

E&C RESULTS – 6 OCTOBER 2008

SUB NO.	FILE NO.	DIV.	TITLE	Result
06/10-01 M	112/255/813/1	Brisbane Infrastructure	New Registration of Interest (ROI) process for the development and operation of the Colmsie Pool in Morningside Ward	Yes
06/10-02 M	204/6(16/P14)	Brisbane Infrastructure	Monthly Project Report - August	Yes
06/10-03	134/325/738/3	Corporate Services	Amendments to the 2008-09 Schedule of Fees and Charges	Held
06/10-04 R	134/135/86/2	C P & S	2008-09 Budget – Amended funding approval for the Valley Malls Improvements	Yes
06/10-05 M	392/70/2	FaCS	Tiered Festival Program Funding Agreements 2008-09	Yes-Amended
06/10-06 M	164/855/554/6	OLMCEO	Water Retail proposal for Travis Carr to travel to London to attend the HiAffinity Strategic Workshop from 22-24 October 2008	Yes-Amended
06/10-07 M	9/64(1)	OLMCEO	Specialist and Senior Professional (SSP) Employment Arrangement to include the occupation of Project Manager (Civic Infrastructure Construction)	Yes
06/10-08	456/10/20(P4)	OLMCEO	Novated leasing for Councillor Vehicles	Held
06/10-09 R	485/63/12(23)	C P & S	Amendment to the 2008-09 Schedule of Fees and Charges	Yes
06/10-10 M		Brisbane Infrastructure	Coronation Drive – Removal of Tidal Flow System	Yes
06/10-11 M		OLMCEO	Executive Contract	Yes

Present: Lord Mayor Campbell Newman, G M Quirk, G Knapp, D McLachlan, A Schrinner, P Matic, J Prentice, K Adams.

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

112/255/813/1

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

New Registration of Interest (ROI) process for the development and operation of the Colmslie Pool in Morningside Ward

3.0 Issue/purpose

To approve the conclusion of the current ROI process for Colmslie Pool, and commence a new ROI process.

4.0 Proponent

Barry Broe, Divisional Manager, Brisbane Infrastructure Division

5.0 Submission prepared by

Sunil Madan, Strategic Asset Manager, City Assets, Ext 34574

6.0 Date

6 October 2008

7.0 For E&C approval or recommendation to Council

E&C approval

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

No

BCC PUBLICATION SCHEME
10 YEAR RELEASE

9.0 Recommendation

That in regards to Colmslie Pool Morningside:

1. The withdrawal of Belgravia Leisure as the preferred operator be noted and the current ROI to be closed without a recommendation as to a Preferred Operator,
2. A new ROI to be commenced based on the current overall design, and
3. Council to lodge a development application for the pool using the current design and to continue negotiating new community leasing arrangements with Queensland Hockey to relinquish the land required for the pool development.

Chairperson

I Support / Reject the recommendation.

If reject, please state reasons

Geraldine Knapp

Signed
Geraldine Knapp
Chair Family and Community Services Committee

I Recommend Accordingly

[Signature]
CHIEF EXECUTIVE OFFICER

APPROVED

6 OCT 2008

[Signature]
Lord Mayor

10.0 Divisional Manager

Barry Broe

Barry Broe
DIVISIONAL MANAGER

2/10/08

RECEIVED

06 OCT 2008

COMMITTEE SECTION

ACTION TAKEN

06 OCT 2008

TOWN CLERK

Sunil Madan

BCC PUBLICATION RELEASE SCHEME
10 YEAR RELEASE

11.0 Background

The Three New Pools Project was tasked by E&C with the delivery of three viable public pools in the wards of Wishart, MacGregor and Morningside in partnership with the private sector.

Previous E&C's (16 October 2006, 13 February 2007 and 9 July 2007) had approved the preferred sites and operators for each of the pools in the three wards. The pools at Runcorn and Mt Gravatt are nearing completion and finalisation.

In regards to the proposed pool at Colmslie Reserve, Morningside Ward, the preferred operator, Belgravia Leisure, has worked with Council on a proposal to construct a complex on the site including a 2000m² fitness centre to complement the outdoor 50m pool and indoor Program Pool.

Belgravia Leisure had engaged Mode Architecture to develop plans for the complex and prepare a Development Application for lodgement in September 2008. The overall design for the complex was received positively by the local Councillor's community group in December 2007.

Belgravia's offer included [redacted]

Belgravia Withdrawal

Council was notified by Belgravia on 4 September 2008 that it is withdrawing its offer. The Board of Belgravia Leisure met and considered that the [redacted] of the fitness centre [redacted] to meet their estimated construction and project costs.

Legal advice concludes that too much time has elapsed to recommence since the original ROI to be able to approach any other original respondents. Therefore the previous ROI, through which Belgravia was selected as the potential preferred operator, must be concluded without a recommendation for a Preferred Operator.

Belgravia Leisure confirmed in its letter of withdrawal that Council has the right to the plans and other supporting material prepared by Mode Design, except those related to the internal fit out and configuration of [redacted]

Way Forward

Belgravia's withdrawal does not appear to be related to the state of the health and fitness industry. The project team is aware of others who would be interested in this project. The following way forward is proposed:

- The previous ROI be closed with no result,
- A new ROI be advertised (consistent with the draft in Attachment A) to seek a new Operator using the design work completed to date and setting out the Council's 'core facilities' on the site at Colmslie Reserve,
- The project team to engage Mode, who were selected by Belgravia through a competitive process, to finalise any designs required to progress the project until new operator arrangements are concluded, and
- Concurrent with this process, the Development Application by Mode Design to proceed and be submitted by the project team.

One of the objectives and selection criteria of the new ROI will be to attract parties with adequate funding to, as much as practicable, continue the project objectives as planned for Colmslie Reserve.

In the event no satisfactory operator can be found who is also willing to invest in additional facilities and/or operate the facility without Council subsidy, Council can choose to construct the pools from its allocated budget for the Core Facilities and advertise for a "pools only" operator to minimise cost and risk to Council.

Project Implications

In terms of timing, the new ROI will incur a project delay of approximately 3 months. The new estimated completion date of the facility is now November/December 2009.

In terms of project budget, on the basis of the currently available information, these events may cause marginal increases in the allowances for escalation. Upon selection of a new operator, Council will reconcile the design work completed to date with any new requirements, and perform required cost checks. Given the anticipated delay, a second budget review submission will be made to carry across some funds into 2009/10.

To enable Council to lease the complex to the preferred operator, Hockey Qld Inc has agreed to surrender part of its current lease of the Colmslie Reserve to enable development of the facilities. An amended lease with Hockey Qld Inc is in the process of being drawn up by Council.

12.0 Consultation

Councillor Geraldine Knapp, Chairperson Families and Community Services Committee
Kathryn Houston, Solicitor, Brisbane City Legal Practice
Kent Stroud, Manager Community Services
Anthony Pennisi, a/Chief Procurement Officer.

The above are in support this submission.

13.0 Implications of proposal

If the recommendation is accepted,

Sectional Support:	No implications
Service Levels:	Increased aquatic leisure opportunities for the local catchment of each pool.
Political:	No implications
Industrial Relations:	No implications
Regional Implications:	No implications
Social and Community:	It is anticipated that the provision of contemporary viable pools with professional management will be a positive outcome that supports the needs of the local community.
Parks:	No implications.

14.0 Commercial in confidence

Yes.

15.0 Vision/Corporate Plan impact

This project will contribute to an Active, Healthy City and is aligned with Program 5 Your Brisbane

16.0 Customer impact

Nil.

17.0 Environmental impact

Nil.

18.0 Policy impact

Nil.

19.0 Financial impact

Given the anticipated delay, a second budget review submission will be made to carry across some funds into 2009/10.

20.0 Human resource impact

Nil.

21.0 Urgency

Normal course of business.

22.0 Publicity/marketing strategy

The new pools will be integrated with the City Pools marketing strategy.

23.0 Options

Option 1: Approve the recommendation.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 File number 204/6(16/P14)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title
Monthly Project Report – August 2008

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

4.0 Proponent
Scott Stewart, Executive Manager – Major Infrastructure Projects Office, 3403 7652.

5.0 Submission prepared by
Ian Niven, A/Divisional Manager, Corporate Services, 3403 4577.

6.0 Date
23 September, 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?
N/A.

9.0 Recommendation
That E&C accept the Monthly Project Report.

Chairperson
I Support / Reject the recommendation.
If reject, please state reasons

[Signature]
Signed
Councillor Adrian Schrinner,
Chairman, Finance and Administration Committee

10.0 Divisional Manager

Barry Broe
Barry Broe 27/9/08
DIVISIONAL MANAGER, Brisbane Infrastructure Division

RECEIVED

06 OCT 2008

COMMITTEE SECTION

ACTION TAKEN

06 OCT 2008

TOWN CLERK

IAN NIVEN

I Recommend Accordingly

[Signature]
CHIEF EXECUTIVE OFFICER

APPROVED

06 OCT 2008

[Signature]
Lord Mayor

KA TM AS JP

BC PUBLIC RELEASE SCHEME

11.0 Background

The **Project Report Summary** report, in Attachment A, has adopted a colour system to improve the identification of those projects that are reporting exceptions. If a project reporting an exception (i.e. not on budget in 2007-08, not on time, not on estimate whole of project, scope changes or emerging issues), then the flag for that item will appear as red. If a project is not reporting an exception (i.e. on budget in 2007-08, on time, on estimate whole of project, no scope changes or no emerging issues), then the flag for that item will appear as green.

In the **E&C Monthly Project Report**, in Attachment B, all additional or new information can be identified under the *******AUGUST 2008 UPDATE******* heading.

12.0 Consultation

Individual project reports are compiled by Project Reporters, in consultation with the relevant

- Project Managers,
- Program Managers/Business Unit Financial Controllers,
- Divisional/Executive Managers and
- Branch Managers.

Are in agreement with the recommendation.

13.0 Implications of proposal

It is envisaged that this approach will improve our capability to respond to any emerging issues and ensure all Stakeholders are well informed of the Projects' progress.

14.0 Commercial in confidence

No.

15.0 Vision/Corporate Plan impact

Nil.

16.0 Customer impact

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

17.0 Environmental impact

Nil.

18.0 Policy impact

Nil.

19.0 Financial impact

Nil.

20.0 **Human resource impact**

Nil.

21.0 **Urgency**

In the normal course of business.

22.0 **Publicity/marketing strategy**

N/A.

23.0 **Options**

Option 1: Approve the recommendation that E&C accept the Monthly Project Report for August 2008.

Option 2: Do not accept the report.

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: 392/70/2

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Tiered Festival Program Funding Agreements 2008-09

3.0 ISSUE/PURPOSE

To seek approval to proceed with variation to existing funding contract and the establishment of new funding agreements for the Tiered Festival Program.

4.0 PROPONENT

Margaret Allison, Divisional Manager, Families and Community Services, ext. 34110.

5.0 SUBMISSION PREPARED BY

Sheryl Anderson, Senior Policy Officer Creative City, Community Services, ext 34125.

RECEIVED

6.0 DATE

19 September 2008

06 OCT 2008

COMMITTEE SECRETARY

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

ACTION TAKEN

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

No

06 OCT 2008

TOWN CLERK
SHERYL ANDERSON

9.0 RECOMMENDATION

That E&C approve the extension of existing funding agreements and creation of new funding agreements, as set out in Attachment 'A'.

Exc particularly stressed the need in the funding agreement for supported organisations to prominently acknowledge the BCC financial contribution.

Chairperson
I Support / Reject the recommendation.
If reject, please state reasons

Geraldine Knapp
Councillor Geraldine Knapp
Chairperson
Families and Community Services Committee

APPROVED

6 OCT 2008

Lord Mayor

10.0 DIVISIONAL MANAGER

Margaret Allison

Margaret Allison
Divisional Manager
Families and Community Services

AS per Mr. PM letter

I Recommend Accordingly

[Signature]

CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

Existing triennial funding agreements for many of the Tier 1 (Major City); Tier 2 (City-wide and suburban) festivals, and leading arts organisations concluded in June 2008. The 2008-2009 Budget stated, "funding for most festivals will be extended to June 2009". Some funding has changed from previous years.

Some require only a variation to their current existing contract; others require a new contract for a term of one year for 08/09 financial year.

Festivals and organisations which are new to the Tiered Festival Program or Budget require new contracts.

The Tier 2 suburban festivals whose contracts were lapsing required only an extension letter from the Lord Mayor which were distributed in July 2008.

BCLP has advised that E&C endorsement of the changes to the contracts and the new contracts is required.

12.0 CONSULTATION

Richard Ferrett	Policy Advisor, Families and Community Services Committee
Geraldine Knapp	Chairman, Families and Community Services Committee
Kent Stroud	Manager, Community Services Branch, FaCS
Lorraine Gregory	Health Recreational Activity & Community Facilities Manager, Community Services Branch, FaCS
Geoff Woodberry	Solicitor, Brisbane City Legal Practice, CSD

All are in agreement with the recommendation.

13.0 IMPLICATIONS OF PROPOSAL

Funded festivals and organisations will be able to proceed with planning and production of their festivals and arts programs in the 2008-2009 financial year.

14.0 COMMERCIAL IN CONFIDENCE

No

15.0 CORPORATE PLAN IMPACT

Festivals are linked to the vibrant, creative city theme of *Our shared vision: Living in Brisbane 2026* and will deliver on the learning and informed communities, connected and engaged communities and outstanding city profile outcomes in the 2007-2011 Corporate Plan.

Festival funding also addresses key outcome areas of Council's *Creative City Strategy 2003 – 2008* by investing in the arts and creative industries.

16.0 CUSTOMER IMPACT

Funded festivals and organisations will be able to proceed with planning and production of their festivals and arts programs in the 2008-2009 financial year.

