

# BANYULE / NILLUMBIK LOCAL LEARNING & EMPLOYMENT NETWORK

## Board Meeting

Wednesday, June 10<sup>th</sup> - 7.15 – 9.00

DVLC

### a) WELCOME

a) **Attendance:** Gerry Fogarty (Chair), Kate Rhodes (Executive Officer), Ian Harrop, Darrel Caulley, Jess Sayers, Suzanne Crellin, Stephen Fiyalko, Sue Lees, Greg Williams, Lindsay Round, Dan Clarke, Marie McNeil, Katrina McIntyre (minute taker)

b) **Apologies:** Ian Roberts, Trevor Jenkins

c) **New Board members and visitors:**

Gerry welcomed Jess Sayers as our new Youth representative replacing Stephen Brackenridge. She is currently working at Banyule City Council with the Victorian Youth Foundation, which is responsible for helping youth apply for grants and also approving grants for youth-led community projects in West Heidelberg. Jess also plays and coaches netball, lives in the local area and is 23 years old.

### b) ELECTION OF OFFICE BEARERS

Lindsay nominated Trevor Jenkins as Secretary, seconded Greg Williams, Trevor Jenkins accepted in absentia.

### c) CONFIRMATION OF MINUTES OF PREVIOUS MEETING

a) **Declaration of conflict of interest - Nil**

b) **Minutes of previous meeting – Wednesday, May 13<sup>th</sup>, 2009 confirmed**

**Moved:** Ian Harrop  
**Second:** Suzanne Crellin

### d) CORRESPONDENCE

Kate highlighted the following items:

- Letter from DEECD stating our Expression of Interest for the 'Enhancing LLEN Engagement with Business and Industry Project' has been successful, granting the LLEN \$15,000 for the project
- Invitation to attend the "Seeds of Change" celebration to be held June 13<sup>th</sup>, 11.00am, at Main Street, Greensborough.

**Moved:** Darrell Caulley  
**Second:** Stephen Fiyalko

### e) BUSINESS ARISING

a) **Board Governance Training**

Some Board members still need to complete their forms. At this stage there are seven people interested in participating in the training. The training is being organised by the Hume-Whittlesea LLEN with Deb Hull and will be held some time in late July or August.

**b) Statewide Chairs Meeting**

Gerry provided a verbal report of the meeting. He noted that he spoke to the Board's recommendation regarding the process for the election of a Chair within the LLEN Guidelines. The motion was discussed by the Chairs and as a result the wording in the Guide has been revised. Below is the agreed upon change.

"The selection of the LLEN Chair is the responsibility of the Committee of Management. Given the significant demands of the role, it is suggested that the Committee give careful consideration to the selection process, possibly including development of guidelines for election to the position. Some LLENs have used particular processes to appoint their Chairs, an example of which is provided at *appendix 4*. The 'LLEN's Beyond 2008' report (2008) noted benefits in electing a LLEN Chair from a business or industry background. This choice can assist in strengthening the reach of the LLEN beyond traditional education and training sectors and avoids any perceived conflict of interest that could occur where a service provider heads the organisation."

**ACTION:** Gerry will provide a written report of the Statewide Chairs' meeting for the July meeting.

**c) LLEN Engagement with Industry Project**

Gerry provided the Board with background information regarding the Project resulting in the LLEN Chairs recognition that LLENs needed support with engaging with industry. The BNLLLEN's Project is engaging the health industry with Austin Health and the City of Banyule key partners.

The implementation of a working party consisting of Board members and other relevant organisational representatives was suggested to oversee and support the implementation of the project. The following Board members expressed interest in being part of the working party: Stephen Fiyalko, Ian Harrop, and Sue Lees.

**f) REPORTS**

**a) Finance Report**

Gerry tabled the June Finance Report including the LCP and BNLLLEN 2009 Indicative Budget reports and noted that at this stage both programs are running on a surplus. The Risk Management Standing Committee completed a mid year review of the indicative budgets for both programs and made some suggestions related to increases in the expenditures, tabled.

There was a query regarding the negative amount during the month of June which was not actually a negative. It was suggested that in future finance reports that the income be allotted for each month, rather than in a lump sum to avoid confusions.

