

say 1964
date: early to mid 1960s

THE URBAN PLANNING & RESEARCH CENTRE

117 HARRINGTON STREET, SYDNEY, N.S.W.

TELEPHONE. 27 3633 TELEGRAMS. URBSEARCH, SYDNEY

**BRISBANE INDUSTRIAL RESEARCH
MANAGEMENT INTERVIEW NO.**

DATE.....

1. Type of industry:

Census class:

2. Name of organisation:

Address of organisation:

Executive interviewed:

3. Organisation established by

- (a) Local group
- (b) National group
- (c) International group

4. Location of other plants and sales
offices

(a) Brisbane

(b) Rest of State

(c) N. S. W.

Vic.

S. A.

W. A.

Tas.

N. T.

(d) Other countries

5. Goods produced and functions
performed:

(a) Brisbane plant

(b) Other Australian plants

(c) International plants

6. Date of establishment in Brisbane:

7. History of Brisbane plant:

(a) Previous locations

(b) Reasons for moving

(c) Reasons for choosing present site

(d) Satisfaction with present site

8. Locational requirements of organisation:

- (a) Special Sites
 - (i) Waterfront
 - (ii) Rail frontage
 - (iii) Adjacent to raw materials
 - (iv) Adjacent to markets
 - (v) Suitable for disposal of wastes

- (b) Need for convenience to sources of supply and markets:

- (c) Importance of convenience to labour

- (i) Unskilled

- (ii) Skilled

- (d) Optimum location for this type of plant

- (e) Effect of location on profit rate

9. Functions of plant:

- (a) % of work force manufacturing or processing items which result in finished products at plant:
- (b) % of work force manufacturing or processing items which result in semi-finished products at plant:
- (c) % of work force in production of items which on leaving plant represent only an assembly of parts produced or manufactured elsewhere:

- (d) % of people employed on design or research:

- (e) % of people employed on other activities.

- (f) Types of activities listed as other

- 10. Names of principal products or categories of products and relative importance in terms of monetary value of output.

- 11. Site area of local plant:

- 12. Percentage of site built up:

- 13. Total floor area in buildings:

No. of buildings:

No. of floors in each building:

- 14. Site area required for open storage:

- 15. Site area reserved for expansion of plant:

- 16. Buildings:

- (a) Satisfaction with present building:

- (b) Suitability of present building for modern machinery and operational methods:

- (c) Effect of production technique on shape and layout of buildings:

(d) Special building requirements

- (i) Air conditioning
- (ii) High level of daylight
- (iii) Other

17. Ideal site for operation of this plant:

18. Nature of machinery and plant used in production:

19. Capital requirements in this type of industry:

20. Likely economics of leasing factory sites or factory buildings:

21. Likely problems and costs if plant was to relocate:

OUTPUT

22. Location of markets served by plant and importance in terms of proportion of value of output absorbed:

(a) Brisbane

(b) Rest of State

(c) N.S.W.
Vic.
S.A.
W.A.
Tas.
N.T.

(d) Other Countries

23. Changes in markets served:

24. The ten most important customer locations in terms of value of output sold last year and percentage of total value of output going to these locations:

25. Type of market served and importance in terms of value of output:

- (a) other industries
- (b) wholesalers for sale to other producers
- (c) wholesalers for sale to consumers
- (d) retailers
- (e) general public

26. Percentage of value of output on production for special orders.

Percentage of value of output on stock production.

27. Storage of finished products:

INPUT

28. Nature of raw materials and processed materials used in plant:

29. Sources of raw materials and proportion of total value of materials obtained from each source:

- (a) Brisbane -
 - (i) adjacent processors & manufacturers

(ii) other areas

(b) Rest of State

- (c) N.S.W.
Vic.
S.A.
W.A.
Tas.
N.T.

(d) Other countries

30. Changes in sources of raw materials:

31. Ten most important places from which raw materials were obtained last year in terms of value of materials purchased:

32. Raw materials purchased on:

- (a) Term contract %
- (b) Immediate needs %

33. Storage of raw materials:

- (a) types of materials stored
- (b) number of weeks supply generally stocked.

LABOUR

34. Average number of employees:

- (a) Male
- (b) Female
- (c) Total
- (d) % New Australians.

35. Proportion or number of employees:

- | | | |
|--|---|---|
| (a) Professional | M | F |
| (b) Managerial & Supervisory | M | F |
| (c) Office, Sales | M | F |
| (d) Skilled labour (apprentice training) | M | F |
| (e) Semi-skilled labour (reasonable on job training) | M | F |
| (f) Unskilled labour (short period on job training) | M | F |

36. Ages of employees:

- | | | | | |
|--|-----|-------|-------|-----|
| (a) Professional, Managerial, Supervisory, Sales | -20 | 20-30 | 30-50 | 50+ |
| M | | | | |
| F | | | | |
| (b) Office | -20 | 20-30 | 30-50 | 50+ |
| M | | | | |
| F | | | | |
| (c) Skilled labour | -20 | 20-30 | 30-50 | 50+ |
| M | | | | |
| F | | | | |
| (d) Semi skilled labour | -20 | 20-30 | 30-50 | 50+ |
| M | | | | |
| F | | | | |
| (e) Unskilled labour | -20 | 20-30 | 30-50 | 50+ |
| M | | | | |
| F | | | | |