17.0 ENVIRONMENTAL IMPACT

Nil

17.0 POLICY IMPACT

The proposal is in accordance with the Brisbane City Council Budget 2008-2009.

19.0 FINANCIAL IMPACT

The proposal is in accordance with the Brisbane City Council Budget 2008-2009.

20.0 HUMAN RESOURCE IMPACT

Nil

20.0 URGENCY

In the normal course of business.

22.0 PUBLICITY/MARKETING

Nil

23.0 OPTIONS

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

Option 1 is the preferred and recommended option.

SUMMARY OF ATTACHMENTS

Attachment 1 Table of festivals and associated organisations, and leading organisations

BCC PUBLIC RELEASE
10 YEAR RELEASE SCHEME

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 FILE NUMBER

TBA

2.0 TITLE

Water Retail proposal for Travis Carr to travel to London to attend the HiAffinity Strategic Workshop from 22-24 October 2008.

3.0 ISSUE/PURPOSE

The purpose of this submission is to request permission for Travis Carr ^{redacted}, Senior Business Analyst – Systems, Water Retail, to attend the biennial HiAffinity Strategic Workshop run by DST International Pty Ltd.

HiAffinity is the billing system that Water Retail currently uses to generate billing information for residential water and sewerage charges and to produce bills for commercial customers for water and sewerage charges. HiAffinity will be Water Retail's core business system, post separation from Brisbane City Council (Council). DST International Pty Ltd is the vendor of the HiAffinity software and currently provides support and maintenance services to Water Retail.

The purpose of attendance at this workshop is to:

- gather information regarding planned HiAffinity software updates
- to participate in product direction setting discussions with the HiAffinity user group
- to share business and system information with other international companies using HiAffinity

4.0 PROPONENT

Noel Faulkner – Executive Director Water Transition Program

5.0 SUBMISSION PREPARED BY

Trisha Quinn, A/Chief Operations Officer Retail (DCMBW) ext 33912

6.0 DATE

29 September 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 ORDINANCE

N/A

9.0 RECOMMENDATION

It is recommended that approval be granted for Travis Carr to attend the HiAffinity Strategic Workshop in London from 22-24 October 2008 at an estimated cost of \$5,500.

10.0 EXECUTIVE DIRECTOR *It's noted that the office should be travelling business class and therefore the costs are excessive.*

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


NOEL K FAULKNER
Executive Director
Water Transition Program


Cr DAVID McLACHLAN
Chairperson
City Businesses and Water Supply Committee

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

APPROVED
6 OCT 2008

Lord Mayor

RECEIVED
06 OCT 2008
COMMITTEE SECTION

ACTION TAKEN
06 OCT 2008
TOWN CLERK
NOEL FAULKNER

BCCP PUBLICATION SCHEME
10 YEAR RELEASE



11.0 BACKGROUND

Water Retail uses an Information Technology system called HiAffinity to generate billing information for residential water and sewerage charges for inclusion on the Rates Notice and to generate bills for commercial customers for water and sewerage.

Water Retail upgraded Council's water billing system from Custima, to the more advanced HiAffinity, in March 2005. HiAffinity is a state of the art utility billing system that can be customised according to the requirements of each utility to deliver improved functionality and automate time intensive processes.

Since 2005, the Retail model utilised by Council has meant that HiAffinity has not been used to its full potential due to the reliance on RIMS – Councils Rates Processing System, to issue residential water and sewerage charges as part of the Rates Notice. HiAffinity generates the billing lines for residential customers, but the actual bill production, receipting and debt management functions have been undertaken using RIMS. For commercial customers, these functions have been performed directly in HiAffinity, however the functionality that exists within the product has not been fully utilised.

The Queensland State Government reform of the water industry in South East Queensland requires the water businesses to be separated from Councils.

Council will form a separate Water Retail entity by July 2009. As a result we will be increasing the use of and reliance on the HiAffinity system and will be utilising more of its core functionality for the new Water Retail business.

Expansion of functionality is required to support the following functions:

- Production of bills to all customers
- Receivables, Credit Management and Debt Recovery
- Improved account adjustment processes
- Collections - Payment channels / Receipting of payments directly to HiAffinity
- Customer management
- Streamlined HiAffinity reporting / modelling / forecasting
- Use of the Executive Reporting Module of HiAffinity for streamlined reporting.

Attendance by Travis Carr at the 3rd biennial HiAffinity Strategic Workshop in the United Kingdom in October 2008 is essential to gaining information regarding the HiAffinity product and to network with other large users of HiAffinity.

DSTi holds these Strategic Workshops biennially to further DSTi's understanding of issues and challenges facing its users and to discuss user suggestions for enhancing HiAffinity functionality. This provides an opportunity to help to shape the development of the product and to network with other users to understand how they use it.

Travis will present the needs of the future retail operating model for Council. He will also explore the capability of HiAffinity to provide a 'shared service' billing operation for the whole of South East Queensland and to support the needs of Water Retail should full retail contestability be introduced.

Attending the workshop presents an outstanding networking opportunity as most other organisations attending use HiAffinity more extensively than Water Retail.

In particular, Travis is expected to learn from:

- Scottish Water, which is leading the way on contestable water retailing
- Three Valleys Water (Hertfordshire, England), which uses HiAffinity Business Rules Engine (BRE) extensively
- Sutton and East Surrey Water
- Mid Kent Water

South East Water Limited (SEWL) based in Melbourne will also attend the workshop.

SEWL is the only other user of HiAffinity in Australia. SEWL is possibly the most advanced user of HiAffinity and has identified a number of new development initiatives that appear to be very useful to Water Retail. As development of the core product is preferred to any customisation Water Retail's attendance and support for these initiatives will support both SEWL and Water Retail and result in more useful functionality being built into HiAffinity. SEWL have also invited Travis to attend a site visit to Three Valleys Water with them

Travis is a highly skilled Senior Business Analyst as well as being the billing expert in Water Retail. His knowledge of our water and sewerage charging operation is unsurpassed. In addition to his knowledge, Travis has proven his ability to take new concepts and information and use them to design and implement innovative solutions for Council's Water Retail business.

Travis's combined knowledge of the utility billing business, his detailed systems knowledge and expertise and his ability to apply his learning to improve our business make him the ideal delegate for Council to send to the next HiAffinity Strategy Workshop. Travis has provided a written commitment to his continued employment with Water Retail for the period of the transition.

In summary, the HiAffinity Strategic Workshop presents an ideal opportunity for Travis to gain information and contacts to assist the Water Retail transition by:

- Providing information to management about the medium and long term future of HiAffinity
- Gaining information on proposed Product Enhancements
- Researching ways to improve the capabilities of HiAffinity
- Understanding how other utilities use HiAffinity for the functions also required by Water Retail in the immediate future.
- Presenting the challenges of Council's business to DSTi
- Giving input for future product development
- Meeting international HiAffinity users experiencing similar requirements
- Raising Council's profile with DSTi and allowing us to play a part in future development of the product.

PROPOSED ITINERARY

Date	Activity	Accommodation
Sat 18-Oct-08	Fly out from Brisbane (am) – Overnight stay Singapore	BCC
Sun 19-Oct-08	Fly out from Singapore (am) – arrive London (pm)	redacted
Mon 20-Oct-08	redacted	redacted
Tue 21-Oct-08	redacted	BCC
Wed 22-Oct-08	Attend HiAffinity Strategy Workshop - Presentation of challenges that businesses have with HiAffinity	BCC

Date	Activity	Accommodation
Thu 23-Oct-08	Attend HiAffinity Strategy Workshop - HiAffinity updates 2007 & 2008 - DSTI's plans for the medium and long term - Completed and proposed Product Enhancements - Client collaborative work	BCC
Fri 24-Oct-08	Attend HiAffinity Strategy Workshop - Focus on the HiAffinity product - Optional activities	BCC
Sat 25-Oct-08	redacted	redacted
Sun 26-Oct-08	Fly out from London (pm)	Not required
Mon 27-Oct-08	Arrive Singapore (pm) – Overnight stay Singapore	BCC
Tue 28-Oct-08	Fly out from Singapore (am) – Arrive Brisbane (pm)	Not required

The proposed itinerary is subject to change and redacted as opportunities to undertake customer visits arise.

12.0 CONSULTATION

Councillor David McLachlan, Chairman, City Businesses and Water Supply Committee
Louise Dudley, Executive Manager, Water Retail.

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

13.0 IMPLICATIONS OF PROPOSAL

Attendance at the HiAffinity Strategic Workshop will assist Water Retail transition to a separate entity by 1 July 2009.

14.0 COMMERCIAL IN CONFIDENCE

N/A

15.0 CORPORATE PLAN IMPACT

N/A

16.0 CUSTOMER IMPACT

The information gathered will result in an improved service to customers.

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

In accordance with BCC travel policy.

19.0 FUNDING IMPACT

The estimated cost of travel for Travis Carr to attend the HiAffinity Strategy Workshop in London is:

Air Fares (Singapore Airlines)	\$2,550.00
Accommodation (2n-Singapore, 4n-London)	\$1,900.00
Meals	\$500.00
Personal Allowance (5 days @ \$50 per day)	\$250.00
Taxis/Train Fares	\$300.00
TOTAL	\$5,500.00

Funding is available in Retail from conferences and courses budget.

GL code 1.08.1906.840.000.000.633.000.00

20.0 HUMAN RESOURCE IMPACT

Delivery on actions included on Travis Carr's employee development plan.
Delivery of retention strategy for employee identified with Hot Skills.

21.0 URGENCY

Approval required as soon as possible in order to register for the conference and make travel arrangements.

22.0 PUBLICITY/MARKETING STRATEGY

The intent is to generate HiAffinity information from sharing connections with similar organisations around the world and to raise Council's profile as a key HiAffinity user. This workshop also provides an opportunity for Council to discuss future options that will become available from the development of this product.

23.0 OPTIONS

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

Option (1) is the preferred option.

1.0 FILE NUMBER: 9/64(1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Specialist and Senior Professional (SSP) Employment Arrangement to include the occupation of Project Manager (Civic Infrastructure Construction).

3.0 ISSUE/PURPOSE

To request E&C approval, as per the SSP Procedure, to extend the SSP Employment Arrangement to include the occupational group of Project Manager in the specialist field of Civic Infrastructure Construction.

4.0 PROPONENT

Hayden Wright
Chair, EMT Remuneration and Benefits Subcommittee

RECEIVED

06 OCT 2008

COMMITTEE SECTION

ACTION TAKEN

06 OCT 2008

TOWN CLERK

DEBBIE TERRANOVA

5.0 SUBMISSION PREPARED BY

Debbie Terranova
Principal Consultant Remuneration and Benefits, Employment Arrangements, Corporate Services

6.0 DATE

6 October 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E&C Approval

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

N/A

9.0 RECOMMENDATION

That E&C approves the inclusion of the occupational group of Project Manager in the specialist field of Civic Infrastructure Construction in the Senior & Specialist Professional Employment arrangement in accordance with the proposal set out at Attachment 1.

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

10.0 DIVISIONAL MANAGER

Hayden Wright
Executive Manager

OFFICE OF THE LORD MAYOR AND CEO, and
Chair, EMT REMUNERATION AND BENEFITS SUBCOMMITTEE

APPROVED

6 OCT 2008

Lord Mayor

11.0 BACKGROUND

On 27 August 2007, E&C approved the Specialist and Senior Professional (SSP) Employment Arrangement. SSP enables Council to engage employees, who are qualified engineers, architectural design professionals and urban planners, using continuing common law contracts, in order to provide market-based remuneration and attractive benefits.

The success of SSP as a retention and attraction strategy was documented in the SSP Evaluation, which was undertaken in July 2008. At that time, the employee initiated separation rate for the SSP professions had dropped to just 2.27%, in comparison with a rate of 16.3% for the same professions prior to the introduction of SSP.

If approved, Project Managers (Civic Infrastructure Construction) will be the first additional occupation to be added to the SSP Procedure.

Project Managers in the field of Civic Infrastructure Construction are not necessarily qualified as engineering professionals. However they have significant skills and experience in their field, and are required to be accepted as a Registered Project Manager by a suitable professional body, such as the Australian Institute of Project Management (AIPM) to be included in this SSP proposal.

Benchmarking of Project Manager salaries, in the Construction and Engineering Industry, shows that Council's current remuneration under the Workplace Agreement is significantly less than the market. The proposed market position is between the 25th and 50th percentiles, which provides a Total Remuneration in 2008-09 of between \$119,537 at SSiPM Level 3.1 (Band 7.1 equivalent) and \$156,450 at SSiPM Level 5.2 (Senior Officer Stream equivalent).

12.0 CONSULTATION

The proposal was endorsed by:

- EMT Remuneration and Benefits Subcommittee on 9/9/08, and
- EMT on 17/9/08.

Cr Schrimmer was consulted about the proposal on 25/9/08.

13.0 IMPLICATIONS OF PROPOSAL

The approval of this proposal will allow Council to offer a competitive market rate remuneration package for Project Managers for Civic Infrastructure Construction works.

14.0 CORPORATE PLAN IMPACT

Directly contributes to Program 11, Organisational Capability, Great Employer Clever Workforce actions, specifically, "Council attracts, develops and retains skilled and motivated employees by developing new ways to attract and recruit staff in an environment of skills shortages."

15.0 CUSTOMER IMPACT

NA

16.0 ENVIRONMENTAL IMPACT

NA

17.0 POLICY IMPACT

If approved, this additional professional occupation will be added to the Specialist and Senior Professional (SSP) Procedure as an approved occupation.

18.0 FINANCIAL IMPACT

The estimated salary cost, based on an estimate of 54 eligible Project Managers, and a take-up rate of 65%, is \$529,000 (including superannuation). The total cost is estimated at \$786,000 (including Professional Toolkit and Professional Development).

