

E&C FORMAL SUBMISSIONS RESULTS 1 JULY 2013					
SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	RECOMMENDATION FOR PUBLIC RELEASE
01/07-01 M	137/800/1121/883 165/830/179/86	OLMCEO	Stores Board Submission – Significant Contracting Plan – Provision of Traffic Controllers	Approved	Immediate release
01/07-02 R – Adoption Report	109/695/586/2	OLMCEO	Contracts and Tendering – Report to Council of Contracts accepted by Delegates for May 2013	Approved	Not applicable
01/07-03 M	137/800/1121/894	Organisational Services	Brookfield Rural Fire Brigade	Approved	Not for release
01/07-04 M	137/800/1121/851 164/105/219/1-02	Organisational Services	Monthly Report – Delegation of Authority to Travel – April 2013	Approved	Immediate release
01/07-05 R – Information Report	140/695/583/9	Organisational Services	Queensland Urban Utilities Corporate Plan 2013-18	Approved	Not applicable
01/07-06 R - Information Report	112/20/259/103 112/20/259/97 112/20/259/98 112/20/259/99 112/20/259/100 112/20/259/101 112/20/259/102	CPAS	Proposed resumption of easements for drainage purposes situated at 99, 101 and 105 Moreton Street and 81, 100 and 102 Langshaw Street, New Farm	Approved	Not applicable

E&C FORMAL SUBMISSIONS RESULTS 1 JULY 2013					
SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	RECOMMENDATION FOR PUBLIC RELEASE
01/07-07 M	137/800/1121/855 161/20/259/2	CPAS	Proposed acquisition of land at 456 Hawkesbury Road, Anstead	Approved	Immediate release
01/07-08 M	137/800/1121/853	OLMCEO	Proposed update to Brisbane City Council Audit Committee Charter	Withdrawn	Not applicable
01/07-09 M	137/800/1121/880	Brisbane Infrastructure	Overseas Travel – 2013 Joint New Zealand Contractors Federation (NZCF) and Civil Contractors Federation (CCF) Conference	Approved	Immediate release
01/07-10 M	137/800/1121/889	OLMCEO	Executive Remuneration Review 2012/2013	Approved	Not for release

Present: Lord Mayor Graham Quirk, A Schinner, A Wines, M Bourke, V Howard, R Murphy, N Wyndham & J Simmonds.

Apologies: K Adams, A Cooper, P Matic & D McLachlan

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.

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/1121/883.

Related subject matter files
165/830/179/86.

2.0 Title

Stores Board Submission – Significant Contracting Plan – Provision of Traffic Controllers, Sign Vehicles and Related Traffic Control Equipment Services.

3.0 Issue/purpose

To seek approval from the Establishment & Coordination Committee of a Significant Contracting Plan in relation to the Provision of Traffic Controllers, Sign Vehicles and Related Traffic Control Equipment Services.

4.0 Proponent

Colin Jensen, Chief Executive Officer.

5.0 Submission prepared by

Mark Johnston, Acting Corporate Risk Manager, Organisational Services.

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C approval.

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

Not applicable.

9.0 Recommended for public release

Immediate release.

10.0 Recommendation

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

APPROVED

- 1 JUL 2013

John Lind
Lord Mayor
AS PA JB BH

Mark Johnston

**11.0 Mark Johnston
ACTING CORPORATE RISK MANAGER
ORGANISATIONAL SERVICES**

Colin Jensen

**Colin Jensen
CHIEF EXECUTIVE OFFICER**

BCG 10 YEAR PUBLIC RELEASE SCHEME

12.0 Background

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 11 June 2013.

The submission is recommended 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
SPO130221-12/13.	Provision of Traffic Controllers, Sign Vehicles and Related Traffic Control Equipment and Services.	For E&C approval.

It is recommended that the Establishment and Co-ordination Committee approves the attached submission.

13.0 Consultation

- Scott Stewart, Divisional Manager, Brisbane Infrastructure.
- Geoffrey Beck, Executive Manager, Field Services Group, Brisbane Infrastructure.
- Stores Board.
- Relevant Divisional Officers.

All are in agreement with the recommendation.

14.0 Implications of proposal

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

15.0 Commercial in confidence

Not Applicable.

16.0 Vision/Corporate Plan impact

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

17.0 Customer impact

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

18.0 Environmental impact

Tenderers are evaluated in line with Council's policy on the use of environmentally friendly and recycled products. Environmental considerations will be taken into account in the evaluation of tenders where applicable.

19.0 Policy impact

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

20.0 Financial impact

Financial details are included in the Divisional submission.

21.0 Human resource impact

Not Applicable.

22.0 Urgency

As soon as possible.

23.0 Publicity/marketing strategy

As Required.

24.0 Options

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

Option 1 is the preferred option.

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

BCC PUBLICATION SCHEME
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary File Number

137/800/1121/851

Related subject matter file

164/105/219/1-02

2.0 Title

Monthly Report - Delegation of authority to travel – April, 2013

3.0 Issue/purpose

Provision of relevant monthly travel report

4.0 Proponent

Greg Evans, Divisional Manager, Organisational Services ext. 34161

5.0 Submission prepared by

Irene Murphy, Co-ordinator, Support Services Centre, Organisational Services ext. 39159

6.0 Date

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 Recommended for public release

Immediate release

10.0 Recommendation

That the Establishment and Coordination Committee note the information submitted on approved travel for April, 2013.

11.0

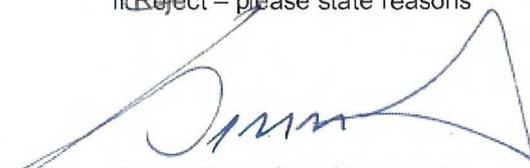
Divisional Manager



**Greg Evans
DIVISIONAL MANAGER
ORGANISATIONAL SERVICES**

Chairman

I Support/Reject the Recommendation
If Reject – please state reasons



**Councillor Julian Simmonds
CHAIRMAN
FINANCE, ECONOMIC DEVELOPMENT
AND ADMINISTRATION COMMITTEE**

APPROVED

- 1 JUL 2013



Lord Mayor

BCG 10 YEAR RELEASE SCHEME

12.0 Background

In pursuance of the request for information on a monthly basis of travel approved under delegation, reports are enclosed for April, 2013 for each Unit of Administration showing travel actually undertaken during that month.

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

In summary, the position is as follows:

Non-Commercial Operations		
a)	International Travel	
	(i) Number of Bookings	1
	(ii) Airfares	\$ 0.00
b)	Domestic Travel	
	(i) Number of Bookings	8
	(ii) Airfares	\$ 2,815.47
c)	Accommodation and Allowances Costs	\$ 4,189.24
d)	Registration Fees for Conferences	\$ 3,720.00
e)	Other Costs	\$ 800.04
TOTAL		\$11,524.75

It is recommended that the Establishment and Coordination Committee note the information submitted on approved travel for April, 2013.

13.0 Consultation

Liaison with officers undertaking travel and divisional travel officers

14.0 Implications of proposal

Nil

15.0 Commercial in confidence

No

16.0 Vision/Corporate Plan impact

Nil

17.0 Customer impact

Nil

18.0 Environmental impact

Nil

19.0 Policy impact

In line with Council policy

20.0 Financial impact

Expenses incurred through divisional travel votes

21.0 Human resources impact

Not applicable

22.0 Urgency

In the normal course of business

23.0 Publicity/marketing strategy

At the discretion of the Lord Mayor

24.0 Options

Option 1: That E&C note the information submitted on approved travel for April, 2013.

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.

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

1.0 File Number

137/800/1121/855

Related File Number

161/20/259/2

2.0 Title

Proposed acquisition of land at 456 Hawkesbury Road, Anstead.

3.0 Issue/purpose

To seek Establishment and Coordination Committee approval to purchase 16.6869 hectares of privately owned land at 456 Hawkesbury Road, Anstead, for environmental (bushland) purposes.

4.0 Proponent

Vicki Pethybridge, Divisional Manager, City Planning and Sustainability Division.

5.0 Submission prepared by

Ward Hartley, Acquisition Officer, City Projects Office, Brisbane Infrastructure Division, Ext 37545.

6.0 Date

7.0 For E&C approval or recommendation to Council?

For E&C approval.

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

Not applicable.

9.0 Recommended for public release

Immediate release.

10.0 Recommendation

That the Establishment and Coordination Committee approve the authority to purchase the entirety of 456 Hawkesbury Road, Anstead (Lot 2 RP64458), for environmental (bushland) purposes, at a cost of \$2,300,000 (plus GST if applicable); in accordance with the contract of sale at Attachment D and any additional terms and conditions considered necessary by the Chief Legal Counsel, Brisbane City Legal Practice.

- 1 JUL 2013

Lord Mayor

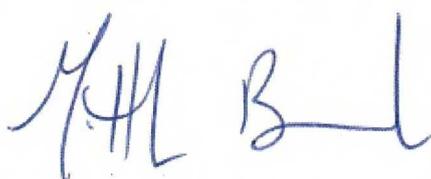
11.0 Divisional Manager



Vicki Pethybridge
Divisional Manager
City Planning and Sustainability Division

Chairman

I support / reject the recommendation.
If reject – please state reasons:



Councillor Matthew Bourke
Chairman
Environment, Parks and Sustainability Committee

BC 10 YEAR RELEASE SCHEME

12.0 Background

The subject property at 456 Hawkesbury Road, Anstead, is described as Lot 2 on RP64458 and has an area of 16.6869 hectares, as outlined in red in Attachment B. It is included in the Rural Area and Parkland Area of *City Plan 2000* and is within the Regional Landscape and Rural Production area of the *South East Queensland Regional Plan*. The property is vacant.

The property is located adjacent to the Council-owned Anstead Bushlands and other land secured through the Bushland Acquisition Program at Hawkesbury Road. The acquisition of this property will consolidate and connect these two natural areas. Also, the property provides an excellent opportunity to accommodate biodiversity offsets. Restoration of vegetation on this property will expand available habitat for threatened species, such as koalas, and will enhance connectivity along the Brisbane River corridor for wildlife movement.

The property is included in the Establishment and Coordination Committee approved *Bushland Acquisition Schedule 2012 – 2016*.

In order to secure the property, a Notice of Intention to Resume (NIR) was issued for the property. Following negotiations by the Land Acquisitions Team in City Projects Office, the property owner has now signed a contract of sale for \$2,300,000 (plus GST if applicable). This amount is supported by an independent valuation as outlined in Attachment C. The contract has been reviewed and is considered acceptable.

In accordance with the contract of sale, the property owner must advise Council whether he is registered for GST prior to settlement. The property owner has not yet been able to confirm this with Council. If GST is applicable, Council will pay 10% GST in addition to the purchase price.

It is recommended that authority be granted to purchase the entirety of 456 Hawkesbury Road, Anstead (Lot 2 RP64458), for environmental (bushland) purposes, at a cost of \$2,300,000 (plus GST if applicable); in accordance with the contract of sale at Attachment D and any additional terms and conditions considered necessary by the Chief Legal Counsel, Brisbane City Legal Practice.

List of Attachments:

- Attachment A: Summary of decision
- Attachment B: Aerial photo map of the property
- Attachment C: Advice from the valuer
- Attachment D: Extract of contract of sale

13.0 Consultation

- John Jordan, Manager, Natural Environment, Water and Sustainability Branch (3 June 2013)
- Peter Hillas, Land Acquisition Manager, City Projects Office (23 May 2013)
- Tim Wright, Manager, Asset Services (21 May 2013)
- Krysten Booth, Acting Manager, Corporate Communication (22 May 2013)
- Paul O'Kane, Solicitor, Brisbane City Legal Practice (22 May 2013)

All consulted are in agreement with the recommendation.

14.0 Implications of proposal

Land which has strategic and intrinsic ecological value will be acquired through the Bushland Acquisition Program. The purchase of 456 Hawkesbury Road, Anstead, will build upon previous investments made by council to protect and restore the Anstead Bushlands and Brisbane River corridor.

The Bushland Acquisition Program protects Brisbane's most significant environmental assets within the public estate, affording residents and visitors the opportunity to visit and enjoy the natural environment in a sustainable manner.

15.0 Commercial in confidence

No.

16.0 Vision/Corporate Plan impact

The Bushland Acquisition Program supports the *Living in Brisbane 2026 Vision* for a Green and Biodiverse City by preserving significant habitat and ecological corridor linkages within public ownership.

The proposal is consistent with the 'Biodiverse City' target of 'Program 1 – Sustainable, Green and Clean City' in the *Corporate Plan 2012/13 – 2016/17*, specifically the key action to "secure land of significant biodiversity value".

17.0 Customer impact

Without prejudice negotiations by the Land Acquisition Team in the City Projects Office have resulted in the owner signing a contract of sale for Council's consideration.

