



ESTABLISHMENT AND COORDINATION COMMITTEE

MEETING HELD ON MONDAY 07 FEBRUARY 2011
AT 9.30 AM

COMMITTEE MEMBERS PRESENT:

Lord Mayor Campbell Newman, Deputy Mayor G Quirk, Councillors A Cooper, G Knapp, P Matic, D McLachlan, A Schrinner & M de Wit.

OTHER ATTENDEES:

Councillor K Adams, Chairman of Council, Cris Anstey, Lord Mayor's Chief of Staff, Michael Corkill, Lord Mayor's Deputy Chief of Staff & Colin Jensen, Chief Executive Officer.

APOLOGIES: Nil

Minutes:

E&C adopted the minutes from the meeting of Monday 31 January 2011.

1. General Business

1. E&C noted the briefing note regarding CBD cleanliness.
2. E&C noted the briefing note in relation to the K9 Capers events scheduled for 2011.
3. E&C noted the briefing note regarding Council's Service Tracker research survey.
4. E&C noted the postponement of the Your Voice employee survey.
5. E&C noted the summary of the December 2010 Corporate Risk Profile Report.
6. E&C noted the State of the CBD and Fortitude Valley Place Management Update No.3. E&C discussed the cleanliness of the Fortitude Valley, particularly the various laneways.
ACTION: Vicki Pethybridge to increase litter enforcement in the Valley.
7. E&C discussed the continuing flood cleanup, particularly in relation to creeks.
ACTION: CEO to work with Councillor Matic to ensure that arrangements with the Department of Environment and Resource Management for the clean up of Oxley Creek et al are progressed urgently.
8. E&C discussed the Queensland Government's Commission of Inquiry in relation to the flood, which will commence this Thursday. It was noted that an instructing solicitor to represent Brisbane City Council at the Inquiry has not yet been appointed.
ACTION: David Askern to prepare an E&C submission regarding the legal representation for Brisbane City Council at the Commission of Inquiry.
9. E&C discussed the briefing of Councillors on the flood recovery process.
ACTION: CEO to advise EMT that the Ward Recovery Sub-Committee will coordinate all briefings of Councillors.
10. E&C discussed the delivery of footpaths and reiterated the need to ensure that the program is completed by the end of June 2011.

ACTION: Geoff Beck to ensure the footpath program is delivered as scheduled.

11. E&C noted the Contact Centre Weekly Report.

2. Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 07 February 2011.

3. Establishment and Coordination Committee Strategy Results

Please refer to the Establishment and Coordination Committee Strategy Results document for the meeting dated 07 February 2011.


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Chief Executive Officer

BCC PUBLICATION SCHEME
4 YEAR RELEASE



ESTABLISHMENT AND COORDINATION COMMITTEE

MEETING HELD ON MONDAY 14 FEBRUARY 2011
AT 9.30 AM

COMMITTEE MEMBERS PRESENT:

Lord Mayor Campbell Newman, Councillors A Cooper, G Knapp, P Matic, D McLachlan, A Schinner, M de Wit & M Bourke.

OTHER ATTENDEES:

Councillor K Adams, Chairman of Council, Cris Anstey, Lord Mayor's Chief of Staff, Michael Corkill, Lord Mayor's Deputy Chief of Staff & Colin Jensen, Chief Executive Officer.

APOLOGIES:

Deputy Mayor, Councillor G Quirk.

Minutes:

E&C adopted the minutes from Monday 7 February 2011.

1. General Business

1. E&C noted the update regarding the City Hall Restoration Project.
2. E&C noted the State of the CBD and Fortitude Valley Place Management Update No.4.
3. E&C discussed the Contact Centre Report. E&C noted that performance appears to be consistently poorer on Saturdays compared to other days. E&C also noted that the Contact Centre had not been advised of a further call for volunteers to assist in the flood cleanup, resulting in an increase in service times.

ACTION: Paul Salvati to investigate the performance on Saturdays with a view to further improving performance.

4. E&C discussed yesterday's CityCat launch and the partial resumption of services this morning. E&C expressed their appreciation to all who made this possible.

ACTION: Barry Broe to pass on E&C's appreciation to those who ensured that the CityCat services could partially recommence today.

2. Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 14 February 2011.

3. Establishment and Coordination Committee Strategy Results

Please refer to the Establishment and Coordination Committee Strategy Results document for the meeting dated 14 February 2011.


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Chief Executive Officer



ESTABLISHMENT AND COORDINATION COMMITTEE

MEETING HELD ON MONDAY 21 FEBRUARY 2011
AT 9.30 AM

COMMITTEE MEMBERS PRESENT:

Lord Mayor Campbell Newman, Deputy Mayor G Quirk, Councillors A Cooper, G Knapp, P Matic, D McLachlan, A Schrinner & M de Wit.

OTHER ATTENDEES:

Councillor K Adams, Chairman of Council, Cris Anstey, Lord Mayor's Chief of Staff, Michael Corkill, Lord Mayor's Deputy Chief of Staff & Colin Jensen, Chief Executive Officer.

APOLOGIES: Nil.

Minutes:

E&C adopted the minutes from Monday 14 February 2011.

1. General Business

1. E&C noted the Contact Centre Monthly Report – Top 100.
2. E&C noted the State of the CBD and Fortitude Valley Place Management Update No.5.
3. E&C noted the letter from Jude Munro AO, Chairman, Queensland Urban Utilities re the Internal Report on the Impact, Response and Recovery to the floods affecting the service territories of Queensland Urban Utilities.

