUL 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval

Lord Mayor

[Handwritten signatures and initials]

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 grant approval to submit the attached motions to the 2008 Local Government Association of Queensland Conference. *as amended.*

10.0 Divisional Manager

Committee Chairman

I Support / ~~Reject~~ the recommendation.

If reject, please state reasons

Hayden Wright
Divisional Manager

Cr Adrian Schrinner
Chairman, Finance & Administration
Committee

I Recommend Accordingly

[Handwritten signature]

CHIEF EXECUTIVE OFFICER

RECEIVED

28 JUL 2008

COMMITTEE SECTION

ACTION TAKEN

28 JUL 2008

TOWN CLERK

POCEO

11.0 BACKGROUND

The Local Government Association of Queensland (LGAQ) has written to all member councils requesting that agenda items to be submitted for the forthcoming Annual Conference to be held in Cairns from 1-4 September 2008. As in previous years, these agenda items take the form of motions and are to be debated and voted upon at the Conference.

All Council Divisions have been invited to submit appropriate agenda items. The following agenda items have been received and are attached:

- Local Government Charter on Liquor Licensing
- Review of *Land Protection (Pest and Stock Route Management) Act 2002*

12.0 CONSULTATION

All Divisional Managers (requests for motions)
All Policy Liaison Officers (requests for motions)
Hayden Wright, Manager, Chief Executive's Office

Are in agreement.

Cr Adrian Schrinner, Chairman, Finance Committee

13.0 IMPLICATIONS OF PROPOSAL

It is anticipated that the motions would generally be supported at the Conference.

14.0 COMMERCIAL IN CONFIDENCE

Nil

15.0 CORPORATE PLAN IMPACT

Consistent with the Corporate Plan.

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENT IMPACT

Nil

18.0 POLICY IMPACT

Consistent with the established policy that the Brisbane City Council provide a voice on state-wide local government issues through its membership to the LGAQ.

19.0 FUNDING IMPACT

There are no immediate budget implications for Brisbane City Council.

20.0 HUMAN RESOURCE IMPACT

Nil.

21.0 URGENCY

Urgent. Motions have to be lodged with the LGAQ Executive as soon as possible.

22.0 PUBLICITY/MARKETING STRATEGY

At the discretion of Civic Cabinet.

23.0 OPTIONS

- 1 To endorse all of the attached motions;
- 2 To endorse some of the attached motions; or
- 3 To not endorse the attached motions.

Option 1 is recommended.

NB If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

E&C SUBMISSION

1.0 FILE NUMBER

204/74/3(1/P2)

2.0 TITLE

Membership and remuneration of the Brisbane CityWorks Business Unit Advisory Board and the City Design Advisory Board.

3.0 ISSUE/PURPOSE

The purpose of this submission is to determine the membership of the Brisbane CityWorks Business Unit Advisory Board and the City Design Advisory Board, and their remuneration, for the period 1 September 2008 to 31 August 2010.

4.0 PROPONENT

Jude Munro
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Adrian Long (SPOCEO)
Senior Project Officer
Office of the Chief Executive
Ph: 340 36451

APPROVED

28 JUL 2008

Lord Mayor

[Handwritten signatures and initials: JSC, PM, EK, JM]

6.0 DATE

28 July 2008

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

(i) That the membership of the Business Unit Advisory Board be changed as reflected in the table at Attachment 1.

(ii) That the remuneration of the board members be redacted per annum and the Chair be redacted per annum, as presented in Attachment 2.

10.0 DIVISIONAL MANAGER

[Handwritten signature]
Jude Munro
Chief Executive Officer

RECEIVED

28 JUL 2008

COMMITTEE SECTION

ACTION TAKEN

28 JUL 2008

**TOWN CLERK
SPOCEO.**

11.0 BACKGROUND

11.1 Membership

The role of the Business Unit Advisory Boards is to provide sound commercial advice to the management of the Business Unit. The membership of the boards has been developed to provide this sound commercial advice.

Brisbane CityWorks Business Unit Advisory Board and the City Design Advisory Boards have the same members and Chair. The meetings for the Brisbane CityWorks Business Unit Advisory Board and the City Design Advisory Board will run separately and in succession on the same date.

The membership of all Business Unit Advisory Boards is due for renewal from 1 September 2008.

The Chief Executive Officer spoke to all current board members in July 2008, requesting that they indicate their willingness to be considered for reappointment.

All board members indicated a willingness to do so, with the exception of Ms Molly Robson whose resignation takes effect from 31 July 2008.

The Chief Executive Officer requested in July 2008, that the relevant Divisional Manager provide their opinion of the Advisory Board composition beyond 31 August 2008.

The Chief Executive Officer then spoke with the Chair of the Business Unit Advisory Board to discuss Advisory Board performance. This meeting confirmed the opinion that the board functions well.

Mr Barry Broe, Divisional Manager, Brisbane Infrastructure will be an ex-officio board member.

11.2 Remuneration

The proposed annual remuneration of Business Unit Advisory Board members is redacted for the Chair and redacted for each board member. While the Brisbane CityWorks Business Unit Advisory Board and the City Design Advisory Board are separate the annual remuneration covers participation in both boards.

12.0 CONSULTATION

Consultation already conducted with the following:

Lord Mayor, Councillor Campbell Newman
Deputy Mayor, Councillor Graham Quirk, Chair Infrastructure Committee
Barry Broe, Divisional Manager, Brisbane Infrastructure

13.0 IMPLICATIONS OF PROPOSAL

Advisory Board membership

The adoption of this recommendation will maintain current board membership with the exception of Ms Molly Robson who will no longer be a member and will be replaced by Mrs Carol Cashman. Due to an overseas commitment during September, Mrs Cashman is unable to join the board until 1 October 2008. It is suggested that the membership term for Mrs Cashman be from 1 October 2008 until 31 August 2010.

Remuneration

The net financial impact of these changes if they were to be adopted as per Recommendation 1 would be an additional cost of redacted per annum for Brisbane City Council.

14.0 COMMERCIAL IN CONFIDENCE

No

15.0 CORPORATE PLAN IMPACT

This recommendations impacts on the "Smart, Prosperous City" Theme under Vision 2026 and relates to the "City Governance" program in the Corporate Plan 2007-11. Maintaining the independence of these Business Unit Advisory Boards will deliver good governance to the residents of Brisbane.

16.0 CUSTOMER IMPACT

Nil

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

Nil

19.0 FINANCIAL IMPACT

The net financial impact of these changes if they were to be adopted as per Recommendation 1 would be an additional cost of redacted per annum for Brisbane City Council.

20.0 HUMAN RESOURCE IMPACT

Nil

21.0 URGENCY

This decision needs to be made as soon as possible as the current term ends 31 August 2008.

22.0 PUBLICITY/MARKETING STRATEGY

Not applicable

23.0 OPTIONS

- Option 1: Approve the recommendation, amending the Advisory Board membership and remuneration.
- Option 2: Amend the Advisory board membership, leaving remuneration at current levels.
- Option 3: Make no changes.

Option 1 is the preferred option.

Attachments:

- Attachment 1 - Existing and proposed Advisory Board membership
Attachment 2 - Existing and proposed Advisory Board remuneration
Attachment 3 - Ms Molly Robson resignation letter

BCC PUBLICATION SCHEME
10 YEAR RELEASE