



**ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES**

**MEETING HELD ON MONDAY 4 MAY 2020 AT 10AM**

**COMMITTEE MEMBERS PRESENT:**

Lord Mayor Adrian Schrinner, Deputy Mayor Krista Adams, Councillors Adam Allan, Fiona Cunningham, Vicki Howard, Kim Marx, David McLachlan and Ryan Murphy.

**OTHER ATTENDEES:**

Cris Anstey, Lord Mayor's Chief of Staff, Geoff Greene, Lord Mayor's Deputy Chief of Staff, and Colin Jensen, Chief Executive Officer.

**APOLOGIES:**

Nil

**Minutes:**

E&C adopted the Minutes from Monday 27 April 2020.

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

Nil

**Submissions**

See table

**General Business**

Nil

**Meeting Conclusion**

The meeting concluded at 10.30am.

.....  
Chief Executive Officer

E&C SUBMISSIONS RESULTS 4 MAY 2020					
SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	PUBLIC RELEASE VIA
04/05-01	106/625/387/17	Lifestyle and Community Services	Housing Support Program 2019-20	E&C approved the allocation of funding to the proposed list of organisations through the Housing Support Program 2019-20, as set out in Attachment B.	E&C Publication Scheme
04/05-02	112/445/444/1276	Lifestyle and Community Services	Brisbane Metropolitan Touch Association Incorporated Funding Agreement	E&C: (a) approved Council entering into a funding agreement with Brisbane Metropolitan Touch Association Incorporated, as set out in Attachment B (b) authorised the Manager, Connected Communities, Lifestyle and Community Services, to execute and manage the funding agreement.	E&C Publication Scheme
04/05-03	109/695/586/2-04	Organisational Services	Contracts and Tendering – Report to Council of Contracts Accepted by Delegates for February 2020	E&C recommended that Council notes the Report of Contracts Accepted by Delegates for February 2020, as set out in Attachment A.	Council Minutes
04/05-04	140/520/466/6-07	City Administration and Governance	Local Government Association of Queensland Nominations for Policy Executive Representatives 2020-2024	E&C approved the nomination of: (a) Councillor Peter Matic as Council's permanent representative to the Local Government Association of Queensland Policy Executive for the period 2020-2024 (a) Councillor Steven Toomey as Council's alternate representative to the Local Government Association Queensland Policy Executive for the period 2020-2024.	E&C Publication Scheme
04/05-05	137/520/148/27	City Administration and Governance	Minutes of the Audit Committee Meeting held on 14 November 2019	E&C noted the minutes of the Audit Committee Meeting held on 14 November 2019.	Not for release

04/05-06	112/20/439/582	Brisbane Infrastructure	Kingsford Smith Drive Upgrade project – Lease of land	E&C approved entering into a lease with Central SEQ Distributor-Retailer Authority, trading as Queensland Urban Utilities, for part of the property at 330 Kingsford Smith Drive, Hamilton, for the Kingsford Smith Drive Upgrade project, as set out in Attachment B.	E&C Publication Scheme
04/05-07	103/520/71/3	City Planning and Sustainability	Nomination of a replacement Trustee to the Newstead House Board of Trustees	E&C approved the nomination of Councillor Tracy Davis, Councillor for McDowall Ward, to replace Councillor Vicki Howard, Councillor for Central Ward, as Trustee on the Newstead House Board of Trustees.	E&C Publication Scheme
04/05-08	134/695/317/1056	Organisational Services	Annual Operational Plan Progress Report for the period ended March 2020	E&C recommended that Council resolve as per the draft resolution set out in Attachment A.	Council Minutes

BCC PUBLICATION  
4 YEAR RELEASE



**ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES**

**MEETING HELD ON MONDAY 11 MAY 2020 AT 10.20AM**

**COMMITTEE MEMBERS PRESENT:**

Lord Mayor Adrian Schrinner, Deputy Mayor Krista Adams, Councillors Adam Allan, Fiona Cunningham, Vicki Howard, Kim Marx, David McLachlan and Ryan Murphy (from 10.30am).