**Moved reports:** Dan Clarke

**Second reports:** Darrell Caulley

**b) Risk Management Standing Committee**

The possibility of increasing Kate and Steve's working hours was discussed by the Standing Committee. The Board agreed to allowing them to return to full time if that was desired as the surplus would allow the increase.

**Motion Moved:** Stephen Fiyalko

**Motion Second:** Sue Lees

The Standing Committee also discussed increasing the funds allotted for staff professional development and suggested that a Staff Professional Development Plan be prepared linking to the Strategic Plan. This was supported by the Board and it was also suggested that Board members might be able to include BNLLLEN staff in relevant staff professional development activities being organised by their organisations.

The Committee also put forward some changes to the terms of reference including a minimum of two meetings a year for both Standing Committees.

The Committee introduced some changes to the Finance Policy including a policy to cover purchases in excess of \$5000 also tabled. The changes to the indicative budgets, the terms of reference and the policies were all tabled and approved by the Board.

Terms of Reference:      **Motion Moved:** Dan Clarke.    **Motion Second:**      Greg Williams  
Finance Policy:            **Motion Moved:** Ian Harrop.    **Motion Second:**      Sue Lees

**c) Staff Report**

Kate highlighted the following items:

- Brendan Murray received two awards; Outstanding Secondary Teacher of the Year and 'Closing the Gap' Community Award.
- Steve's Disability project is going well
- The Greensborough Project (Seeds of Change) will have its launch this Saturday, 13<sup>th</sup> June, on Main St, Greensborough.

**g) BOARD PD – Stephen Fiyalko Job Services Australia**

Steve spoke about his impressions of the new Job Services Australia program and how it might impact on youth. The tender has been completed and the new Job Services will be implemented as of the 1<sup>st</sup> of July. Under the Program they have amalgamated the old Work for the Dole, Job Network, Personal Support and the NICE programs. This could mean in actuality a 20 to 30 % cut in funding.

The new program offers four streams of activity. People are immediately assessed and put into one of the four streams dependent on their level of disadvantage. This allows for direct referral. Those young people highly at risk would go to stream three or four which will mean they receive individual support to move them towards education and employment.

With the successful tenders, 70% went to not for profit organisations. In our area there were four successful providers, three of them new to the area as follows:

- Breakthrough – from NSW with a disability focus
- Campbell Page – from NSW
- Sarina Russo –local
- Services to Youth – from South Australia

In the tender selection process only 30% of the decision was based on performance and there were 45 tenders. Employment Focus was not successful but the old Job Network only pertained to a small percentage of their overall business and will hence have minimal effect on their programs. There is however a concern that three of the organisations in the area are new and they don't have the knowledge of the local networks and it will be difficult to deliver the specialised support. Also there is nothing specifically for youth with the new providers and a young person could become just a number within the service. It was a competitive model with no incentive for the organisations to work together.

Another concern is that the new Job Services Program is focused on jobs with the government money going into training for employment. This means there might not be support for young people not ready for training because of other personal problems such as homelessness. We need to be attentive and watchful so that these young people don't get lost or 'fall through the cracks.'

Under the Job Compact program all young people will be required to study or train or earn. This again could be an issue for those young people not ready for training. The specific guidelines for the Job Compact are not yet known. Most of the training money will be from the State Government so it is not clear how much money might be available for each young person. In theory training will be available for everyone but this is subject to availability. Stephen suggested that it is important that the BNLLN work with the local stakeholders to design a service to support those young people who

might need support and could be overlooked under the new system. It is also important that we keep the data and records about any concerns regarding the new Service.

## **h) OTHER BUSINESS**

### **a) Federal Budget Summary**

At this stage the details of the LCP funding post 2009 is still unknown. As far as we know the Federal Government will be continuing the Career Advice Australia initiative under a new name and linking the LCP program with the NICs and RICAs. There is going to be a DEEWR information session on June 16<sup>th</sup> which will hopefully clarify some more details. It was agreed by the Board that we need to call a Strategic Direction Standing Committee meeting after the June 16<sup>th</sup> briefing and before the July Board meeting.

**Meeting closed:**           **8.45am**

**Next meeting:**           Wednesday, July 15<sup>th</sup>  
7.15 – 8.45 – breakfast provided  
Diamond Valley Learning Centre