

**INTERIM MANAGEMENT COMMITTEE (IMC)
MEETING MINUTES #25**

VENUE:
Wil Mitchell Room, Ipswich City Council

TIME/DATE:
2:07pm, Tuesday 29 October 2019

NEXT MEETING:
3:00pm, Tuesday 12 November 2019

| ATTENDEES: | REFERENCE | APOLOGIES: | REFERENCE |
|---|------------------|-------------------|------------------|
| Greg Chemello | (IA) | Stan Gallo | (SGA) |
| Simone Webbe | (SW) | | |
| Jan Taylor | (JT) | | |
| Steve Greenwood | (SGR) | | |
| Rob Jones | (RJ) | | |
| Josh Edwards (from 2:17pm until 2:46pm) | (JE) | | |
| Sandy Nunn (until 2:46pm) | (SN) | | |

| Item No. | Minutes |
|---|---|
| 1. Attendance and apologies | As noted above. |
| 2. Minutes of last meeting | Minutes of the meeting held on 1 October 2019 were discussed and resolved as a true and correct record. (Note: Meeting scheduled for 15 October 2019 was cancelled.) |
| 3. Conflicts of interest | No new conflicts of interest were identified by IMC members. |
| 4. Carry Over Issues | <u>IMC Priorities</u> Discussion was held regarding the effectiveness of the council's Executive Leadership Team given the operational and reform pressures. |
| 5. Business Transformation Program | <u>[JE joined the meeting at 2:17pm]</u> JE provided an update on the Business Transformation Program. It was noted commitments from Whole of Council Steering Committee re: TP2, to focus and draw out information regarding the implementation plan behind all deliverables. JE is completing this over the coming month with the project team for presentation at the November round of Steering Committee. JE agreed to ensure engagement with IMC over coming weeks whilst drafting this plan to ensure effectiveness. JE also noted expectations from IMC regarding performance framework following a question from the Consultant. To ensure continuity of the person drafting both the performance and grievance framework, IMC |

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| | <p>confirmed they remain happy for the final performance framework to be delivered post-grievance framework. Consultation and work should begin before IMC departure to ensure appropriate engagement and input. It was also requested for a copy of the announced P&C Structure be provided to IMC post-announcement tomorrow.</p> <p>JE also raised IMC priorities reporting which was issued 2 weeks ago, next tranche of reporting is due to be sent 1st November. Discussion was had regarding any feedback to improve reporting or concerns re: progress. No issues were raised regarding reporting. RJ noted there may be an exercise to prioritise the priorities to ensure appropriate consideration is given to priority items, however it was agreed to await next reporting round and review ongoing progress before doing this.</p> <p>[JE left the meeting at 2:46pm]</p> |
| 6. Other Business | Nil |
| 7. Complaints and grievances update | <p><i>[SN left the meeting at 2:46pm prior to these discussions commencing]</i></p> <p>SW provided an update in relation to the key issues from complaints received to date.</p> <p><i>[Details regarding specific complaints are withheld from the minutes for confidentiality purposes.]</i></p> |

The meeting closed at 3:30pm

SIGNED AS A TRUE AND CORRECT RECORD



Greg Chemello
Interim Administrator