**OTHER ATTENDEES:**

Cris Anstey, Lord Mayor's Chief of Staff, Geoff Greene, Lord Mayor's Deputy Chief of Staff, and Colin Jensen, Chief Executive Officer.

**APOLOGIES:**

Nil

**Minutes:**

E&C adopted the Minutes from Monday 4 May 2020.

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

Nil

**Submissions**

See table

**Information Briefings Summary**

See table

**General Business**

Nil

**Meeting Conclusion**

The meeting concluded at 12.45pm.

.....  
Chief Executive Officer



E&C SUBMISSIONS RESULTS 11 MAY 2020					
SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	PUBLIC RELEASE VIA
11/05-01	140/465/1040/44	Brisbane Infrastructure	North West Transport Network Business Case – Project Proposal Report (Scoping Phase)	E&C approved the submission of the North West Transport Network Business Case – Project Proposal Report (Scoping Phase) to the Department of Infrastructure, Transport, Regional Development and Communications, as set out in Attachment B.	E&C Publication Scheme
11/05-02	106/335/1240/42 106/335/1240/38	City Planning and Sustainability	The Lord Mayor's Community Sustainability and Environmental Grants Program 2019-20 – Round 2	E&C approved: (a) the distribution of allocated funds under the Lord Mayor's Community Sustainability and Environmental Grants Program 2019-20 – Round 2, as set out in Attachment B (b) entry into grants on terms and conditions satisfactory to the Manager, Natural Environment, Water and Sustainability, City Planning and Sustainability.	E&C Publication Scheme
11/05-03	109/695/586/2-04	Organisational Services	Contracts and Tendering – Report to Council of Contracts Accepted by Delegates for March 2020	E&C recommended that Council notes the Report of Contracts Accepted by Delegates for March 2020, as set out in Attachment A.	Council Minutes
11/05-04	134/135/1165/37	Organisational Services	COVID-19 Pandemic Rates Concession	E&C recommended that Council resolves as per the draft resolution set out in Attachment A.	Council Minutes

BCC PUBLIC RELEASE  
4 YEAR RELEASE SCHEME

E&C INFORMATION BRIEFINGS SUMMARY 11 MAY 2020

INFORMATION BRIEFING NUMBER	TITLE	CONSIDERATION	CLASSIFICATION LABEL
01	Cross River Rail May 2020 Progress Report	<p>Dyan Currie, Chief Planner, City Planning and Economic Development, City Planning and Sustainability, and Lindsay Enright, Strategic Planning Manager, Transport Planning and Operations, Brisbane Infrastructure, provided E&amp;C with an update on the key activities and issues being worked through regarding the Cross River Rail project, including:</p> <ul style="list-style-type: none"> <li>• the release of Brisbane's Knowledge Corridor and upcoming community engagement</li> <li>• precinct planning and priority development areas</li> <li>• tunnels, stations and development (TSD) constructions works for Albert Street station, Roma Street station, temporary diversion of the Inner Northern Busway, Woolloongabba station and Boggo Road station</li> <li>• TSD preliminary design package works</li> <li>• Rail Integration and Systems design and construction activity, including Gilchrist Avenue construction activity.</li> </ul>	<p><i>Contains Deliberative Process</i> Section 173 of COBA applies</p>
02	COVID-19 Strategy Discussion	<p>Colin Jensen, Chief Executive Officer, provided E&amp;C with an update on Council's COVID-19 response activities.</p>	<p><i>Contains Deliberative Process</i> Section 173 of COBA applies</p>

BCC PUBLICATI  
4 YEAR RELEAS  
SCHEME



## ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES

MEETING HELD ON MONDAY 18 MAY 2020 AT 10.20AM

### COMMITTEE MEMBERS PRESENT:

Lord Mayor Adrian Schrinner, Deputy Mayor Krista Adams, Councillors Adam Allan, Fiona Cunningham, Vicki Howard, Kim Marx, David McLachlan and Ryan Murphy.

### OTHER ATTENDEES:

Cris Anstey, Lord Mayor's Chief of Staff, Geoff Greene, Lord Mayor's Deputy Chief of Staff, and Colin Jensen, Chief Executive Officer.

### APOLOGIES:

Nil

### Minutes:

E&C adopted the Minutes from Monday 11 May 2020.

