

**Present:**

Mayor, Cr Noel D'Souza  
Deputy Mayor, Cr Greg Moore  
Cr Anthony Andrews  
Cr Murray Matson  
Cr Ted Seng  
Ray Brownlee, General Manager  
Jorde Frangoples, Director City Services  
Caroline Foley, Manager Business Performance Projects  
Alan Bright, Manager Strategic Planning  
Anne Warner, Manager Corporate Improvement  
Josh Hay, Manager Communications  
Nadia Magistrale

**1. (a) Confirmation of the minutes**

Action: (1) The RTG confirmed the minutes of the meeting held on 3 May 2016.

**3. DPC Guidelines & Proclamation – Questions & Discussion**

Action: (1) That a copy of the DPC's *Preparing for Change* document be emailed to committee members.

(2) That Council request another meeting with the Minister for Local Government, Paul Toole and the RTG Committee Members.

**4. DPC Checklist - Week One**

Action: That the update report be received and noted.

**5. Branding & Website Update**

Action: (1) That the update report be received and noted.

(2) That the RTG committee members agreed to participate on the focus groups next week. Manager Communications to forward dates to committee members.

**6. Project Action Teams**

Action: (1) That the update report be received and noted.

(2) That the RTG committee members acknowledged the outstanding work done by the General Manager and Transition Unit.

**7. General Business**

7.1 Residents enquiries post-Proclamation

Action: That Council develop a process ensuring that resident's enquiries to Councillors are actioned.

**8. Date of next meeting** To be confirmed

Meeting Closed at 5:45pm