However, these costs are expected to be offset by a significant reduction in costs associated with the Employee-Initiated Separations, which are currently running at 17%.

19.0 HUMAN RESOURCE IMPACT

The extension of SSP to include certified Project Managers in the field of Civic Infrastructure Construction will enable Council to offer market rates to qualified and experienced employees, which will allow Council to compete effectively for high-demand skills.

20.0 URGENCY

High

21.0 PUBLICITY/MARKETING

Affected and potentially affected employees, and their managers will receive a similar level of communication about SSP, and the employment conditions surrounding it, as previously approved occupational groups.

22.0 OPTIONS

Option 1: E&C approves the proposal.

Option 2: E&C does not approve the proposal.

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Coronation Drive – Removal of Tidal Flow System

3.0 ISSUE/PURPOSE

The purpose of this submission is to confirm the direction given by Civic Cabinet on 1 September 2008, to undertake removal of the Coronation Drive tidal flow system within 2 months.

4.0 PROPONENT

Barry Broe, Divisional Manager, Brisbane Infrastructure

5.0 SUBMISSION PREPARED BY

Scott Stewart, Executive Manager, Major Infrastructure Projects Office

6.0 DATE

6 October, 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 confirms its direction to undertake removal of the Coronation Drive tidal flow system within 2 months.

10.0 DIVISIONAL MANAGER

Barry Broe
Barry Broe
Divisional Manager
Brisbane Infrastructure

Graham Quirk
CHAIRPERSON INFRASTRUCTURE

I Support / Reject the Recommendation/s.

If Reject – please state reasons

RECEIVED

06 OCT 2008

COMMITTEE SECTION

ACTION TAKEN

06 OCT 2008

TOWN CLERK

SCOTT STEWART

APPROVED

6 OCT 2008

Lord Mayor

AP *KA* *TM* *JK* *gp.*

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

Brisbane City Council introduced a tidal flow system to Coronation Drive, which was commissioned in 2002. The purpose of the system was to assist in managing traffic congestion by alternating usage of 1 of the lanes to the am and pm periods.

The system includes a series of gantries over the roadway with variable lane assignment displays, pavement 'runway' lighting, boom gates, and a stand-alone software system.

The tidal flow system has been found to have the following issues:

- Ongoing maintenance costs of \$600K per annum
- An average rate of 3 failures per month, resulting in the system reverting to a default arrangement of fail safe which removes the centre lane from use causing traffic congestion
- The estimated cost of refurbishment is \$3M and will be required within 3 years
- It is estimated to cost \$4M to modify the system such that the impact from fail safes can be isolated to segments of Coronation Drive

Additionally, the split of inbound and outbound traffic in both am and pm peaks is biased to inbound. This single direction bias does not lend itself to a tidal flow solution.

It has been determined that the tidal flow system should be removed, and traffic arrangements on Coronation Drive configured to a permanent configuration of 3 lanes inbound and 2 lanes outbound which is consistent with the traffic demand.

The tidal flow system has been fixed in AM mode since 5 September 2008. Subject to approval of this submission the following works would be undertaken:

- New pavement marking to be completed by 8 October 2008
- Audit of pavement marking and Road Use Management (RUM) approval to proceed
- Tidal flow system to be turned off between 8 – 12 October 2008
- Remove electronic system and make safe
- Dismantle and remove all gantries (excluding foundations) to commence 12 October 2008 and be completed before 1 November 2008
- The deactivated pavement 'runway' lighting would be removed at a later date

A Communication Management Plan has been prepared and issued to the Chair. Public notification advertisements commenced 2 October 2008 and will continue in accordance with an approved Communication Management Plan.

12.0 CONSULTATION

Lord Mayor Campbell Newman
Graham Quirk, Deputy Mayor and Chair Infrastructure Committee
Jude Munro, Chief Executive Officer
Councillor Peter Matic, Toowong

13.0 IMPLICATIONS OF PROPOSAL

The Coronation Drive tidal flow system would be permanently removed, and the road changed to a permanent configuration of 3 lanes inbound and 2 lanes outbound.

14.0 COMMERCIAL IN CONFIDENCE

No.

15.0 CORPORATE PLAN IMPACT

Removal of the tidal flow system would see improvements to traffic flows and reduction of congestion.

16.0 CUSTOMER IMPACT

Lane closures will be required for the works. Public notices will be provided in accordance with an approved Communication Management Plan.

17.0 ENVIRONMENTAL IMPACT

Nil.

18.0 POLICY IMPACT

Nil.

19.0 FINANCIAL IMPACT

The cost of removing the tidal flow system and establishing the fixed lane arrangement is estimated to be \$500K and budget is available from Signals Maintenance (Coro Drive) Account GL 104390688000000.

20.0 HUMAN RESOURCE IMPACT

Nil.

21.0 URGENCY

In the normal course of business.

22.0 PUBLICITY/MARKETING

Nil.

23.0 OPTIONS

Option 1: Accept the recommendation. This will enable removal of the tidal flow system before 1 November 2008 as directed by Civic Cabinet.

Option 2: Not accept the recommendation.

Option (1) is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Renewal of Executive Service Contract for Sharan Harvey, Branch Manager, Library Services, Families and Community Services Division.

3.0 ISSUE/PURPOSE

To approve the renewal of Executive Service Contract for Sharan Harvey.

4.0 PROPONENT

Jude Munro, Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Margaret Allison, Divisional Manager, Families and Community Services Division

6.0 DATE

22 September 2008

RECEIVED

06 OCT 2008

COMMITTEE SECTION

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

Establishment and Co-ordination Committee approval

ACTION TAKEN

06 OCT 2008

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

N/A

TOWN CLERK

PHILIP FILIA

9.0 RECOMMENDATION

That Sharan Harvey's contract be renewed for a period of three (3) years.

10.0 Jude Munro
CHIEF EXECUTIVE OFFICER

APPROVED

6 OCT 2008

Lord Mayor

[Handwritten signatures and initials]

BCC 10 YEAR RELEASE SCHEME

11.0 BACKGROUND

Sharan Harvey is currently the Branch Manager, Library Services, Families and Community Services Division.

It is proposed to renew Ms Harvey's contract for a further period of three years. Ms Harvey is an outstanding officer who has an international reputation in the public library field. She ensures she keeps abreast of trends in public library service delivery, and is often called upon to lecture our best practice in public libraries throughout Australia and internationally. She is highly committed to customer focus, and leads her staff with quiet commitment and professionalism.

12.0 CONSULTATION

Councillor Campbell Newman, Lord Mayor
Jude Munro, Chief Executive Officer
Councillor Geraldine Knapp, Chairman, Families and Community Services Committee

13.0 IMPLICATIONS OF PROPOSAL

N/A

14.0 COMMERCIAL IN CONFIDENCE

N/A

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 FUNDING IMPACT

N/A

20.0 HUMAN RESOURCE IMPACT

N/A

21.0 URGENCY

In the normal course of business

22.0 PUBLICITY/MARKETING

At the discretion of the Lord Mayor

23.0 OPTIONS

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

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

E&C RESULTS- 13 OCTOBER 2008

SUB NO.	FILE NO.	DIV.	TITLE	Result
13/10-01 R	197/255/252/1	C P & S	2008-09 Budget – Additional funding for 2.4.1.4 Major Drainage and Associated Funding Strategy	Yes
13/10-02 M	460/6/3(2)	C P & S	Reappointment of Urban Futures Brisbane Board	Yes
13/10-03 R	109/800/286/7	FaCS	Delegations – <i>Local Law No. 1 (Control of Advertisements) 1999 and Advertisements Subordinate Local Law 2005</i>	Yes
13/10-04 M	176/625/154/1	FaCS	Community Housing Partnership Program property allocation.	Yes
13/10-05	109/268/608/1	OLMCEO	Market Research Procurement and Release Policy	Held
13/10-06 M	A50113-04/05	OLMCEO	Stores Board Submission – Sole Sourcing Submission in relation to Labour Hire – Administration, Clerical, Contract Management, Trades and Operational Services	Yes
13/10-07 M	99-39(A1)	OLMCEO	Executive Contract	Yes
13/10-08 M	99-60077(A1)	OLMCEO	Executive Contract	Yes

Present: Lord Mayor Campbell Newman, G M Quirk, G Knapp, K Adams, D McLachlan, A Schrinner, P Matic, 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

460/6/3(2)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Reappointment of Urban Futures Brisbane Board

3.0 Issue/purpose

To extend the appointment of the current Urban Futures Brisbane (UFB) Board by a period of two (2) years, to expire 30 June 2010.

4.0 Proponent

Michael Papageorgiou, Divisional Manager, City Planning and Sustainability Division

5.0 Submission prepared by

Rebecca Arnaud, Executive Officer, Urban Futures Brisbane (EQUFB), telephone 3403 4470 or 0408 070 747.

6.0 Date

13 October 2008

RECEIVED

13 OCT 2008

ACTION TAKEN

13 OCT 2008

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

For E&C approval

TOWN CLERK
REBECCA ARNAUD

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

Not applicable

9.0 Recommendation

That the appointments of the current membership of the Urban Futures Brisbane Board, as set out in Attachment A, be extended by a period of two (2) years, to expire 30 June 2010.

10.0 Divisional Manager

Michael Papageorgiou
Divisional Manager

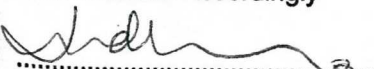
Committee Chairman

I Support / ~~Reject~~ the recommendation.

If reject, please state reasons

Councillor Amanda Cooper
Chairman, Neighbourhood Planning &
Development Assessment Committee

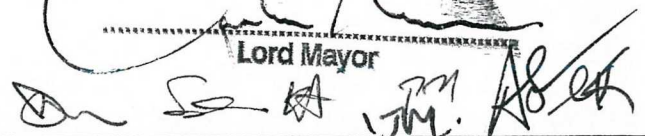
I Recommend Accordingly


CHIEF EXECUTIVE OFFICER

APPROVED

13 OCT 2008

Lord Mayor



Background

On 29 May 2006, the Establishment and Co-ordination Committee approved the establishment of the Urban Futures Brisbane (UFB) Board and its associated portfolios:

- Urban Renewal Brisbane (URB)
- City Centre Taskforce (CCTF)
- Oxley Creek Catchment Taskforce (OCCTF)
- Independent Design Advisory Panel (IDAP)
- Brisbane Inner City Advisory Committee – replaced by Inclusive Brisbane Board (IBB) by E&C decision of 14 July 2008.

The primary purpose of the UFB Board, as per its Terms of Reference, is to provide strategic advice to Council on planning and implementing Brisbane's development future. The UFB Board meets monthly and has provided input to a wide range of Council activities since its first meeting in July 2006. Details of the UFB Board, its membership and issues considered to date are publicly available through the Council website at www.brisbane.qld.gov.au/urbanfutures.

Over time, changes in UFB Board members and the appointment of three new members has reinvigorated the Board. The current membership is as follows:

- Professor Michael Keniger (UFB Board Chair)
- Alison Quinn (URB Chair)
- Chris Freeman (CCTF Chair)
- Silvio Pradella (OCCTF Chair)
- Jan Williams (Inclusive Brisbane Chair)
- Bevan Lynch (IDAP Chair)
- Guy Gibson (Delfin Lend Lease)
- Mark Gray (Macquarie Bank)
- Malcolm Snow (South Bank Corporation - State Government representative)
- Colin Jensen (Department of Infrastructure & Planning – State Government representative).

The UFB Board Chair has met with the Lord Mayor and the responsible Chair, Cr Cooper, to discuss the UFB Board's progress and future plans, and it is understood that there is general satisfaction with the performance to date.

Furthermore, at the UFB Board meeting on 29 August 2008, the Lord Mayor complimented the Board on its work and outlined his future expectations of and aspirations for the Board. Council officers also value the opportunity that UFB affords them to seek assistance or advice and to test proposals and strategies with industry, government and community leaders.

The UFB Board has produced a *2007 Year In Review* document (copy attached), detailing progress since inception. The document's primary use is to encourage engagement in UFB activities with a wide range of partners. It is anticipated that the document will be produced on an annual or bi-annual basis.

Current appointments of members to the UFB Board expired 30 June 2008. It is considered appropriate to extend those appointments by a further two (2) years to 30 June 2010, and to make consequential amendments to the Terms of Reference to reflect the new portfolio structure and tenure.

Consultation

In preparing this submission, the following parties have been consulted:

- Cr Amanda Cooper, Chair, Neighbourhood Planning & Development Assessment
- Jude Munro, Chief Executive Officer
- Michael Papageorgiou, Divisional Manager, City Planning and Sustainability
- Kerry Doss, A/Manager, City Planning
- Nathan Percy, Policy Liaison Officer to the Chairman, Neighbourhood Planning and Development Assessment Committee
- Members of the UFB Board

All are in agreement with the recommendation.

13.0 **Implications of proposal**

Reappointment of the existing UFB Board will enable Council to capitalise on the strong relationships built to date, and to proceed with the current work program without administrative delays that would result from having to identify and appoint a new UFB Board.

14.0 **Commercial in confidence**

No Commercial in Confidence issues are identified at this time. All current UFB Board members have entered 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 Vision and the Corporate Plan's Citywide outcomes regarding:

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

16.0 **Customer impact**

The UFB Board engages with major stakeholders, and through its portfolios, enhances Council's engagement with a range of industry, community, government, environmental and public stakeholders.

17.0 **Environmental impact**

N/A.

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 ongoing support to the UFB Board and its activities, under GL Account 1.03.1329.362.000.000.

20.0 **Human resource impact**

The UFB Board is supported by a Secretariat of three staff, housed within City Planning Branch. No changes to establishment are proposed.

