

INTERIM MANAGEMENT COMMITTEE MEETING # 17

VENUE:
Wil Mitchell Room

TIME/DATE:
11 June 2019, 10:00am

NEXT MEETING:
25 June 2019

ATTENDEES:	REFERENCE	APOLOGIES:	REFERENCE
Greg Chemello	GC	Rob Jones	RJ
Simone Webb	SW	Tegan Knott	TK
Stan Gallo	SGA		
Steve Greenwood	SGR		
Jan Taylor	JT		
Joshua Edwards	JE		

Item No.	Minutes
Attendance and apologies	Attendance and apologies accepted
Minutes of last meeting	Minutes of last meeting endorsed
Conflicts of interest	No new additions
Carry over issues	<p><u>Disposal freeze update</u></p> <p>GC noted a report is currently being drafted for Committee approval regarding lifting the freeze. The paper will address the requirements that need to be met as set by relevant authorities, and following Committee approval, will be forwarded to the relevant authorities for endorsement. The intention is to submit this report to the next round of Committees.</p> <p>Important to note all training has now been completed and underlying processes and procedures have been updated or drafted. Transformational Project 8 has included within their scope the delivery of all recommendations from the State Archivist to ensure organisational compliance.</p> <p><u>Divisional boundaries update</u></p> <p>Electoral commission has discussed with the relevant officers</p>

	<p>regarding the next steps to finalise boundary recommendations. Proposals are intended to be released to the public shortly for commenting and approval. It is a requirement that public consultation must be resolved by October, but intending to be completed much sooner.</p>
<p>Business Transformation Program</p>	<p>JE provided an update on business transformation program. It was noted the recent inclusion of the Property Services branch on TP4 and ongoing engagement with the project team to ensure requirements are fit for purpose for a whole of Council solution. A brief will be submitted at the next Steering Committee providing comment on feedback and engagement completed to date.</p> <p>TP2 are currently reviewing their schedule to ensure increased employee engagement is completed for our People & Culture framework. GC noted the existence of the Employee Engagement Advisory Committee whom may be a worthy group to include in this engagement. JE noted and will provide mention to project team.</p> <p>JE also noted the development of the employee communications page to ensure appropriate engagement with employees over all BTP projects. Once launched, TPCT received a large number of compliments based on the new way of communicating the importance emphasised on keeping everyone up to date on project progress. Analytics have been run on the communications platform show a very high number of website hits and interaction with the platform.</p>
<p>Other business</p>	<p><u>Committee action sheet review</u> Carried over to next IMC meeting</p> <p><u>Implications of Antonioli court case for council memorabilia and staff</u> The finding appears to have implications for council given we have now recorded 689 items of memorabilia, some which may have been acquired at auctions. Council is currently reviewing next steps on this matter and how to address it accordingly. More information on next steps will be clarified shortly.</p>
<p>Complaints and grievances update</p>	<p><i>[JE left the meeting at 10:30AM prior to these discussions commencing]</i> SW provided an update in relation to the key issues from complaints</p>

Interim Management Committee Meeting
11/06/2019

	received to date. <i>[Details regarding specific complaints are withheld from the minutes for confidentiality purposes].</i>
Next Meeting	2:00pm, 25 th June 2019

The meeting closed at 11:00am.

SIGNED AS A TRUE AND CORRECT RECORD



Greg Chemello
Interim Administrator