

# AGENDA



**Meeting Name:** MAV LGIG Program Committee Meeting

**Date:** Friday 24<sup>th</sup> July 2015      **Start Time:** 10.00am – 11.00am      **Duration:** 1 hr      **Location:** Kingston Council, 1230 Nepean Highway, Cheltenham

**Meeting Objective**      Committee Meeting

**Chair:** Tim Newbegin

No	What	Who
1	<b>Attendance:</b> Tim Newbegin, Ruth Edge, Joy Painter, Francis Dodd, Kristy Matthies, Leanne Wegrzyn, Joy Painter, Kimberley Spiteri, Katrinia Katelas, Veena Menezes, Marissa Gardiner,	
2	<b>Apologies:</b>	
3	<b>Reforming Governance of the Group:</b> <ul style="list-style-type: none"> <li>Progress Report</li> </ul>	Tim Newbegin
4	<b>Actions for 2015-2016:</b> <ul style="list-style-type: none"> <li>White paper submission from eAssure</li> </ul>	Tim Newbegin
5	<b>LGIG Terms of Reference:</b> <ul style="list-style-type: none"> <li>Review prior to members meeting</li> </ul>	Ruth Edge
6	<b>General Business:</b> <ul style="list-style-type: none"> <li>Current membership report</li> <li>Invoicing</li> <li>Benchmarking</li> </ul>	Tim Newbegin
	<b>Close</b>	

<b>Action and Agreement Record</b>				
No	Actions and Agreements	Who	When	Completed
1	Organise a meeting with John Hennessy re ongoing group governance and outputs and message to CEO's	Tim Newbegin	30/4/2015	Completed
2	Review the current MAV ECM Step Program participant list.	Ruth Edge	11/3/2015	Completed
3	Send out new logins to all members for the WIKI. (sent to new members)	Ruth Edge	30/4/2015	Completed
4	Key drivers for cloud performance paper (CPDP) circulate to members	Ruth Edge	June 2015	Completed
5	Terms of Reference – send to Committee	Ruth Edge	14 July 2015	Completed
6	Benchmarking document – approval to develop and distribute document	Tim Newbegin		In Progress
7	Records in the news uploaded to wiki and email link to members	Ruth Edge	1 July 2015	Ongoing
8	Digital Capability Framework (National Archives) email link to members	Ruth Edge	14 July 2015	Completed

# AGENDA



**Meeting Name:** MAV LGIG Group Meeting

**Date:** Friday 24<sup>th</sup> July 2015      **Start Time:** 11.00am – 3.00pm      **Duration:** 4 hrs      **Location:** Kingston Council

**Meeting Objective**      Members Network Meeting

**Chair:** Tim Newbegin      **Minutes:** Kristy Matthies

No	What	Who
1	<b>Welcome and Apologies</b>	Tim Newbegin / Ruth Edge
2	<b>Presentation from Host Council – Kingston City</b>	Sandra Pickett
3	<b>Reforming Governance of the Group:</b> <ul style="list-style-type: none"> <li>Report of meeting with John Hennessy</li> <li>LGIT Terms of Reference</li> <li>Current membership report</li> </ul>	Tim Newbegin
4	<b>Actions for 2015-2016:</b> <ul style="list-style-type: none"> <li>White paper submission from eAssure</li> </ul>	Tim Newbegin
5	<b>LGIG Terms of Reference:</b> <ul style="list-style-type: none"> <li>Review prior to members meeting</li> </ul>	Tim Newbegin
6	<b>Privacy and Data Protection and Local Government in the Cloud – Report on Forum</b>	David Taylor
7	<b>Grace Information Management Report – New Initiatives</b>	Kristy Searle
8	<b>PROV Report – Collaboration with CPDP</b>	Alan Kong
9	<b>eAssure Consulting Report</b>	Toula Varvarigos
10	<b>General Business:</b> <ul style="list-style-type: none"> <li>Benchmarking</li> <li>Invoicing</li> </ul>	Tim Newbegin
	<b>Close</b>	