The property is vacant.

18.0 Environmental impact

Acquisition of the subject property will contribute to the connection and consolidation of habitat at Anstead Bushlands and will provide the opportunity to restore habitat for a diversity of threatened species, including koalas.

19.0 Policy impact

Nil.

20.0 Financial impact

Funding for this acquisition is available from the Bushland Acquisition Program budget under Service 1.3.1.1.

21.0 Human resource impact

Nil.

22.0 Urgency

Normal course of business.

23.0 Publicity/marketing strategy

Publicity will occur when the land comes into Council ownership, as per the Bushland Acquisition Program Media Plan.

24.0 Options

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

Option 1 is the preferred option.

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

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/1121/880

Relevant subject matter files
N/A

2.0 Title

Overseas Travel - 2013 Joint New Zealand Contractors Federation (NZCF) and Civil Contractors Federation (CCF) Conference.

3.0 Issue/purpose

To seek approval for Mr Mark Taylor to represent Council, as part of his Dial Before You Dig Board representation, at the 2013 Joint New Zealand Contractors Federation (NZCF) and Civil Contractors Federation (CCF) Conference.

4.0 Proponent

Geoffrey Beck, Executive Manager, Field Services Group

5.0 Submission prepared by

Thomas Stacey, A/Executive Officer, Field Services Group x34853

6.0 Date

1 July 2013

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?

Not applicable

9.0 Recommended for public release

Immediate release

10.0 Recommendation

That E&C grant approval for Mr Mark Taylor to travel to New Zealand to represent Council, as part of his Dial Before You Dig Board representation, at the 2013 Joint New Zealand Contractors Federation (NZCF) and Civil Contractors Federation (CCF) Conference between 30 July and 4 August 2013 inclusive of travel, at no cost to Council.

11.0

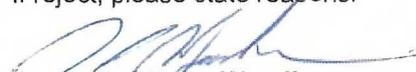
Executive Manager



Geoffrey Beck
EXECUTIVE MANAGER
FIELD SERVICES GROUP

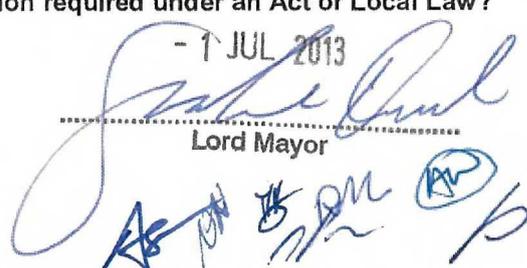
Chairman

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


Councillor Norm Wyndham
DEPUTY CHAIRMAN FIELD
SERVICES COMMITTEE

APPROVED

- 1 JUL 2013



BCG 10 YEAR RELEASE SCHEME

12.0 Background

Council is a founding member of Dial Before You Dig which is a not for profit organisation that refers enquiries from contractors to underground asset owners in order to establish the existence of underground services. Since February 2012, Mr Mark Taylor has been Council's nominated Director on the Queensland Board of Directors.

Dial Before You Dig is a Gold sponsor of this year's Joint National Conference to be held in Queenstown, New Zealand starting Wednesday 31 July to Saturday 3 August 2013.

That E&C grant approval for Mr Mark Taylor to travel to New Zealand to represent Council, as part of his Dial Before You Dig Board representation, at the 2013 Joint New Zealand Contractors Federation (NZCF) and Civil Contractors Federation (CCF) Conference between 30 July and 4 August 2013 inclusive of travel, at no cost to Council.

13.0 Consultation

- Scott Stewart, Divisional Manager, Brisbane Infrastructure
- Greg Swain, Communication Manager, Corporate Communication, Organisational Services

All are in agreement with the recommendation.

14.0 Implications of proposal

Attendance at this conference has a number of benefits to Council and the Dial Before You Dig organisation, including:

- Promoting the Dial Before You Dig service with the aim of eliminating damage to Council's assets, including the road surface, footpaths and kerb and channel due to redundant works.
- Promoting the Dial Before You Dig service with the aim of eliminating damage to other organisations assets including telecommunications, water, sewerage and gas.
- Promoting the initiatives of location training and the damage incident register. These initiatives assist Council and other organisations to minimise disruptions to customers and reduce outages of key services.
- Understanding the key issues customers face in managing and preserving underground services during construction activity.
- Promoting Council to civil contractors as a supplier of asphalt, road surfacing, quarry products and road maintenance services.
- Promoting Brisbane's as Australia's New World City.
- Fostering Brisbane as a city of opportunity for industry to drive Economic Development.
- Networking with industry and understanding future opportunities in the external civil market.
- Discussing new ideas and technology with other promoters at the conference that could be transferable to Council.
- Personal development through education from attending the various business session topics at the conference.

15.0 Commercial in confidence

No.

16.0 Vision/Corporate Plan impact

Attendance at the conference is linked to the following Corporate Plan programs and strategies:

- Outcome 7.5 Capturing Brisbane's Unique Window of Opportunity
- Strategy 7.5.1 Brisbane's Unique Window of Opportunity

17.0 Customer impact

Not applicable.

18.0 Environmental impact

Not applicable.

19.0 Policy impact

Not applicable.

20.0 Financial impact

All travel and accommodation costs will be paid for by Dial Before You Dig. Council will continue to pay Mr Taylor's salary.

21.0 Human resource impact

Not applicable.

22.0 Urgency

In the normal course of business.

23.0 Publicity/marketing strategy

This conference will help promote Council to civil contractors as potential customers in the supply of asphalt, road surfacing or road maintenance services.

24.0 Options

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

Option 1 is the preferred option.

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

BCC PUBLIC INFORMATION SCHEME
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/889

Related subject matter files

164/268/608/4

2.0 Title

Executive Remuneration Review 2012/2013

3.0 Issue/purpose

To determine the outcome of the 2012/2013 executive remuneration review

4.0 Proponent

Colin Jensen, Chief Executive Officer

5.0 Submission prepared by

Peter Rule, Executive Manager, Office of the Chief Executive, ext 34151

6.0 Date

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 Recommended for public release

Not for release

10.0 Recommendation

It is recommended that E&C approve:

- (a) For Senior Officers, a 2.0% increase to Total Fixed Remuneration;
- (b) For Executive Service Officers, a 2.0% increase to Total Fixed Remuneration and maintain eligibility for a maximum 'at risk' incentive payment of 20% of total fixed remuneration, paid annually;
- (c) For EMT, a 2.0% increase to Total Fixed Remuneration and maintain eligibility for a maximum 'at risk' incentive payment of 25% of Total Fixed Remuneration, paid annually; and
- (d) The 0.25% Superannuation Guarantee Charge be included in the above general remuneration increases.

11.0



**Colin Jensen
Chief Executive Officer**

APPROVED

- 1 JUL 2013

Lord Mayor



BCC 10 YEAR PUBLIC RELEASE SCHEME CONFIDENCE

12.0 Background

The contracts of employment of senior officers, senior executives, and EMT members require that Council undertake a review of the Total Employee Reward (Total Fixed Remuneration (salary + superannuation) + 'at risk' incentive payment) paid to executive staff each year. Such reviews are to reflect movements in market rates generally and Council may source appropriate information that its remuneration structures and levels are competitive. Where applicable, the outcome of such review applies from 1 July each year. This year's market review has also considered the 0.25% Superannuation Guarantee Charge increase that will come into effect from 1 July 2013.

Council's executive remuneration policy is to have Total Employee Reward set at the General Market 25th percentile, with up to an additional 15% payable.

Mercer Human Resource Consulting Pty Ltd (Mercer) was engaged to conduct a detailed review of the remuneration packages for Senior Officers, Senior Executives and Executive and Divisional Managers and has now provided a report on market movements for executive remuneration as at 30 June 2013. A summary of the market positioning from that report is provided in **Attachments 1-8**.

A review of the information on prevailing market conditions and other key factors that impact on Council's executive remuneration has been undertaken. These factors include:

- a slowing-down in remuneration increases this year;
- a continued softening of remuneration increases in Queensland general market;
- movement of slightly less than 4% in the national general market;
- Council's EBA negotiations (2% offer, currently in conciliation);
- 2.2% increase in Queensland Government executive remuneration; and
- Superannuation Guarantee Charge increase of 0.25% effective 1 July 2013 (and proposed incremental increase over the next 6 years).

A summary of market movements and notable trends in Council's executive workforce are as follows:

- Senior Officers - this group has maintained its relative market positioning of not less than the General Market 25th percentile at the Total Fixed Remuneration (salary + superannuation) aggregate (*Attachment 1*). The senior officer group does not have a market positioning greater than the General Market 25th percentile for Total Employee Reward. Note, senior officers are not generally eligible for an incentive bonus (*Attachment 2*).

A 2% general increase will maintain this position (*Attachments 3 and 4*).

- Executive Service - Council's positioning of remuneration for this group has generally remained at not less than the General Market 25th percentile for total fixed remuneration (salary + superannuation) aggregate, (*Attachment 1*) and has made appropriate progress towards the median in Total Employee Reward (fixed remuneration + 'at risk' incentive payment) terms since the 2011/12 financial year increase in target bonus to 20% (*Attachment 2*).

A 2% general increase will maintain this position (*Attachments 3 and 4*).

- EMT members - Mercer reports that the EMT group has maintained its relative positioning mostly at, or slightly below to the General Market 25th percentile (*Attachments 5 and 6*). The senior officer and executive service groups continue to be paid more competitively than the EMT group.

A 2% increase will see this group sit, on average, at the General Market 25th percentile for Total Fixed Remuneration (salary + superannuation) (*Attachment 7*) and at an average of 5% above the General Market 25th percentile for Total Employee Reward (fixed remuneration + 'at risk' incentive payment) (*Attachment 8*).

Mercer's analysis is that there is a 4% movement in the General Market and therefore, the senior officer, executive service, and EMT groups should receive an increase of 4%.

Mercer does however note, Council's current fiscal environment, the awarded 2.2% increase for Queensland Government executives, current EBA negotiations offering a 2% increase, and a general softening in remuneration increases within the Queensland general market. As such, it is proposed that a 2% general increase to executive Total Fixed Remuneration be adopted. This 2% will be inclusive of the 0.25% Superannuation Guarantee Charge increase, effective 1 July 2013.

It is therefore recommended that E&C approve:

- (a) For Senior Officers, a ...% increase to Total Fixed Remuneration;
- (b) For Executive Service Officers, a ...% increase to Total Fixed Remuneration and maintain eligibility for a maximum 'at risk' incentive payment of 20% of Total Fixed Remuneration, paid annually;
- (c) For EMT members, a ...% increase to Total Fixed Remuneration and maintain eligibility for a maximum 'at risk' incentive payment of 25% of Total Fixed Remuneration, paid annually; and
- (d) The 0.25% Superannuation Guarantee Charge be included in the ...% general remuneration increase, as set out in a, b & c above.

13.0 Consultation

N/A

14.0 Implications of proposal

If approved, these recommendations will fulfil Council's obligations under the Senior Officer and Executive Service Contracts of Employment.

15.0 Commercial in confidence

Yes. The information contained within the attachments provided by Mercer Consulting is to be treated as Commercial-in-Confidence.

16.0 Vision/Corporate Plan impact

N/A

17.0 Customer impact

N/A

18.0 Environmental impact

N/A

19.0 Policy impact

N/A

20.0 Financial impact

Salary costs are provided in current budget

21.0 Human resource impact

N/A

22.0 Urgency

Senior Officer and Executive Service Contracts of Employment provide for any market increase to apply from 1 July in that financial year.