21.0 **Urgency**

In the normal course of business, although it should be noted that the current UFB Board appointments expired 30 June 2008.

22.0 **Publicity/marketing strategy**

At the discretion of Civic Cabinet.

23.0 **Options**

- Option 1: **Approve the recommendation**
- Option 2: Not approve the recommendation
- Option 3: Appoint a new UFB Board consisting of members other than the current membership

Option 1 is preferred.

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
176/625/154/1

E & C 13 / 10 04 11

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Community Housing Partnership Program property allocation.

3.0 Issue/purpose

The allocation of the property at 177 Shafton Avenue, Kangaroo Point, for Affordable Housing Rental by the Metropolitan Association Toward Community Housing (MATCH).

4.0 Proponent

Margaret Allison, Divisional Manager, Families and Community Services Division

5.0 Submission prepared by

Carole Isaacs, Community Housing Partnership Officer, ext 74635

RECEIVED

13 OCT 2008

COMMITTEE SEC

6.0 Date

29 September 2008

ACTION TAKEN

13 OCT 2008

7.0 For E&C approval or recommendation to Council

E & C Approval

TOWN CLERK

CAROLE ISAACS

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

N/A

9.0 Recommendation

To approve a long term allocation of 12 months for the property at 177 Shafston Avenue, Kangaroo Point, to the Metropolitan Association Towards Community Housing (MATCH) to manage under the terms of the Community Housing Partnership Project.

Chairperson

I Support / Reject the recommendation.
If reject, please state reasons


Geraldine Knapp
Chairperson
Families & Community Services Committee

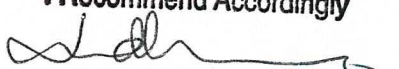
APPROVED
13 OCT 2008

.....
Lord Mayor


10.0 Divisional Manager


Margaret Allison
Divisional Manager, Families & Community Services

I Recommend Accordingly


.....
OFFICER

11.0 Background

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

On the 07 October 2005, the Lord Mayor and Chairperson - Families and Community Services agreed to a request from the CHPP Steering Group about the allocation process for houses that were only available for a short period of time (up to 6 months). The Lord Mayor and Chairperson – Families and Community Services, agreed that they, rather than the Establishment and Co-ordination Committee (E&C), would approve the allocation of such properties.

A CHPP property at 177 Shafston Avenue, Kangaroo Point, was purchased as part of the North South Bypass Tunnel (NSBT) Project and has been allocated to Metropolitan Association Towards Community Housing (MATCH), a preferred housing provider, on a short term lease approved by the Lord Mayor and Chairperson.

Initially it was unclear how long the property would be available to CHPP during construction of NSBT. This has changed and the property is now available on a long term basis (up to 2 years) necessitating an **approval** by the E&C.

Recommendation

The preferred housing provider MATCH, who has managed the property under a short term lease, has indicated this property still meets their needs. Current tenants of 177 Shafston Avenue were displaced from their previous housing when it was resumed for the North South Bypass Tunnel.

The recommended allocation of specific properties to providers is based on the suitability of the property to the service provided by the organisation and the proximity of the organisation to the property. Attention has also been paid to the sensitivities of neighbouring residents, and organisations have been selected who will manage these issues sensitively and appropriately.

12.0 Consultation

- Cr Campbell Newman, Lord Mayor
- Lorraine Gregory, Manager, Healthy And Vibrant Communities
- Kent Stroud, Manager, Community Services Branch
- Cr Helen Abrahams, The Gabba Ward
- Paul Grove, A/Manager, City Property

All are in agreement with the recommendation.

13.0 Implications of proposal

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

14.0 Commercial in confidence

No

15.0 Vision/Corporate Plan impact

- Program 4 – Your Brisbane
- Outcome 4.4 – Opportunities for All

16.0 Customer impact

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

17.0 Environmental impact

Nil

18.0 Policy impact

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

19.0 Financial impact

Nil 08/09 financial impact.

Funding of \$120,000 was approved for the coordination of CHPP in 2007-2008 as part of the Opportunity for All and Affordable Housing Incentives service development.

20.0 Human resource impact

Nil

21.0 Urgency

In the normal course of business.

22.0 Publicity/marketing strategy

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

23.0 Options

Option 1: To approve the recommendation.

Option 2: Approve recommendation with amendments.

Option 3: Not approve the recommendation.

Option 1 is the preferred option.

SUBMISSION NUMBER

1.0 **FILE NUMBER:** 243/85-50113/2004/2005

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission - Sole Sourcing Submission in relation to Labour Hire - Administration, Clerical, Contract Management, Trades and Operational Services.

3.0 **ISSUE/PURPOSE**

To seek approval of the Establishment and Coordination Committee to extend Panel Arrangement contracts for the provision of Labour Hire - Administration, Clerical, Contract Management, Trades and Operational Services. The extension will be for an initial Term of one year with an option to extend for an Additional Period of one year not exceeding a Maximum Term of two years. The Panel Arrangement will be extended without seeking competitive tenders from industry in accordance with Section 2.3, Sole or Restricted Tendering, of the Procurement Manual pursuant to the City of Brisbane Act 1924.

4.0 **PROPONENT**

Ian Maynard, A/Chief Executive Officer.

5.0 **SUBMISSION PREPARED BY**

David Cox
Acting Manager
Corporate Risk Management
Corporate Services Division

APPROVED

13 OCT 2008

Lord Mayor

KA PM
IJM. SM

6.0 **DATE**

7 October 2008.

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.

RECEIVED

13 OCT 2008

ACTION TAKEN

13 OCT 2008

9.0 **RECOMMENDATION**

COMMITTEE SECTION

TOWN CLERK

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

DAVID COX

[Signature]

[Signature]

10.0 **David Cox
Acting Manager
Corporate Risk Management
Corporate Services Division**

**Ian Maynard
A/Chief Executive Officer**

11.0 **BACKGROUND**

The A/Chief Executive Officer and the Stores Board considered the attached scheduled submission on 7 October 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
A50113-04/05	Labour Hire - Administration, Clerical, Contract Management, Trades and Operational Services	Within E&C Delegation

12.0 **CONSULTATION**

The A/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: 99-39(A1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Executive Service Contract renewal - Noel Faulkner

3.0 Issue/purpose

To approve the renewal of the Executive Service Contract for Noel Faulkner.

4.0 Proponent

Jude Munro, Chief Executive Officer

RECEIVED

13 OCT 2008

5.0 Submission prepared by

Hayden Wright, Executive Manager, Office of the CEO

COMMITTEE SECTION

6.0 Date

8 October 2008

ACTION TAKEN

13 OCT 2008

7.0 For E&C approval or recommendation to Council

Establishment and Co-ordination Committee approval

TOWN CLERK

PHILIP FLIA

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 Noel Faulkner's Executive Services Contract be renewed until 30 September 2010 and that he be appointed to the role of Divisional Manager, Commercial Strategy and Development.

10.0

Jude Munro
CHIEF EXECUTIVE OFFICER

APPROVED

13 OCT 2008

Lord Mayor

AS SA KA PM
LAK A. IJM

11.0 Background

Noel Faulkner's contract is due to expire on 9 May 2009.

Noel is currently undertaking the role of Executive Director, Water Transition and Regional Services and is performing well.

It is proposed to renew Noel's contract until 30 September 2010 and to appoint him to the role of Divisional Manager, Commercial Strategy and Development. This role will oversee the delivery of critical, major, commercially focussed, cross-organisational projects and will hold, either individually or in partnership with other Divisional Managers, full responsibility and accountability for successful and timely outcomes. The role will also encompass substantial agenda leadership and representation of the interests of Brisbane City Council both internally and with external organisations.

Noel has vast experience in both the commercial and government sectors and the renewal of his contract is recommended.

12.0 Consultation

Lord Mayor
Chief Executive Officer
Executive Manager, Office of the Chief Executive

Are in agreement with the recommendation.

13.0 Implications of proposal

N/A

14.0 Commercial in confidence

N/A

15.0 Vision/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

In the normal course of business

22.0 Publicity/marketing strategy

At the discretion of the Lord Mayor

23.0 Options

Option 1: Approve the recommendation.

Option 2: Not approve the recommendation

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 File number: 99-60077(A1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Executive Service Contract renewal - Steve Cooney

3.0 Issue/purpose

To approve the renewal of the Executive Service Contract for Steve Cooney

4.0 Proponent

Jude Munro, Chief Executive Officer

5.0 Submission prepared by

Hayden Wright, Executive Manager, Office of the CEO

RECEIVED

13 OCT 2008

COMMITTEE SECTION

6.0 Date

8 October 2008

ACTION TAKEN

13 OCT 2008

7.0 For E&C approval or recommendation to Council

Establishment and Co-ordination Committee approval

TOWN CLERK

PHILLIP FILIA

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 Steve Cooney's Executive Service Contract be renewed until 31 December 2009.

10.0

APPROVED

13 OCT 2008

Lord Mayor

Jude Munro
CHIEF EXECUTIVE OFFICER

AP KA Se m
lth Jm

BCC 10 YEAR RELEASE SCHEME

11.0 Background

Steve Cooney's contract is due to expire on 31 January 2009.

Agreement has been reached between the Local Government Association of Queensland (LGAQ) and the Brisbane City Council for Steve Cooney to be seconded to the position of Manager, Workplace Relations, LGAQ, for a period of 10 months from 15 October 2008.

During the secondment, LGAQ will meet all of Steve's employment costs.

As Steve Cooney's contract will expire during the period of secondment, it is recommended that his contract be renewed until 31 December 2009.

12.0 Consultation

Lord Mayor
Chief Executive Officer
Are in agreement with the recommendation.

13.0 Implications of proposal

N/A

14.0 Commercial in confidence

N/A

15.0 Vision/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

In the normal course of business

22.0 Publicity/marketing strategy

At the discretion of the Lord Mayor

23.0 Options

Option 1: Approve the recommendation.

Option 2: Not approve the recommendation

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

E&C RESULTS – 20 OCTOBER 2008

SUB NO.	FILE NO.	DIV.	TITLE	Result
20/10-01	365/7/1(7)	Corporate Services	New Accommodation for West Regional Business Centre	Held
20/10-02 R	202/11-PK560/34	Corporate Services	Proposed resumption of land for road purposes in connection with the Woolloongabba Urban Centre Improvement Project – 34 & 34A Logan Road, Woolloongabba	Yes
20/10-03 M	456/85(13)	Corporate Services	Proposed New Lease for Jamboree Ward Office, Tenancy 18, Jindalee All Sports Shopping Village, 19 Koorngal Drive, Jindalee	Yes
20/10-04 M	134/45/750/1	Corporate Services	Notional Financing of Water Distribution and Retail Businesses	Yes
20/10-05 R	221/9/26(1)	Corporate Services	Approval of Bus Acquisition Financing Arrangements for 2008-08 Financial Year	Yes
20/10-06 R	131/625/913/2	C P & S	CS5 Carbon Neutral Policy	Yes
20/10-07 M	109/800/286/8	C P & S	Proposed acquisition of land at 145 Warrigal Road, Runcorn	Yes
20/10-08 M	456/20/40(1)	C P & S	Heritage Advisory Committee Annual Report	Yes
20/10-09 R	345/10	FaCS	Delegations – <i>Natural Assets Local Law 2003</i>	Yes
20/10-10 M	BT 188/210/179/4	OLMCEO	Stores Board Submission – Sole Sourcing for Provision of Bus Services in the Bracken Ridge, Deagon and Brighton Areas	Yes - Amended
20/10-11 M	126/210/179/2	OLMCEO	Stores Board Submission – Supply and delivery of 11 diesel buses for 08/09 from MAI	Yes
20/10-12 R	109/268/608/1	OLMCEO	Market Research Procurement and Release Policy	Yes
20/10-13 M	194/800/286/2	Water Distribution	Water Distribution Senior Management Team Planning Workshop	Yes

E&C RESULTS – 20 OCTOBER 2008

SUB NO.	FILE NO.	DIV.	TITLE	Result
20/10-14		OLMCEO	Improved Ward Office staffing arrangements	Held
20/10-15 M	164/305/6357-1523	OLMCEO	Executive Contract	Yes
20/10-16 M		OLMCEO	Executive Contract	Yes

Present: Lord Mayor Campbell Newman, M Bourke, G Knapp, A Cooper, D McLachlan, A Schrinner, 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: 456/85(13)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Proposed New Lease for Jamboree Ward Office, Tenancy 18, Jindalee All Sports Shopping Village, 19 Koorringal Drive, Jindalee.

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 Jamboree Ward Office, Tenancy 18, Jindalee All Sports Shopping Village, 19 Koorringal Drive, Jindalee.

4.0 PROPONENT

Ian Maynard
Divisional Manager, Corporate Services

5.0 SUBMISSION PREPARED BY

Philip Wicht
Property Leasing Manager, City Property

6.0 DATE

13 October 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 Tenancy 18, Jindalee All Sports Shopping Village, 19 Koorling Drive, Jindalee on the following basis:

Area:	70 m ² (approximately)
Lease Commencement:	1 August 2008 (approximately)
Lease Expiry	31 July 2012
Rent:	\$275m ² or \$19,250 pa (+ GST)
Outgoings:	Estimated at \$68.50/m ² or \$4,795 pa (+ 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

APPROVED



.....
Councillor Adrian Schinner
Chairman
FINANCE and ADMINISTRATION COMMITTEE

20 OCT 2008

.....
Lord Mayor

MB. PM AS
EK

10.0 DIVISIONAL MANAGER



.....
Ian Maynard
Divisional Manager
CORPORATE SERVICES

RECEIVED

20 OCT 2008

COMMITTEE SECTION

ACTION TAKEN

20 OCT 2008

TOWN CLERK

PHILIP WICHT

I Recommend Accordingly



.....
CHIEF EXECUTIVE OFFICER

BCC 10 YEAR RELEASE SCHEME

11.0 BACKGROUND

On the 31 July 2000, E&C Committee granted approval for a new lease to be negotiated for premises occupied by the Jamboree Ward Office, Shop 8, 235 Sinnamon Road, Jindalee. The lease was for a four year term, with a four year option and commenced on the 1 July 2000 and expired on the 30 June 2008. The current rental is \$19,232.40 pa exclusive of GST. Outgoings are estimated at \$68.50/m² for the current financial year.

