

Prior to the commencement of the meeting of the Community Learning Board, Cr Sophie Ramsey introduced herself as the new Councillor representative for the Board. Due to a prior engagement she apologised that she was unable to remain for the meeting.

## **City of Melton Community Learning Board**

### **Minutes**

**Wednesday 12 December 2012**

#### **PRESENT:**

Catherine Laffey	Senior Advisor to Pro Vice-Chancellor, University Ballarat (Chair)
Graeme Brown	Executive Officer, BMLLEN
Colleen Bergin	CEO, YouthNow
Jane McLennan	Director Vocational Educational Strategy, Victoria University
Kathryn Dishon	Principal, CRC Caroline Springs
Leigh Cruikshank	Coordinator Early Years Partnership, Melton City Council
Michael Scholtes	Manager Learning Communities, Melton City Council
Carolyn MacGavin	U3A
Peter Bean	General Manager Corporate Services, Melton City Council
Trish Heffernan	CEO, Djerriwarrh Employment and Education Service
Jim Asimakopoulous OAM	Coordinator, Abilities Awareness Program (DEECD)
Peter Blunden	Executive Officer to the Learning Board
Karen Jones	Learning Communities Administration Officer MCC (Minute Taker)
John Zika	Guest
Bill Couche	Guest

#### **APOLOGIES:**

Kelvin Tori	CEO, Melton City Council
Anne Shepherd	Brotherhood of St Laurence
Jeff Cooper	Regional Network Leader, Melton Network of Schools, DEECD
Terry Kennedy	Employment Consultant North West Region DEEWR
Julie Hebert	EO, ACFE North Western Regional Council
Rhonda Knight	Principal, Coburn Primary School
Sophie Ramsey	Councillor Representative
Brett Luxford	Manager, Business Growth & Sustainability, Melton City Council
Ollie Tabone	President, Greater Melton Chamber of Commerce
Frances O'Reilly	CEO, Merrimu Services
Pam Madej	EO Melton South Neighbourhood House
Kirsty Grice	Site Manager, Melton, Tracy's the Placement People
Adamu Terafu	Intercultural Development Officer MCC

#### **ACKNOWLEDGEMENT OF TRADITIONAL LANDOWNERS**

The Chair acknowledged the Traditional Land Owners

#### **WELCOME**

John Zika (Executive Officer, VICSEG), Bill Couche (Consultant, VICSEG)

**ACCEPTANCE OF MINUTES:** Minutes of the meeting 31 October 2012 were accepted

#### **DECLARATION OF CONFLICTS OF INTEREST**

No declarations

## **BUSINESS ARISING:**

**Action 1:** The Annual Report 2011-2014 passed on to Council for endorsement.

**Action 2:** Letter to Minister Hall expressing concerns about TAFE cuts

**Action 3:** A Letter of thanks sent to Councillor Stock.

All Actions have been completed

## **GENERAL BUSINESS**

### **Nomination for Deputy Chair**

Sophie Ramsey was nominated and has shown interest in being appointed as Deputy Chair until the February meeting.

**Recommendation:** That Cr Sophie Ramsey be appointed as Deputy Chair until the February meeting.

**Moved:** Michael Scholtes **Seconded:** Jane McLennan **(MOTION CARRIED)**

### **Presentation from VICSEG, Refugee Proposal** (*John Zika & Bill Couche*)

VICSEG supports refugee families to access services whilst also putting bicultural workers into the industry. They are currently working with Early Childhood and Local Government areas to establish playgroups, social support and structured activities for children while also working with schools and juvenile justice to engage the community.

VICSEG has previously worked locally alongside Brimbank City Council and would like to adopt a similar relationship with Melton City Council as research has shown a growing number of the Sudanese Community have moved into Melton.

From research in the area Djerriwarrh Employment & Education Services, United Church and Melton South Community Centre reported they have all tried to engage the Sudanese Community with limited success. VICSEG sees many opportunities to engage the Sudanese Community and hopes that with the support from these organisations and Council it is something that could be taken further.

VICSEG research has indicated that younger Sudanese children seem to be disengaging from school at around 15-16 years of age mainly due to being placed in classes based on their age, rather than academic level, with no consideration for the lack of education in Sudan. Sudanese young people are struggling with the cultural difference of Australian mainstream society and there is a greater need for youth intervention, pathways advice and hands on practical teaching. There is opportunity for the Community Learning Board, VICSEG and local organisations to undertake a program to help the Sudanese Community and connect with them.

The VICSEG report will be finalised by the end of the week and will be available to everyone in January 2013

VICSEG will meet with the Board's Economic Development Working Party with the view of progressing this project.

### ***Economic Development Lifelong Learning (EDLL) (Graeme Brown)***

Graeme gave a brief overview of the Economic Development and Lifelong Learning Working Parties projects and achievements over the past year.

**Building Melton Together (BMT)** – was funded by the Department of Education, Employment Work Place Relations (DEEWR) in July 2011 and concluded in May 2012. This project aimed to align employment and training opportunities in the building and construction industry in the City of Melton.

YouthNow received 83% of the funds to manage the project and with Tracy's the Placement people managing the funding agreement with DEEWR. This included:

- Employment and Management of an Industry Liaison Field Officer
- Project Management
- Client Management
- Liaison with employers
- Accountability and reporting

The EDLL working party acted as a reference group to the project.

