



MINUTES

EARLY YEARS PARTNERSHIP COMMITTEE

held on 15 February 2018 at 10.00am in Melton Seniors Community and Learning Centre

- Present:**
- Leigh Ball, Coordinator Early Years Partnerships, MCC
 - Helen Cooney, CEO, Caroline Chisholm Society
 - Brendan Ball, Manager Families and Early Years, MCC
 - Nicole Smith, Area Manager, ECMS
 - Colleen Turner, Western Region Coordinator, VICSEG New Futures
 - Troy Watson, Manager Libraries, MCC
 - Ellen Smith, Family/Community, TRY Children's Services
 - Helen Schiele, Senior Early Years Advisor, Independent Schools Victoria
 - Delia Clarke, Community Representative
 - Vida Pranskunas, Director Allied Health, DjHS
 - David Wright, Inclusion Manager, Victorian Inclusion Agency
 - Charry Owens, Project Coordinator Koolin Balit Babaneek Booboop Early Years Project, DjHS
 - Peta Brincat, Community Representative
 - Sarah O'Kelly, Executive Officer Partnerships and Early Years, BPA Children's Services
 - Vanessa Raines, Executive Director, Clinical/Community, IPC Health
 - Jennifer Robinson, Principal, Kurunjang Primary School
 - Luai Leuga, Regional Parenting Services Coordinator, MacKillop Family Services
 - Penny Lynne, Residential Services Nurse Unit Manager, Tweddle Child and Family Health Service
 - Helen Dorning, Clinical Midwife Specialist, DjHS
 - Tabitha Farrugia, Early Years Adviser, TRY Children's Services
 - Michelle Marion, Koorie Engagement Support Officer, DET
 - Dev Nedjip, Minute Taker, MCC
- Chairperson:** Brendan Ball, Manager Families and Early Years, MCC and Helen Cooney, CEO Caroline Chisholm Society.
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1. Welcome

B Ball welcomed all attendees and acknowledged the Traditional Owners of the land on which we are gathered and paid respects to their elders both past and present.

2. Apologies

Carolynne Reich, Acting Maternal and Child Health Coordinator, MCC
Cr Lara Carli, Councillor, City of Melton
Paul Schwartz, Principal, Wedge Park Primary School
Chloe Mortimer, Community Representative
Jo Read, DHHS, Team Leader Community Participation

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Carly Middleton, Operations Manager, TRY Children's Services
Jarney Newey, Deputy Area Manager, Child Protection
Kim Wilson, Service Support Manager South Western Victoria Region, DET
Debbie Davern, Area Manager, Goodstart Early Learning
Bianca Bell, Acting Children and Families Program Officer, NWPHN
Bethany Saunders, Acting Principal, Kororoit Creek Primary School
Julie Barber, Customer and Service Delivery Manager, West Metro Therapy, Scope.

3. Declaration of interests and/or conflict of interests

Nil

4. Confirmation of minutes of previous meeting**Motion**

S O'Kelly / B Ball

That the Committee adopt the minutes of the Early Years Partnership Committee meeting held on 30 November 2017.

5. Business Arising

Nil

6. General Business**6.1 Election of Chair and Executive member****Brendan Ball, Manager Families and Early Years, MCC**

Vacant partnership positions of Chair and Executive Member were outlined. L Ball explained the role of these members and how they provide guidance and steering for the committee. A nomination was received by H Cooney for Chair. The committee welcomed this nomination. N Smith nominated at the meeting for the role of Executive member, and the committee welcomed this nomination also. No further nominations were received. B Ball welcomed Helen and Nicole to the respective roles for 2018.

6.2 Melton, A City for All People strategy**Leigh Ball, Coordinator Early Years Partnership, Melton City Council**

Copies of the Melton, A City for All People 2017 - 2021 Action Plan were distributed.

The committee have had opportunity to provide feedback during the development of the 'Melton, A City for All People' plan. L Ball discussed it is a plan for people with a disability, children, youth and older people. Strategies, actions, and proposed indicators were highlighted, as well as opportunities for the committee to advocate for the early years as outlined in the plan.



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6.3 Hannah Watts precinct

Guest speaker, Monique Perry, Senior Landscape Architecture, Melton City Council

M Perry had a presentation to view.

Council was successful in receiving a State Government grant to develop the Hannah Watts precinct. An external consultant is to propose an engagement strategy to help guide the masterplan. Community members will be invited to participate in the consultation process and committee members will be able to share this with families and children engaged in their services.