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

Area:	70 m ² (approximately)
Lease Commencement:	1 August 2008 (approximately)
Lease Expiry	31 July 2012
Rent:	\$275m ² or \$19,250 pa (+ GST)
Outgoings:	Estimated at \$68.50/ m ² or \$4,795 pa (+ 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.

It is requested that approval be granted for City Property to negotiate and enter into a new lease over Tenancy 18, Jindalee All Sports Shopping Village, 19 Koorungal Drive, Jindalee on terms outlined above.

12.0 CONSULTATION

Cr Adrian Schrinner, Chairman, Finance & Administration Committee
Cr Matthew Bourke, Jamboree Ward Office
Mark Hrycek, Strategy and Communications Advisor, Lord Mayor's Office
Hayden Wright, Executive Manager, Chief Executive's Office
David Askern, Chief Legal Counsel, Brisbane City Legal Practice
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.

13.0 IMPLICATIONS OF PROPOSAL

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

14.0 COMMERCIAL IN CONFIDENCE

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 134/45/750/1

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title
Notional Financing of Water Distribution and Retail Businesses

3.0 Issue/Purpose
To approve Notional Financing Arrangements for the Water Distribution and Retail Businesses before their final separation from Council.

4.0 Proponent
Ian Maynard, Divisional Manager Corporate Services

RECEIVED

20 OCT 2008

5.0 Submission prepared by
Jiri Arnost, Corporate Treasurer, Corporate Services Division, X36617

COMMITTEE SECTION

6.0 Date
3rd October 2008

ACTION TAKEN

20 OCT 2008

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

TOWN CLERK
JIRI ARNOST

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

APPROVED

9.0 Recommendation

20 OCT 2008

That E&C approve the following:-

- (a) Water Distribution finances the initial transfer of Council assets to its balance sheet using 50% equity and 50% debt ratios with any subsequent assets created to be fully financed using notional debt.
- (b) Water Retail activities to be financed using a notional working capital facility (or current account).

Lord Mayor MB. [Signature]

10.0 Divisional Manager & Chairperson

Ian Maynard
Ian Maynard
DIVISIONAL MANAGER
CORPORATE SERVICES

I support / Reject the Recommendation/s.
If Reject - please state reasons:

Adrian Schrinner
Cr Adrian Schrinner
CHAIRMAN
FINANCE AND ADMINISTRATION

I Recommend Accordingly

[Signature]
CHIEF EXECUTIVE OFFICER

David McLachlan
Cr David McLachlan
CHAIRMAN
CITY BUSINESSES & WATER SUPPLY
COMMITTEE

11.0 Background

Council has now moved into the second phase of the State Government's Water Reform which involves the setting up of the Water Distribution Entity and the Proposed Retail Business to commence operations 1 July 2010.

When formal separation of the water business is undertaken from a legislative perspective by mid-2010, the Regulator is likely to set a regulated return (on assets) for the distribution business (where Council is part shareholder) and a price path for the retail business.

To facilitate the seamless transitioning of those businesses to those new entities, Council has already commenced the "soft separation" of those businesses within the Council's organisational structure.

A vital part of that soft separation is the establishing of separate financial accounts and balance sheets for each business identical in form to the types of financial accounting models and structures that apply to stand alone businesses of their respective types.

This work is currently under way.

Standalone businesses of this type typically raise a combination of debt and equity to achieve operating efficiencies and reduce the overall cost of financing. The cost of debt is generally lower than equity returns and therefore businesses use debt to leverage/gear up their balance sheet in order to generate higher post tax returns.

Under Council's current financial model, Water Distribution and Water Retail do not carry any financing costs internal or otherwise in their internal accounts because they remain part of Core Council.

To ensure the seamless transition towards proper commercial behaviour in the interim, it is proposed that during "soft separation", notional internal financing arrangements be set up for these businesses and included in the financial accounts.

Notional internal financing arrangements will be notional debt and equity transactions that are intended to reflect the effects of similar transactions undertaken with external parties, but in fact are created as accounting entries only. There is no intention to actually raise external debt (or equity) for this purpose at this time.

Permission is therefore sought to introduce a mix of "internal" financing arrangements to accompany the proposed (interim and internal) balance sheets structures being put together for these operations.

By putting in place internal financing arrangements, Council is able to achieve a number of tangible benefits:

- (i) Income earned from the businesses is returned to Council in the form of interest payments, which generally are paid periodically throughout the year, and from dividends.
- (ii) The balance sheet is more efficient, given cashflow is being constantly released through debt service payments, and therefore requiring Management to be more attentive on how the remaining cashflow is being utilised;
- (iii) Maintains more relevant return on asset goals, given that the "lazy" cash component of the balance sheet (cash at bank) is being constantly removed through interest payments and dividends

- (iv) Allows for more efficient tax management; even though the businesses will operate under a tax equivalents regime, operating with notional debt limits unnecessary tax "leakage"

On the advice of the Water Transition Commercial Reference Group is proposed that the distribution business notionally finances the transfer of the assets to its balance sheet using 50% equity and 50% debt ratios (the mix being based on the information used in the KPMG report to determine the funding mix when the discount rate was established for the Bulk Water Assets).

Any subsequent assets created would be fully financed using notional debt.

It is proposed that the Water Retail activities would be financed using a notional working capital facility (or current account), given that presently it is unlikely to have sufficient assets to operate a balance sheet of any size.

Approval for more formal financing arrangements could be sought later, once details of the retail business asset base and operations are clarified.

It is proposed that the terms of any loan and working capital facilities be consistent with the pricing structure in place for companies with a similar credit risk.

It is also proposed that Council approve the use of the credit margin adopted by the State Government when calculating the discount rate for the bulk water asset settlement.

Similarly, if the businesses generate credit balances in their notional "bank" current accounts, the businesses will be entitled to earn notional interest commensurate with the interest earned by Council in the 11am cash market for its investments.

Although the financing arrangements represent internal transactions only, there are no external impacts from implementing this recommendation.

However, there will need to be an amendment put through the second Budget review, reflecting the internal transfer of interest charges.

Finally, it is proposed that consistent with normal commercial behaviour, the transfer of assets will include only physical assets.

Any cash reserves generated by the equivalent distribution and retail water activity up to the time of the transfer of any assets will be retained within Core Council.

12.0 Consultation

- Cr Adrian Schrinner, Chairman, Finance and Administration
- Cr David McLachlan, Chairman, City Businesses & Water Supply Committee
- Noel Faulkner, Executive Director, Water Transition Program
- Louise Dudley, Executive Manager, Retail, Water Transition Program
- Commercial Reference Group, Water Transition Program
- Chris Mead, Chief Financial Officer
- David Askern, Chief Legal Counsel
- Matt Tapsall, Policy Liaison Officer to Chairman, Finance and Administration
- Steve Whitehouse, Policy Liaison Officer to Chairman, City Businesses & Water Supply Committee

Are in agreement with the recommendation.

13.0 Implications of proposal

By agreeing to the proposal, the water distribution and retail businesses will be able to exhibit proper commercial behaviour in preparation for the time when the businesses will transferred under hard separation

14.0 Commercial in confidence

No.

15.0 Vision/Corporate Plan impact

The submission will address the following Corporate Plan strategies:

10.4.2 Strong Financial Management

Ensure Council has strong fiscal and financial management

16.0 Customer impact

Nil

17.0 Environmental impact

Nil

18.0 Policy impact

Nil

19.0 Financial impact

There is no external financial impact. The financial impact will be represented as a transfer of interest payments from the distribution and retail businesses to Core Council represented by the City Governance program (as the nominated lender, through its treasury operation).

Based on the transfer of assets undertaken thus far to create the notional Water Distribution company balance sheet, and assuming a loan of 50% of this value, the annual interest cost on the notional debt is estimated at around \$143.0m

20.0 Human resource impact

Nil

21.0 Urgency

In the normal course of business

22.0 Publicity/marketing strategy

Nil

23.0 Options

Option 1: Approve the recommendation

Option 2: Not approve the recommendation

Option 1 is the preferred option. If the officer's recommendation is not followed, then the reasons for departure from that recommendation should be recorded here.

1.0 File number

202/11-SC980/97

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Proposed acquisition of land at 145 Warrigal Road, Runcorn

RECEIVED

20 OCT 2008

3.0 Issue/purpose

To obtain approval to acquire land for Community Purposes (park).

COMMITTEE SECTION

ACTION TAKEN

4.0 Proponent

Michael Papageorgiou, Divisional Manager, City Planning & Sustainability

20 OCT 2008

5.0 Submission prepared by

Brad Wilson, Senior Planner Open Space, Natural Environment & Sustainability, OSPOP2, ext 39410

TOWN CLERK
BRAD WILSON

6.0 Date

20 October 2008

APPROVED

20 OCT 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?

No

9.0 Recommendation

That E&C Committee grant authority to acquire land for Community Purposes (park) situated at 145 Warrigal Road, Runcorn described as part of Lot 42 on RP889946 containing an area of 3.6 hectares, for an amount not exceeding the valuation of redacted as approved by the Divisional Manager, City Planning & Sustainability and on terms and conditions approved by the Manager City Property and the Chief Legal Counsel, Brisbane City Legal Practice.

10.0 Divisional Manager

Committee Chairman

Support / Reject the recommendation.

If Reject, please state reasons:

Michael Papageorgiou
Divisional Manager
City Planning & Sustainability

Cr Peter Matic
Chairman
Environment, Parks & Sustainability Committee

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

11.0 Background

Proposal:

The subject property is described as Lot 42 on RP889946 being a total area of 28.651ha. The portion identified for acquisition for park purposes contains an area of 3.6 hectares (refer [Attachment 1](#)). The subject property is used for agricultural production purposes and contains a single dwelling and outhouses. The portion identified for acquisition contains one building. The portion identified is relatively flat and has the advantage of being able to consolidate upon previous investments in Wally Tate Park.

Planning:

The need for a district sports facility was identified in the 1987 Town Plan through the Kuraby District Local Area Outline Plan. The area identified for the sports facility included part of the subject site. The Town Plan zoned the area required for the sports park as Sport and Recreation. This zoned area totalled 9ha ([Attachment 2](#)). City Plan maintained the Town Plan zoning by including the Sport and Recreation zone in the Sport and Recreation Area. The subject site is within the Urban Footprint of the SEQ Regional Plan.

The Kuraby Local Plan identifies the preferred location for desirable park and a sports facility in the eastern portion of the subject site (area identified for acquisition) to add to Wally Tate Park.

Park Need:

Prior to the construction of the Gateway Motorway extension to the Logan Motorway, Wally Tate Park totalled 54ha with considerable flexibility to provide for a range of uses and future expansion. Approximately 9ha was lost to the Motorway and additional land is planned to be resumed by Queensland Rail for the Kuraby station upgrade. Wally Tate Park now contains only 4ha of sporting land.

The combined Statistical Local Areas (SLAs) of Runcorn, Kuraby and Eight Mile Plains which are serviced by Wally Tate Park are predicted to grow by more than 5,500 residents by 2026. The desired standards of service for parks seeks to achieve a minimum of 10 hectares for a district sports park. The acquisition of part of 145 Warrigal Road Runcorn will secure additional active sports land to meet the sporting needs of the Runcorn/Kuraby area. These needs are currently serviced by Wally Tate Park which contains a range of uses including pony club, cricket field, skate bowl and Scout building. Several community leases are in effect over Wally Tate Park.

Land Owner Contact:

Council has previously contacted the owner to express an interest in the land for park purposes. Previous attempts to negotiate acquisition have not been successful and the owners have recently signalled their intentions by successfully appealing Council's refusal of their application for Material Change of Use and Reconfiguration of a Lot. As a result of that appeal, a Preliminary Approval to override the Planning Scheme was approved.

An independent valuation of the subject property listed the value of the total Sport & Recreation Area (9ha) as redacted. This valuation was undertaken following the Preliminary Approval. A contemporary valuation has been commissioned. An estimate based on the previous valuation places the cost of this proposed acquisition (3.6ha) at approximately redacted.

Level of Threat:

While the portion of the site identified for future park is within the City Plan Sport and Recreation Area, the Preliminary Approval shows the land included in the Sport & Recreation Area being developed for residential and park purposes ([Attachment 3](#)). However the land shown as park does not meet the requirements of land which can adequately service sport and recreation needs. Acquisition of the required land now will secure Council's options to provide additional sport and recreation land.

12.0 Consultation

The following have been consulted specifically in the course of preparing this submission:

- Cr Peter Matic, Chair Environment, Parks & Sustainability Committee – 12 September 2008
- Cr Graham Quirk, Councillor for MacGregor Ward – 23 September 2008
- Nick Clarke, Manager Natural Environment & Sustainability – 30 September 2008
- Steve Adams, Principal Planner, Legislation & Appeals, Development Assessment – 30 September 2008

- Lorraine Gregory, Manager Healthy and Vibrant Communities, Community Services – 30 September 2008
- Philip Rowland, Land Manager, City Property – 30 September 2008

All consulted are in agreement with the recommendation.

13.0 Implications of proposal

The acquisition of part of this property will secure necessary community purposes infrastructure in an area which is below the desired standards of service for sports park provision and meet the future needs of a growing community.