At the conclusion of Phase 1, 400 employers were visited with 343 signing up to the BMT project. 249 jobseekers registered with the project and 64 people currently placed in employment via BMT project.

Three related forums for stakeholders were held as part of the project delivery over a 2 week period: the Stakeholders Forum & MoU signing; the Building and Construction Employment Expo and the Employer's Forum.

The project has continued beyond the official contract period with DEEWR. YouthNow has funded a salary to continue work in this area. The Brimbank / Melton LLEN and City of Melton have contributed to this project extension.

**Enhanced BMT** – An application to DEEWR was prepared to enhance the BMT project and to further develop training for sub contractors to enhance their ability to employ young people and become preferred sub contractors with volume builders. Phase 2 is designed to work in conjunction with the Western Business Accelerator and Centre of Excellence. \$70,000.00 has been provided by DEEWR to assist newly qualified apprentices establish themselves as sub-contractors. Council will contribute an additional \$7,000 and the BM LLEN \$2,000. Phase 2 will provide the important preliminary work for supporting fledgling construction businesses in the Western BACE

**Western Business Accelerator and Centre of Excellence (BACE)** – Peter Blunden and Mark Corrie prepared a submission for \$14.6 Million to build the Western BACE in the new Toolern development. The Business Accelerator will include: accelerator office and work spaces that support fledgling businesses; a centre for excellence in environmentally sustainable building and construction; business support and development training and training spaces relevant for tenant businesses; which will assist business and offer research necessary for innovation, growing and sustaining business and industry in Melton.

**Transport Connections Program** – Dean O'Loughlin as the coordinator of the 'Transport Connections' project joined the working party. A successful funding application was made to the Transport Connections Innovation fund for a car pooling system to be established in the Melton LGA. By June, specifications for expression of interest to construct the web based car pooling system were developed, by August a 'statement of work' was commissioned. The focus of Council in this project has shifted a little from a carpooling system to get people to work and training to a carpooling pilot for Eynesbury Estate.

**Business Growth and Sustainability & Employment** – Have worked on a number of projects including job loss prevention program, Employer Education, Careers Expo, Workers Re-training and Adjustment Project (WRAP) EDLL will act as a reference group for this project.

- ***Social Inclusion and Lifelong Learning***

The main focus has been around people with disabilities. There has been an issue with kids coming out of specialist schools and disability programs in mainstream schools and transition to training and employment. Previously the closest Certificate 1 Work Education courses were in Footscray and St Albans. This has presented issues of travel, lack of uptake to this program and drop out of those who do enrol. A locally grown initiative by the Social Inclusion and Lifelong Learning Working Party called Work's 4 Me will deliver a transition program for these young people. This will commence at the beginning of Term 1 2013. The initiative will be resourced through the pooled funding of and programs of three partner organisations; Wesley Mission, Djerriwarrh Community and Education Services and YouthNow. YouthNow has received \$50,000 Adult, Community and Further Education funding for the initiative. Wesley Mission, under their Futures for Young Adults funding, have advertised for a project officer to work in Melton.

A forum was held with heads of agency, with 12 signatories from organisations agreeing to work with the project and more organisations are expected to sign up. Another forum will be held in early 2013 to initiate a workers' network for people working in the disabilities sector. Through this network, workers will be encouraged to work together and cooperate to ensure no one falls through the gaps.

- ***Early Years Partnership (Leigh Cruikshank)***

The kindergarten working group has been working on increasing participation.

Kindergarten enrolment packs will be more user friendly, the process and payment method will be much easier, families will be assisted through the process and sheets will be translated into the top 5 languages used.

Some of the concerns were transport, hours, locations and proximity to school.

Data collection has taken place from June – November and will be finalised by tomorrow. The Research report will be complete by the end of the year and will be looked at as part of the first meeting next year of the Kindergarten Working Group.

- ***VU Melton Campus (Jane McLennan)***

VU is currently having an organisational restructure.

Construction is being moved from Newport to Sunshine from 2013

Construction pre apprenticeship program is still the strongest course on the Melton campus, with courses in hairdressing and makeup still continuing. There has been liaison with schools in the local area to show whats on offer for 2013.

VU is looking at opportunities to have involvement with the Western BACE

- ***Learning Board Feedback and Evaluation***

**Recommendation:** That the Learning Board feedback and evaluation process be deferred to be dealt with more fully at the February 2013 meeting.

## **OTHER BUSINESS**

### **Learning Board Vacancies**

Independent School Representative

Youth Community Representative

Government Secondary School Principal

Developer / Business Industry

Kate Kimpton was nominated as Youth Community Representative

### **ACKNOWLEDGEMENTS**

Linda Bulner, Lendlease, is retiring from the Board

Julie Hebert, Regional ACFE Council, is retiring from the Board

**Recommendations:** That letters of thanks be sent to Linda Bulner & Julie Hebert, thanking them for their service.

That replacements in the appropriate category of membership be sought.

**Meeting Closed at 2.55pm**

**NEXT MEETING:** Wednesday, 27 February 2013

Caroline Springs Civic Centre/Library – Rooms 1 & 2

2.00 – 4.00pm