23.0 Publicity/marketing strategy

At the discretion of Lord Mayor

24.0 Options

- Option 1: Approve the recommendation*
- Option 2: Not approve the recommendation*
- Option 3: Vary 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 PUBLIC INFORMATION SCHEME
10 YEAR RELEASE
CONFIDENCE

E&C FORMAL SUBMISSIONS RESULTS 8 JULY 2013

SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	RECOMMENDATION FOR PUBLIC RELEASE
08/07-01 R – Adoption Report	112/445/444/362	Brisbane Infrastructure	Licence Agreement for 49A Blackwood Street, Mitchelton	Approved	Not applicable
08/07-02 M	137/800/1121/877 165/210/179/807	OLMCEO	Stores Board Submission – Significant Contracting Plan – Howard Smith Wharves	Withdrawn	Not applicable

Present: Lord Mayor Graham Quirk, A Schrinner, K Adams, M Bourke, A Cooper, N Wyncham, P Matic & J Simmonds.
Apologies: D McLachlan

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

BCC PUBLIC INFORMATION SCHEME
10 YEAR RELEASE

E&C FORMAL SUBMISSIONS RESULTS 15 JULY 2013

SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	RECOMMENDATION FOR PUBLIC RELEASE
15/07-01 M	137/800/1121/858 112/265/439/170	Organisational Services	Asset Optimisation – Surplus Property Disposal Stage 7	Approved	18 December 2013
15/07-02 M	137/800/1121/86 202/11-YF620/309	CPAS	Proposed acquisition of land at 309 Prout Road, Burbank	Approved	Immediate release
15/07-03 R – Adoption Report	109/695/586/6	OLMCEO	Report of the Audit Committee Meeting on 13 June 2013	Approved	Not applicable
15/07-04 M	137/800/1121/897 165/830/179/125	OLMCEO	Stores Board Submission – Significant Contracting Plan – Provision of Computer Hardware & Associated Services	Approved	Immediate release
15/07-05 M	137/800/1121/853	OLMCEO	Proposed update to Brisbane City Council Audit Committee Charter	Approved	Immediate release
15/07-06 M	137/800/1121/899	Brisbane Lifestyle	Amendments to specific Community Grant Guidelines	Approved	Immediate release
15/07-07 M	137/800/1121/904 164/285/60/8	OLMCEO	Annual Short Term Incentive Bonus Payments for Senior Executive Employees – 2012/2013	Approved	Not for release

Present: Lord Mayor Graham Quirk, K Adams, M Bourke, A Cooper, P Matic, D McLachlan & J Simmonds.
Apologies: A Schrinner

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.

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/858

Related subject matter files

112/265/439/170

2.0 Title

Asset Optimisation – Surplus Property Disposal Stage 7

3.0 Issue/purpose

To approve the disposal of specific surplus land and related issues

4.0 Proponent

Greg Evans, Divisional Manager, Organisational Services Ext 34161

5.0 Submission prepared by

Richard Butler, Senior Corporate Property Advisor, Asset Optimisation, Organisational Services Ext 37222

6.0 Date

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 Recommended for public release

18 December 2013

APPROVED

15 JUL 2013

[Signature]
Lord Mayor
[Initials] *[Initials]* *[Initials]*

BCC PUBLICATIONS SCHEME
10 YEAR RELEASE

10.0 Recommendation

It is recommended that the E&C Committee approve:

1. The sale of the following properties listed below in Table 1 by either auction or tender, and otherwise on terms and conditions satisfactory to the Project Director, Asset Optimisation or Chief Legal Counsel, Brisbane City Legal Practice;

Table 1: Properties proposed for disposal

Address	Recommendation
(i) 27 Bunya Street, Eagle Farm	Disposal
(ii) 164 Knapp Street, Fortitude Valley	Disposal

2. The Project Director, Asset Optimisation to appoint registered real estate agents for those sales;
3. Reserve prices for each property in Table 1 as set out in Attachment D calculated on the basis that such a price is either 5% less than, equal to, or greater than the valuation of each property; and
4. In the event that a property listed in Table 1, previously offered for sale by either auction or tender, was not sold then Council may dispose of each property via private treaty on the basis that such a price is either 5% less than, equal to, or greater than the valuation of the property.

11.0

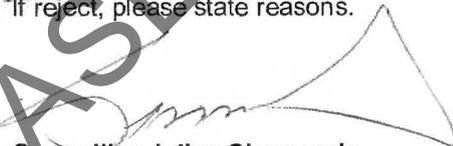
Divisional Manager



**Greg Evans
DIVISIONAL MANAGER
ORGANISATIONAL SERVICES**

Chairman

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



**Councillor Julian Simmonds
CHAIRMAN FINANCE, ECONOMIC
DEVELOPMENT AND ADMINISTRATION
COMMITTEE**

I Recommend Accordingly

.....
CHIEF EXECUTIVE OFFICER

BCC PUBLIC RELEASE SCHEME
10 YEAR

12.0 Background

The Asset Optimisation Project, Organisational Services in consultation with relevant areas of Council, has identified the properties listed in Table 1 as underutilised and confirmed as surplus to Council requirements and suitable for disposal.

The background of the properties listed in Table 1 can be found in Attachment B. Valuation figures of both properties are reflected in Attachment D.

None of the properties listed in Table 1 were impacted by the floods of January 2011 or are noted on the heritage register.

E&C Committee approval is now sought for:

1. The sale of the following properties listed below in Table 1 by either auction or tender, and otherwise on terms and conditions satisfactory to the Project Director, Asset Optimisation or Chief Legal Counsel, Brisbane City Legal Practice;

Address	Recommendation
3. 27 Bunya Street, Eagle Farm	Disposal
4. 164 Knapp Street, Fortitude Valley	Disposal

2. The Project Director, Asset Optimisation to appoint registered real estate agents for those sales;
3. Reserve prices for each property in Table 1 as set out in Attachment D calculated on the basis that such a price is either 5% less than, equal to, or greater than the valuation of each property; and
4. In the event that a property listed in Table 1, previously offered for sale by either auction or tender, was not sold then Council may dispose of each property via private treaty on the basis that such a price is either 5% less than, equal to, or greater than the valuation of the property.

13.0 Consultation

- David Askern, Chief Legal Counsel, Brisbane City Legal Practice (31 May 2013)
- Ian Walker, Project Director Asset Optimisation, Organisational Services (15 May 2013)
- Greg Swain, Communication Manager, Corporate Communications (31 May 2013)
- Man Ton, Asset Finance Coordinator, Organisational Services (31 May 2013)

All are in agreement with the recommendation.

14.0 Implications of proposal

Nil.

15.0 Commercial in confidence

No.

16.0 Vision/Corporate Plan impact

This submission is consistent with a Smart and Prosperous City - Managing Council's finances and assets effectively to provide the best value for money for ratepayers.

17.0 Customer impact

Nil

18.0 Environmental impact

Nil

19.0 **Policy impact**

Nil

20.0 **Financial impact**

The sale of properties listed in Table 1 will realise approximately \$1,175,000 in revenue in 2013/14. The costs of disposing of this property will be approximately \$49,725 including:

- Valuations costs \$3,350 plus GST;
- Sales commission will be approximately 2.5% of the sale proceeds e.g. \$29,375 if sold at valuation;
- Advertising costs will total approximately \$14,000; and
- Conveyance costs of approximately \$3,000 based on Brisbane City Legal Practice charges.

The costs of disposal can be covered from current budget.

21.0 **Human resource impact**

Nil

22.0 **Urgency**

During the course of normal business.

23.0 **Publicity/marketing strategy**

Nil.

24.0 **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 TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

1.0 File Number

137/800/1121/867

Related File Number

202/11-YF620/309

2.0 Title

Proposed acquisition of land at 309 Prout Road, Burbank.

3.0 Issue/purpose

To seek Establishment and Coordination Committee approval to purchase 11.25 hectares of privately owned land at 309 Prout Road, Burbank, for environmental (bushland) purposes.

4.0 Proponent

Vicki Pethybridge, Divisional Manager, City Planning and Sustainability Division.

5.0 Submission prepared by

Jon Skelton, Senior Acquisition Officer, City Projects Office, Brisbane Infrastructure Division, Ext 36958.

6.0 Date

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 Recommended for public release

Immediate release.

10.0 Recommendation

That the Establishment and Coordination Committee approve the authority to purchase the entirety of 309 Prout Road, Burbank (Lot 1 RP223200), for environmental (bushland) purposes, at a cost of \$2,348,000 (inclusive of GST) plus the owner's legal costs of \$2,500.00 (plus GST), in accordance with the offer and contract of sale at Attachment D and any additional terms and conditions considered necessary by the Chief Legal Counsel, Brisbane City Legal Practice.

11.0 Divisional Manager

Chairman

I support / ~~reject~~ the recommendation.
If reject - please state reasons:



Vicki Pethybridge
DIVISIONAL MANAGER
CITY PLANNING & SUSTAINABILITY DIVISION

I Recommend Accordingly

.....
CHIEF EXECUTIVE OFFICER



Councillor Matthew Bourke
CHAIRMAN
ENVIRONMENT, PARKS & SUSTAINABILITY COMMITTEE

APPROVED

15 JUL 2013

Lord Mayor

BC PUBLIC RELEASE SCHEME

12.0 Background

The subject property at 309 Prout Road, Burbank, is described as Lot 1 on RP223200 and has an area of 11.25 hectares, refer to Attachment B outlined in red. It is included in the Environmental Protection Area of *City Plan 2000* and is within the Regional Landscape and Rural Production area of the *South East Queensland Regional Plan*. The property supports a single house and has panoramic views to the north, east and south-east over the Port of Brisbane and Moreton and Stradbroke Islands.

The property is located adjacent to the Council-owned Brisbane Koala Bushlands (BKB). The acquisition of this property will contribute to the consolidation of BKB and the protection of additional habitat for threatened species, such as koalas.

The property is included in the Establishment and Coordination Committee approved *Bushland Acquisition Schedule 2012 – 2016*.

Council first approached the owners of this property in 1997 to express an interest in purchasing the land, however they were not interested in selling. Council again wrote to the property owners in 2010, and negotiations have taken place since that time.

Given the unique aspect of the property, determining a valuation has been challenging as there are very few comparable properties. Independent valuations commissioned by Council have assessed a value for the property within a range of \$2,100,000 to \$2,500,000. Evidence of the range of valuation advice is outlined in Attachment C. During the same period, the property owner has obtained valuation advice ranging from \$2,500,000 to \$3,000,000 with the most recent advice assessing the value in the order of \$2,500,000.

Recent negotiations have resulted in the owners offering to sell the property to Council for \$2,348,000 inclusive of GST, plus the owner's legal costs of \$2,500.00 plus GST, as shown in Attachment D. This offer is conditional on Council renting the property back to the property owner for a fixed term of up to 12 months at a market rental of \$750.00 per week. Although the offer exceeds Council's most recent valuation for the property, it is within the range of value assessed during the period of negotiations.

It is therefore recommended that the Establishment and Coordination Committee approve the authority to purchase the entirety of 309 Prout Road, Burbank (Lot 1 RP223200), for environmental (bushland) purposes, at a cost of \$2,348,000 (inclusive of GST) plus the owner's legal costs of \$2,500.00 (plus GST), in accordance with the offer and contract of sale at Attachment D and any additional terms and conditions considered necessary by the Chief Legal Counsel, Brisbane City Legal Practice.

List of Attachments:

- Attachment A: Summary of decision
- Attachment B: Aerial photo map of the property
- Attachment C: Independent valuation advice
- Attachment D: Extracts from offer and contract of sale

13.0 Consultation

- John Jordan, Manager, Natural Environment, Water and Sustainability Branch, City Planning and Sustainability Division (21 June 2013)
- Peter Hillas, Land Acquisition Manager, City Projects Office, Brisbane Infrastructure Division (28 May 2013)
- Tim Wright, Manager, Asset Services, Brisbane Infrastructure Division (29 May 2013)
- Krysten Booth, Acting Manager, Corporate Communication, Organisational Services Division (29 May 2013)
- Paul O'Kane, Team Leader/Solicitor Commercial and Property Projects, Brisbane City Legal Practice (28 May 2013)

All are in agreement with the recommendation.

14.0 Implications of proposal

Land which has strategic and intrinsic ecological value will be acquired through the Bushland Acquisition Program. The purchase of 309 Prout Road, Burbank, will build upon previous investments made by Council to protect and restore Brisbane Koala Bushlands.

The Bushland Acquisition Program protects Brisbane's most significant environmental assets within the public estate, affording residents and visitors the opportunity to visit and enjoy the natural environment in a sustainable manner.

15.0 Commercial in confidence

No.

16.0 Vision/Corporate Plan impact

The Bushland Acquisition Program supports the *Living in Brisbane 2026 Vision* for a Green and Biodiverse City by preserving significant habitat and ecological corridor linkages within public ownership.

The proposal is consistent with the 'Biodiverse City' target of 'Program 1 – Sustainable, Green and Clean City' in the *Corporate Plan 2012/13 – 2016/17*, specifically the key action to "secure land of significant biodiversity value".

17.0 Customer impact

Without prejudice negotiations by the Land Acquisition Team in the City Projects Office have resulted in the owner agreeing to terms and offering to sell the property to Council.

The property supports a single house. The offer to sell the property is conditional on Council renting the property back to the owner for a fixed term of 12 months at a market rental of \$750.00 per week.

18.0 Environmental impact

Acquisition of the subject property will contribute to the consolidation of the Brisbane Koala Bushlands and the protection of habitat for threatened species, including koalas.

19.0 Policy impact

Nil.

20.0 Financial impact

Funding for this acquisition is available from the Bushland Acquisition Program budget under Service 1.3.1.1.

21.0 Human resource impact

Nil.

22.0 Urgency

Normal course of business.

23.0 Publicity/marketing strategy

Publicity will occur once the land has come into Council ownership, as per the Bushland Acquisition Program Media Plan.