14.0 Commercial in confidence

No

15.0 Vision/Corporate Plan impact

Acquisition of this property for the development of a district sports park provides essential community purposes infrastructure and delivers on our vision for an active and healthy city.

16.0 Customer impact

Land owner – acquisition of part of the property will reduce the developable area of the site however fair market value will be paid and certainty of the future development footprint is achieved.

Community – acquisition fulfils the commitment of the Kuraby Local Plan and provides a greater range of outdoor recreation opportunities to accommodate the sport and recreation needs of a growing community.

17.0 Environmental impact

Council ownership of this land secures the open space values of part of the site and provides opportunities for environmental improvement.

18.0 Policy impact

Council acquisition of the land for park purposes implements the recommendations of the Kuraby Local Plan.

19.0 Financial impact

Funding for the acquisition is available in the City Parks Trust budget and the Local Area Outline Plan (LAOP) Trust fund (LAOP 7, Runcorn/Kuraby).

20.0 Human resource impact

Nil

21.0 Urgency

In the normal course of business.

22.0 Publicity/marketing strategy

Nil

23.0 Options

Option 1: Approve the recommendation.

Option 2: Not approve the recommendation

Option 1 is the preferred option.

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 Annual Report

RECEIVED

20 OCT 2008

3.0 Issue/purpose

To receive the Heritage Advisory Committee 2007-2008 Annual Report

COMMITTEE SECTION

4.0 Proponent

Michael Papageorgiou, Divisional Manager, City Planning and Sustainability Division.

ACTION TAKEN

20 OCT 2008

5.0 Submission prepared by

Laurie Jones, Principal Heritage Architect, City Planning, SHAHU ext 34059

TOWN CLERK

LAURIE JONES

6.0 Date

13 October 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 receive the 2007-2008 Annual Report of the Heritage Advisory Committee and note its contents

10.0 Divisional Manager


Michael Papageorgiou
Divisional Manager
City Planning & Sustainability

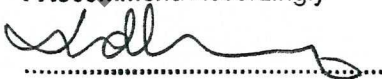
Committee Chairman

I Support / Reject the recommendation.

If reject, please state reasons


Cr Amanda Cooper
Chairman, Neighbourhood Planning and
Development Assessment Committee

I Recommend Accordingly


.....
CHIEF EXECUTIVE OFFICER

APPROVED

20 OCT 2008


.....
Lord Mayor

11.0 Background

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

In July 2008 the membership of the committee was expanded, the Chairman was re-appointed for a second term, and the Terms of Reference were amended to reflect the increased membership, clarify the membership nomination process and update superseded references to Council committees and Council Officer titles.

One of the requirements of the committee's Terms of Reference is to produce an Annual Report. The 2007-2008 Annual Report documents the committee's achievements over its sixth year to 30 June 2008 and is attached at Attachment A.

12.0 Consultation

- Councillor Amanda Cooper, Chairman, Neighbourhood Planning and Development Assessment Committee on 29 September 2008.
- Heritage Advisory Committee at its meeting of 8 August 2008 and by email to members.

All consulted are in agreement with the recommendation.

13.0 Implications of proposal

Acceptance of the Annual Report endorses the valuable advice that the Heritage Advisory Committee provides to Council on a wide range of issues.

14.0 Commercial in confidence

Nil

15.0 Vision/Corporate Plan impact

The Heritage Advisory Committee's 2007-2008 Annual Report identifies the ways in which the committee has contributed to various services in the Subtropical City theme of the Corporate Plan, specifically: 'identifying and conserving the city's heritage places' and 'promoting the subtropical design of city buildings and open spaces and safeguarding the unique character of Brisbane's 'tin and timber homes'.

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

Publicity is not required or recommended.

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

SUBMISSION NUMBER

1.0 **FILE NUMBER:** BT 188/210/179/4

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission - Sole Sourcing for Provision of Bus Services in the Bracken Ridge, Deagon and Brighton Areas.

3.0 **ISSUE/PURPOSE**

To seek E&C approval to directly enter into a Contract with Hornibrook Transit Management Pty Ltd for the provision of Bus Services in the Bracken Ridge, Deagon and Brighton Areas.

4.0 **PROPONENT**

Jude Munro, Chief Executive Officer.

5.0 **SUBMISSION PREPARED BY**

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

APPROVED

20 OCT 2008

Lord Mayor

6.0 **DATE**

14 October 2008.

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. *E&C requires that steps be taken to provide/require disability access buses for these services.*

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

Jude Munro
Chief Executive Officer

RECEIVED

20 OCT 2008

COMMITTEE SECTION

TOWN TAKEN

20 OCT 2008

TOWN CLERK

DAVID COX

11.0 **BACKGROUND**

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 14 October 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
T90341-08/09	Provision of Bus Services in the Bracken Ridge, Deagon and Brighton Areas	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

SUBMISSION NUMBER

1.0 **FILE NUMBER:** 126/210/179/2

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission - Supply and delivery of 11 diesel buses for 08/09 from MAI.

3.0 **ISSUE/PURPOSE**

To seek E&C approval to vary the existing contract with Western Star Trucks Australia Pty Ltd trading as MAN Automotive Imports (MAI) to purchase 11 Diesel Rigid, Low Floor buses in place of 11 CNG Rigid Low Emission, Low Floor buses that MAI are unable to produce for the 2008/09 year under the existing Contract K40197-2003/04.

4.0 **PROPONENT**

Jude Munro, Chief Executive Officer.

RECEIVED

20 OCT 2008

ACTION TAKEN

20 OCT 2008

5.0 **SUBMISSION PREPARED BY**

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

COMMITTEE SECTION

TOWN CLERK
DAVID COX

APPROVED

20 OCT 2008

6.0 **DATE**

14 October 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

BCC 10 YEAR PUBLICATION RELEASE SCHEME

11.0 BACKGROUND

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 14 October 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
A90345-08/09	Purchase of 11 Diesel Rigid, Low Floor buses	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:

194/800/286/2

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Water Distribution Senior Management Team Planning Workshop

3.0 ISSUE/PURPOSE

The purpose of this submission is to request approval for the Water Distribution Senior Management Team to undertake a Business Planning Workshop at the Rydges Caloundra.

4.0 PROPONENTS

Robin Lewis - Executive Manager, Water Distribution

RECEIVED ACTION TAKE
20 OCT 2008 20 OCT 2008

5.0 SUBMISSION PREPARED BY

Geoff Steve, Executive Coordinator, Executive Manager's Office Water Distribution, (OMDMBW) ext 33203

COMMITTEE SECTION TOWN CLERK
GEOFF STEVE

APPROVED

6.0 DATE

13 October 2008

20 OCT 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 ORDINANCE?

N/A.

9.0 RECOMMENDATION

It is recommended that approval be given for the Water Distribution Senior Management Team to attend a Planning Workshop at Rydges Caloundra, from the 30 to 31 October 2008 at a cost of \$2198

10.0 DIVISIONAL MANAGER

Robin Lewis
Executive Manager
WATER DISTRIBUTION

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

Chairperson

I support the recommendation/s

I reject - please state reason

BCC 10 YEAR RELEASE SCHEME

11.0 BACKGROUND

The SEQ Water Reform process has resulted in significant changes to the functions and accountabilities of what was Brisbane Water. The two most significant changes have been the transfer of bulk treatment and transport assets to State Ownership, and the soft separation of Water Retail and Water Distribution from Brisbane City Council, ahead of the formation of three local government owned retail entities and a one single distribution entity by July 2010.

A recent review of Water Distribution's structure by consultants Marchmont Hill identified changes that has resulted in a proposed new management structure for Water Distribution to accommodate both the immediate shortfalls in functional accountabilities and facilitate ease of transition into any future single Water Distribution structure.

The restructure of the former Brisbane Water has resulted in a situation where the Water Distribution Division is a different entity. As a result it is prudent that the new management team in place at Water Distribution undertake business planning workshop with the dual objectives of planning the future of Water Distribution and building a new team who are charged with that responsibility.

The proposed action of the workshop will be:

- Get to know the team.
- Clear understanding of accountabilities under the new structure.
- Gain agreement on the governance model for support services to ensure embedded support structure is effective and compliant.
- Agree and priorities activity list and timeframes for bedding down the new structure.
- Agree strategic approach for managing council of mayors transition project interface whilst maintaining business continuity.

Three quotes have been obtained for the workshop, refer Attachment "1".

12.0 CONSULTATION

Councillor David McLachlan, Chairman City Businesses and Water Supply Committee.

Jude Munro, Chief Executive Officer.

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

13.0 IMPLICATIONS OF PROPOSAL

The workshop is intended to provide a framework for managing Water Distribution over the next 2 years.

There are no political or industrial consequences expected.

14.0 COMMERCIAL IN CONFIDENCE

Yes.

15.0 CORPORATE PLAN IMPACT

N/A

16.0 CUSTOMER IMPACT

N/A.

17.0 ENVIRONMENTAL IMPACT

Nil.

18.0 POLICY IMPACT

Nil

19.0 FUNDING IMPACT

Funding is available within the current Divisional Budget Account

Cost Details:

• Accommodation and workshop (8 delegates 1 and a half days)	\$ 2198
• Alcoholic beverages will be purchased and paid for by individuals attending the workshop.	\$ Nil
Total	\$ 2198

20.0 HUMAN RESOURCE IMPACT

Nil.

21.0 URGENCY

Approval is sought in sufficient time to finalise arrangements

22.0 PUBLICITY/MARKETING STRATEGY

Nil.

23.0 OPTIONS

1. Approve recommendation.
2. Not approve recommendation.

Option 1 is the preferred option.

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 TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Appointment of **Manager, City Design**, Brisbane Infrastructure Division

3.0 ISSUE/PURPOSE

A recruitment process for the role of Manager, City Design was commenced by the Council Recruitment Centre in August 2008. Following a process of advertising in the Weekend Australian of 23 August 2008, and online in Seek, Internal Employment Opportunities, The Big Chair, from 20 August 2008. Eight applications were received. Ms Glynis Ranger, Council Recruitment Centre Consultant conducted preliminary interviews and conferred with the panel to determine candidates having best fit to the role. Four applicants were short listed and invited to interview for panel assessment. At the conclusion of initial panel interviews, two candidates were considered unsuitable for further evaluation. Final reference checking has been completed on two candidates.

Two candidates are now considered suitable for appointment to the role.

The following information is now provided:

- Attachment 1 - Executive Role Statement
- Attachment 2 - Executive Summary, Interview Summaries of Recommended Candidates, Resumes and Referee Reports
- Attachment 3 - Comparative Assessment of Other Candidates

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

4.0 PROPONENT

Barry Broe, Divisional Manager, Brisbane Infrastructure, as chair of a panel also comprising:

- Scott Stewart, Executive Manager, Major Infrastructure Projects Office
- Alex Fisher, Manager Major Projects and Commercial Services, Water Distribution

5.0 SUBMISSION PREPARED BY

Wendy Armstrong, Principal Consultant, Merit Solutions, on behalf of Barry Broe.

6.0 DATE

14 October, 2008

7.0 FOR E&C APPROVAL, BAC APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

8.0 RECOMMENDATION

That the Establishment and Co-ordination Committee consider and appoint ~~either of~~ the following candidates:

- 1. Dean MORSE
redacted

to the position of **Manager, City Design, Brisbane Infrastructure**, Brisbane City Council, with a contract and salary at the SES level.

9.0 Chief Executive Officer



Jude Munro
Chief Executive Officer
Brisbane City Council

APPROVED

20 OCT 2008

Lord Mayor



BCC PUBLICATION SCHEME
10 YEAR RELEASE

RECEIVED

20 OCT 2008

COMMITTEE SECTION

ACTION TAKEN

20 OCT 2008

TOWN CLERK

PHIL FILIA

FILE NUMBER

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Executive appointment of Jennifer Leis, to the position of Corporate Services Manager, Water Distribution

3.0 ISSUE/PURPOSE

To approve the appointment of Jennifer Leis to the position of Corporate Services Manager, Water Distribution.

4.0 PROPONENT

Jude Munro, Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Dianne Hone, Acting HR Manager, Water Distribution Ext 33298

6.0 DATE

3 October 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For approval by E&C.

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

No.

9.0 RECOMMENDATION

That Jennifer Leis be appointed to the position of Manager Corporate Services, Water Distribution at SES level, subject to the agreement of the terms of employment.

10.0 CHIEF EXECUTIVE OFFICER



Jude Munro
CHIEF EXECUTIVE OFFICER.

APPROVED
20 OCT 2008

Lord Mayor


BCC PUBLICATION RELEASE SCHEME
10 YEAR RELEASE

11.0 BACKGROUND

The resignation of Ms Jane McDonald (SES officer) on 13 June 2008 created the need for Water Distribution to appoint a replacement. Ms Jennifer Leis was moved at her substantive SOS level to the permanent role of Corporate Services Manager, Water Distribution. Ms Leis' preceding role was as Commercial Services Manager in Projects Branch, Water Distribution.

This decision to make an internal appointment was guided by a number of factors which included providing stability within the business, as well as a requirement to recruit from within the business where possible in light of maximising opportunities to produce further labour budget efficiencies. The timing also included the exit of three senior managers from Brisbane Water, and a high need to mitigate any risk to the business was considered critical.

The role has since been reviewed and remains at SES level.

Ms Leis is a valued and strong contributor to the business, and has over 10 yrs experience in Brisbane Water / Water Distribution in a number of senior roles. Ms Leis has demonstrated her high-level of leadership capability through significant change environments. A copy of her CV is attached.

12.0 CONSULTATION

Hayden Wright, Executive Manager, Chief Executive's Office

13.0 IMPLICATIONS OF PROPOSAL

N/A

14.0 COMMERCIAL IN CONFIDENCE

N/A

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

In the normal course of business.

