

AGENDA



Meeting Name: MAV LG Information Governance Group - Members Meeting

Date: Friday 3 February 2017 **Start Time:** 10.00am – 3.30pm **Duration:** 5.5 hrs **Location:** MAV, 60 Collins St, Melbourne VIC 3000

Meeting Objective Members Meeting
Chair: Tim Newbegin **Minutes:** Kristy Matthies

No	What	Who
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Attendees:

Apologies:

1	5 Mins	Welcome and Apologies	Tim
2	30 Mins	Update on Committee Planning Day	Tim
3	30 Mins	Review of Benchmarking Reports - Bring along a copy of your Councils report	Tim/Kristy
4	15 Mins	Mapping/Approval Solution Update	Kristy
5	15 Mins	SAI Global Training Proposal - (ISO RM Standards & i2i Platform)	Tim
6	10 Mins	Records Management in the News Report – Wiki	Ruth
7	15 Mins	Consultants Update: (via email) <ul style="list-style-type: none"> • eAssure Consulting Report • PROV Update • Grace Information Management Update 	Kristy
8		General Business <ul style="list-style-type: none"> • 2017 Schedule of Meetings 	All
9	30 Mins	Lunch Break (12pm to 12.30pm)	

10	3.0 Hours	<p>Half Day Workshop (12.30pm to 3.30pm):</p> <ul style="list-style-type: none"> • Workshop gap areas in the benchmarking report • Establish training program to address: <ul style="list-style-type: none"> ○ Training on the records management standards and PROV Guidelines 	
11	2.0 Hours	<p>CDIS Meeting (3.30pm to 5pm): (Committee Members Only) Committee / MAV discussion re archiving requirements of CDIS System.</p>	