

BANYULE / NILLUMBIK LOCAL LEARNING & EMPLOYMENT NETWORK

Board Meeting

Wednesday, September 10th

7:15 am – 8:45am

Diamond Valley Learning Centre

1. WELCOME

- a) **Attendance:** Kate Rhodes (Executive Officer), Cheryle Michael (Chair), Marie McNeil, Ian Harrop, Darrel Caulley, Stephen Brackenridge, Stephen Smith, Ian Roberts, Diana Murphy, Eleanor King (minutes)
- b) **Apologies:** Jackie Doyle, Gerry Fogarty, Stephen Fiyalko, Sue Lees, Lindsay Round, Trevor Jenkins, Julie Johnson, Pam Wheatley
- c) **Welcome:** Cheryle welcomed Diana Murphy from School Focused Youth Services who is a new Board member representing the Banyule Nillumbik Youth Services Network. Diana has been working in the sector for quite some time and has extensive networks in the local community.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

- a) **Declaration of conflict of interest - Nil**
- b) **Minutes of previous meeting – Wednesday, August 13th confirmed**

Moved: Darrel Caulley
Second: Stephen Brackenridge

3. CORRESPONDENCE

Noted:

- Eleanor handed in her resignation letter on August 18th. She is off to Perth to live. Cheryle thanked Eleanor noting her hard work and friendly phone manner.
- Acceptance letter of the BNLEN half yearly report from DEECD
- Letter to Darrel Caulley from DEECD acknowledging his feedback to the Youth Transitions Branch regarding the Revised Management Tool.

Moved: Stephen Brackenridge
Second: Ian Harrop

4. BUSINESS ARISING

a) **LLEN and LCP Vision / Mission statements**

Kate noted that at the staff planning day the statements for both the LLEN and the LCP were looked at, compared and discussed as tabled. The two statements are very similar, apart from the 13 to 19 year old ages of the young people being targeted as well as the focus on career advice stated in the LCP Vision Statement. Kate asked the Board to endorse the two statements as a first step in the development of the three year Strategic Plan for the LLEN and the 2009 Schedule 1. This is due to the DEECD by October 31st.

There was some discussion about the difference between a vision and mission statement. The Board agreed with the existing statements as tabled and Cheryle suggested that the Strategic Directions Standing Committee meet in order to develop a draft for the 3 year Strategic Plan

based on the Vision as tabled. This draft would then be tabled and discussed at the October Board meeting.

ACTION: For the Strategic Directions Standing Committee to meet and develop a draft 3 year Strategic Plan for discussion at the October Board meeting.

b) Consultation regarding the revised LLEN Management Framework and KPMG Report

Kate spoke to the Action from the August meeting to send the Board the new Contract which is part of the Revised Management Framework. This proved difficult as the contract is basically the same as previous contracts however there is an implication from the draft Framework that the new Contract has to conform to the draft framework. The Framework is a very long document which is quite prescriptive on a number of items reflecting the recommendations from the KPMG Report. However it is not clear if these recommendations are mandated and if so, how they might be required. Also the document is still in draft form.

For example the Guide has a requirement that Boards undergo governance training. The guidelines do not specify, how long the training has to go for, who it should be run by and who will pay for the training. It was noted by Cheryle that this focus on governance may be coming from the Justice Department and be part of a trend by the State Government as it is also being required by other arms of government. It was also noted that Board members are on the Board voluntarily and that there were issues about limited time and the possible cost of such training.

Cheryle suggested that it might be worthwhile for the Board to start documenting the experience and knowledge of Board members so that we had this information for use in our planning and in response to any governance requirements. It was agreed that this process should be started and that it could be included as part of our strategic planning. It would be better to capture the skills that Board members already have rather than begin additional training that might not be necessary.

Kate tabled a letter to Bronwen Heathfield from Barry Wright the Chair of the Statewide LLEN EO Network that was a response from the Network to the draft Framework. The letter indicated a concern that if the Framework is a mandate that implies there are non-negotiable clauses in the Framework that might not support the principle noted in the KPMG Report that the management of the contract is based on a responsive partnership. There was confusion regarding whether the Framework was making a suggestion, and/or offering negotiable and non-negotiable clauses and if the Framework was making requirements how the LLENs would be audited. At the August meeting Teresa seemed to imply that the KPMG Report was providing recommendations not requirements of LLENs however this is not clearly articulated in the draft Framework.

5. REPORTS

a) Finance Report

Stephen tabled the July report. Stephen noted there have been no significant changes to the budget in the recent month.

LLEN budget is at 65% spent

LCP budget is at 59% spent

Stephen thanked Sandra for the reports.

