

# South East Metro Youth Partnership Project

## Interim Steering Committee

Wednesday 16 April 2014  
 9:30am - 12noon  
 Perth Football Club, Goddard Street, Lathlain

**Members Present:** Shawn Boyle (Facilitator) Kevin Taylforth (Working Group Chair) Ross Wortham (Save the Children – Lead Agency) Neil Kegie (City of Armadale) Nigel Barrett (PCYC) Scott Faulkner (WA Football Commission) Paul Mugambwa (WA Football Commission) Lee Lombardi (Hope Community Services) Ian Gilyead (WA Police) Moira Clancy (Corrective Services) Suleila Felton (Corrective Services)

**Apologies:** Debra Zanella (Hope Community Services) Marg Buckman (Department of Education) Robert Becker (Department of Child Protection and Family Support)

**Facilitator:** Shawn Boyle (Shawn Boyle & Associates)

**Minute Taker:** Lisa Case (Save the Children)

Item No.	Item	Action/Outcome	By Whom	By When
	Agenda Items			
1.	<b>Acknowledgement of Country</b>	1. Ross Wortham (RW) provided an Acknowledgement of Country to the Nyoongar peoples.		
2.	<b>Welcome and Introduction</b>	1. Kevin Taylforth (KT) welcomed everyone. KT acknowledged that the people present were representatives of the South East corridor – and that it is expected that others will join over time. He also noted that the project is a challenge and an opportunity, but the key will be its innovation and we need to continually ask the questions - how do we innovate for better results in the work we do?  2. Introductions followed.		

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3.	<b>Update on Social Innovations funding and contract negotiations</b>	<ol style="list-style-type: none"> <li>1. Shawn Boyle (SB) commented that this is an opportune project, youth at risk is seen as a priority for the coming year – government wants to understand the issues and work towards better solution to crime prevention.</li> <li>2. RW noted that he had met with Pearl - contract manager with Department of Local Government and Communities (DLGC) for initial discussions on contract negotiations on Friday the 11<sup>th</sup> of April.</li> <li>3. RW noted that: <ol style="list-style-type: none"> <li>a) the project Activities and Outcomes within the contract were flexible and there was time for the group to provide input.</li> <li>b) the start date for the project is currently May 1, however this was also flexible.</li> <li>c) the contract has been reduced by \$60,000 per year and that the Review Panel resolved by completely removing the “Project Gap funding” line item from the budget – previously allocated \$100,000 per year, as the Panel felt that this was not seen as innovative. The remaining \$40,000 was moved into the ‘Brokerage’ line item, as the Panel felt the client-centred approach and the potential for client-directed services was considered the most innovative element of the project. RW noted, however, that the budget was flexible – should the funds need to be allocated elsewhere.</li> </ol> </li> <li>4. RW to go back to the DLGC in the next couple of weeks with a progress report and plan from this meeting.</li> </ol>	RW to meet with Pearl	End of April – early May
4.	<b>Review and discussion of the key project elements</b>	<ol style="list-style-type: none"> <li>1. SB recapped the project, see attached presentation.</li> <li>2. He noted that we are all dealing with one piece of the puzzle – the proposal is to bring everyone together and to create a wrap-around approach for each young person. He also noted that Collective Impact (CI) is the new buzz word in the sector and is something that the group should take on board as CI is essentially what this group is trying to do.</li> <li>3. RW commented that in the short term this two years project will directly</li> </ol>		

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		<p>benefit young people dealing with complex issues, however in the long term it should be able to provide key learnings that will inform government policy and practice to be more effective when investing in prevention and intervention services. The broader impact will be greater than two years and will hopefully lead to elements of sustainability.</p> <p>4. KT said “we all need to align ourselves as we are fighting the same war, so we need to focus on the real target”.</p>		
5.	<b>Stakeholder Mapping Analysis Workshop</b>	<ol style="list-style-type: none"> <li>1. Neil Kegie (NK) suggested this is a “change management project”, after two years we want to have changed the direction of the key decision makers. He noted that “We all know what the answer is but don’t know how to get there.” We need to work on exactly what the focus is. NK proposed that literacy would be a good example for a focus – as this will bring the other issues into play and different targeted stakeholders.</li> <li>2. Discussion was held on the various and multitude of stakeholders that need to be considered. Utilising a stakeholder analysis of ‘Influence and Interest’ would be the best way of identifying who we “Monitor, Keep Satisfied, Keep informed, and Manage Closely”</li> <li>3. Discussion followed on who should be involved in the project and at what level – however it was identified that the detailed discussion on stakeholder analysis should be held off-line and brought back to the committee.</li> <li>4. It was identified that understanding the localities for the project focus would influence the specific stakeholders involved.</li> <li>5. It was agreed the three ‘places’ for focus will be Victoria Park/Belmont, Gosnells and Armadale.</li> </ol>		
6.	<b>Governance</b>	<ol style="list-style-type: none"> <li>1. SB said this core group will be the initialising group to get the project started; the next phase will be to get more organisations involved.</li> <li>2. RW stated that we need systems in place to make decisions that are accountable and transparent – a board for effective management.</li> <li>3. It was discussed that the Governance structure would need to include a Board level – which would look after managing the grant, project</li> </ol>		

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		<p>activities, and be accountable to supporting Save the Children in delivering the project. While there would also need to be wider representation on a general memberships group or committee. It was also discussed that localised and specialist groups should be set up for each locality and project area (e.g. Impact Analysis and Coordinated Case Management / Brokerage).</p> <p>4. It was agreed that the six original organisations who established the Youth Partnership Project and key representatives from Government agencies should form the interim committee to get the project established. This will include Save the Children, The City of Armadale, Hope Community Services, PCYC, WA Football Commission, and Directions WA, plus representatives from the Department of Corrective Services, Department of Child Protection and Family Support, and the WA Police.</p> <p>5. Scott Faulkner (SF) noted that he did not see the WA Football Commission's role as being at the Board level, but on the level below, advocating for the group and working on the specific place and program level responses from the project.</p> <p>6. Suleila Felton noted that we should consider approaching approach Centrelink – Liz Estony(?) and the Perth Children's Court to be active members.</p>	RW to set up time for next interim committee meeting	Mid-April
7.	<b>Discussion on MOU and JDF for partnerships Broker</b>	1. This discussion was differed to a sub-committee.	RW to set up sub-committee meetings	Early May
8.	<b>Next steps and close</b>	<p>1. Medium-term priorities for the interim group will be to:</p> <ul style="list-style-type: none"> <li>a. Negotiate and sign the contract</li> <li>b. On-board the Youth Partnerships Project staff</li> <li>c. Draw up a Memorandum of Understanding between Save the Children and the Youth Partnerships Project Committee members</li> </ul>		

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		<ul style="list-style-type: none"> <li>d. Develop communications strategy and timeline</li> <li>e. Conduct initial Stakeholder analysis</li> </ul> <p>2. Immediate next steps are Contract Negotiation and establishing a Recruitment sub-committee.</p> <p>3. Meeting closed at 12.00pm.</p>	All members review the Activities and Outcomes and provide comment to me by email	29 April
9.	<b>MEETING Closed 12noon</b>			
	<b>DATE OF NEXT MEETING:</b> Meeting date is proposed for Monday the 5th of May at 3pm in Armadale.			