24.0 Options

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

Option 1 is the preferred option.

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

BCC PUBLIC RELEASE SCHEME
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/1121/897.

Related subject matter files
165/830/179/125.

2.0 Title

Stores Board Submission – Significant Contracting Plan - Provision of Computer Hardware & Associated Services.

3.0 Issue/purpose

To seek approval from the Establishment & Coordination Committee of a Significant Contracting Plan in relation to the provision of Computer Hardware & Associated Services.

4.0 Proponent

Colin Jensen, Chief Executive Officer.

5.0 Submission prepared by

Mark Johnston, Acting Corporate Risk Manager, Organisational Services Division.

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C approval.

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

Not applicable.

9.0 Recommended for public release

Immediate release.

10.0 Recommendation

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

APPROVAL

15 JUL 2013

Lord Mayor

11.0 Mark Johnston
ACTING CORPORATE RISK MANAGER
ORGANISATIONAL SERVICES

Colin Jensen
CHIEF EXECUTIVE OFFICER

BCCG 10 YEAR RELEASE SCHEME

12.0 Background

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 2 July 2013.

The submission is recommended 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
SPO130251-12/13.	Provision of Computer Hardware & Associated Services.	For E&C approval.

It is recommended that the Establishment and Co-ordination Committee approves the attached submission.

13.0 Consultation

- Divisional Manager, Organisational Services
- Chief Information Officer, Organisational Services
- Stores Board
- Relevant Divisional Officers

All are in agreement with the recommendation.

14.0 Implications of proposal

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

15.0 Commercial in confidence

Not Applicable.

16.0 Vision/Corporate Plan impact

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

17.0 Customer impact

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

18.0 Environmental impact

Tenderers are evaluated in line with Council's policy on the use of environmentally friendly and recycled products. Environmental considerations will be taken into account in the evaluation of tenders where applicable.

19.0 Policy impact

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

20.0 Financial impact

Financial details are included in the Divisional submission.

21.0 Human resource impact

Not Applicable.

22.0 Urgency

As soon as possible.

23.0 Publicity/marketing strategy

As Required.

24.0 Options

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

Option 1 is the preferred option.

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

**BCC PUBLICATION SCHEME
10 YEAR RELEASE**

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/853

2.0 Title

Proposed update to Brisbane City Council Audit Committee Charter.

3.0 Issue/purpose

To seek E&C approval for changes to the Brisbane City Council Audit Committee Charter.

4.0 Proponent

Peter Rule, Executive Manager, Chief Executive's Office

5.0 Submission prepared by

Andrew MacLeod – Chief Internal Auditor, Assurance, Security and Ethical Standards, OLMCEO (x36897)

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C Approval.

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

Not applicable

9.0 Recommended for public release

Immediate release

10.0 Recommendation

That E&C approve the updated Brisbane City Council Audit Committee Charter as set out in Attachment B.

11.0

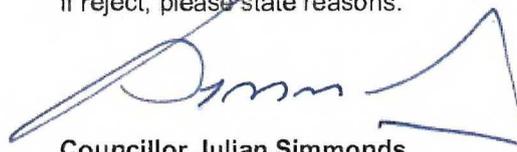
Executive Manager



Peter Rule
EXECUTIVE MANAGER
OFFICE OF THE CHIEF EXECUTIVE

Chairman

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



Councillor Julian Simmonds

CHAIRMAN FINANCE, ECONOMIC
DEVELOPMENT AND ADMINISTRATION
COMMITTEE

I Recommend Accordingly

.....
CHIEF EXECUTIVE OFFICER

APPROVED

15 JUL 2013



Lord Mayor



BC YEAR RELEASE SCHEME CONFIDENCE

12.0 Background

The current Brisbane City Council Audit Committee Charter (the charter) requires that it be updated and approved by the Establishment and Co-ordination Committee every year.

The updated Brisbane City Council Audit Committee Charter has now been endorsed by the Audit Committee and is now passed to the Establishment and Coordination Committee for approval.

It is recommended that E&C approve the updated Brisbane City Council Audit Committee Charter as set out in Attachment B.

List of Attachments

Attachment A - E&C Publication Scheme Summary Release

Attachment B - Updated Brisbane City Council Audit Committee Charter

13.0 Consultation

The Brisbane City Council Audit Committee is in agreement with the recommendation.

14.0 Implications of proposal

The amendments to the charter are minor and reflect changes to the City of Brisbane Act and governance arrangements that have occurred since the last review.

15.0 Commercial in confidence

Nil.

16.0 Vision/Corporate Plan impact

Nil.

17.0 Customer impact

Nil.

18.0 Environmental impact

Nil.

19.0 Policy impact

Nil.

20.0 Financial impact

Nil.

21.0 Human resource impact

Nil.

22.0 Urgency

In the normal course of business.

23.0 Publicity/marketing strategy

Nil.

24.0 Options

Option 1: Approve the updated Brisbane City Council Audit Committee Charter.

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 TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/899

2.0 Title

Amendments to specific Community Grant Guidelines

3.0 Issue/purpose

To seek E&C approval to amend specific Community Grant Guidelines

4.0 Proponent

Paul Salvati, Divisional Manager, Brisbane Lifestyle.

5.0 Submission prepared by

Lauren Barnett, A/Program and Business Manager, Community Lifestyle Branch, x34719

6.0 Date

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 Recommended for public release

Immediate Release

10.0 Recommendation

That E&C approve the amendments to the following Community Grant Guidelines as set out in Attachment B:-

- (a) Healthy and Physical Activity Grant Program;
- (b) Suburban Businesses Crime Prevention Grant Program;
- (c) Community Development and Capacity Building Grant Program.

11.0

Divisional Manager



**Paul Salvati
DIVISIONAL MANAGER
BRISBANE LIFESTYLE DIVISION**

Chairman

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



**Councillor Krista Adams
CHAIRMAN
BRISBANE LIFESTYLE COMMITTEE**

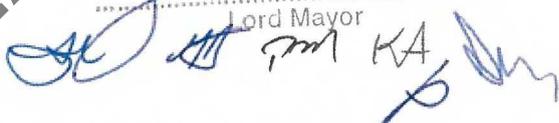
I Recommend Accordingly


.....
CHIEF EXECUTIVE OFFICER

BCC 20 YEAR PUBLIC RELEASE SCHEME CONFIDENCE APPROVED

15 JUL 2013

Lord Mayor



12.0 Background

Community Lifestyle administers and delivers 17 community grant and funding programs. These programs provide funding to help local not for profit community groups to develop and improve services in Brisbane.

Each grant program has grant guidelines that provide applicants with key information about the grant program, such as the program priorities, eligibility, assessment process and timeframes. Community Lifestyle has reviewed the current guidelines for grant programs to be released in Round 1 of the grants schedule for 2013-14 financial year.

To make some of those grant programs more accessible to the community and easier for community groups to apply for grant funding, it is recommended that E&C approve the amendments to the following Community Grant Guidelines, as set out in Attachment B:

- (a) Healthy and Physical Activity Grant Program Guidelines
- (b) Suburban Businesses Crime Prevention Grant Program Guidelines
- (c) Community Development and Capacity Building Grant Program Guidelines.

13.0 Consultation

- David Askern, Chief Legal Counsel, Brisbane City Legal Practice
- Craig Stevens, Manager, Corporate Communication
- Kent Stroud, Branch Manager, Community Lifestyle
- Vanessa Fabre, Manager Inclusive Communities, Community Lifestyle
- Lorraine Gregory, Manager Healthy and Vibrant Communities, Community Lifestyle

All are in agreement with the recommendation.

14.0 Implications of proposal

The proposed amendments to community grant guidelines allow Council grant programs to be more accessible to the community.

15.0 Commercial in confidence

No

16.0 Vision/Corporate Plan impact

The grants program contributes to the Living in Brisbane 2026 Vision citywide outcome of Inclusive caring communities.

The grants program is aligned with the Corporate Plan 2012/13 – 2016/17, Program 4 – Your Brisbane, program outcome 4.4 Social Inclusion.

17.0 Customer impact

The proposed amendments to community grant guidelines allow Council grant programs to be more accessible to the community.

18.0 Environmental impact

Nil

19.0 Policy impact

Nil

20.0 Financial impact

Nil

21.0 Human resource impact

Nil

22.0 Urgency

As soon as possible, as the first grant round for 2013/14 financial year will open on 22 July 2013

23.0 Publicity/marketing strategy

Publicity will be prepared by Corporate Communication in consultation with Community Lifestyle Branch.

24.0 Options

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

Option 1 is the preferred option.

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

BCC PUBLICATION SCHEME
CONFIDENTIAL
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/904

Relevant subject matter files

164/285/60/8

2.0 Title

Annual Short Term Incentive Bonus payments for senior executive employees - 2012/2013

3.0 Issue/purpose

To seek Establishment & Coordination Committee (E&C) approval for payment of the 2012/2013 Annual Short Term Incentive Bonuses to senior executives in accordance with their Contracts of Employment.

4.0 Proponent

Colin Jensen, Chief Executive Officer

5.0 Submission prepared by

Melissa Botha, A/Executive Services Coordinator, ext. 83659

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C approval

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

Not Applicable

9.0 Recommended for public release

Not for release

10.0 Recommendation

That the 2012/2013 Annual Short Term Incentive Bonus payments be approved.

11.0



Colin Jensen
CHIEF EXECUTIVE OFFICER

APPROVED

15 JUL 2013

Lord Mayor



12.0 Background

Council's Contracts of Employment for Senior Executives, Divisional Managers and Executive Managers provide an opportunity for an annual short term incentive payment, subject to meeting performance objectives, set out in each executive's Executive Performance Plan (EPP).

This performance is measured against three achievement levels and includes:

- Service Objectives = 30 points
- Outcome Objectives = 40 points
- Trust Objectives = 30 points

The service level aims to measure the delivery of products and services within the branch or division, while the outcome level relates to the executive's contribution to product and service delivery across the broader organisation. Trust objectives measure behaviours which engender trust, collaboration and cooperation, and therefore further Council's vision for the City of Brisbane.

In accordance with the Chief Executive Officer's discussions with E&C, it is recommended that the 2012/2013 Annual Short Term Incentive Bonus payments be approved.

13.0 Consultation

N/A

14.0 Implications of proposal

If approved, the recommendation will fulfill Council's obligations under the Executive Contracts of Employment.

15.0 Commercial in confidence

Nil.

16.0 Vision/Corporate Plan impact

N/A

17.0 Customer impact

N/A

18.0 Environmental impact

N/A

19.0 Policy impact

N/A

20.0 Financial impact

Funds are available in the current budget

21.0 Human resource impact

N/A

22.0 Urgency

Senior Executive, Divisional Manager and Executive Manager Contracts of Employment require consideration of the Annual Short Term Incentive Bonus payments to be undertaken as soon as practicable after June 2013.

23.0 Publicity/marketing strategy

N/A

24.0 Options

Option 1: Approve the 2012/2013 Annual Short Term Incentive Bonus payments.

Option 2: Amend the 2012/2013 Annual Short Term Incentive Bonus payments.

Option 3: Reject the 2012/2013 Annual Short Term Incentive Bonus payments.

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 CONFIDENCE
10 YEAR RELEASE SCHEDULE

E&C FORMAL SUBMISSIONS RESULTS 22 JULY 2013

SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	RECOMMENDATION FOR PUBLIC RELEASE
22/07-01 R	460/144/9(5)	CPAS	Pinkenba – Eagle Farm Neighbourhood Plan	Approved	Not applicable
22/07-02 M	137/800/1121/893	CPAS	BCC response to SEQ Catchments on proposed environmental offset area mapping	Approved	Not applicable
22/07-03 M	137/800/1121/888 164/105/219/1-02	Organisational Services	Monthly Report – Delegation of Authority to Travel - May 2013	Approved	Immediate release
22/07-04 M	137/800/1121/860 364/46/-D0173	Organisational Services	Development Review of 8, 20 and 22a Sykes Street, Ascot and 19 Woodbine Street, The Gap	Approved	3 November 2013
22/07-05 R	152/160/516/333 152/160/516/350	CPAS	Draft Darra Oxley District Neighbourhood Plan	Approved	Not applicable
22/07-06 R	112/445/302/82	Organisational Services	Go Between Bridge and Legacy Way Tunnel Tollway Concession and Associated Agreements	Approved	Not applicable
22/07-07 R	109/105/219/16	OLMCEO	Annual Procurement Policy and Contracting Plan 2013/14	Approved	Not applicable
22/07-08 M	137/800/1121/900 165/830/179/84	OLMCEO	Stores Board Submission – Significant Contracting Plan – Provision of Stormwater Infrastructure Cleaning and CCTV Services	Approved	Not applicable

E&C FORMAL SUBMISSIONS RESULTS 22 JULY 2013					
SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	RECOMMENDATION FOR PUBLIC RELEASE
22/07-09 M	137/800/1121/824 165/210/179/764	OLMCEO	Stores Board Submission – Significant Contracting Plan – Illuminated Advertising Street Name Sign Scheme	Withdrawn	Not applicable
22/07-10 M	137/800/1121/877 165/210/179/807	OLMCEO	Stores Board Submission – Significant Contracting Plan – Howard Smith Wharves Revitalisation Project	Approved	Immediate release
22/07-11 M	137/800/1121/912	Organisational Services	Overseas conference attendance – Mr Neil Padley	Approved	Immediate release
22/07-12 M		OLMCEO	Termination of Executive Service Contract	Approved	Not for release

Present: Lord Mayor Graham Quirk, A Schrunner, K Adams, M Bourke, A Cooper, P Matic, D McLachlan & J Simmonds.

