

# A G E N D A -

## BANYULE / NILLUMBIK LLEN BOARD MEETING

Wednesday, February 17<sup>th</sup> - 7.15 AM - 8.45 AM

THE DVLC – Corner of Diamond Creek & St. Helena Roads, Greensborough

### OUR PURPOSE:

- To facilitate effective transitions for young people between education, training and employment.
- To focus on young people who are at risk of disengaging or that have already disengaged from education, training and not in fulltime employment.

#### 1. Welcome

- (a) Attendance
- (b) Welcome to new Board members
- (c) Apologies

#### 2. Confirmation of Minutes of Meeting

- (a) Minutes of previous meetings – Wednesday, November 11<sup>th</sup>, 2009 – *Paper A*
- (b) Matters arising not dealt with separately on the Agenda
- (c) Declaration of conflict of interest

#### 3. Correspondence – November – February 2010 – *tabled at meeting*

#### 4. Reports

- (a) Finance reports – LCP and BNLLLEN – *Reports - Papers B*
- (b) Risk Management Steering Group - *Papers C & D*
  - Minutes December 17, 2009
  - 2010 Indicative budget

#### 5. Other business

- (a) Staff Planning Day – February 3<sup>rd</sup>, 2010
  - Role of Board members
  - Stakeholder groups
  - Role of staff employed for externally funded projects
  - Attendance policy
  - Staff reports to the Board
- (b) AGM – March 17<sup>th</sup>
  - Agenda
  - Farewells
  - New Board members
  - Induction kits
- (c) 2009 Annual Report due February 26<sup>th</sup>. 2010
- (d) Stakeholder consultations regarding the 2010 Strategic Plan and the 2010 Environmental Scan

#### **Papers:**

- *Minutes Board meeting November 11<sup>th</sup>, 2009 – Paper A (previously sent out)*
- *Correspondence – November – February 2010 – tabled at the meeting*

- *Finance Reports – Papers B*
- *Risk Management Standing Committee minutes – December 17, 2009 – Paper C*
- *2010 Indicative budget – Paper D*