22.0 PUBLICITY / MARKETING STRATEGY

N/A

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 – 27 OCTOBER 2008

SUB NO.	FILE NO.	DIV.	TITLE	Result
27/10-01 R	A07/112580 RDRS/USE/H01-792796(P7)	C P & S	Motorway Business Park Development and Radius Industrial City Development Paradise Road, Larapinta Proposed Infrastructure Agreement	Yes
27/10-02 M	131/520/148/2	C P & S	Establishment of Natural Systems Advisory Committee	Yes
27/10-03 M	BC BCL/1-MGR/281434	OLMCEO	Termination of the Forest Lake Community Facilities Trust Fund ("the Trust")	Yes
27/10-04 R	376/6/40(P4)	OLMCEO	Contracts and Tendering – report to Council of Contracts accepted by Delegates (September 2008)	Yes
27/10-05 M	243/98-70146/2006/2007	OLMCEO	Stores Board Submission – Significant Procurement Activity Plan (SPAP) in relation to Fairfield Water Reclamation Plan (WRP) Upgrade under the Collaborative Delivery Initiative Project (CDI)	Yes
27/10-06 R	456/20/185(1/P1)	OLMCEO	Oversight of Consultancies Special Committee	Yes - Amended
27/10-07 M	392/40(2088)	OLMCEO	Sponsorship of the 2008 Golden Casket Variety Special Children's Christmas Party	Yes
27/10-08 M	109/305/100/1	Water Transition Program	Regional Water Reform Project – Establishment of SEQ Distribution Entity (Interim) Pty Ltd	Yes
27/10-09 M		Brisbane City Works	Overseas Travel for Cecil Delaforce (Team Lead, Construction Group) and Paul McCann (Graduate Engineer, Construction Group) Brisbane City Works	Yes

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

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
131/520/148/2

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title
Establishment of Natural Systems Advisory Committee.

RECEIVED
27 OCT 2008

3.0 Issue/purpose
To obtain the establishment of the Natural Systems Advisory Committee.

COMMITTEE SECTION

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

ACTION TAKEN
27 OCT 2008

5.0 Submission prepared by
Nick Clarke, Manager Natural Environment & Sustainability, ext 34720

TOWN CLERK
NCL CLARKE.

6.0 Date
27 October 2008

APPROVED

27 OCT 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?

No

9.0 Recommendation

That approval is granted to:

- (a) Establish the Natural Systems Advisory Committee
- (b) Invite nominations from the community for membership of the Natural Systems Advisory Committee
- (c) Adopt the Terms of Reference for the Natural Systems Advisory Committee as set out in Attachment A.

10.0 Divisional Manager & Chairman

Support Reject the Recommendations.

If Reject – please state reasons:



Michael Papageorgiou
Divisional Manager
City Planning & Sustainability



Cr Peter Matic
Chairman
Environment, Parks & Sustainability Committee

I Recommend Accordingly

.....
CHIEF EXECUTIVE OFFICER

BCO 10 YEAR RELEASE SCHEME

11.0 Background

Council has a practice of engaging with community members, academic and industry experts on a range of topics to support the overall development of policy, strategy and implementation of programs and projects that support the outcomes of the administration.

The area of natural systems management encompasses research, planning and program development to achieve environmental quality and protection, conservation and natural reserve management, interpreting natural systems to the public, urban amenity, public space and urban parks outcomes.

This area of Council responsibility is broad, with advances and improvements in many aspects taking place. Council's ability to respond and maintain its role as a leader is advanced with the ability to call on and engage with a broader group of views than that held by staff or able to be purchased through research and consultancy contracts.

The formation of advisory committees is one mechanism within the broader gamut of community engagement that can add to and expand the advice available to the Chairman and Civic Cabinet.

This proposal is for the formation of the Natural Systems Advisory Committee to provide independent strategic policy advice to the Chair Environment Parks and Sustainability in relation to:

- (a) Strategies to protect, enhance and sustainably manage Brisbane's natural systems. This will include matters that have policy and planning implications for the City's natural areas, green spaces, wetlands and waterways.
- (b) The condition and significance of these natural assets; and
- (c) Their role in contributing to the achievement of the Vision 2026 outcomes and target.

The proposed Terms of Reference for that committee are set out in Attachment A".

Nominations are recommended to be sought from the community, industry and academic sectors to ensure that the committee has broad, high level and respected representation.

The Terms of Reference cover the membership numbers, meeting processes for the committee, meeting program and outlines its relationship with the Chairman, and with the staff involved in developing and recommending initiatives in Programs 1 and 6 (Natural Environment and Sustainability branch).

Approval is sought for Council to form the Natural Systems Advisory Committee and to seek nominations for membership.

12.0 Consultation

- Cr Peter Matic, Chairman Environment, Parks & Sustainability Committee – (07/10/2008)
- Cr Geraldine Knapp, Chairman Families and Community Services Committee – (10/10/2008)
- Hayden Wright, Executive Manager, Office of the Chief Executive – (07/10/2008)
- Shane MacLeod, Manager Local Asset Services – (06/10/2008)
- David Askern, Chief Legal Counsel – (12/10/2008)
- Andrew Chesterman, Executive Manager Corporate Strategy & Marketing – (08/10/2008)
- Joe Veraa, Principal Officer Community Engagement Centre of Excellence – (03/10/2008)

All consulted are in agreement with the recommendation.

13.0 Implications of proposal

Engagement of a broad range of people with experience and knowledge in various aspects of natural systems management; enhancing the Council's relationship with the community.

14.0 Commercial in confidence

No

15.0 Vision/Corporate Plan impact

Program 1 CitySmart
Program 6 Subtropical City Parks and Recreation
Outcome 9.1 Engagement

Vision 2026 Targets –

- Restore 40% of mainland Brisbane to natural habitat.
- Brisbane residents will breathe the cleanest air in Australia.
- Brisbane residents will be enjoying a dense network of parks, leafy streetscapes, green roofs and plazas in urban public spaces.
- Reduce greenhouse gas emissions by 50%.
- City-wide network of major urban parks, metropolitan nature-adventure parks and smaller neighbourhood parks will be used by 60% of the population more than once per week.
- Increase the number of street trees from 470,000 (2006) to 610,000.
- Brisbane and Brisbane City Council will be carbon neutral.

16.0 Customer impact

N/A

17.0 Environmental impact

N/A

18.0 Policy impact

The formation and interaction with the proposed Advisory Committee will assist in achieving objectives of the Community Engagement guidelines, specifically:

- Seeking input, feedback and information from the community about Council directions and initiatives
- Actively encouraging participation from a cross-section of the affected community.

19.0 Financial impact

None. Support for the committee will be achieved within current resources. Sitting fees are not recommended to be paid to members.

20.0 Human resource impact

Nil

21.0 Urgency

In the normal course of business.

22.0 Publicity/marketing strategy

At the direction of the Lord Mayor's office.

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.

1.0 File number

BC BCL/1-MGR/281434

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 Title

Termination of the Forest Lake Community Facilities Trust Fund ("the Trust").

3.0 Issue/purpose

To approve the termination of the Trust as the trust funds have been completely divested.

4.0 Proponent

Hayden Wright, Manager Office of CEO

5.0 Submission prepared by

Hayden Wright, Manager Office of CEO ext 34151

6.0 Date

8th July 2008

7.0 For E&C 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 Council approve the termination of the Trust and the taking of all necessary steps by Council to give effect to the termination of the Trust, including but not limited to, closing the Trust's bank account, submitting any necessary tax returns to the Australian Taxation Office and executing any necessary documents, provided those documents are on terms satisfactory to the Chief Legal Counsel, Brisbane City Legal Practice.

10.0 Divisional Manager



Hayden Wright
Executive Manager, Office of the CEO

I Recommend Accordingly


.....
CHIEF EXECUTIVE OFFICER

Chairperson

I Support / ~~Reject~~ the recommendation.


Cr Adrian Schinner
Chairman, Finance and Administration Committee

RECEIVED

27 OCT 2008

COMMITTEE SECTION

ACTION TAKEN

27 OCT 2008

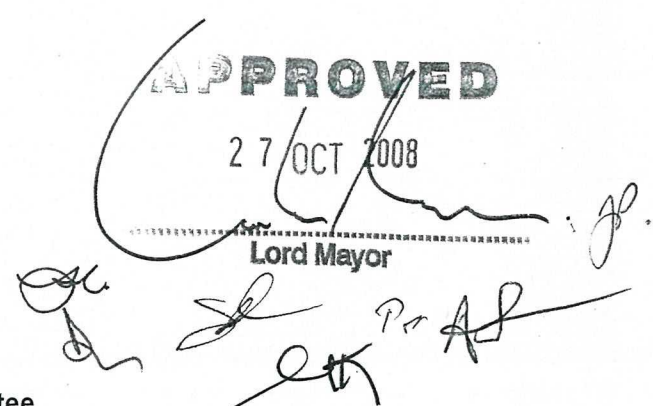
TOWN CLERK

HAYDEN WRIGHT

APPROVED

27 OCT 2008

Lord Mayor



BCO 10 YEAR RELEASE SCHEME

11.0 Background

Ivyville Pty Limited ACN 003 442 000 (as developer of the Forest Lake Development) entered into a Deed with Brisbane City Council, dated 23 February 1994 ("the Principal Deed"). It was agreed, pursuant to paragraph 5 of Annexure "D" of the Principal Deed to establish a fund to assist in funding such community facilities within the Forest Lake Development as were described in section 5.8 of the Development Control Plan (annexed to the Principal Deed) ("the Trust Fund").

By Memorandum of Understanding dated 19 September 1995, Brisbane City Council and Ivyville Pty Limited set forth and adopted certain rules to govern the orderly administration, management and protection of the Trust ("the Memorandum of Understanding").

Ivyville Pty Limited and Brisbane City Council then agreed to amend the Memorandum of Understanding pursuant to the Supplemental Agreement dated 20 May 1999.

The Principal Deed stated that Brisbane City Council would contribute \$400,000.00 to the Trust Fund (by two payments of \$200,000.00 in 1994/1995 and 1995/1996). Also pursuant to the Principal Deed, Ivyville Pty Limited agreed to contribute the sum of \$250 to the Trust Fund for each residential block created by a plan of subdivision at the Forest Lake Development.

The Forest Lake Development has been completed. Accordingly, there will be no further deposits to the Trust Fund under the terms of the Principal Deed, the Memorandum of Understanding or the Supplemental Agreement. The proceeds of the Trust have been fully divested in accordance with the Principal Deed, the Memorandum of Understanding and the Supplemental Agreement and the Trust Fund has a zero balance. Ivyville Pty Limited and Brisbane City Council therefore desire for the Trust to be terminated.

12.0 Consultation

Cr Adrian Schrunner, Chairman Finance and Administration Committee
Jude Munro, Chief Executive Officer
David Askern, Chief Legal Counsel BCLP
Former Councillor Les Bryant
Former Councillor Kevin Bianchi

13.0 Implications of proposal

The recommendation if endorsed will allow the termination of the Trust created by the Principal Deed.

14.0 Commercial in confidence

No

15.0 Vision/Corporate Plan impact

The adoption of this recommendation will formally bring to an end the activities of the Trust that have contributed during its existence to the achievement of the Vision.

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

23.0 Options

Option 1: Adopt the recommendation

Option 2: Reject 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

SUBMISSION NUMBER

1.0 **FILE NUMBER:** 243/98-70146/2006/2007

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 **TITLE**

Stores Board Submission – Significant Procurement Activity Plan (SPAP) in relation to Fairfield Water Reclamation Plant (WRP) Upgrade under the Collaborative Delivery Initiative Project (CDI).

3.0 **ISSUE/PURPOSE**

To seek E&C approval of the Significant Procurement Activity Plan (SPAP) in relation to Fairfield Water Reclamation Plant (WRP) to be delivered through the Collaborative Delivery Initiative Arrangement (CDI) with Tenix Alliance Pty Ltd (Tenix).

4.0 **PROPONENT**

Jude Munro, Chief Executive Officer.

RECEIVED ACTION TAKEN

27 OCT 2008

27 OCT 2008

5.0 **SUBMISSION PREPARED BY**

David Cox, A/Manager, Corporate Risk Management, Corporate Services Division.

COMMITTEE

TOWN CLERK
DAVID COX

6.0 **DATE**

21 October 2008.

APPROVED

27 OCT 2008

7.0 **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?**

No.

9.0 **RECOMMENDATION**

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

10.0 David Cox
A/Manager
Corporate Risk Management
Corporate Services Division

Jude Munro
Chief Executive Officer

BCO 10 YEAR RELEASE SCHEME

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: 392/40 (2088)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Sponsorship of the 2008 Golden Casket Variety Special Children's Christmas Party

3.0 ISSUE/PURPOSE

To gain approval to be a diamond sponsor of the 2008 Golden Casket Variety Special Children's Christmas Party for \$11,000 (including GST).

4.0 PROPONENT

Peter Rule, Manager, Lord Mayor's Administration Office, x34236

5.0 SUBMISSION PREPARED BY

Lisa Soetens, Finance and IT Officer, Lord Mayor's Administration Office, x36842

6.0 DATE

16 October 2008

27 OCT 2008

ACTION TAKEN

27 OCT 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E&C Approval

TOWN CLERK
LISA SOETENS.

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 diamond sponsorship of \$11,000 for the 2008 Golden Casket Variety Special Children's Christmas Party.

(Cabinet agreed after skilful grating by CA Knapp & De LM)

10.0 DIVISIONAL MANAGER

[Signature]
Hayden Wright
Executive Manager

Office of the Lord Mayor and Chief Executive Officer

APPROVED

27 OCT 2008

Lord Mayor

[Signatures]

I Recommend Accordingly

[Signature]

CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

The purpose of this submission is to seek approval to be a diamond sponsor of the 2008 Golden Casket Variety Special Children's Christmas Party. This high profile community event has had Council support over the past five years and aligns with Council's desired outcome of inclusive communities and opportunities for all. It is expected that more than 2,300 special children, many suffering from terminal illnesses, have the opportunity to enjoy a spectacular Christmas party at the Brisbane Convention and Exhibition Centre on Sunday 14 December 2008.