4. E&C discussed the Trilogy Site. The site hoardings are no longer secure and need to be repaired.

ACTION: Brett Turville to commence enforcement proceedings against the Trilogy Site, given their lack of response in fixing their hoardings.

5. E&C discussed the Bridge Street Community Garden. E&C decided that Community Gardens may now be built in water way corridors, provided no substantial structures or impediments to water flow are built.

ACTION: Councillor Matic to write to all concerned notifying that the Bridge Street Community Garden will not be renewed beyond the initial 12 month term.

6. E&C discussed New Farm Park and Blue Sky's lease of "the Summerhouse" kiosk. A formal submission regarding the termination of the lease will be provided for E&C's consideration at the next meeting.

ACTION: Mark Mazukiewicz to prepare an E&C Submission in regards to the termination of the lease to Blue Sky at New Farm Park.

7. E&C discussed the Ward Recovery Sub-Committee and the quality of written responses to Councillors on matters they have raised. An example was raised in which a recent reply to a request for the desilting of drains stated that it would (only) be done by September.

ACTION: CEO to discuss the quality of correspondence with EMT.

8. E&C discussed the eradication of weeds on Council land. Letters are being sent to residents when, apparently, Council is not keeping our reserves as clean as desired.

ACTION: Councillor Matic (in discussion with Councillors de Wit, Knapp and McLachlan) to consider appropriate actions to improve Council's response to the eradication of weeds and communication with residents.

2. Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 21 February 2011.

3. Establishment and Coordination Strategy Results

Please refer to the Establishment and Coordination Committee Strategy Results document for the meeting dated 21 February 2011.



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Chief Executive Officer

BCC PUBLIC INFORMATION SCHEME
4 YEAR RELEASE



ESTABLISHMENT AND COORDINATION COMMITTEE

MEETING HELD ON MONDAY 28 FEBRUARY 2011
AT 9.30 AM

COMMITTEE MEMBERS PRESENT:

Lord Mayor Campbell Newman, Deputy Mayor G Quirk, Councillors A Cooper, G Knapp, P Matic, D McLachlan, A Schrinner & M de Wit.

OTHER ATTENDEES:

Councillor K Adams, Chairman of Council, Cris Anstey, Lord Mayor's Chief of Staff, Michael Corkill, Lord Mayor's Deputy Chief of Staff & Colin Jensen, Chief Executive Officer.

APOLOGIES:

Nil.

Minutes:

E&C adopted the minutes from Monday 14 February 2011.

Material Personal Interests / Conflict of Interests to declare:

MPI/COI	Cr	Formal submission/subject of discussion	Nature of interest	Cr left meeting?	How Cr voted (if stayed)?	How meeting voted?	Rec to Council
MPI	Several	Submission - Contracts and Tendering - Report to Council of Contracts accepted by Delegates December 2010	General discussion on whether a mortgage/s with CBA was a COI or MCI was held and deemed not a conflict of interest or a material personal interest, as the decisions on tenders had already been made and the paper was for noting only.	N/A	N/A	N/A	N/A
COI	Councillor McLachlan	Submission - Contracts and Tendering - Report to Council of Contracts accepted by Delegates December 2010.	Cr McLachlan left the room for this discussion due to a relative working for ecoFund, and the possibility for a conflict of interest to be perceived.	Yes	N/A	A	Y
COI	Councillor McLachlan	Submission - Termination of current month to month occupancy of Blue Sky Pty Ltd in New Farm Park - ex Summerhouse Kiosk	Cr McLachlan noted that he has previous personal commercial arrangements with one of the parties.	Yes	N/A	A	N
COI	Councillor Cooper	Beckett Road Widening, Bridgeman Downs	Cr Cooper noted that she lives near the Beckett Rd project.	Yes	N/A	A	Y

1. General Business

1. E&C noted the Contact Centre weekly report.
2. E&C noted the briefing note in regards to additional measures instigated by Brisbane Transport to address early running of buses.
3. E&C noted the update in regards to the Transport, Access, Parking and Servicing Planning Scheme Policy and Car Parking Rate Review.
4. E&C noted the Audit Committee minutes from the meetings of 6 May, 27 May, 5 August, 26 August and 18 November 2010.
5. E&C discussed the State of the CBD and Fortitude Valley Place Management Update No.6. E&C noted that the upper side of the new King George Square planter boxes needs an edge to prevent runoff washing into the gardens. E&C noted that the health of the recently transplanted trees is being monitored daily. E&C discussed the need to increase our enforcement activities in the Fortitude Valley.
ACTION: Vicki Pethybridge to increase enforcement activities in the Fortitude Valley.
6. E&C noted the Queensland Urban Utilities Quarterly Report from the quarter ending December 2010.
7. E&C discussed the need for the Lord Mayor and Chairmen to be in attendance at the Flood Relief staff thank-you functions.
8. E&C discussed the Floating River Walk. There have been some approaches by the private sector to design, build, operate and maintain the structure for an annual 'shadow toll'. Council will first consider design options before considering whether to pursue such financing options in the market.

2. Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 28 February 2011.

3. Establishment and Coordination Strategy Results

Please refer to the Establishment and Coordination Committee Strategy Results document for the meeting dated 28 February 2011.


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Chief Executive Officer