Meeting Date	Meeting PEG or IPT	Торіс	Action Item	Responsibility	O = Ongoing C = Completed H = Historic	Target Date	Status
21/02/2017	PEG	Property Sales Revenue - timing	Determine preferred timing of revenue streams from sale (or amended operations) of sites, informed by the outcomes of site options investigations	Cate (Ginny)	С	18/04/2017	Income from site sales (or other tenure options) scheduled to be received March 2018 and September 2018.
18/04/2017	PEG	Prudential Report (Quotes)	Quotes to be sought from selected sources for provision of Prudential Report	Nathan/ Chris N	С	19/05/2017	Quotes received and reviewed. Consultant (Dean Newbery) appointed.
2/05/2017	PEG	Project Plan	Ensure risk management register is established for recording and review of risks	Chris N	0	30/06/2017	Risk register to be developed in consultation with Council's Strategic Risk Management Adviser and discussed with PEG.
17/05/2017	PEG	Community Reference Group	Use the Adelaide City Library visit to run a facilitated session with CRG (2.5 hour session in a meeting room with catering. Nathan to attend) – in a similar 'like/dislike' format to Snohetta's workshop session, using photos collected from library tours, examples of libraries around the world, and invite CRG members to bring images	Brendan	0	30/06/2017	CRG will be asked to collect 3-4 images of Library and/or Community Buildings that represent elements of the CLIC. These will be presented to the CRG at their 2 August 2017 meeting with a facilitated discussion to understand the commonalities and overall Group priorities and aspirations for CLIC.
17/05/2017	PEG	Cultural Heritage Policy Request	Draft response for Deputy Mayor and consider if workshop discussion is necessary	Nathan/ Chris N	0	6/06/2017	Response drafted.
17/05/2017	PEG	Property Release to Market	Invite CBRE to PEG Meeting to discuss marketing material and timeline	Chris N	С	20/06/2017	CBRE attended 6 June meeting.
6/06/2017		Property Release to Market	Prepare strategy for endorsement	Chris N	С	30/06/2017	Report prepared for consideration at June 2017 Council meeting
6/06/2017	PEG	Cultural Heritage Policy Request	Edit letter for Deputy Mayor by tomorrow	Chris N	С	7/06/2017	Response issued by Deputy Mayor following revision of draft. Potential creation of a framework to be discussed at a future workshop.
6/06/2017	PEG	Cultural Heritage Policy Request	Add to Workshop Program. Consider whether council wants to establish a Cultural heritage framework - could be an overarching framework which all the cultural elements sit under. (Liaise with Manager Arts Gallery & Events	Chris N	0	31/07/2017	To be scheduled
6/06/2017	PEG	Spatial Layout and Project Objectives	Distribute the precis of the workshop discussion with Brown Falconer	Chris N	С	13/06/2017	Distributed
6/06/2017		Project Update Report	Report to seek direction from Council on sale of sites	Chris N	С	21/06/2017	Report prepared for consideration at June 2017 Council meeting
6/06/2017	PEG	Stakeholder Engagement	Prepare a communications bulletin that can be distributed to all staff and Elected Members	Chris N, Brendan L	С	30/06/2017	Newsletter prepared for distribution