



ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES

MEETING HELD ON MONDAY 4 JUNE 2012 AT 9.30 AM

COMMITTEE MEMBERS PRESENT:

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

OTHER ATTENDEES:

Councillor M de Wit, Chairman of Council, Cris Anstey, Lord Mayor's Chief of Staff, & Colin Jensen, Chief Executive Officer.

Minutes:

E&C adopted the minutes from Monday 28 May 2012.

Material Personal Interests / Conflict of Interests to declare:

Nil.

General Business

1. E&C noted the memorandum in relation to the May 2012 Flood Action Plan Status Report.
2. E&C noted the memorandum in relation to the Bushfire Action Plan – Monthly Summary Report.
3. E&C noted the memorandum in relation to the Gas Cylinder Incident at Virginia Bus Depot: Update 9.
4. E&C discussed the Valley Visioning and asked for the representative from the City of Sydney to attend the Valley Chamber of Commerce lunch in July.

ACTION: Greg Spall to arrange for a City of Sydney representative to visit Brisbane in July to discuss the day and night-time economies.

Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 4 June 2012.

.....
Chief Executive Officer



ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES

MEETING HELD ON TUESDAY 12 JUNE 2012 AT 11.00 AM

COMMITTEE MEMBERS PRESENT:

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

OTHER ATTENDEES:

Councillor M de Wit, Chairman of Council, Greg Bowden, Director of Strategy, Communications and Business & Colin Jensen, Chief Executive Officer.

Minutes:

E&C adopted the minutes from Monday 4 June 2012.

Material Personal Interests / Conflict of Interests to declare:

Nil.

General Business

1. E&C discussed the memorandum in relation to the Combined Services Impacts and Work Redesign Report May 2012.

ACTION: Greg Evans to progress a memorandum to E&C on the expected total Voluntary Redundancies to be paid.

2. E&C noted the memorandum in relation to the FloodWise Information System Project.

3. E&C noted the memorandum in relation to the Fleet Services Integration and Business Review Project.

4. E&C noted and agreed to the memorandum in relation to the Councillor Conduct Review Panel.

5. E&C noted the memorandum in relation to the Lord Mayor's Fortitude Valley Business Forum – Place Management Update No.5 of 2012. An internal Valley Vision Working Party is to be established with a two-year life, meeting monthly initially (x3) and then bi-monthly, to coordinate Council's efforts and outcomes. Councillors Simmonds, Cooper and McLachlan to join the committee.

ACTION: Vicki Pethybridge, Greg Evans & Geoff Beck to note E&C's request and to establish a Valley Vision Working Party to coordinate Council's efforts.

6. E&C noted the memorandum in relation to the Queensland Government Response to the Queensland Floods Commission of Inquiry Final Report and the Draft Flood Action Plan.

Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 12 June 2012.

.....
Chief Executive Officer



ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES

MEETING HELD ON MONDAY 18 JUNE 2012 AT 9.30 AM

COMMITTEE MEMBERS PRESENT:

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

OTHER ATTENDEES:

Greg Bowden, Director of Strategy, Communications and Business & Colin Jensen, Chief Executive Officer.

Minutes:

E&C adopted the minutes from Tuesday 12 June 2012.

Material Personal Interests / Conflict of Interests to declare:

Nil.

General Business


1. E&C noted the memorandum in relation to the June 2012 Flood Action Plan Status Report.
2. E&C noted the memorandum in relation to the Monthly Contact Centre Report.
3. E&C noted the memorandum in relation to the Contact Centre Monthly Report – Top 100. In particular, E&C noted the parking meter supplier had (mobile) communications problems that need to be addressed.
4. E&C discussed the memorandum in relation to the 2012 Your Voice Survey and advised that it is not necessary to ask detailed and potentially intrusive questions into employee's sexuality. However, if there is an employment-related issue regarding this group, it should be addressed.

ACTION: Ian Niven to note E&C's decision and to not include a Your Voice demographics question on sexuality.

5. E&C noted the memorandum in relation to the Water and Waste Water and Water Meter Workshop Exit of Business.

Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 18 June 2012.


.....
Chief Executive Officer



ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES

MEETING HELD ON MONDAY 25 JUNE 2012 AT 8.00 AM

COMMITTEE MEMBERS PRESENT:

Lord Mayor Graham Quirk, Deputy Mayor A Schrunner, Councillors A Cooper, K Adams, P Matic, D McLachlan, M Bourke & 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 18 June 2012.

Material Personal Interests / Conflict of Interests to declare:

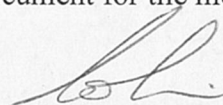
MPI/COI	Councillor	Formal submission/ subject of discussion	Nature of interest	Cr left meeting?	How Cr voted (if stayed)?	How meeting voted?	Rec to Council
COI	Councillor Amanda Cooper	Submission – 6 - Community History Grant Program 2011/2012	Member of the National Trust, Queensland.	No	Support	Approved	N

General Business

1. E&C noted the memorandum in relation to Christmas/ New Year Closedown 2012/13.
2. E&C noted the memorandum in relation to the Organisational Realignment Change Impact Update for June 2012.
3. E&C noted the memorandum in relation to the Sending Animal Registration Reminders via SMS. E&C agreed that further improvements can be considered, such as multi-year renewals, deletion of the reminder notice (given its poor response rate) i.e. going straight to follow ups, and more durable tags.
ACTION: Brett Turville to note E&C's feedback and investigate further improvements to the Animal Registration process.
4. E&C discussed the memorandum in relation to the Brisbane River Flood Forecasting Report Online and agreed to continue with Option 1.
ACTION: Peter Rule to note E&C's decision.
5. E&C requested that all grant guidelines be reviewed and approved by E&C.

Establishment and Coordination Committee Submission Results

Please refer to the Establishment and Coordination Committee Results document for the meeting dated 25 June 2012.


.....
Chief Executive Officer