

BANYULE / NILLUMBIK LOCAL LEARNING & EMPLOYMENT NETWORK

Board Meeting

Wednesday, October 13th - 7.15 – 8.45

DVLC

a) WELCOME

- a) **Attendance:** Gerry Fogarty (Chair), Ross Patterson (Acting Executive Officer), Ian Harrop, Suzanne Crellin, Greg Williams, Lindsay Round, Sue Lees, Katrina McIntyre (minute taker)
- b) **Apologies:** Kate Rhodes (Executive Officer), Jess Sayers, Stephen Fiyalko, Marie McNeil, Ian Roberts, Dan Clarke, Darrel Caulley, Diana Murphy, Trevor Jenkins, Chris Spindler

b) CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- a) **Minutes of previous meeting – Wednesday, September 9th, 2009 confirmed**

Moved: Suzanne Crellin
Second: Ian Harrop

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

c) CORRESPONDENCE

The following items were highlighted in the email sent out:

- Letter from DEECD stating that our BNLLLEN 2009 Half Year Report has been received and is currently being assessed.
- Letter from DEECD stating that our BNLLLEN 2009 Half Year Report has been accepted and the second grant payment for 2009 is now being processed.

d) BUSINESS ARISING

a) **Partnership Brokers Submission**

Staff have been working on the submission over the last month. The LLEN has consulted with NWEN, explaining that due to the drop in our funding we are not in a position to be subcontracting any projects to them. RMIT – Career Connections were also consulted with and were keen that they were acknowledged for the projects they were running.

We have also consulted with the RICA, David Redfearn, about the Regional events and activities, such as Try a Trade and the Careers Expo, which over the last two years have been supported by the 5 councils. David is now trying to get the councils to commit to sponsoring the events in the future, before his role ends.

The draft submission was originally meant to be seen by the BNLLLEN Board first, due to the NWEN Board meeting on Monday it was decided to present the submission to them first. The NWEN Board has agreed to the submission.

The submission must be lodged by October 21st and requires two signatures, the LLEN Chair (Gerry) and the NWEN Chair. In Victoria the process differs to other states, while we are asked to lodge a submission, the other states are required to tender.

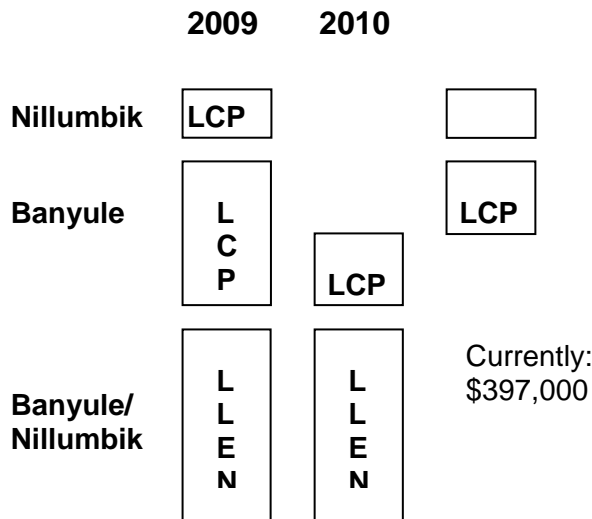
When asked if any criteria were lacking in information Ross stated that Criteria 4 could have more.

Once the submission is accepted, the official start date of the new Enhanced LLEN is the 1st of January 2010, with the first milestone being the end of February for the Implementation Plan.

The BNLLLEN has been lucky as we already have relationships with the LCP and other partners. Other LLENs have had to spend many hours in meeting developing these, and some LLENs had to bring in mediators.

An email was sent to the LLENs on October 8th in relation to a meeting that was held between rural LLENs and Minister Pike about overall drop in LLEN funding. It was decided that the LLENs may be able to get additional funding to cover their loss. DEECD have stated they will provide the LLENs with the balance of their lost funding to cover at least 2010.

Ross drew the diagram below to help explain the change in funding. The first column is the amount of funding in 2009 for Nillumbik LCP, Banyule LCP and the BNLLLEN. The second column shows the amount of funding we have been told we will receive next year, equaling \$397,000. The third column illustrates the amount that will hopefully be provided by DEECD to equal our funding in 2009 and the question marks indicate the Nillumbik LCP funding which we are currently unsure whether we will receive.



MOTION: A motion was passed to endorse the submission. It was decided that everyone should have a chance to go over the submission and let the LLEN know of any comments or amendments that they felt should be made by Friday 16th.