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.

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/893

Related subject matter files

Not applicable.

2.0 Title

Brisbane City Council's response to SEQ Catchments on proposed environmental offset area mapping.

3.0 Issue/purpose

To seek Establishment and Coordination Committee approval to write to SEQ Catchments to outline key considerations for the proposed mapping to identify potential environmental offset areas.

4.0 Proponent

Vicki Pethybridge, Divisional Manager, City Planning and Sustainability Division

5.0 Submission prepared by

Erica Gould, Principal Coordinator - Regional and City Strategy, City Planning & Sustainability Division, Ext. 81363.

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C approval.

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

Not applicable.

9.0 Recommended for public release

Immediate release.

10.0 Recommendation

That the Establishment and Coordination Committee approve the attached response to SEQ Catchments as set out in Attachment B, with a copy provided to the Council of Mayors (SEQ).

11.0 Divisional Manager



Vicki Pethybridge
DIVISIONAL MANAGER
CITY PLANNING AND SUSTAINABILITY DIVISION

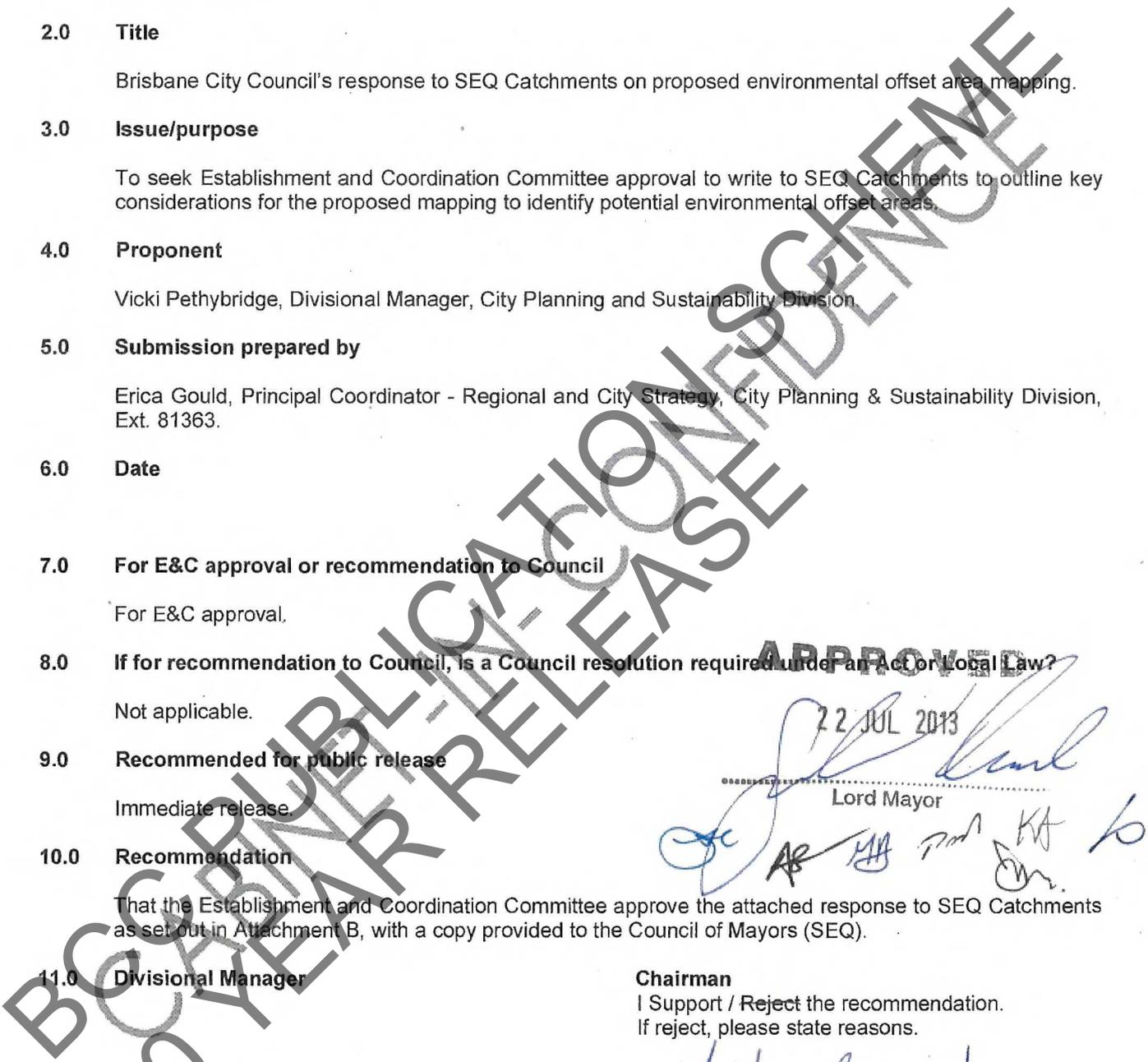
Chairman

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



Councillor Matthew Bourke
CHAIRMAN, ENVIRONMENT PARKS AND
SUSTAINABILITY COMMITTEE

I Recommend Accordingly


.....
CHIEF EXECUTIVE OFFICER

12.0 Background

SEQ Catchments (SEQC) has been commissioned by the Queensland Government's Department of Environment and Heritage to prepare a guidance map of South East Queensland, which outlines potential environmental offset sites.

These sites are required to be identified meet the requirements of the proposed Queensland Environmental Offsets Policy.

It is proposed that a response is provided to SEQC in order to proactively outline Council's initial key feedback about the approach used to prepare this draft mapping.

The proposed response to SEQC outlines that:

- Council is willing to provide information on Council controlled land, which may be suitable for environmental offsets;
- the draft mapping must properly take account of the draft New City Plan provisions and relevant work currently being undertaken by the Council of Mayors (SEQ); and
- consultation with the relevant landowner as well as Council will be required.

It is therefore recommended that the Establishment and Coordination Committee approve the attached response to SEQ Catchments as set out in Attachment B, with a copy provided to the Council of Mayors (SEQ).

List of Attachments:

Attachment A: Summary of decision

Attachment B: Response to SEQ Catchments

13.0 Consultation

- Eileen Paterson, Acting Operations Manager, City Planning and Economic Development Branch (21 June 2013)
- John Jordan, Manager, Natural Environment, Water and Sustainability Branch (26 June 2013)
- Shane Hackett, Group Manager – Parks and Natural Resources, Natural Environment, Water and Sustainability Branch (26 June 2013)

All of the above are in agreement with the recommendation.

14.0 Implications of proposal

Nil.

15.0 Commercial in confidence

No.

16.0 Vision/Corporate Plan impact

Nil.

17.0 Customer impact

Nil.

18.0 Environmental impact

Nil.

19.0 Policy impact

Nil.

20.0 Financial impact

Nil.

21.0 Human resource impact

Nil.

22.0 Urgency

Approval is required in order for this matter to be discussed at the Council of Mayors (SEQ) Environment and Sustainability Committee meeting to be held on Friday 26 July 2013.

23.0 Publicity/marketing strategy

Nil.

24.0 Options

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

Option 1 is the preferred option.

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

BCC PUBLIC INFORMATION SCHEME
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary File Number

137/800/1121/888

Related subject matter file

164/105/219/1-02

2.0 Title

Monthly Report - Delegation of Authority to Travel – May 2013

3.0 Issue/purpose

Provision of relevant monthly travel report

4.0 Proponent

Greg Evans, Divisional Manager, Organisational Services Ext 34161

5.0 Submission prepared by

Irene Murphy, Travel Co-ordinator, Support Services Centre, Organisational Services Ext 39159

6.0 Date

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 Recommended for public release

Immediate release

10.0 Recommendation

That the Establishment and Coordination Committee note the information submitted on approved travel for May 2013.

11.0

Divisional Manager

Chairman

I Support/Reject the Recommendation
If Reject – please state reasons

Greg Evans
DIVISIONAL MANAGER
ORGANISATIONAL SERVICES

Councillor Julian Simmonds
CHAIRMAN FINANCE, ECONOMIC
DEVELOPMENT AND ADMINISTRATION
COMMITTEE

Recommend Accordingly
EXECUTIVE OFFICER

APPROVED

22 JUL 2013

Lord Mayor

BCG 10 YEAR RELEASE SCHEME

12.0 Background

In pursuance of the request for information on a monthly basis of travel approved under delegation, reports are enclosed for May, 2013 for each Unit of Administration showing travel actually undertaken during that month.

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

In summary, the position is as follows:

Non-Commercial Operations		
a)	International Travel	
	(i) Number of Bookings	2
	(ii) Airfares	\$3,431.08
b)	Domestic Travel	
	(i) Number of Bookings	31
	(ii) Airfares	\$ 8,143.90
c)	Accommodation and Allowances Costs	\$13,597.34
d)	Registration Fees for Conferences	\$ 9,206.95
e)	Other Costs	\$ 3,222.15
TOTAL		\$37,601.42

It is recommended that the Establishment and Coordination Committee note the information submitted on approved travel for May 2013.

13.0 Consultation

Liaison with Officers undertaking travel and Divisional Travel Officers

14.0 Implications of proposal

Nil

15.0 Commercial in confidence

No

16.0 Vision/Corporate Plan impact

Nil

17.0 Customer impact

Nil

18.0 Environmental impact

Nil

19.0 Policy impact

In line with Council policy

20.0 Financial impact

Expenses incurred through Divisional Travel Votes

21.0 Human resources impact

Not applicable

22.0 Urgency

In the normal course of business

23.0 Publicity/marketing strategy

At the discretion of the Lord Mayor

24.0 Options

Option 1: That E&C note the information submitted on approved Travel for May, 2013.

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.

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/860

Relevant subject matter files

364/46/2-D0173

2.0 Title

Development Review of 8, 20 and 22a Sykes Street, Ascot and 19 Woodbine Street, The Gap

3.0 Issue/purpose

To obtain support from the Establishment & Coordination Committee on the strategy that will be implemented to gain development approval on the above mentioned properties

4.0 Proponent

Greg Evans, Divisional Manager, Organisational Services Ext 34161

5.0 Submission prepared by

Thomas Buntine, Corporate Property Advisor, Asset Optimisation Project, Organisational Services Ext 80443

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C approval

APPROVED

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

No

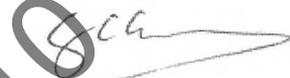
9.0 Recommended for public release

3 November 2013

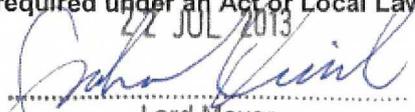
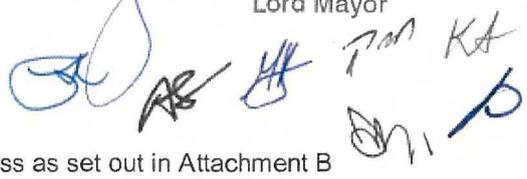
10.0 Recommendation

It is recommended that E&C approve the draft process as set out in Attachment B

11.0 Divisional Manager

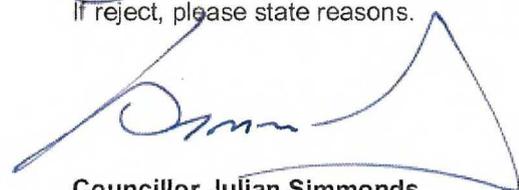


**Greg Evans
DIVISIONAL MANAGER
ORGANISATIONAL SERVICES**

22 JUL 2013

.....
Lord Mayor


Chairman

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



**Councillor Julian Simmonds
CHAIRMAN
FINANCE, ECONOMIC
DEVELOPMENT AND ADMINISTRATION
COMMITTEE**

I Recommend Accordingly


.....
CHIEF EXECUTIVE OFFICER

BCO 10 YEAR PUBLICATION RELEASE SCHEME

12.0 Background

The Asset Optimisation Project (AOP), Organisational Services, conducted an initial review of Council's asset register, identifying potential disposal sites that were surplus to requirements. As part of the review, two reservoirs were identified as being suitable for disposal, Bartley's Hill and The Gap.

