

**Minutes of the Project Synergy Steering Committee
held 2-4pm Tuesday 24 April, 2018 in Meeting Room 1,
Level 1, Scarborough House, Woden, ACT**

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5. **Standing Items:**



5.1. **Project Synergy update:**

5.1.1. The **Project Synergy Monthly Reports** for December 2017 to March 2017 (distributed with the Agenda) were briefly discussed. In addition, there were further updates provided on the status of ethics applications, legal/ contract management, community consultation and the Lived Experience Advisory Board meeting held on 14 March. The comment was made that much of the documentation focuses in detail on lived experience management and co-design and while sector and clinician stakeholder engagement is referenced there is not the same level of detail present in reports.

5.1.2. The **Update on Performance Indicators as of 31 March 2018** (distributed with the Agenda) were briefly discussed. Project Synergy has met or is on track to meet all performance indicators to 30 June 2018.

5.1.3. The **overall project management and governance** was briefly discussed and the Committee emphasized its commitment to providing strategic advice and adding value to the Project Synergy.

5.1.4. The Committee was briefed on the strategy for the **April 30th Showcase** of Project Synergy and the Synergy Online System.

6. **New Items:**

6.1. **Draft Project Synergy Independent Monitoring & Evaluation Framework (MEF)**

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