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

Nil

### Submissions

See table

### Information Briefing Summary

See table

### General Business

Nil

### Meeting Conclusion

The meeting concluded at 12.15pm.

Chief Executive Officer

E&C SUBMISSIONS RESULTS 18 MAY 2020					
SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	PUBLIC RELEASE VIA
18/05-01	106/335/919/82	Lifestyle and Community Services	School Sport and Recreation Facility Upgrade Program 2019-20	E&C approved the allocation of funding to the proposed list of organisations through the School Sport and Recreation Facility Upgrade Program 2019-20, as set out in Attachment B.	E&C Publication Scheme
18/05-02	106/335/1992/92	Lifestyle and Community Services	Innovation Grants Program 2019-20	E&C approved the allocation of funding to the proposed recipient through the Innovation Grants Program 2019-20, as set out in Attachment B.	E&C Publication Scheme
18/05-03	106/335/475/48	Lifestyle and Community Services	Lord Mayor's Young and Emerging Artists Fellowships 2019-20	E&C approved the allocation of funding to the proposed list of recipients through the Lord Mayor's Young and Emerging Artists Fellowships 2019-20, as set out in Attachment B.	E&C Publication Scheme
18/05-04	109/590/543/148	Organisational Services	Council's Domestic and Family Violence Prevention Strategy	E&C recommended that Council adopt the Domestic and Family Violence Prevention Strategy, as set out in Attachment A.	Council Minutes
18/05-05	134/695/317/1056	Organisational Services	Annual Operational Plan Progress and Quarterly Financial Report for the period ended March 2020	E&C recommended that Council resolve as per the draft resolution set out in Attachment A.	Council Minutes
18/05-06	112/20/711/1158	Brisbane Infrastructure	Musgrave Park Pool project – partial surrender of reserve	E&C recommended that Council resolve as per the draft resolution set out in Attachment A.	Council Minutes
18/05-07	134/135/86/352	Organisational Services	2019-20 Budget – Third Review	E&C recommended that Council resolve as per the draft resolution set out in Attachment A.	Council Minutes
18/05-08	109/268/189/347	City Administration and Governance	Councillor conduct assessment, investigation and orders	E&C recommended that Council resolves as per the draft resolution set out in Attachment A.	Council Minutes



18/5-09	164/99/916/292	Chief Executive Officer	Permanent Appointment of Executives	E&C approved the permanent appointment of the Manager, Community Facilities and Venues and Manager, Business Strategy and Alignment, Lifestyle and Community Services.	Not for Release <i>Note: contains Privacy in Confidence</i>
18/5-10	164/680/291/9-002	City Administration and Governance	Appointment of Chief Executive Officer of Brisbane City Council	E&C recommended that Council resolves as per the draft resolution set out in Attachment A.	Council Minutes <i>Note: contains Privacy in Confidence</i>

BCC PUBLICATION SCHEME  
4 YEAR RELEASE

E&C INFORMATION BRIEFING SUMMARY 18 MAY 2020			
INFORMATION BRIEFING NUMBER	TITLE	CONSIDERATION	CLASSIFICATION LABEL
01	Ferry and Ferry Infrastructure Operations and Maintenance Services – RFP/Contract: 511056	<p>Sue Phillips, Manager, Commercial and Contract Services, Transport for Brisbane, provided E&amp;C with an update on the tender process for the next Ferry and Ferry Infrastructure Operations and Maintenance Services contract prior to the Post Market submission being considered by E&amp;C, including:</p> <ul style="list-style-type: none"> <li>• the new contract</li> <li>• the procurement process</li> <li>• negotiation outcomes</li> <li>• key risks</li> <li>• timeframes.</li> </ul>	<p><i>Contains Commercial in Confidence</i></p> <p><i>Contains Deliberative Process</i></p> <p>Section 173 of COBA applies</p>

BCC PUBLIC INFORMATION SCHEME  
4 YEAR RELEASE



## ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES

MEETING HELD ON MONDAY 18 MAY 2020 AT 10.20AM

### COMMITTEE MEMBERS PRESENT:

Lord Mayor Adrian Schrinner, Deputy Mayor Krista Adams, Councillors Adam Allan, Fiona Cunningham, Vicki Howard, Kim Marx, David McLachlan and Ryan Murphy.