Children are invited from all over Brisbane to attend the party. The children come from four major groups: terminally ill, intellectually impaired, physically impaired and also the underprivileged who may be suffering from domestic violence or physical abuse. Guests will be treated to a fun filled, four-hour stage show featuring many local and national artists and there will be other activities such as rides, merry-go-rounds and jumping castles to keep all entertained.

12.0 CONSULTATION

Lord Mayor, Campbell Newman
Jude Munro, Chief Executive Officer
Hayden Wright, Executive Manager, Office of the Lord Mayor and CEO
Peter Rule, Manager, Lord Mayor's Administration Office
Kirsty Dixon, Acting Manager, Marketing and Communication

All are in agreement.

13.0 IMPLICATIONS OF PROPOSAL

The sponsorship will promote Brisbane City Council as a caring organisation that recognises the need to provide a positive Christmas experience to families in our community that are experiencing hardship.

14.0 COMMERCIAL IN CONFIDENCE

Nil

15.0 CORPORATE PLAN IMPACT

Program 4 – Your Brisbane
Outcome 4.4 – Opportunities for All

16.0 CUSTOMER IMPACT

To support the children who attend the 2008 Golden Casket Variety Special Children's Christmas Party.

17.0 ENVIRONMENTAL IMPACT

N/A

18.0 POLICY IMPACT

Complies with Council's sponsorship policy.

19.0 FINANCIAL IMPACT

Funds for this sponsorship are available from the Corporate Activities Fund, Chief Executive Office, Office of the Lord Mayor and Chief Executive Officer.

20.0 HUMAN RESOURCE IMPACT

Nil.

21.0 URGENCY

In the normal course of business.

22.0 PUBLICITY/MARKETING

Marketing and Communication will provide:

- Six banners for display at the event, and
- The corporate logo for use on printed material and television advertisements.

As a sponsor of this event Council will be promoted as follows:

4KQ Company Statements

Council's name will be mentioned on 100 x 10-15 word radio commercials that are scheduled on 4KQ.

Television

Council's company logo will be included in 20 x 30-second television commercial scheduled on one of the three major free-to-air television networks.

Corporate Identity

Up to six banners will be displayed at the event in prime positions around the venue highlighting Council's involvement.

23.0 OPTIONS

1. That E&C approve the recommendation.
2. That E&C amend the level of support.
3. That E&C does not approve the recommendation.

Option 1 is the preferred and recommended option.

1.0 FILE NUMBER: 109/305/100/1

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Regional Water Reform Project - Establishment of SEQ Distribution Entity (Interim) Pty Ltd

3.0 ISSUE/PURPOSE

To note changes required by Queensland Treasury to the proposed Shareholders Agreement and Constitution of SEQ Distribution Entity (Interim) Pty Ltd.

4.0 PROPONENT

Noel K Faulkner, Executive Director, Water Transition Program

5.0 SUBMISSION PREPARED BY

Noel K Faulkner, Executive Director Water Transition

6.0 DATE

21 October 2008

APPROVED

27 OCT 2008

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

E & C Approval.

Lord Mayor

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

N/A

27 OCT 2008

ACTION TAKE

27 OCT 2008 NOEL FAULKNER

9.0 RECOMMENDATION

COMMITTEE SEC

TOWN CLERK

That E&C note the changes to the Shareholders Agreement and Constitution of SEQ Distribution Entity (Interim) Pty Ltd required by the State as set out in Attachment "A".

E&C noted that these changes from the State are unacceptable & obnoxious and are being forced on Councils.

10.0 DIVISIONAL MANAGER

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

Noel K Faulkner
Executive Director
Water Transition Program

Cr David McLachlan
Chairperson
City Businesses & Water Supply Committee

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

BCG 10 YEAR PUBLIC RELEASE SCHEME

11.0 BACKGROUND

The Regional Water Reform Project

The Council of Mayors (SEQ) has established the Regional Water Reform Project to undertake tasks necessary to ensure that the local government entities associated with the distributions and retail functions of the State Water Reforms are operational by 1 July 2010.

The first stage of this project is the establishment of a Corporations Law Company as the Interim Water Distribution Company and the finalisation of mutually agreed governance arrangements in respect of that company.

Council on 5 August 2008 resolved to participate in the formation of the interim company (SEQ Distribution Entity (Interim) Pty Ltd) generally in accordance with the terms of the Draft Shareholders Agreement and Constitution tabled at that meeting.

Subsequent to that approval the Council of Mayors has advised that Queensland Treasury has on behalf of that State required a number of changes to those documents.

Required Changes to Company Documentation

The following generally details the changes to the Shareholders Agreement and Constitution required by Queensland Treasury on behalf of the State:

- (a) a requirement that the Treasurer's approval be obtained for any change to the Constitution or Shareholders' Agreement;
- (b) a requirement that the company be limited to only borrowing funds through Queensland Treasury Corporation (QTC).
- (c) any transfer of shares requires the Treasurer's approval;
- (d) any replacement Shareholders' Agreement (i.e. for the final entity) requires the Treasurer's approval;
- (e) a requirement to change any reference in the documentation which could be seen as pre-empting the final corporate form;

These changes place control in respect of significant aspects of the governance of the interim distribution entity in the hands of Queensland Treasury,

However, given that these requirements at this stage only apply to the establishment of the interim entity, the Council of Mayors have decided to acquiesce to these requirements but reserved the right to challenge some or all of these requirements during negotiations for the Shareholders Agreement and Constitution for the Final Distribution Entity.

BCLP advises that the vast majority of these arrangements should be resisted in the make up of the final entity as a significant intrusion into the independence of that final entity and its local government ownership.

However, there is less concern if the issues are incorporated into the Interim Entity Documentation.

12.0 CONSULTATION

Cr David Mc Lachlan – Chair City Business and Water Supply Committee
Chief Executive Officer
Manager Brisbane City Legal Practice

13.0 IMPLICATIONS OF PROPOSAL

While the changes required by the State impose some restrictions on the new entity there will be no significant impact on the ability of the Company to achieve its intended objectives.

14.0 COMMERCIAL IN CONFIDENCE

The terms and conditions of the Shareholders Agreement and Constitution are commercial in confidence.

15.0 CORPORATE PLAN IMPACT

The proposal will enhance the Corporate Plan outcomes by re focusing the organisation on activities linked to those outcomes

16.0 CUSTOMER IMPACT

An over riding objective of the project will be to ensure no community services consistent with Vision 2026 are impacted by the proposal.

In particular the continuity of water and waste water services is a key element in the plans for transition to the new regional distribution entity.

17.0 ENVIRONMENTAL IMPACT

Nil

18.0 POLICY IMPACT

Changes are being driven by the State Government reform agenda and given carriage by legislation.

19.0 FINANCIAL IMPACT

The initial estimated cost of this proposal is \$40m not including Brisbane City Council direct costs or costs for the establishment of the retail entities. The project cost is to be funded by a loan facility entered into by the interim entity with that debt eventually residing in the new regional distribution company.

Councils direct costs will be funded by the allocations to the Water Transition Program in 2008/09 and 2010/11.

20.0 HUMAN RESOURCE IMPACT

The Regional Water Reform project involving distribution and retail activities will involve the transfer of approximately 860 staff to the new regional companies. There will also be an impact on staff in areas currently providing services to Water Distribution and Water Retail. This impact is being managed by a separate process.

21.0 URGENCY

Approval as soon as possible is required to enable formation of the new company which is a critical element of the Water Reform Program.

22.0 PUBLICITY/MARKETING STRATEGY

Nil required

23.0 OPTIONS

Option 1: Approve the recommendations

Option 2: Approve the recommendations with amendments

Option 3: Not approve the recommendations

Option 1 is the preferred option.

BCC PUBLICATION SCHEME
10 YEAR RELEASE

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Overseas Travel for Cecil Delaforce (Team Leader, Construction Group), & Paul McCann (Graduate Engineer, Construction Group) Brisbane City Works.

3.0 ISSUE/PURPOSE

To approve overseas travel by Team Leader, Construction Group, Cecil Delaforce and Graduate Engineer, Construction Group, Paul McCann, to undertake training in the maintenance, safe use and operational efficiency of Micro Tunnelling Machines with mts Perforator GmbH in Valluhn, Germany.

4.0 PROPONENT

Kenn Hall
Executive Manager, Brisbane CityWorks

RECEIVED ACTION TAKEN

27 OCT 2008 27 OCT 2008

5.0 SUBMISSION PREPARED BY

Debra Barnes, Executive Assistant to the Manager, Brisbane CityWorks (PADMQ ext 37898)

COMMITTEE SECTION

TOWN CLERK
DEBRA BARNES

6.0 DATE

23 October 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 ORDINANCE?

N/A

9.0 RECOMMENDATION

That E&C approve overseas travel by Team Leader, Construction Group, Cecil Delaforce and Graduate Engineer, Construction Group, Paul McCann, to undertake training in the maintenance, safe use and operational efficiency of Micro Tunnelling Machines with mts Perforator GmbH in Valluhn, Germany between 17 November 2008 to 28 November 2008 at a estimated total cost of \$18000.

10.0 DIVISIONAL MANAGER AND CHAIRPERSON

Support / Reject the Recommendations

Kenn Hall
Executive Manager, Brisbane City Works

APPROVED
27 OCT 2008

Lord Mayor

Cr Graham Quirk
Chairperson

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

11.0 BACKGROUND

BCW received approval for a business case to purchase micro tunneling plant, and subsequently tendered and awarded a contract for some \$3.5million in June 2008 for the supply and delivery of an ID 800 and ID 1200 machines and associated equipment to the German manufacturer mts Perforator GmbH.

A condition of the contract is that the manufacturer provides the training services of an operator and engineering technician after the machines with Control Unit and Parts have been delivered to site in Brisbane for commissioning. The training is at Council cost for return flights, accommodation (4 star) car rental and other incidental costs of travel for an experienced operator from mts Perforator GmbH. A further condition of the contract, is that the manufacturers will be sending personnel to Brisbane to assist with the commissioning of the equipment following its delivery.

The first tunneling machine is scheduled for shipping from Hamburg on 31/10/08 to arrive at dock Brisbane on 11/12/08. The second machine is anticipated to leave Germany on 30/11/08 arriving 9/1/09.

The Contractor has issued an invitation for BCW to attend their plant in Valluhn, Germany for prior delivery training two weeks prior to shipping the first machine.

Approval is hereby requested for the above mentioned personnel to attend the Valluhn plant for the period Monday 17 November to Friday 28 November 2008, with flights organised to meet the training time frame.

(These dates are provisional on the progress of the manufacture program and will be confirmed with the contractor within the next two weeks.)

mts Perforator GmbH strongly recommend that our personnel be involved in the final assembly, all the test runs and the readiness for shipping procedure. This training is essential to familiarise our operators with the system and acquisition of critical knowledge prior to commissioning in Australia on a physical site and successfully operating the machines. It will also be invaluable in building a relationship with the manufacturer and gain an understanding of its spare parts operations and procedures.

The training is essential to the Micro-tunneling subgroup becoming familiar with the operation of the machines and critical to us setting up a commercially viable and competitive operating entity for BCW and Brisbane City Council.

Recruitment for the Micro-tunneling team has now progressed whereby we can identify the key personnel for this training viz.

- Team leader/operator, Cecil Delaforce
- Construction Engineer/operator, Paul McCann

Timing is to coincide with manufacture and assembly of the larger of the two machines in late November 2008.

12.0 CONSULTATION

Rob Marsden, Manager – Drainage Infrastructure Provider, Brisbane City Works
Graeme Martin, Manager Construction, Brisbane City Works
Kenn Hall, Executive Manager, Brisbane City Works
Barry Broe, Divisional Manager, Brisbane Infrastructure
Councillor Graham Quirk, Chairperson, Infrastructure Committee

13.0 IMPLICATIONS OF PROPOSAL

Gain in-depth knowledge directly from the manufacturer of the safety, maintenance and operation methods of specialised equipment that will be of long term benefit to the Council. This knowledge will also be used for training other BCW staff within the operation.

The offer has been made based on mts Perforator GmbH meeting transportation and accommodation expenses in Germany. Council will need to pay for the return airfares (economy class) and for living expenses - excluding accommodation and local travel. A copy of the invitation is attached and will include electrical/hydraulic/ mechanical training, viewing and assisting of the final assembly and test running of the system.

14.0 CORPORATE PLAN IMPACT

- 14.1 Innovation & Product Development
- 14.2 Continuous Process Improvement
- 14.3 Improved Procurement Strategy

15.0 CUSTOMER SERVICE IMPACT

Nil.

16.0 ENVIRONMENTAL IMPACT

Nil

17.0 POLICY IMPACT

Nil.

18.0 FUNDING IMPACT

Funding will be available from within the existing Divisional budget.

Cecil Delaforce	\$9,000 (approx)
Paul McCann	\$9,000 (approx)

TOTAL **\$18,000**

Costs to Council will include airfares and living expenses for the above mentioned 2 personnel and are estimated at \$10,000 (Business class airfares) plus \$8,000 (living expenses).

19.0 HUMAN RESOURCE IMPACT

Nil.

20.0 URGENCY

In the normal course of business

21.0 PUBLICITY

Nil

22.0 OPTIONS

1. To approve the overseas travel by the nominated officers Mr Delaforce and Mr McCann to participate and address set objectives as outlined in the Learning and Development Opportunities in Germany.
2. Not approve the travel.

Option 1 is recommended