Moved: Ian Harrop

Second: Greg Williams

b) Youth Connections Tender

Lindsay discussed the Youth Connections tender, providing a quick summary of what has happened so far. The consortium developed by the two councils consisted of 18 people, with three organisation’s putting their hand up to be the lead agency. Each was asked to do a presentation to the group so they could then decide by silent vote who would tender. NMIT was chosen to take on the funding, which totals \$2.24 million over 4 years for this region, 10% of which NMIT is taking as oncosts.

It was decided to divide the region into 2 areas: Banyule & Nillumbik.

Berry St and Nillumbik CHS were allocated a portion to support the Nillumbik section, while NMIT, the Salvation Army and Mission Australian were selected for the Banyule section of the region.

NMIT have been working very hard to finish the tenders in time and once completed Frances flew to Canberra to hand deliver them by the closing date of October 6th. There is some competition from



interstate but as the tender is after a local focus it is considered unlikely they will be successful. NMIT should find out in December whether they were successful and the service will then start on January 1st 2010.

It is hoped that we will be able to provide the good services that are required by young people within the region and expand some of the services into Nillumbik, as they currently have very little in the way of youth services.

As the tender requires a local focus Berry St and Mission Australia will be moving staff into Banyule and Nillumbik to work.

c) Strategic Directions Meeting

Gerry proposed that the next meeting be held October 29th at 9am. Due to many members having other commitments the time was moved forward to 8am.

ACTION: Notification of time and date to be sent out the Strategic Directions Committee to ensure it goes into their calendars.

d) Planning Day

The Planning day will be held on November 11th. Ross suggested that we set out a clear agenda for the day, designating timeslots for specific items. This will enable Board members to attend those discussions which are most relevant to them or that they are able to have the most input in.

Although Peter Mildenhall was the facilitator for the January Planning day, Ross suggested that Deb Hull who ran the Governance training, may be a better option. As Deb previously worked for the DEECD she has an excellent understanding of LLENs and what is required of them.

LLEN staff will attend the day as well and it was suggested that a variety of community partners also be invited.

ACTION: BNLEN to contact Deb and find out if she is available for the Planning day as well as the Strategic Directions meeting.

e) REPORTS

a) Finance Report

As Ian was an apology at this meeting Gerry spoke to the Finance reports as tabled. At this stage most expenses were coming out of the LCP budget. Left over LCP funds will have to be given back if not spent. The final installment (10%) of LCP funding is not received until February next year.

Staff are currently coming up with ideas as to what could be purchased this year to reduce the surplus, but utilised next year. Some ideas are to pay the IT contract in advance, and to stock up on office supplies.

It was noted that the accrued long service on the budget submission, which at this stage totals \$28,000 is predicted to reach at least \$50,000 by the end of the contact in 2013, which will be required as ongoing staff will be eligible to take long service leave by that time.

It was explained that next year's funding for the Enhanced LLEN will be delivered differently, with 50% on acceptance of the Implementation Plan and the last 50% on acceptance of the June/July report.

Moved reports: Greg Williams

Second reports: Lindsay Round



b) Staff Report

The Health Industry project was having an information evening on October 14th for students, parents and careers teachers.

The Pavilion received a Skills First award, which Banksia Latrobe Secondary College applied for. For winning the award The Pavilion gets \$50,000. They also have a chance at winning the State award, which equals an additional \$50,000, and if successful they can then apply for the National award.

The Pavilion is currently looking at opening a second campus in Epping, still to be managed by Banksia Latrobe and Brendan Murray.

There was recently an article printed in 'Snoopy' the newsletter of the Heidelberg Repatriation Hospital regarding the 'Stories from My Life' project which Banksia Latrobe students are currently involved in.

A group of Loyola College students are going to be doing a sustainability audit on Greensborough Plaza with Lend Lease. Students will think of ideas to improve the plaza's sustainability and submit them to Lend Lease for consideration.

ACTION: Ross to distribute Greensborough Project report to Board.

g) OTHER BUSINESS

a) Bushfire Affected Areas

Money may be coming from the Office of Youth to the bushfire affected areas. Lindsay will keep the Board updated.

b) LLEN Website

There is currently a survey up on the LLEN website consisting of 5-7 questions to find out why people visit our site, was it easy to navigate, and did they find what they needed. This was put up as a result of our brand audit meeting with Simon Bowden. Katrina will contact various people from the younger age bracket to complete the survey and see what they thought of the website from an unbiased view.

The website normally receives quite a lot of traffic yet this will increase as we've now added the link for the VET Web Portal.

It was suggested an update on website use and activity be given to the Board every so often.

ACTION: Katrina to prepare a summary of website usage for the next Board meeting.

Meeting closed:	8.40 am
Next meeting:	Wednesday, November 11 th 7.15 – 8.45am – breakfast provided Diamond Valley Learning Centre