37. Number of shifts worked:

Number of employees per shift:

38. Extent of employee absenteeism:

- | | | |
|-----------------------------------|---|---|
| (a) Professional, Managerial etc. | M | F |
| (b) Office | | |
| (c) Skilled | | |
| (d) Semi-skilled | | |
| (e) Unskilled | | |

39. Extent of employee turnover:

- | | | |
|-----------------------------------|---|---|
| (a) Professional, Managerial etc. | M | F |
| (b) Office | | |
| (c) Skilled | | |
| (d) Semi-skilled | | |
| (e) Unskilled | | |

40. Seasonal fluctuations in labour requirements:

(a) Causes of fluctuation

(b) Type of employee affected and proportion

- | | | |
|-----------------------------------|---|---|
| (i) Professional, Managerial etc. | M | F |
| (ii) Office | | |
| (iii) Skilled | | |
| (iv) Semi-skilled | | |
| (v) Unskilled | | |

(c) Months affected.

41. Method of engaging labour:

- (a) By foreman or section heads
- (b) Employment office
- (c) Special provisions for testing etc.

42. Names of suburbs from which labour is drawn:

- (a) Professional, Managerial etc.
- (b) Office
- (c) Other workers

43. Proportion of employees coming from:

- (a) up to 1 mile radius
- (b) 1 to 3 mile radius
- (c) 3 to 5 mile radius
- (d) over 5 mile radius

44. Employees method of travel to plant:

Public	Private
	Car

- (a) Professional, Managerial etc.
- (b) Office
- (c) Other workers

45. Importance of public transport in selecting industrial location:

46. Provision made for car parking at plant:

47. Difficulty of obtaining suitable employees:

48. Advantages in obtaining employees found by industries located in an industrial zone:

49. Any experience with loss of staff during factory relocation:

50. Part played by social and recreational facilities in obtaining and retaining suitable labour:

51. History of strikers and other labour problems at plant:

52. Productivity of labour M F

- (a) Above Average
- (b) Average
- (c) Below Average

TRANSPORT

53. Method used to transport:

- (a) Products
 - (i) % Rail
 - (ii) % Road
 - (iii) % Sea
 - (iv) % Air
- (b) Raw materials
 - (i) % Rail
 - (ii) % Road
 - (iii) % Sea
 - (iv) % Air

54. Size of loads average and range:

- (a) Products

- (b) Raw materials

55. Frequency of loads:

- (a) Products

- (b) Raw materials

56. Size of Trucks and number used in transport:

- (a) Products

- (b) Raw materials

57. Proportion of production costs absorbed by:

- (a) Raw materials
- (b) Wages & salaries
- (c) Transportation costs
- (d) Rates and Taxes

58. Degree of autonomy allowed in operation of local plant:

59. Prospects for growth in this industry over next five years:

- (a) Field presently competitive and adequately capitalized
- (b) Expansion possible but not under active study
- (c) Considering expansion of plant
- (d) Concrete Plans for expansion
- (e) Expansion of competitors likely
- (f) Opportunity for small enterprises to form in this industry.

60. Brisbane industries considered to have best expansion possibilities:

61. Business services required:

(a) Contact with professional consultants and advisers

(b) Contact with commercial services and advisers e.g. advertising, plan printing

(c) Need for maintenance and building services

(d) Frequency of contact

(e) Need for proximity

62. Production Services required:

(a) Need for sub-contractors

(b) Types of sub-contractors

(c) Frequency of use

(d) Need for proximity

63. Commercial relationships required:

(a) Frequency and use of banking facilities

(b) Type of services required from banks and other commercial enterprises

(c) Executive membership of clubs, e.g. Rotary etc.

(d) Inter-industry meetings.

64. Employee health services:

(a) Plant has first aid service only.

(b) Employee medical clinic.

(i) Doctor

(ii) Nursing Sister

(iii) Service offered

(c) Practicability of medical centre among a group of adjacent factories.

65. General operating difficulties experienced by plant in operating in Brisbane.

66. Public Utility and Service Requirements:

(a) Water

- (i) Required in process
- (ii) Required for cooling
- (iii) Required only for sanitary purposes
- (iv) Volumes required for (i) and (ii)

(b) Sewer

- (i) Required for disposal of noxious wastes
- (ii) Required for disposal of other wastes
- (iii) Required only for sanitary purposes
- (iv) Volumes of wastes in (i) and (ii)

(c) Gas

- (i) Used in manufacture
- (ii) General economics of gas as fuel

(d) Electricity

- (i) Extent of power demand
- (ii) Any special voltages required
- (iii) Economics of generating own power.

(e) Telephone

- (i) Importance of telephone in daily production and sales
- (ii) Demand for telephone lines.

67. Power used in production:

- (a) Steam
- (b) Compressed air
- (c) Hydraulic
- (d) Practicability of drawing these from mains in similar manner to other services.

68. Advantages expected from a location in an Industrial Park or Estate: