# Agenda

**COMMITTEE**  
Information Technology Operational Management Group  
Meeting 16/2013

**DATE / TIME**  
Wednesday 23 October, 9:30am – 11am

**VENUE**  
Garran Room, Innovations Building #124

## AGENDA SUMMARY

**PART 1 – REGULAR ITEMS**

1. Apologies
2. Accept previous minutes
3. Action Register

**PART 2 – STANDING ITEMS**

4. Data Centre Report – for noting
5. Recruitment Opportunities

**PART 3 – OTHER BUSINESS**

6. ERMS Business Classification Scheme – Roxanne Missingham and David Brumby
7. OMG Training Program
8. Report from ITS Executive Planning Day
9. Items for escalation to ITS Executive Team
PART 1 – REGULAR ITEMS

1. * Apologies

   - Sean Batt (CAP)
   - James Blanden (Enterprise Systems)
   - Darren Coleman (Networks and Communications)
   - Phil Drury (CoL)
   - Pirra Elford (AV CBE)
   - Ali Emirlioglu (IT Security)
   - Bernard Lineham (Service Manager)

2. * Accept previous minutes

   ACTION REQUIRED
   
   For decision ☑  For discussion ☐  For information ☐

   RECOMMENDATION  It is recommended that the OMG confirms the minutes of the meeting held on 09/10/2013.

3. * Action Register

   ACTION REQUIRED
   
   For decision ☐  For discussion ☑  For information ☐

   RECOMMENDATION  It is recommended that the OMG approves the updated action items below.

<table>
<thead>
<tr>
<th>Action #</th>
<th>Meeting Ref</th>
<th>Actions</th>
<th>Action Owner</th>
<th>Status</th>
<th>Expected completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/5/2013</td>
<td>NCI to present on the services they offer.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td><strong>Update:</strong> 19/6/2013 NCI had been approached to attend and this should be confirmed soon.</td>
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<td></td>
<td></td>
<td><strong>Update:</strong> 28/8/2013 this item is on hold until the ITS SLA has been completed</td>
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<td></td>
<td></td>
<td>KP</td>
<td>In progress</td>
<td>November/December</td>
<td></td>
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<tr>
<td>2</td>
<td>11/9/2013</td>
<td>When the IT Communication plan has been released, Bernard Lineham will form a working party on appropriate mailing lists</td>
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<td></td>
<td></td>
<td>BL</td>
<td>In progress</td>
<td>October</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>11/9/2013</td>
<td>ITS draft policy and procedure</td>
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<td></td>
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<td></td>
<td></td>
<td>AM</td>
<td>In progress</td>
<td>November</td>
<td></td>
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</table>
PART 2 – STANDING ITEMS

4. * Data Centre Report – for noting

5. * Recruitment Opportunities

PART 3 – OTHER BUSINESS

6. * ERMS Business Classification Scheme – Roxanne Missingham and David Brumby

7. * OMG Training Program

8. * Report from ITS Executive Planning Day

9. * Items for escalation to ITS Executive Team

Next Training and Meeting

**Supervisor Training**
Wednesday 6 November 2013
9:30am – 12:30pm
Garran Room, Innovations Building #124

**OMG Meeting**
Wednesday 20 November 2013
9:30am – 11am
Building 88T1, Main Meeting Room