### OTHER ATTENDEES:

Cris Anstey, Lord Mayor's Chief of Staff, Geoff Greene, Lord Mayor's Deputy Chief of Staff, and Colin Jensen, Chief Executive Officer.

### APOLOGIES:

Nil

### Minutes:

E&C adopted the Minutes from Monday 11 May 2020.

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

Nil

### Submissions

See table

### Information Briefing Summary

See table

### General Business

Nil

### Meeting Conclusion

The meeting concluded at 12.15pm.

Chief Executive Officer

E&C SUBMISSIONS RESULTS 18 MAY 2020					
SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	PUBLIC RELEASE VIA
18/05-01	106/335/919/82	Lifestyle and Community Services	School Sport and Recreation Facility Upgrade Program 2019-20	E&C approved the allocation of funding to the proposed list of organisations through the School Sport and Recreation Facility Upgrade Program 2019-20, as set out in Attachment B.	E&C Publication Scheme
18/05-02	106/335/1992/92	Lifestyle and Community Services	Innovation Grants Program 2019-20	E&C approved the allocation of funding to the proposed recipient through the Innovation Grants Program 2019-20, as set out in Attachment B.	E&C Publication Scheme
18/05-03	106/335/475/48	Lifestyle and Community Services	Lord Mayor's Young and Emerging Artists Fellowships 2019-20	E&C approved the allocation of funding to the proposed list of recipients through the Lord Mayor's Young and Emerging Artists Fellowships 2019-20, as set out in Attachment B.	E&C Publication Scheme
18/05-04	109/590/543/148	Organisational Services	Council's Domestic and Family Violence Prevention Strategy	E&C recommended that Council adopt the Domestic and Family Violence Prevention Strategy, as set out in Attachment A.	Council Minutes
18/05-05	134/695/317/1056	Organisational Services	Annual Operational Plan Progress and Quarterly Financial Report for the period ended March 2020	E&C recommended that Council resolve as per the draft resolution set out in Attachment A.	Council Minutes
18/05-06	112/20/711/1158	Brisbane Infrastructure	Musgrave Park Pool project – partial surrender of reserve	E&C recommended that Council resolve as per the draft resolution set out in Attachment A.	Council Minutes
18/05-07	134/135/86/352	Organisational Services	2019-20 Budget – Third Review	E&C recommended that Council resolve as per the draft resolution set out in Attachment A.	Council Minutes
18/05-08	109/268/189/347	City Administration and Governance	Councillor conduct assessment, investigation and orders	E&C recommended that Council resolves as per the draft resolution set out in Attachment A.	Council Minutes



18/5-09	164/99/916/292	Chief Executive Officer	Permanent Appointment of Executives	E&C approved the permanent appointment of the Manager, Community Facilities and Venues and Manager, Business Strategy and Alignment, Lifestyle and Community Services.	Not for Release <i>Note: contains Privacy in Confidence</i>
18/5-10	164/680/291/9-002	City Administration and Governance	Appointment of Chief Executive Officer of Brisbane City Council	E&C recommended that Council resolves as per the draft resolution set out in Attachment A.	Council Minutes <i>Note: contains Privacy in Confidence</i>

BCC PUBLICATION SCHEME  
4 YEAR RELEASE

E&C INFORMATION BRIEFING SUMMARY 18 MAY 2020

INFORMATION BRIEFING NUMBER	TITLE	CONSIDERATION	CLASSIFICATION LABEL
01	Ferry and Ferry Infrastructure Operations and Maintenance Services – RFP/Contract: 511056	<p>Sue Phillips, Manager, Commercial and Contract Services, Transport for Brisbane, provided E&amp;C with an update on the tender process for the next Ferry and Ferry Infrastructure Operations and Maintenance Services contract prior to the Post Market submission being considered by E&amp;C, including:</p> <ul style="list-style-type: none"> <li>• the new contract</li> <li>• the procurement process</li> <li>• negotiation outcomes</li> <li>• key risks</li> <li>• timeframes.</li> </ul>	<p><i>Contains Commercial in Confidence</i></p> <p><i>Contains Deliberative Process</i></p> <p>Section 173 of COBA applies</p>