Discussion was held around natural play experiences, bush kinder, engagement of Indigenous community, flora and fauna, and the different user groups. Committee members were very interested in how this development will benefit local families and how they can support their families in participating in the consultation process.

6.4 Speed networking

Leigh Ball, Coordinator Early Years Partnership, Melton City Council

L Ball provided an opportunity for networking as many are new to the committee. Members were to provide an 'elevator pitch' about themselves and their role and shared this in rotating pairs.

6.5 Partnership operational plan 2016-2018

Leigh Ball, Coordinator Early Years Partnership, Melton City Council

Copies of the Early Years Partnership Committee operational plan were provided to the committee.

The purpose and responsibility of the committee outlined in the plan can be found in the Terms of Reference. The plan is categorised into three main areas, Strategy, Advocacy and Leadership. The meeting in April will involve advocacy in more detail. Discussions were held around Best Start and the Best Start Logic Model and Vulnerable Children Working Group.

Copies of the Best Start Logic Model shared with the committee.

Discussions were held around Plan Do Study Act (PDSA) cycles, difficulties around implementation at service level, and how staff can now use the Collaborate for Children portal to support them in the implementation of PDSAs.

6.6 Supporting Children and Families in the Early Years Compact

Brendan Ball, Manager Families and Early Years, MCC

B Ball had a presentation to view and distributed copies of the Early Start Kindergarten brochure.

The Compact is an agreement between the DET, DHHS, and MAV on behalf of local government. It has a ten-year life span and supports the Early Childhood Reform Plan and the Roadmap for Reform: strong families, safe children.

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B Ball discussed the outcomes, priorities, and area-based governance meetings in each of the 17 DET-DHHS Areas. The Brimbank Melton Working Group have outlined their project draft actions.

Discussions were held around variances in state and national regulations and the barriers around privacy regulations. L Ball discussed Child Link Software. Discussions were also held around referrals to Child FIRST, Child Protection, Early Start Kindergarten, and connections between services. Committee members considered what is and isn't working and the percentage of uptake of eligible children into Early Start Kindergarten.

Action

L Ball to forward presentation to the committee.

6.7 Best Start update**Leigh Ball, Coordinator Early Years Partnership, Melton City Council**

Copies of the Early Years Partnership timeline was shared with the committee which included Best Start key dates for reporting and data collection.

Bicultural support workers from VICSEG will assist with collecting Best Start parent surveys across Melton in the next few weeks to gain more insight into families' experience of services. September data collection was more successful than in December possibly due to the timing and 'survey fatigue'. The dates for 2018 have been set in advance to improve planning and avoid clashes with organisations own surveying.

The annual review of the Best Start Logic Model is due in June/July and this process will commence in April.

6.8 DET update**Leigh Ball, Coordinator Early Years Partnership, Melton City Council**

L Ball read from email update by K Wilson.

A new Acting Regional Director, Stephen Fraser, will commence in the South Western Victoria Region.

Some services and staff attended a meeting with DET central office last year that gave them the opportunity to input to additional staffing resources to support the implementation of the School Readiness and Quality initiatives in the Early Childhood Reform. There is currently a consultation process underway to develop a model that will incorporate the additional staffing resources into the local area model. Implementation of the School Readiness and Quality initiatives will be staged, with all services on board in 2020.

The Primary School Field Officers program has been given additional short term funding to support professional learning of the workforce.

6.9 DHHS update**Leigh Ball, Coordinator Early Years Partnership, Melton City Council**

L Ball read from email update from J Newey at Child Protection.



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Currently in the process of finalising the Organisation Redesign and are recruiting. Figures are currently high in Brimbank, and this has been challenging with some staff on leave.

J Newey has been encouraging staff to utilise support with Early Start Kindergarten and enrolments. The Brimbank MCHN co-location seems to be going okay, hoping to get a similar set-up occurring in Melton.

7. Other Business

The Melton Community Learning Board are staging a Lifelong Learning Festival, at this stage it is expected to take place in the first week of October. Melton City Council's Lifelong Learning Officer Sally Edwards will be invited to discuss this at the next meeting. L Ball flagged this with the partnership and noted the importance of ensuring that the early years is represented in the event.

L Ball advised that councils Preschool Field Officers will be holding information sessions next week.

D Wright shared brochures about the upcoming Victorian Inclusion Expos.

8. Next Meeting

The next meeting is to be held on Thursday 26 April 2018 commencing at 10am.

9. Close of Business

The meeting closed at 11.57am.