

BANYULE / NILLUMBIK LOCAL LEARNING & EMPLOYMENT NETWORK

Board Meeting

Monday, May 12th

4.00 PM to 5.30 PM

Shire of Nillumbik

1. WELCOME

- a) **Attendance:** Gerry Fogarty (Chair), Kate Rhodes (EO), Darrel Caulley, Cheryle Michael, Stephen Fiyalko
- b) **Apologies:** Eleanor King, Susan Lees, Marie McNeil, Jacinta Feeley, Stephen Smith, Stephen Brackenridge, Julie Johnston, Lindsay Round, Jackie Doyle

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

- a) **Declaration of conflict of interest - Nil**
- b) **Minutes of previous meeting – Wednesday, April 9th confirmed**

Moved: Darrel Caulley
Second: Cheryle Michael

3. CORRESPONDENCE

Kate highlighted the following items:

- The invitation to the Northern Careers and Employment Expo on July 24th. The BNLLLEN is a sponsor for the Expo
- The LLEN Chairs Forum Minutes. This is an agenda item
- The "Management Tools for the Executive Officer Role" booklet. This booklet is a result of a suggestion by the Chairs last year and has been commissioned by DEECD. The Tool provides advice to Boards around engaging executive officers and effectively directing their efforts and reviewing performance. There will be professional development to support the Tool organised by the DEECD.
- The Youth Central Cold Calling Kit CD. This is a very useful resource for students on job search skills. The CD is available through the Youth Central web site on www.youthcentral.com.au. The BNLLLEN can also provide a copy of the CD for anyone interested.
- The letter from Craig Langdon regarding the meeting on the School Regeneration Project Consultation. Gerry provided a brief update about the Regeneration Project and the withdrawal of Macleod College from the Project. Gerry will provide a more detailed update at the June Board meeting.
- The Discussion Paper on Skills Reform. The Board agreed that this was an important paper and can be downloaded electronically from www.otte.vic.gov.au/skillsreform.asp. Written submissions in response to the paper are due on June 10th
- Correspondence out, the letter to George Mclean was tabled. There has been no response to the letter. The letters to the schools requesting a portion of funds from students who attended the Nillumbik Community VCAL program after the census date were also tabled.

Moved: Cheryle Michael
Second: Darrell Caulley

4. BUSINESS ARISING

a) Report on the Chairs Forum

Gerry spoke about the Chairs Forum on April 11th. There were a number of discussion papers tabled at the meeting that were also provided to the Board. These papers were all discussed at the meeting, noted and the DEECD will respond to the papers. Gerry felt that the process of informing the DEECD about on the ground issues through the discussion papers was beneficial.

Gerry was asked about the presentation from VEECI by Andrew Rimington, Senior Policy Advisor. The presentation was mainly informational but interesting. The rural LLENs are finding it easier to engage industry than metropolitan LLENs as the metropolitan LLENs find it harder to identify industry leaders. VEECI provided some possible strategies for engaging industry and Gerry will forward the attachments based on the presentation to Board members.

Gerry noted that the Chairs as a group made it clear that they felt the youth guarantee option was not working. The Chairs also expressed their concerns about the 80% requirement for the survey response. The Board discussed the issue of LLEN members who have not been actively involved and whether it was worthwhile to continue having them as members. It was noted that while people may not be actively involved they may want to continue to receive information about BNLEN activities. Concerns about the superficiality of the survey format and the requirement that members complete a survey were also expressed. Gerry noted that this issue had been discussed as part of the LLENs beyond 2008 Evaluation which the DEECD says will be available in early May.

b) Response to the DEECD Blueprint discussion paper

The draft response to two questions that directly relate to the LLENs was tabled and discussed. It was noted that Board members needed to look in more detail at the Blueprint. Responses are due on Friday the 16th of May. It was agreed that the BNLEN should put in a response and suggested that a draft be sent out again to the Board with a request for feedback by Thursday, May 15th. It was also noted that there is an issue about ACFE not being part of the Youth Transitions Division and the complicated structure where the LLENs are managed across three departments and OTTE is in separate department. The success of the parent information session for refugee parents was also noted. It was suggested that both these points be incorporated in the response to the Blueprint.

ACTION: That a redraft of the BNLEN response to the Blueprint Discussion paper with the suggestions be sent out to the Board for feedback by May 15th and then be submitted.

c) Employment Proposal

The proposal tabled was discussed. It was agreed that the next step is to develop a design or more detailed brief in terms of the how; followed by a second meeting of the working group. It was suggested that we might look at involving a few employers who might be willing to be part of the project at the start including a guarantee to take on a young employee.

ACTION: Kate will develop an outline based on the employer proposal and then call a meeting to work on the next possible steps for the project.

5. REPORTS

a) Finance Report

The report was tabled but as Stephen Smith was an apology for the meeting it was agreed that the Finance Report be postponed until the June meeting. Gerry also provided a summary of the Risk Management Standing Committee meeting. The provision for long service in the budget was discussed. The redrafted Finance Policy was tabled and it was suggested that the Standing Committee needs to look at the Purchase of Goods and Services Policy as the amounts seemed too low.

b) Staff report

Kate highlighted the following aspects of the report:

- Pavilion 1st birthday party
- Printing taster programs at RMIT
- Regional Provisional Plan and the labour shortages working group
- Education Expo for newly arrived migrants and refugees parents

Gerry and Cheryle spoke about the Pavilion Celebration and the impressive presentations by the students. It was good to have the event supported by Jennie Macklin, Bernie Gearie and Joe Corbett from the NMR. The role played by the BNLLLEN in initiating the program was acknowledged and Joe Corbett stressed the importance of the program as a model for other programs.

The Regional Provisional Plan was discussed and the importance of knowing what happens to students once they have completed the VET programs and whether they continue with their VET training or move on to employment and to what extent they stay with employment. It was suggested that Sue Gordon or someone from the University of Melbourne involved in the research might talk to the Board.

Darrell asked about the Emergency Housing project being organised by the BNYSN. Cheryle chairs the working party and explained that there is a severe local shortage in housing provision, 30 beds, and that the BNYSN is applying to the SFYS for funding for a project officer to research the problem. The aim if the research is to document the need and then to prepare a proposal. The project worker would work through the Reconnect Program through the Nillumbik Community Health Service.

The success of the Refugee Expo was noted and the non verbal presentation provided by Ross. This presentation is on the BNLLLEN website.

Moved: Stephen Fiyalko

Second: Cheryle Michael

6. OTHER BUSINESS

a) Meeting times

As there were only a limited number of Board members at the meeting they discussed the success of the breakfast meetings in comparison to the afternoon meetings. It was agreed that the possibility of having more breakfast meetings should be discussed at the June meeting.

c) Greensborough Project

There was a query about the Greensborough Project and the lack of understanding about what was happening. It was suggested that the Board invite Vince Ryan or someone from the Banyule Council to speak to the Board about the Project.

Meeting closed: 5.50 PM

Next meeting: Wednesday, June 11th
7:30 – 8:45

Diamond Valley Learning Centre