The AOP conducted due diligence and internal consultation on the two identified reservoirs, and generally there were no objections raised to the recommended strategy to achieve disposal. This land is zoned CU8 (Community Utility Installation) and is not Council Park. Surplus to the proposed development and QUU reservoir lease areas, approximately 2.1 hectares will remain unused Council land. The proposed development at The Gap also retains 50% of the Woodbine Street frontage, enabling access to the perceived public open space. QUU identified underground water mains at Bartley's Hill and requested a ten metre wide easement to protect this infrastructure. This easement will be registered on title prior to the lands potential sale.

Asset Optimisation is seeking to progress the development of both sites according to the strategy outlined at Attachment B. The anticipated revenue from disposing of both Bartley's Hill and The Gap is expected to total \$5,000,000.

It is recommended that E&C approve the draft process as set out in Attachment B.

13.0 Consultation

Greg Swain, Manager, Corporate Communication, Organisational Services (21 November 2012)
Ian Walker, Project Director, Asset Optimisation, Organisational Services (24 April 2013)

All are in agreement with the recommendation.

Glenn Gomez, Asset Portfolio Manager, Asset Management
Brad Wilson, Group Manager, Natural Environment Water & Sustainability
Lachlan Carkeet, Principal Urban Planner, City Planning & Economic Development
Lorraine Gregory, Manager Healthy and Vibrant Communities, Brisbane Lifestyle
Terry Baker, Senior Land Acquisition & Tenure Officer, City Projects Office
Cyril Godwin, Principal Engineer, Traffic & Transport, Development Assessment
Jenny Rose, Leasing Coordinator, Queensland Urban Utilities
John Winkler, Network Information Officer, Transport Planning and Strategy

All of the above have been consulted.

14.0 Implications of proposal

Nil

15.0 Commercial in confidence

Not applicable

16.0 Vision/Corporate Plan impact

This submission is consistent with a Smart and Prosperous City - Managing Council's finances and assets effectively to provide the best value for money for ratepayers.

17.0 Customer impact

Nil

18.0 Environmental impact

Nil

19.0 Policy impact

Nil

20.0 Financial impact

The costs of implementing the strategy will be approximately \$90,000 and will be funded from existing Budget 9.3.3.1 City Governance.

21.0 Human resource impact

Nil

22.0 Urgency

During the course of normal business.

23.0 Publicity/marketing strategy

Nil

24.0 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 TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/1121/900.

Related subject matter files
165/830/179/84.

2.0 Title

Stores Board Submission – Significant Contracting Plan – Provision of Stormwater Infrastructure Cleaning and CCTV Services.

3.0 Issue/purpose

To seek approval from the Establishment & Coordination Committee of a procurement strategy to establish a Corporate Procurement Arrangement (CPA) in the form of a Panel or Preferred Supplier Arrangement in relation to the Provision of Stormwater Infrastructure Cleaning and CCTV Services.

4.0 Proponent

Colin Jensen, Chief Executive Officer.

5.0 Submission prepared by

Mark Johnston, Acting Corporate Risk Manager, Organisational Services Division.

6.0 Date

22 JUL 2013

7.0 For E&C approval or recommendation to Council

For E&C approval.

APPROVED
[Handwritten signatures and initials]
Lord Mayor
AP MA PM KA

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

Not applicable.

9.0 Recommended for public release

Immediate release.

10.0 Recommendation

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

11.0 Mark Johnston
ACTING CORPORATE RISK MANAGER
ORGANISATIONAL SERVICES

[Handwritten signature of Mark Johnston]

[Handwritten signature of Colin Jensen]

Colin Jensen
CHIEF EXECUTIVE OFFICER

BCC 10 YEAR RELEASE SCHEME

12.0 Background

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 9 July 2013.

The submission is recommended 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
SPO130120-13/14.	Provision of Stormwater Infrastructure Cleaning and CCTV Services.	For E&C approval.

It is recommended that the Establishment and Co-ordination Committee approves the attached submission.

13.0 Consultation

- Executive Manager, Field Services Group
- Stores Board
- Relevant Divisional Officers

All are in agreement with the recommendation.

14.0 Implications of proposal

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

15.0 Commercial in confidence

Not Applicable.

16.0 Vision/Corporate Plan impact

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

17.0 Customer impact

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

18.0 Environmental impact

Tenderers are evaluated in line with Council's policy on the use of environmentally friendly and recycled products. Environmental considerations will be taken into account in the evaluation of tenders where applicable.

19.0 Policy impact

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

20.0 Financial impact

Financial details are included in the Divisional submission.

21.0 Human resource impact

Not Applicable.

22.0 Urgency

As soon as possible.

23.0 Publicity/marketing strategy

As Required.

24.0 Options

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

Option 1 is the preferred option.

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

BCC PUBLICATION SCHEME
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/1121/877.

Related subject matter files
165/210/179/807.

2.0 Title

Stores Board Submission – Significant Contracting Plan - Howard Smith Wharves Revitalisation Project.

3.0 Issue/purpose

To seek approval from the Establishment & Coordination Committee of the attached Significant Contracting Plan in relation to the Howard Smith Wharves Revitalisation Project.

4.0 Proponent

Colin Jensen, Chief Executive Officer.

5.0 Submission prepared by

Mark Johnston, Acting Chief Procurement Officer, Organisational Services.

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C approval.

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

Not applicable.

APPROVED

22 JUL 2013

9.0 Recommended for public release

Immediate release.

[Handwritten signatures and initials]
Lord Mayor

10.0 Recommendation

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

[Handwritten signature: Mark Johnston]
11.0 Mark Johnston
ACTING CHIEF PROCUREMENT OFFICER
ORGANISATIONAL SERVICES

[Handwritten signature: Colin Jensen]
Colin Jensen
CHIEF EXECUTIVE OFFICER

BCG 10 YEAR PUBLIC RELEASE SCHEME

12.0 Background

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 4 June 2013.

The submission is recommended 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
CPO130231-12/13.	Significant Contracting Plan - Howard Smith Wharves Revitalisation Project.	For E&C approval.

It is recommended that the Establishment and Co-ordination Committee approves the attached submission.

13.0 Consultation

- Divisional Manager, Brisbane Infrastructure
- Executive Manager, City Projects Office, Brisbane Infrastructure
- Stores Board
- Relevant Divisional Officers

All are in agreement with the recommendation.

14.0 Implications of proposal

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

15.0 Commercial in confidence

Not Applicable.

16.0 Vision/Corporate Plan impact

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

17.0 Customer impact

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

18.0 Environmental impact

Tenderers are evaluated in line with Council's policy on the use of environmentally friendly and recycled products. Environmental considerations will be taken into account in the evaluation of tenders where applicable.

19.0 Policy impact

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

20.0 Financial impact

Financial details are included in the Divisional submission.

21.0 Human resource impact

Not Applicable.

22.0 Urgency

As soon as possible.

23.0 Publicity/marketing strategy

As Required.

24.0 Options

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

Option 1 is the preferred option.

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

**BCC PUBLICATION SCHEME
10 YEAR RELEASE**

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/912

Related subject matter files

N/A

2.0 Title

Overseas conference attendance – Mr Neil Padley, Executive Manager, Support Services Centre, Organisational Services

3.0 Issue/purpose

To seek approval for Neil Padley to attend the Shared Services and Business Transformation Forum in New Zealand from 23–25 July 2013; and the 16th Annual Asian Shared Services and Outsourcing Week in Singapore from 2–5 September 2013.

4.0 Proponent

Greg Evans, Divisional Manager, Organisational Services Ext 34161

5.0 Submission prepared by

Narelle Stanley, Executive Officer, Organisational Services Ext 35528

6.0 Date

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 of Local Law?

Not applicable

9.0 Recommended for public release

Not for release

10.0 Recommendation

That E&C approve Neil Padley to travel to:

- New Zealand from 23 – 25 July 2013 to attend the Shared Services and Business Transformation Forum at no cost to Council.
- Singapore from 2 – 5 September, 2013 to attend the 16th Annual Asian Shared Services and Outsourcing Week at no cost to Council.

11.0

Divisional Manager

Greg Evans
DIVISIONAL MANAGER
ORGANISATIONAL SERVICES

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

Chairman

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

Councillor Julian Simmonds
CHAIRMAN FINANCE, ECONOMIC
DEVELOPMENT AND ADMINISTRATION
COMMITTEE

APPROVED

22 JUL 2013

Lord Mayor

BCO 10 YEAR PUBLIC RELEASE SCHEME

12.0 Background

Neil Padley has recently been appointed to the role of Executive Manager, Support Services Centre, Organisational Services. Together with Neil's skill set and knowledge to fulfil this role, Neil is also the President of the Australasian Shared Services Association (ASSA) and has been since January 2008.

Prior to accepting his role in Council, Neil had committed to attending two events as President of ASSA. These events are the Shared Services and Business Transformation Forum in New Zealand from 23 – 25 July 2013; and the 16th Annual Asian Shared Services in Singapore from 2 – 5 September, 2013.

The Australasian Shared Services Association (ASSA) is a professional industry membership association committed to representing the collective voice of the shared services profession. ASSA promotes better practice in the shared services profession, together with a broader range of industry and professional development initiatives.

Given Council's Support Services Centre was only established two years ago, it is anticipated that Council will benefit through Neil's involvement with ASSA, particularly in light of cross-industry participation, benchmarking, studies, innovation and governance in both the public and private sectors.

It is therefore recommended that the Establishment & Coordination Committee approve Neil Padley to travel to:

- New Zealand from 23 – 25 July 2013 to attend the Shared Services and Business Transformation Forum at no cost to Council.
- Singapore from 2 – 5 September, 2013 to attend the 16th Annual Asian Shared Services and Outsourcing Week at no cost to Council.

13.0 Consultation

Greg Swain, Communication Manager, Corporate Communication Organisational Services
(18 July 2013)

Colin Jensen, Chief Executive Officer
(17 July 2013)

All are in agreement with the recommendation.

14.0 Implications of proposal

Attendance at the two conferences will provide Council with valuable insights into the future directions of Shared Services in both the public and private sectors.

15.0 Commercial in confidence

No

16.0 Vision/Corporate Plan impact

Attending these events will contribute to the following aspects of Council's Vision 2026 and Corporate Plan:

Service 8.6.2.1 – Support Services is to be a valued partner, efficiently providing essential support services by:

- Continuing to provide essential value to its customers
- Focusing on the standardisation and simplification of services
- Continuing to reduce the overall cost of providing support services
- Using benchmarking and measurement to drive strategy
- Continuing to deliver quick wins and long term benefits to its customers
- Actively promoting a culture of continuous improvement.

17.0 Customer impact

Nil

18.0 Environmental impact

Nil

19.0 Policy impact

Nil

20.0 Financial impact

Nil. All costs for attendance, airfares and accommodation are to be borne by the Australasian Shared Services Association (ASSA) at which Neil holds the position of President.

21.0 Human resource impact

Nil

22.0 Urgency

The first conference is scheduled for 23 – 25 July 2013.

23.0 Publicity/marketing strategy

Not applicable.

24.0 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
CONFIDENTIAL

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/

Related subject matter files
N/A

2.0 Title
Termination of Executive Service Contract

3.0 Issue/purpose
To seek E&C approval to terminate the Executive Service Contract of Employment of redacted, Chief Information Officer, Information Services, Organisational Services from 9 August 2013.

4.0 Proponent
Colin Jensen, Chief Executive Officer

5.0 Submission prepared by
Ainsley Gold, Executive Officer to the CEO, OLMCEO, x34795

6.0 Date

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

9.0 Recommended for public release
Not for Release.

10.0 Recommendation
It is recommended that E&C approve the termination of the Executive Service Contract of Employment for redacted, Chief Information Officer, Information Services, Organisational Services from 9 August 2013.

11.0



Colin Jensen
CHIEF EXECUTIVE OFFICER

APPROVED
22 JUL 2013
Lord Mayor


BCC 10 YEAR RELEASE SCHEME

12.0 Background

It is proposed to terminate the Executive Service Contract of Employment of [redacted], Chief Information Officer, Information Services, Organisational Services from 9 August 2013.

13.0 Consultation

Not applicable.

14.0 Implications of proposal

Not applicable.

15.0 Commercial in confidence

No

16.0 Vision/Corporate Plan impact

Not applicable.

17.0 Customer impact

Not applicable.

18.0 Environmental impact

Not applicable.

19.0 Policy impact

Not applicable.

20.0 Financial impact

Termination costs are provided in the current year budget.

21.0 Human resource impact

Not applicable.

