

YOUTH PARTNERSHIP PROJECT EXECUTIVE COMMITTEE



Minutes – 17th October 2018

1. Introduction

a) Welcome

Ross welcomed everyone to the meeting. Cindy provided a welcome to Country.

Mick shared that the South West Noongar Native Title Claim has officially been registered with the Native Title Tribunal this morning, and the committee reflected on the significance of this.

b) Attendance

Present:

- Ross Wortham, YACWA
- Karina Chicote, YPP Manager
- Kate Healey, WA Police
- Liz Toohey, Department of Local Government Sports & Cultural Industries
- Matt Sharp, WA Police
- Bek Milnes, City of Armadale
- Sue Cuneo, Department of Education
- Joel Warner, City of Belmont
- Mick Geaney, Hope Community Services
- Juan Larranaga, Save the Children
- Cindy Garlett, local Elder
- Hannah Woodward, YPP Team (NV)
- Maria Collazos, YPP Team (NV)
- Aldo Broun, YPP Volunteer (NV)

Apologies:

- Ben Whitehouse, Department of Communities
- Lyall Garlett, local Elder
- Josh McMahon, City of Gosnells
- Jamie Barr, AYIP Coordinator

c) Previous Minutes

The minutes of the previous meeting (15th August 2018) were confirmed as an accurate record, approved for web publication with noted redactions.

The action list was reviewed and updated throughout the meeting as relevant. (Appendix 1)

2. Youth Intervention Partnership

a) Armadale Youth Intervention Partnership

I) AYIP Steering Committee Update

Karina provided an update on the AYIP Steering committee. The steering committee is working well together, has been very active in resolving issues, and good attendance from all partners.

II) Top-Line AYIP Update

Karina provided an overview of the AYIP outcomes for the young people involved, and the variety of support that has been provided. It was noted that we are aiming to get all young people to a functional level of literacy (approximately an age 9, year 4 standard).

Discussed that getting adequate mental health counselling has been a challenge. Initial partners we expected to work with couldn't cater for the age group or level of complexity of AYIP participants. There has also been issues with waiting lists and mental health care plans not covering enough sessions for our families. We have entered an agreement with Parkerville to provide timely and ongoing counselling. This was enabled through working with the AYIP Steering Committee, which resulted in the partnership leveraging off of a partnership CPFS has with Parkerville.

Education Program Funding

Sue shared that her budget for 2019 doesn't include any targeted initiative funding to be able to fund the AYIP Teacher position for 2019. Sue is looking to negotiate this with the department to see if funding can be found; and will be briefing the Deputy DG and Acting DG regarding this.

ACTION: YPP Team to provide outcomes to Sue Cuneo, for use in the briefing to seek further funding.

Sue noted that real costs for the AYIP Education Program which the department has contributed probably equate to \$250,000-\$300,000 for the teacher and use of premises. It was noted that this needs to be clearly recorded as it will be particularly relevant for when we look to adapt this model to other areas. It was suggested that we should also be developing a list of other in-kind contributions, even if we aren't necessarily able to calculate the equivalent costs of these.

ACTION: Sue Cuneo to support calculation of financial and in-kind contributions from Department of Education to support the AYIP Education Program.

It was asked if we were going to complete analysis about the YPP's return on investment. It was noted that we have the potential to be able to access from data from the Department of Treasury to use for a retrospective and simplified cost-benefit analysis. Sue emphasised that in order for there to be a concrete evidence base for this approach, there needs to be a longitudinal study, as many of the outcomes we are hoping for will not occur in the short term. These conversations will be continued in the M&E committee and the sustainability committee, noting that we do not currently have funding to support such research.

III) Aboriginal Elders Group

Cindy has been teaching the young people noongar language every week at the AYIP Education Program. They have picked it up well, and performed at an end of term celebration with local Elders. They are fairly fluent and can read stories in Noongar language.

A few of the Elders have been unwell or unavailable, but a large number have still been engaged and involved in the recent classroom celebrations.

3. Sustainability & Funding

a) Financial Report

The meeting noted the financial reports, including:

- **WAPOL Acquittal**
 - There is a \$7,412 underspend (noting that we started with an underspend rolled over)
 - The increase in salaries & on-costs relate to the relocation of AYIP Coordinator's role, which was recorded under partners costs when this was hosted by City of Armadale.
- **AYIP WAPOL YTD**
 - Other income here is the underspend carried forward, a grant from Sport & Recreation and continuation from the local schools for resources.
 - Salaries and wages are above budget, due to full time continuation of Jamie's role
 - Program delivery is higher due to education expenses, which has been supported by the schools contributing \$7k.
- **YPP / Communities YTD**
 - Other income is from a presentation we gave and the WACOSS Award
 - This budget is broadly on track

Juan re-emphasised that the key to understanding the total cost of this initiative is considering not only the grant monies received, but also the financial and other in-kind contributions from Save the Children & other partners. The YPP Team's real costs have been mapped out, however what isn't clear yet is how much of the YPP's time and therefore cost would be needed for a new site, and how much would need to support the remaining site.