Moved: Stephen Smith

Second: Stephen Brackenridge

b) Staff Report

Noted:

- Employment and Training Expo, “3081 Gets the Job Done” is on tonight September 10th at the Banyule Community Health Service. This is a Neighbourhood Renewal event and the LLEN was involved in the planning and the LCP sponsored the food.
- The Working Community electronic newsletter was tabled and is ready for distribution. Kate reported that the LLEN in partnership with the Shire of Nillumbik and the Nillumbik Community VCAL applied for a grant through the Youth Participation and Access Program from the Department of Planning and Community Development. If successful this funding will enable the BNLEN to coordinate Working Community for Nillumbik Community VCAL and other non school VCAL programs.
- Darrel asked about the Binge Drinking submission by Youth Pathways supported by the BNLEN and many other partners including the Banyule Nillumbik Youth Services Network. This is a Federal funded program working with schools and sporting clubs which is an early intervention model working through a youth led awareness program called “Positive Spirits”. The name for the program was developed by the young people and it is an exciting three year program.
- Kate tabled the latest Northern Melbourne VET Cluster handbook. Stephen Smith noted that the VET funding to schools has increased and there are some additional bands which is a positive. However he also noted that there are concerns for some schools as schools are no longer allowed to charge students any additional fees for VET. This might make running the programs prohibitive to schools in spite of the additional funding.

6. OTHER BUSINESS

a) Conflict of Interest Forms

Kate handed around conflict of interest forms to the Board members who were yet to fill them out.

b) Eleanor’s Farewell

Kate noted the BNLEN staff would be having a lunch today at La Porchetta to farewell Eleanor after 3 years at the LLEN

c) October meeting – LCP Evaluation Activity / Jeldai King guest, DEEWR

Kate noted that Jeldai would be attending the next Board meeting to discuss the Federal evaluation by Atelier of LCPs which has coincided with the KPMG evaluation of the LLENs. However the findings of the Atelier evaluation are still being developed and will affect the post 2009 LCP contracts. Jeldai with Ross will conduct a hands on activity for the Board to discuss the findings of the evaluation.

d) LLEN Chairs meeting – October 17th

Kate tabled a draft discussion papers for the LLEN Chairs meeting developed by the LLEN Executive Officers about the role of LLENs in the development of the Wannik Strategy. As this was only just recently sent out to Board members it was agreed that it be an agenda item for the October meeting.

Kate also noted that the structure for the Youth Transitions Branch within DEECD has changed. George McLean is no longer the Manager of the Branch but has become the Manager of a new section or unit that will be linking Education or DEECD with the TAFE sector or OTTE which is now part of DIRD.

Some concern was expressed about the need to support the younger cohort from ages 10 to 12 or even younger. Cheryle spoke about the “Vulnerable Young People” paper that has been produced for discussion by the Office of Youth. She suggested that the LLEN should provide a response and that they are referred to in the paper. The paper looks at young people from age 10 to 24. It was agreed that this would be a good idea.

ACTION: For Cheryle to send the link for the paper to the Board and for Kate to prepare a response for comment linked to the LLENs. The BNYSN is also sending in a response and it was agreed that the LLEN work with the Network.

e) Hot topics

Kate explained that another LLEN has a reoccurring agenda item called “hot topics” to enable the Board to discuss a topic of their choice that is agreed to before the meeting. Board members would be provided with reading material before the meeting to ensure an in depth discussion. The discussion would run for approx 20 minutes and would offer an opportunity for professional development as well as possible directions for the LLEN.

This led to a discussion regarding possible ‘hot topics’. Board members agreed with the concept. Some of the topics suggested were:

- “Vulnerable Young People” paper
- A Youth Commitment
- Implications of the VET changes and VET provision across the region
- Development of a Youth Charter
- Mental health issues young people are facing.

The Board was particularly interested in the issue of mental health. It was pointed out that schools were under resourced in terms of supporting young people with mental health issues and that they were often referred to support from the private sector.

Darrell asked about any available youth data. This led to some discussion regarding data available including the data from Dusseldorp Skills Forum, ABS, Lifeline etc.

Stephen Smith noted issues within a school including that they had a welfare person and counselor attending the school part time and a psychiatrist only half a day per week. The issue of youth suicide was often hidden. The issue of resilience and how that relates to the drop rate among apprentices was also noted.

It was noted that Barb Collard from Austin Cams is preparing an issues paper on mental health and that Mental Health Week is in October. It was agreed that this would be a good ‘hot topic’ for the November meeting and that we try and get Barb Collard to speak at the meeting. Kate will also work with Diana to provide some information and resources prior to the meeting.

Meeting closed:	8:45am
Next meeting:	Wednesday, October 8th 7:15 – 8:45. DVLC Jeldai King, invited guest – DEEWR LCP Representative