22.0 Urgency

Approval is required in the normal course of business.

23.0 Publicity/marketing strategy

At the discretion of the Lord Mayor.

24.0 Options

- Option 1: Approve the recommendation
- Option 2: Not approve the recommendation.
- Option 3: Vary 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.

E&C FORMAL SUBMISSIONS RESULTS 29 JULY 2013

SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	RECOMMENDATION FOR PUBLIC RELEASE
29/07-01 M	137/800/1121/896	Brisbane Infrastructure	Brisbane City Council Response to Phase 2 of the High Speed Rail Feasibility Study	Approved	Not for release
29/07-02 R	152/160/516/322	CPAS	Lower Oxley Creek South Neighbourhood Plan	Approved	Not applicable
29/07-03 M	137/800/1121/901 173/315/33/106	OLMCEO	Stores Board Submission – Bands in Parks	Approved	Immediate release
29/07-04 R	155/455/468/15	Brisbane Lifestyle	<i>Advertisements Amending Local Law 2013 and Advertisements Amending Subordinate Local Law 2013</i>	Approved	Not applicable
29/07-05 M	137/800/1121/824 165/210/179/764	OLMCEO	Stores Board Submission – Significant Contracting Plan – Illuminated Advertising Street Name Sign Scheme	Approved	Immediate release
29/07-06 R	152/160/1007/79	CPAS	Amendments to Area Classifications and Demolition Control Precincts in the <i>Brisbane City Plan 2000</i>	Approved	Not applicable
29/07-07 M	137/800/1121/889	OLMCEO	Council Funded Mobile Telephones for Executives	Approved	Not for release
29/07-08 M	137/800/1121	OLMCEO	WALK IN – Executive Contract Renewal – Andrew MacLeod	Approved	Not for release

Present: Lord Mayor Graham Quirk, A Schrunner, K Adams, M Bourke, A Cooper, D McLachlan, P Matic & J Simmonds.

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.

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/896

Relevant subject matter files

Not applicable

2.0 Title

Brisbane City Council Response to Phase 2 of the High Speed Rail Feasibility Study

3.0 Issue/purpose

To seek E&C approval to provide feedback on the Phase 2 Report on High Speed Rail Feasibility Study commissioned by the Australian Government

4.0 Proponent

Scott Stewart, Divisional Manager, Brisbane Infrastructure

5.0 Submission prepared by

Brendan O'Keeffe, Principal Engineer, Policy and Strategy, Transport Planning and Strategy Branch

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C approval

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

Not applicable

APPROVED

9.0 Recommended for public release

Not for release

29 JUL 2013

Lord Mayor

10.0 Recommendation

It is recommended that E&C approve Council's response to the Phase 2 Report on High Speed Rail Feasibility Study to the Australian Government Department of Infrastructure and Transport as set out in Attachment B.

11.0

Divisional Manager

Chairman

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

Scott Stewart
DIVISIONAL MANAGER
BRISBANE INFRASTRUCTURE

Councillor Adrian Schrinner
CHAIRMAN
INFRASTRUCTURE COMMITTEE

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

12.0 Background

In August 2010, the Australian Government committed to a strategic study on the implementation of high speed rail on the east coast of Australia.

Following the release of the Phase 2 Report of the High Speed Rail Feasibility Study in April 2013, the Australian Government Minister for Infrastructure and Transport called for submissions from interested parties.

The scope of the proposal includes a high speed rail link between Melbourne, Sydney and Brisbane with spur connections to Canberra and the Gold Coast to be completed in a number of stages. The Brisbane to Gold Coast section would be operational by 2051, but Brisbane would not be connected to the interstate network until 2058.

Although the timeframes for the construction and completion stages are beyond many of Council's forward planning agendas, there are fundamental issues that need to be stated to the Australian Government at this early stage of planning.

Although Council supports the intent of the report in terms of meeting future economic, infrastructure and urban development goals, there are major concerns with the proposed alignment crossing sensitive natural environmental areas and land highly constrained by contamination and flooding, as well as impacts of the project on urban areas.

It is recommended that E&C approve Council's response to the Phase 2 Report on High Speed Rail Feasibility Study to the Australian Government Department of Infrastructure and Transport as set out in Attachment B.

13.0 Consultation

- Councillor Peter Matic, Chairman Public and Active Transport Committee
- Councillor Amanda Cooper, Chairman Neighbourhood Planning and Development Assessment Committee
- Councillor Matthew Bourke, Chairman Environment Parks and Sustainability Committee
- Vicki Pethybridge, Divisional Manager, City Planning and Strategy
- Lorraine Gregory, Manager Healthy and Vibrant Communities

All are in agreement with the recommendation.

14.0 Implications of proposal

The submission ensures that Council's concerns on the impacts of the alignment are stated to the Australian Government Minister for Infrastructure and Transport prior to any further investigation work being undertaken by the Australian Government Department of Infrastructure and Transport.

15.0 Commercial in confidence

No

16.0 Vision/Corporate Plan impact

Nil

17.0 Customer impact

Nil

18.0 Environmental impact

Nil

19.0 Policy impact

The content of the formal response is in accordance with Council policies covering:

- Transport planning and strategy

- The draft City Plan
- Neighbourhood plans
- Economic development
- Natural environment, water and sustainability
- Community impacts

20.0 Financial impact

Nil

21.0 Human resource impact

Nil

22.0 Urgency

The Australian Government Minister for Infrastructure and Transport has requested submissions by 30 June 2013. However Council has requested an extension to the end of July due to the extensive time required to assess all implications. The Australian Government Department of Infrastructure and Transport has advised that this does not preclude Council's submission from being considered.

23.0 Publicity/marketing strategy

Nil

24.0 Options

Option 1: Approve the recommendation

Option 2: Not approve the recommendation

Option 3: Amend 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 PUBLIC INFORMATION SCHEME
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/1121/901.

Related subject matter files
173/315/33/106.

2.0 Title
Stores Board Submission – Bands In Parks.

3.0 Issue/purpose
To seek approval from the Establishment & Coordination Committee to directly enter into a contract with Brisbane Metropolitan Bands Committee Incorporated to deliver the Bands In Parks Program.

4.0 Proponent
Colin Jensen, Chief Executive Officer.

5.0 Submission prepared by
Mark Johnston, Acting Chief Procurement Officer, Organisational Services.

6.0 Date

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

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

9.0 Recommended for public release
Immediate release.

10.0 Recommendation
That the Establishment and Co-ordination Committee approves the attached submission.

11.0 Mark Johnston
ACTING CHIEF PROCUREMENT OFFICER
ORGANISATIONAL SERVICES

Colin Jensen
CHIEF EXECUTIVE OFFICER

BCCO 10 YEAR RELEASE SCHEME
CONFIDENTIAL
APPROVED
29 JUL 2013
Lord Mayor
AS JB PM KA
p

12.0 Background

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 16 July 2013.

The submission is recommended 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
BL140006-13/14	Bands In Parks.	For E&C approval.

It is recommended that the Establishment and Co-ordination Committee approves the attached submission.

13.0 Consultation

- Divisional Manager, Brisbane Lifestyle
- Stores Board
- Relevant Divisional Officers

All are in agreement with the recommendation.

14.0 Implications of proposal

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

15.0 Commercial in confidence

Not applicable.

16.0 Vision/Corporate Plan impact

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

17.0 Customer impact

The submission covers the carrying out of services to meet Council approved programs.

18.0 Environmental impact

Not applicable.

19.0 Policy impact

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

20.0 Financial impact

Financial details are included in the Divisional submission.

21.0 Human resource impact

Not applicable.

22.0 Urgency

As soon as possible.

23.0 Publicity/marketing strategy

As required.

24.0 Options

Option 1: Approve the recommendation.

Option 2: Amend the recommendation.

Option 3: Not approve the recommendation.

Option 1 is the preferred option.

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

BCC PUBLICATION SCHEME
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/1121/824.

Related subject matter files
165/210/179/764.

2.0 Title

Stores Board Submission – Significant Contracting Plan - Illuminated Advertising Street Name Sign Scheme.

3.0 Issue/purpose

To seek approval from the Establishment & Coordination Committee of a Significant Contracting Plan in relation to the Financing, Installation, Operation and Maintenance of an Illuminated Advertising Street Name Sign Scheme for Brisbane City Council.

4.0 Proponent

Colin Jensen, Chief Executive Officer.

5.0 Submission prepared by

Mark Johnston, Acting Corporate Risk Manager, Organisational Services.

6.0 Date

7.0 For E&C approval or recommendation to Council

For E&C approval.

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

Not applicable.

9.0 Recommended for public release

Immediate release.

10.0 Recommendation

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

APPROVED

29 JUL 2013

[Handwritten signatures and initials]
Lord Mayor

[Handwritten signature: Mark Johnston]

[Handwritten signature: Colin Jensen]

**11.0 Mark Johnston
ACTING CORPORATE RISK MANAGER
ORGANISATIONAL SERVICES**

**Colin Jensen
CHIEF EXECUTIVE OFFICER**

BCC 10 YEAR RELEASE SCHEME

12.0 Background

The Chief Executive Officer and the Stores Board considered the attached scheduled submission on 23 July 2013.

The submission is recommended 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
BI130206-12/13.	Illuminated Advertising Street Name Sign Scheme.	For E&C approval.

It is recommended that the E&C approves the attached submission.

13.0 Consultation

- Divisional Manager, Brisbane Infrastructure
- Stores Board
- Relevant Divisional Officers

All are in agreement with the recommendation.

14.0 Implications of proposal

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

15.0 Commercial in confidence

Not applicable.

16.0 Vision/Corporate Plan impact

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

17.0 Customer impact

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

18.0 Environmental impact

Tenderers are evaluated in line with Council's policy on the use of environmentally friendly and recycled products. Environmental considerations will be taken into account in the evaluation of tenders where applicable.

19.0 Policy impact

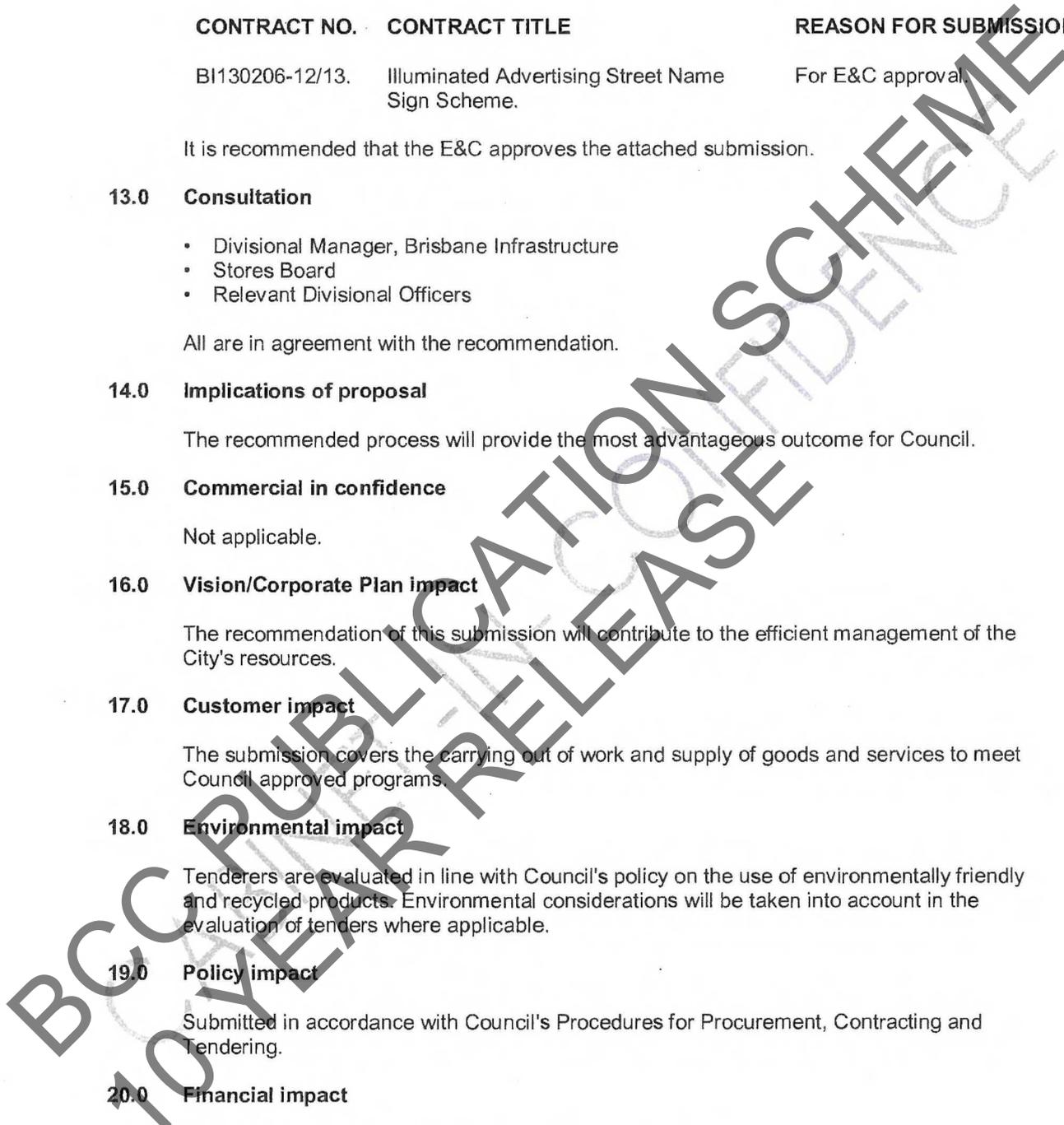
Submitted in accordance with Council's Procedures for Procurement, Contracting and Tendering.

