



**ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES**

**MEETING HELD ON THURSDAY 17 MAY 2012 AT 10.15 AM**

**COMMITTEE MEMBERS PRESENT:**

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

**OTHER ATTENDEES:**

Councillor M de Wit, Chairman of Council, Cris Anstey, Lord Mayor's Chief of Staff, Greg Bowden, Director of Strategy, Communications and Business & Colin Jensen, Chief Executive Officer.

**Minutes:**

E&C adopted the minutes from Monday, 23 April 2012.

**Material Personal Interests / Conflict of Interests to declare:**


Nil

**General Business**

Nil

**1. Establishment and Coordination Committee Submission Results**

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 17 May 2012.

  
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**Chief Executive Officer**

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## ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES

MEETING HELD ON MONDAY 21 MAY 2012 AT 9.30 AM

### COMMITTEE MEMBERS PRESENT:

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

### OTHER ATTENDEES:

Councillor M de Wit, Chairman of Council, Cris Anstey, Lord Mayor's Chief of Staff, Greg Bowden, Director of Strategy, Communications and Business & Colin Jensen, Chief Executive Officer.

### Minutes:

E&C adopted the minutes from Thursday 17 May 2012.

### Material Personal Interests / Conflict of Interests to declare:

Nil

### General Business

1. E&C noted the memorandum in relation to the Contact Centre Monthly Report – Top 100.
2. The memorandum in relation to the National Emergency Medal was withdrawn due to the information being out of date.
3. E&C noted the memorandum in relation to the Update on Progress of Actions from the Windows of Opportunity Report.

**ACTION: Greg Evans to ensure that budget papers are to clearly identify progress on these actions.**

4. E&C noted the memorandum in relation to the Gas Cylinder Incident at Virginia Bus Depot – Update 8.

5. E&C discussed AirportLink and repairs to Council road pavements.

**ACTION: Geoff Beck to negotiate with City North Infrastructure.**

6. E&C discussed out-of-hours roadworks and asked for an Expenditure Review Committee (ERC) discussion on this topic.

**ACTION: Greg Evans to list for discussion at a future ERC meeting.**

7. E&C discussed the handover of South Bank et al to Council from the State and agreed that the Divisional Manager, Organisational Services should lead the due diligence investigations prior to handing over to Acting Divisional Manager, City Planning & Sustainability.

**ACTION: Greg Evans and Vicki Pethybridge to note E&C's decision.**

8. E&C asked for consideration to be given to those rate-payers that donated to the restoration of City Hall to be recognised and/or given the opportunity to inspect prior to its opening. The fund raising committee should be consulted.

**ACTION: Vicki Pethybridge to action through the City Hall Restoration Project team.**

**Establishment and Coordination Committee Submission Results**

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 21 May 2012.

  
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Chief Executive Officer

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## ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES

MEETING HELD ON MONDAY 28 MAY 2012 AT 9.30 AM

### COMMITTEE MEMBERS PRESENT:

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

### OTHER ATTENDEES:

Cris Anstey, Lord Mayor's Chief of Staff, Greg Bowden, Director of Strategy, Communications and Business & Colin Jensen, Chief Executive Officer.

### APOLOGIES:

Deputy Mayor A Schrunner

### Minutes:

E&C adopted the minutes from Monday 21 May 2012.

### Material Personal Interests / Conflict of Interests to declare:

Nil

### General Business


1. E&C noted the memorandum in relation to the Organisational Realignment Change Impact Update May 2012.
2. E&C noted the memorandum in relation to the Queensland Urban Utilities Ownership.
3. E&C noted the memorandum in relation to the Tennyson Riverside Parkland Project Update on Status.
4. E&C noted and agreed to the memorandum in relation to Lifting Sponsorship Freeze from 1 July 2012.

**ACTION: Craig Stevens to lift the sponsorship freeze whilst keeping expenditure at restrained levels.**

5. E&C noted the memorandum in relation to Building Maintenance Services Business Redesign.
6. E&C noted and agreed to the memorandum in relation to Micro-Tunnelling Plant Divestment.

### Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 28 May 2012.

  
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Chief Executive Officer