

ACTION CAPRICORN

PROJECT SCOPE

1.	PROJECT:	Infrastructure Audit	PROJECT ID:	N-Audit
2.	SPONSOR:	CEO CAPELEC		
3.	PROJECT MANAGER:	To be advised		
4.	STATUS:	For Approval		
5.	OBJECTIVES:	<p>The objective of the project is to produce a consolidated utility infrastructure capacity document for the Capricorn District (City of Rockhampton and Shires of Fitzroy, Livingstone and Mt Morgan) for use in</p> <ul style="list-style-type: none"> • providing a unified infrastructure approach to managing potential development opportunities, • identifying potential synergies in infrastructure development initiatives, • assist with focusing local and state government on possible infrastructure investment strategies, and • a “one stop” marketing campaign of the area to potential major developments. 		
6.	SCOPE:	<p>The project will review and consolidate the existing infrastructure capacity and five year development plans from the key infrastructure providers in the Capricorn District. The infrastructure audit is focused on the key utility services of electricity, gas, telecoms, water, and transport. Specific input will be sought from Local Government, Main Roads, Queensland Rail, Department of State Development, CQU, DNR, DEH, CAPELEC, Port Authority, Stanwell, and Telstra. (others??)</p> <p>The Project must ensure that the consolidated document clearly addresses the current state, committed investments and overall infrastructure development strategies for the area.</p> <p>Appropriate specialist consultancy services will be required to ensure</p> <ul style="list-style-type: none"> • the content of the document is appropriate for the intended use, • the structure of the document facilitates regular updating, and • the outcome is a quality and timely product which adds value to the area. <p>Support may be available from key Local and State Government Agencies and these opportunities will need to be pursued prior to engaging private consultancy services.</p> <p>Consideration will also need to be given to infrastructure providers which link key services to the Region.</p>		
7.	DELIVERABLES:			
	Deliverables	How will we know it is achieved?	Date of Delivery	
	1. Approved scope document	Document approved	Feb '99	
	2. Terms of reference with funding options	Provided to Group for approval	Mar '99	
	3. Draft framework for consolidated data collection and review.	Draft provided to Steering Committee	?	
	4. Key data collected from targeted infrastructure providers	Data collection completed	?	
	5. Draft consolidated document circulated for comment	Draft provided to Steering Committee and Group	?	
	6. Document finalised and placed under appropriate document review disciplines.	Document published		

Project Manager Acceptance:

Infrastructure/Regulation Liaison Group Approval:

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8. APPROACH:		
<ul style="list-style-type: none"> • Identify content of “terms of reference” through a Providers Workshop. Key providers will provide input via short presentations to establish an initial overview. This will assist in clarifying the framework for data collection and consolidation. • Identify all outstanding strategic decisions required from the Steering Committee. • Establish a detailed terms of reference for the infrastructure study • Identify possible funding alternatives including support from key Federal, State and Local Government Agencies • Finalise project approvals • Engage appropriate specialist consultancy services • Establish a framework for data collection. • Approach infrastructure providers for information in structured format. • Collect, review and consolidate all existing relevant information and data • Review overall development strategies for the area and identify infrastructure “gaps” • Provide consolidated document. 		
9. ISSUES:		
<ul style="list-style-type: none"> • Availability of key data and co-operation from providers • Provision of appropriately skilled staff within businesses to provide data • Management of stakeholder issues • Retaining ownership of the data in the study • Interaction with Government Agencies • Availability of funding for the project 		
10. COSTS:		
Project Costs (please detail):		
\$50,000 - \$100,000 dependent upon “terms of reference”		
Recurring Costs:		
To be established based on annual review if required		
11. BENEFITS:		
Tangible Benefits:		
<u>Benefit</u>	<u>Amount</u>	<u>Date to be Delivered</u>
Cost Saving (\$)		
Other: To be determined in phase 2		
Strategic Benefits:		
To be developed		

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12. DEPENDENCIES:			
<ul style="list-style-type: none"> • Availability of key staff • Interaction with Rockhampton Enterprise Limited and CQ - A new millennium 			
13. STAKEHOLDERS:			
Action Capricorn "Infrastructure/Regulation Liaison Group", Infrastructure Owners			
14. RISK & IMPACT ASSESSMENT:			
<ul style="list-style-type: none"> • If not managed appropriately, the document may not add any value and input resources will be wasted. • The completeness and currency of the document must be addressed. 			
15. RESOURCES REQUIRED (Team Members):			
Resources: CAPELEC			
<u>Steering Committee</u>			
Terry Effeney - CAPELEC (teffeney@capelec.com.au)			
Mike Paine - RCC (painem@rcc.qld.gov.au)			
Wayne Collins - Stanwell Corporation (wcollins@stanwell.com)			
Phil Aryes - Telstra (paryes@qconqer3.telstra.com.au)			
John Beeson - State Development (John.Beeson@sd.qld.gov.au)			
<u>Consultants</u>			
to be determined (SKM, Kinhill, PPK, Connell-Wagner, etc)			
16. IS THIS PROJECT TO BE REPORTED TO LIAISON GROUP?			
YES		NO	

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