20.0 Financial impact

Financial details are included in the Divisional submission.

21.0 Human resource impact

Not applicable



22.0 Urgency

As soon as possible.

23.0 Publicity/marketing strategy

As Required.

24.0 Options

Option 1: Approve the recommendation.

Option 2: Amend the recommendation.

Option 3: Not approve the recommendation.

Option 1 is the preferred option.

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

**BCC PUBLICATION SCHEME
10 YEAR RELEASE**

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/889

Relevant subject matter files

N/A

2.0 Title

Council Funded Mobile Telephones for Executives

3.0 Issue/purpose

To compensate Executives for the removal of Council funded mobile phones.

4.0 Proponent

Peter Rule, Executive Manager, Office of the Chief Executive, ext 34151

5.0 Submission prepared by

Melissa Botha, A/Executive Services Coordinator, ext 83659

6.0 Date

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 Recommended for public release

Not for release

10.0 Recommendation

It is recommended that E&C approve an amount of \$1,500, in addition to the outcome of the 2012/13FY market review, from 1 July 2013, as compensation for the removal of Council funded mobile phones

11.0

Executive Manager



**Peter Rule
EXECUTIVE MANAGER
OFFICE OF THE LORD MAYOR AND CHIEF EXECUTIVE**

Chairman

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



**Julian Simmonds
CHAIRMAN, FINANCE, ECONOMIC
DEVELOPMENT AND ADMINISTRATION
COMMITTEE**

I Recommend Accordingly


.....
CHIEF EXECUTIVE OFFICER73

APPROVED

29 JUL 2013

Lord Mayor



BCG 10 YEAR RELEASE SCHEME CONFIDENCE

12.0 Background

On Monday 1 July 2013 E&C considered and approved a market review increase for council executives and awarded an increase of 2% to total fixed remuneration for each executive, with a .25% Superannuation Guarantee Charge to be absorbed by each executive within that 2% increase.

Concurrent with this arrangement, the Chief Executive Officer (CEO) has been administering a change in the arrangements for executives for Council funded mobile phones, occasioned by the need to turn off the Blackberry Server and to replace Council funded BlackBerrys with a substitute smart phone.

Executives have expressed significant difference in preference for a replacement phone and the CEO has been progressing this matter on the basis that executives should now have the opportunity to 'bring their own device' and had intended that executives fund the purchase of that device from their market review outcome for 2012/13 FY with executives offsetting the cost to them as a business expense in their annual tax return.

The concept of 'bring your own device' is still supported, however it is now proposed that executives will receive compensation for the loss of their Council funded mobile phones of \$1,500 to be added to the fixed remuneration of all executives.

It is recommended that E&C approve an amount of \$1,500, in addition to the outcome of the 2012/13FY market review, from 1 July 2013, as compensation for the removal of Council funded mobile phones.

13.0 Consultation

- Colin Jensen, Chief Executive Officer

14.0 Implications of proposal

N/A

15.0 Commercial in confidence

No

16.0 Vision/Corporate Plan impact

N/A

17.0 Customer impact

N/A

18.0 Environmental impact

N/A

19.0 Policy impact

N/A

20.0 Financial impact

The cost of this proposal is \$259,500.00 for 173 executives. Costs are to be absorbed by divisions.

21.0 Human resource impact

N/A

22.0 Urgency

Course of normal business

23.0 Publicity/marketing strategy

At discretion of Lord Mayor

24.0 Options

Option 1: Approve the recommendation

Option 2: Vary the recommendation

Option 3: Not approve the recommendation

Option 1 is the preferred option.

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

**BCC PUBLICICATION SCHEME
10 YEAR RELEASE**

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number
137/800/1121/

Relevant subject matter files
99-49648(A1)

2.0 Title

Renewal of Executive Services Contract – Andrew MacLeod, Chief Internal Auditor

3.0 Issue/purpose

To approve the renewal of Executive Services Contract for Andrew MacLeod

4.0 Proponent

Colin Jensen, Chief Executive Officer

5.0 Submission prepared by

Peter Rule, Executive Manager, Office of the Chief Executive, ext 34151

6.0 Date

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 Recommended for public release

Not for release

10.0 Recommendation

It is recommended that E&C approve the renewal of, Executive Services Contract of Andrew MacLeod, Chief Internal Auditor for a period of two (2) years.

11.0


Colin Jensen
CHIEF EXECUTIVE OFFICER

APPROVED

29 JUL 2013

Lord Mayor



BCC 10 YEAR RELEASE SCHEME EVIDENCE

12.0 Background

Andrew MacLeod, Chief Internal Auditor's Executive Services Contract of employment is due to expire on 1 November 2013.

Andrew manages the Assurance, Ethical Standards and Security Branch ("the Branch") which incorporates the responsibilities of audit and assurance services, ethical standards and corporate security. During this period of Andrew's contract the Branch has performed relatively well, with notable outcomes being unqualified audit reports from the Queensland Audit Office (QAO), a strong dependence by QAO on the outputs of assurance services and the completion to the satisfaction of Council's Audit Committee of Annual Audit Plans.

Recently, the Branch has undergone a five (5) yearly external Audit Quality Assessment by the Institute of Internal Auditors Australia. The outcome of that assessment was:

- Assurance Services provides a high level of assurance over governance, risk management and control processes" – rating **GOLD**;
- There is an opportunity for Assurance Services to provide greater focus on matters of organisational efficiency, effectiveness and economy' – rating **SILVER**.

Andrew is also a member of a number of international audit standards bodies which allow him to remain current with international trends in audit practice.

However, recent comments by the Council Audit Committee have indicated that although they are satisfied with the general level of performance of the Branch, they believe that the Branch could contribute more significantly to the 'business improvement' agenda of Council than it is doing at this time. When this was raised with Andrew recently he has moved quickly and has responded to reorganising his Branch's focus to those outcomes.

Independent members of Council's Audit Committee have recently discussed the attributes of a strong Chief Internal Auditor. Andrew appears to have many of those attributes, particularly experience and involvement in the audit industry nationally and internationally but, indicate that he has deficiencies in his presentation style, influence with senior management and his ability to take a strategic view of internal audit planning. Improvement could be achieved if a stronger organisational performance focus was adopted in relation to Andrew through his annual executive performance plans.

Given the results of the Assurance Services Audit, the generally favourable comments of the Queensland Audit Office concerning the reliance they place on the work of the Branch and that the Annual Assurance Services Plan has been implemented on time and budget, the branch is functioning well, but could contribute more if it were led more strategically.

Consultation has occurred with external members of the Council Audit Committee, and members of the EMT Audit Sub-Committee who concur that a two (2) year renewal would see Andrew being given 18 months to improve his general leadership of the branch and its strategic orientation with contract renewal considerations commencing in eighteen months.

It is recommended that E&C approve the renewal of the Executive Services Contract of Andrew MacLeod, Chief Internal Auditor for a period of two (2) years.

13.0 Consultation

- Mitchel Petrie, KPMG, external Member Council Audit Committee
- Peter Rule, Executive Manager, Office of the Chief Executive
- Greg Evans, Divisional Manager, Organisational Services, member of EMT Audit Sub-Committee.

All are in agreement with the recommendation.

14.0 Implications of proposal

N/A

15.0 Commercial in confidence

N/A

16.0 Vision/Corporate Plan impact

N/A

17.0 Customer impact

N/A

18.0 Environmental impact

N/A

19.0 Policy impact

N/A

20.0 Financial impact

N/A

21.0 Human resource impact

N/A

22.0 Urgency

N/A

23.0 Publicity/marketing strategy

N/A

24.0 Options

- Option 1: Approve the Recommendation*
- Option 2: Vary the recommendation*
- Option 3: Not Approve the recommendation*

Option 1 is the preferred option.

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

**BCC PUBLICATION SCHEME
10 YEAR RELEASE**

E&C FORMAL SUBMISSIONS RESULTS 30 JULY 2013

SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	RECOMMENDATION FOR PUBLIC RELEASE
30/07-01 M	137/800/1121/909	OLMCEO	Appointment of members of the Brisbane City Council – Councillor Remuneration Tribunal	Approved	Not for release

Present: Lord Mayor Graham Quirk, A Schrunner, K Adams, M Bourke, A Cooper, D McLachlan, P Matic & J Simmonds.

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

BCC PUBLIC INFORMATION SCHEME
 10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 Primary file number

137/800/1121/909

Relevant subject matter files

164/285/194/21

2.0 Title

Appointment of members of the Brisbane City Council – Councillor Remuneration Tribunal

3.0 Issue/purpose

To appoint members of the Brisbane City Council – Councillor Remuneration Tribunal and approve their fees.

4.0 Proponent

Peter Rule, Executive Manager, Office of the Chief Executive, ext. 34151

5.0 Submission prepared by

Melissa Botha, A/Executive Services Co-ordinator, Office of the Chief Executive, ext. 83659

6.0 Date

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

9.0 Recommended for public release

Immediate Release

10.0 Recommendation

It is recommended that Council:

- (a) Appoint Mr Bruce Wilson, Mr Don Brown and Ms Sally Pitkin as members of the Councillor Remuneration Tribunal; and
- (b) Remunerate each member with a flat fee of redacted

11.0 Executive Manager

Chairman

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

**Peter Rule
EXECUTIVE MANAGER**

**Julian Simmonds
CHAIRMAN, FINANCE, ECONOMIC DEVELOPMENT AND
ADMINISTRATION COMMITTEE**

APPROVED

30 JUL 2013

Lord Mayor

BCC 10 YEAR RELEASE SCHEME

12.0 Background

Up until 30 June 2013, remuneration arrangements for Brisbane City councillors has been linked to the remuneration outcomes for Members of the Federal House of Representatives and the remuneration paid to State Members of the Legislative Assembly (MLA). Brisbane City Councillor remuneration flowed as a consequence of awards made to State MLAs.

Council will break this nexus between councillor remuneration and parliamentary salaries by rescinding the existing councillor remuneration policy framework from 30 June 2013 and establishing in its place a Brisbane City Council – Councillor Remuneration Tribunal (the Tribunal).

It is intended that the Tribunal will be comprised of three members who will determine councillor remuneration in accordance with a Terms of Reference for the Tribunal, approved by Council. In consultation with the Leader of the Opposition, membership of the Tribunal has been considered. The following members are proposed:

- Member – Mr Bruce Wilson:
- Member – Mr Don Brown:
- Member – Ms Sally Pitkin

Background information and qualification details of each Tribunal member is set out in Attachment B.

The Tribunal will act in accordance with the Terms of Reference approved by Council.

Each Tribunal member will receive a flat fee of redacted.

Recommendation

It is recommended that Council:

- (c) Appoint Mr Bruce Wilson, Mr Don Brown and Ms Sally Pitkin as members of the Councillor Remuneration Tribunal; and
- (d) Remunerate each member with a flat fee of redacted.

13.0 Consultation

- Councillor Milton Dick, Leader of the Opposition
- Colin Jensen Chief Executive Officer
- David Askern, Chief Legal Counsel

All are in agreement with the recommendation.

14.0 Implications of proposal

These appointments will ensure that councillor remuneration is set by an independent Tribunal and will break the nexus between councillor remuneration and Federal and State Parliamentary Remuneration arrangements.

15.0 Commercial in confidence

No

16.0 Vision/Corporate Plan impact

N/A

17.0 Customer impact

N/A

18.0 Environmental impact

N/A

19.0 Policy impact

N/A

20.0 Financial impact

N/A

21.0 Human resource impact

N/A

22.0 Urgency

Urgent

23.0 Publicity/marketing strategy

Nil

24.0 Options

Option 1: Approve the recommendation

Option 2: Vary the recommendation

Option 3: Not approve the recommendation

Option 1 is the preferred option.

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

BCC PUBLICATION SCHEME
10 YEAR RELEASE