



## MINUTES

### EARLY YEARS PARTNERSHIP COMMITTEE

held on 30 January 2020 at 10:00am at Caroline Springs Library and Learning Centre

**Present:**

- Cr S Ramsey, Councillor
- C Reich, City of Melton
- D Clarke, Community
- V Sharma, Community
- A Brand, Community
- S O'Kelly, BPA Children's Services
- N Smith, Early Childhood Management Services
- E Smith, TRY Australia
- G Callander, Djerriwarrh Health Services
- R Jennings, Caroline Chisholm Society - Proxy
- C Owens, Djerriwarrh Health Services
- H Zwick, VICSEG new futures
- T Watson, City of Melton
- B Ball, City of Melton
- F Norman, Department of Education and Training
- J Newey, Department Health and Human Services
- D Wright, Victorian Inclusion Agency
- C Fisher, Tweddle Child and Family Health Service
- A Muminovic, City of Melton
- K Curson, City of Melton
- L Xerri, City of Melton - (minute taker)

**Chairperson:** G Callander, Djerriwarrh Health Services

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#### 1. Welcome

G Callander welcomed all attendees and acknowledged the meeting taking place in the land of Kulin Nation and paid respect to Kulin Nation people and their Elders both past and present and extended this respect to any Aboriginal people at the meeting.

#### 2. Apologies

- Cr L Carli, Councillor
- H Schiele, Independent Schools VIC
- M Boyd, Brotherhood of St Laurence
- J Weber, Caroline Chisholm Society
- J Taylor, Department of Education and Training
- J Gemoh, Salvation Army
- A Connor Simon, VACCA

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**3. Declaration of interests and/or conflict of interests**

Nil.

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

Cr S Ramsey/C Reich

That the Minutes of the Early Years Partnership Committee Meeting held on 28 November 2019 be noted.

**5. Business Arising**

Terms of Reference to go to the Policy Review Panel this has been submitted to go to the Policy Review Panel in February 2020.

Positions ending - A number of positions have reached the end of their tenor for the EYPC. As such the nominations for these positions are now open. Details will be sent around with the minutes for the meeting. Genevieve thanked the current standing members for their contribution to the Committee and remind them that they are welcome to reapply.

The positions which are up for nomination are:

Local Government (2 year position) - Carolynne Reich

Early Education and Care (2 year position) - Nicole Smith

CALD (2 year position) - Colleen Turner (VICSEG)

2x Government Primary Schools (2 and 3 year positions) - Paul Schwartz & Blayne Wallis

Health (2 year position) - Leisl Oliver (NWPHN)

**6. General Business****6.1 Speed Networking**

K Curson provided an opportunity for committee members to introduce themselves and network. Members were to provide an 'elevator pitch' about themselves and their role and were able to do this in rotating pairs.

**6.2 Family Violence and Council's Family Violence and Service Navigation Social Worker****A Muminovic, Family Violence and Service Navigation Social Worker, Melton City Council**

The Family Violence and Service Navigation Social Worker position sit within the Enhanced Maternal and Child Health (MCH) team. Adisa explained her role as not to case manage, but can provide contact for the woman to access and discuss concerns if woman are unsure about leaving and what this will look like for them. Discussion was held around the inability of woman to access service while still living with a perpetrator of Family Violence. Woman's Health West do not provide services in this instance however inTouch can provide over the phone support.



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The ability to link kindergarten aged children to Maternal & Child Health was discussed, F Norman advised that families can be referred to Maternal & Child Health up to the child's age of 6 years old. Flexible Support Packages were discussed. N Smith noted that ECMS has held Kindergarten places open for children to return.

Woman's Health West were identified as a good resource to organisations and families and The Lookout was suggested as they offer a range of free Family Violence training.

Family Violence Workforce Census, is currently open and designed for workforces who intersect with family violence rather than services that provide direct services and supports for families experience family violence. Feedback received from this census will help build on what is already know and will increase the capabilities of all workforces to identify, respond to and prevent family violence.

F Norman also mentioned the work of the Early Years Compact Agreement in the Brimbank Melton area Action Plan. Through identifying barriers and monitoring Family Violence consultations provided by the Maternal & Child Health team.

### Action

K Curson to share Adisa presentation with the committee and to share the link to the Family Violence Workforce Census with the minutes.

### 6.3 Best Start: review of annual report and 2020 Logic Model

#### K Curson, Coordinator Early Years Partnership, City of Melton

Best Start Annual Report handed out and discussed, changes had been made based on feedback provided at the November meeting, Karen provided further clarification on points raised.

Best Start Logic Model 2020 was shared with the group, this was discussed at the December Vulnerable Children's Working Group meeting and as identified in the Annual Report, given the current stakeholders attending the Vulnerable Children's Working Group it was decided to focus on process based outcomes. The two short term out comes as identified by the Vulnerable Children's Working Group are;

- Active Outreach and Engagement
- Service Accessibility

### Action

Best Start Annual Report – Consensus achieved for endorsement.

Best Start Logic Model 2020 – Consensus achieved for endorsement.

### 6.4 DET update

#### Fiona Norman, Early Childhood Performance and Planning Advisor, Department of Education and Training

Respectful Relationships Training for Early Childhood Educators and Teachers will be held 26 February 2020 at Western Base, Melton.

Coronavirus Update - New advice had been received today about the virus. The recommendation is for any family who has traveled to the Hebei Province, should be isolated for 14 days. This information will be translated in various languages.

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Bushfire Response – This website is the home for information about the bushfire response and resources to support staff and students.

3 Year old Kindergarten has been launched this week in three local government areas. Melton will be rolling out 3 Year Old Kindergarten in 2022. Melton has developed their own Capacity Assessment Action Plan. Fiona reminded member to start having discussions with families around this, children who are now one year old will be eligible for 3 Year Old Kindergarten in 2022.

ESK brochures have been translated.

Recruitment for LOOKOUT Early Years, the position is underway.

**Action**

F Norman to share information for circulation to the Committee.

**6.5 DHHS update****J Newey, Department Health and Human Services**

Vignette ESK video has been developed in partnership with DET, Melton Council and Early Childhood Management Services (ECMS)

Child Protection numbers grew significantly over the last few month to approximately 1,700. This number of cases usually are around 1,400 to 1,500. There has been a few staff movements. Jarney will send through an updated contact list in the coming weeks to reflect this.

Currently staff are focusing on preparing children in out of home care to commence school.

**Action**

J Newey to share an updated contact list for circulation to the Committee.

**6.5 Election of Chair and Executive Member****B Ball, Manager Families and Children, City of Melton**

B Ball thanked G Callander and N Smith for their time as Chair and Executive Member for the past 12 months.

No nominations for either position had been received since the last meeting. G Callander express that she would be happy to continue if there was no other interested parties. N Smith suggested that as she had stood for years she was happy to step down, however identified Early Education and Care sector would be good to be represented, S O'Kelly identified that she would be willing to step into the Executive Member position.

**Motion**

Cr S Ramsey/C Reich

Nominate Genevieve Callander as Chair and Sarah O'Kelly as Executive Member

No further nominations were received, the committee welcomed these nominations into their new roles.



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**7. Other Business**

NIL

**8. Next Meeting**

The next meeting is to be held on Thursday 19 March 2020 commencing at 10:00am in Caroline Springs Library & Civic Centre.

**9. Close of Business**

The meeting closed at 12.05pm.