BCC PUBLIC INFORMATION SCHEME  
4 YEAR RELEASE



**ESTABLISHMENT AND COORDINATION COMMITTEE MINUTES**

**MEETING HELD ON MONDAY 25 MAY 2020 AT 10.30AM**

**COMMITTEE MEMBERS PRESENT:**

Lord Mayor Adrian Schrinner, Deputy Mayor Krista Adams, Councillors Adam Allan, Fiona Cunningham, Vicki Howard, Kim Marx, David McLachlan and Ryan Murphy.

**OTHER ATTENDEES:**

Cris Anstey, Lord Mayor's Chief of Staff, Geoff Greene, Lord Mayor's Deputy Chief of Staff, and Colin Jensen, Chief Executive Officer.

**APOLOGIES:**

Nil

**Minutes:**

E&C adopted the Minutes from Monday 18 May 2020.

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

Nil

**Submissions**

See table

**General Business**

Nil

**Meeting Conclusion**

The meeting concluded at noon.

Chief Executive Officer

E&C SUBMISSIONS RESULTS 25 MAY 2020					
SUBMISSION NUMBER	FILE NUMBERS	DIVISION	TITLE	RESULT	PUBLIC RELEASE VIA
25/05-01	112/445/444/584-004	Brisbane Infrastructure	Lease of premises for the Wynnum Manly Ward Office	<p>E&amp;C approved a new lease over existing premises for the Wynnum Manly Ward Office, located at Shop 3A, 212 Bay Terrace, Wynnum:</p> <p>(a) in accordance with the lease terms sheet, as set out in Attachment B</p> <p>(b) otherwise on terms and conditions satisfactory to the Asset Portfolio Management Manager, Asset Management, Brisbane Infrastructure, and the Chief Legal Counsel, City Legal, City Administration and Governance</p> <p>(c) authorised City Legal, City Administration and Governance, to execute the lease under Council's seal.</p>	E&C Publication Scheme
25/05-02	112/445/444/717-003	Brisbane Infrastructure	Lease of premises for the Coorparoo Ward Office	<p>E&amp;C approved a new lease over existing premises for the Coorparoo Ward Office, located at Suite 6, 737 Logan Road, Greenslopes:</p> <p>(a) in accordance with the lease terms sheet, as set out in Attachment B</p> <p>(b) otherwise on terms and conditions satisfactory to the Asset Portfolio Management Manager, Asset Management, Brisbane Infrastructure, and the Chief Legal Counsel, City Legal, City Administration and Governance</p> <p>(c) authorised City Legal, City Administration and Governance, to execute the lease under Council's seal.</p>	E&C Publication Scheme

BCC PUBLICATION SCHEME  
4 YEAR RELEASE



25/05-03	112/445/444/708-003	Brisbane Infrastructure	Lease of premises for the McDowall Ward Office	E&C approved a new lease over existing premises for the McDowall Ward Office, located at Shops 5 and 6, 734 Rode Road, Stafford Heights: (a) in accordance with the lease terms sheet, as set out in Attachment B (b) otherwise on terms and conditions satisfactory to the Asset Portfolio Management Manager, Asset Management, Brisbane Infrastructure, and the Chief Legal Counsel, City Legal, City Administration and Governance (c) authorised City Legal, City Administration and Governance, to execute the lease under Council's seal.	E&C Publication Scheme
25/05-04	112/20/216/132	Brisbane Infrastructure	Cross River Rail – Council and impacts	E&C recommended that Council resolve as per the draft resolution set out in Attachment A.	Council Minutes
25/05-05	140/465/1002/448	Brisbane Infrastructure	Council's submission on the Maritime Safety Queensland's Superyacht Buoy Mooring Trial in the Brisbane River	E&C approved Council's submission on the Maritime Safety Queensland's Superyacht Buoy Mooring Trial in the Brisbane River, as set out in Attachment B.	E&C Publication Scheme

BCC PUBLICATION SCHEME  
4 YEAR RELEASE