This is easier to do for AYIP where the costs per site are clearer, but the YPP/Collective Impact side of this project also needs to be considered, and in doing so, we need to be clear about what parts of this are essential for effective replication. Juan noted that it has been the YPP/Collective Impact side of this project which has attracted interest from places further afield, including the Northern Territory.

ACTION: Sustainability Committee to review the communication of the distinction between Collective Impact (i.e. YPP) and model delivery (i.e. AYIP), and the inter-reliance between them, as well as in kind costs.

Two aspects (YPP & AYIP) & their inter-relation to be a focus of the DG Roundtable.

b) Sport & Recreation funding

A round of Sport and Recreation funding has just been announced, and AYIP will apply for the school holiday program. If we receive this, we will use it for school holiday program and be able to reallocate existing WAPOL funding to the AYIP coordinator's wages, to extend until September.

c) City of Armadale Community Contribution Grant

AYIP has received a \$25,000 City of Armadale Grant - This will go towards AYIP Coordinator's wages, allowing extension of the role past April 2019.

d) Gosnells Scale-Up Opportunity Update

We are still waiting to hear on the outcomes of the Department of Justice grant.

e) Kununurra Opportunity update

Our proposal regarding taking the YPP/Collective Impact approach to Kununurra is still sitting with the DLG & regional police office, and we are waiting to hear more. There seems to be acceptance that the community needs a collective impact model– but waiting for the first steps to be taken on this.

f) WAPOL Report

The meeting noted the WAPOL Report submitted in the last 2 months.

g) Sustainability Sub Committee

Discussed the need for others to join the Sustainability Sub-Committee, as it currently only has one active member. It was decided that the Advocacy Sub-Committee's role is very similar at the moment and that these two groups could merge. Members now include: Bek, Ross, Mick, Juan and Karina.

It was suggested that the YPP could look to harness some of the knowledge and networks of "Friends of the YPP", potentially being those who have recently retired from high-level government positions, parliamentarians etc.

ACTION: Sustainability & Advocacy Committee to explore proposal for "Friends of the YPP"

4. Monitoring & Evaluation

a) Monitoring & Evaluations Update

Maria provided update, including that we recently presented at the Australasians Evaluation Society Conference in Tasmania. There was good feedback, which along with presentation from other Collective Impact initiatives showed we are in a good position with our monitoring & evaluation comparative to other projects nationally. We have also been informed that we are a finalist in the Social Impact Measurement Network's annual awards, for Outstanding Collaboration in Social Impact Measurement.

Beyond this, we have also been looking at restructuring the monitoring and evaluation hypothesis to ensure that we are clear in how we articulate that the system collaboration is interrelated with the operational aspects of the YIP Model.

M&E Committee meetings have been well attended. The M&E Plan is mostly finalised, with a few tools waiting to be developed. Meanwhile, measurement on progress to date has begun.

ACTION: Next YPP Executive Committee Meeting to include a briefing on the M&E Plan.

b) Scaling and Adaption

Karina gave an overview of two projects working towards the adapting & scaling of the YIP Model.

I) YPP Scaling Documents

Karina is working on an internal scaling document, which addresses how the YPP/Collective Impact side of the project works. This will provide the systemic context to the YIP Model, and will include how we did data mapping, tracking, governance structure etc. Lots of this information has not been written down, so we are looking to do so.

II) Lotterywest Application Scaling and Adaption Project

We have submitted a proposal to Lotterywest for them to fund research on the potential scalability of the YPP/YIP Model and how this would work. This is a significant project which cannot be completed without resourcing.

5. Confidentiality & Information Sharing

a) YPP MOU Update on Signing

ACTION: All organisations who haven't yet signed the MOU to do so as soon as possible.

Ross recommended going straight to Mark Burgess for a signature for Justice in Anthony's absence.

6. Communications & Advocacy

a) Meetings

Karina provided an update on the below.

- Cannington Armadale Family Support Network
- SNAICC
- Target 120 RE Evaluation Frameworks
- Full Service Schools Information Session
- Dr Michelle Byrnes
- Ben Whitehouse, Department of Communities
- Parkerville
- Blacktown Youth Service Association
- Tony Buti MLA
- Caron Irwin, Minister McGurk's Chief of Staff

Karina shared that we will be looking to engage relevant decision makers by inviting them to spend a day at AYIP (known as "AYIP On the Ground"). If anyone has someone they think will really benefit from taking part, let us know. Tony Buti (MLA) is the first to be invited to this, which is scheduled in the coming week.

b) Presentations

Meeting noted that YPP Presented at:

- Australasian Evaluation Society Conference, Tasmania
- YACWA Un-Fair Ground Conference – Youth Justice & Education panels

c) Communications Video

YPP Team is looking to create a video to help communicate how AYIP Works, what YPP/Collective Impact side of the project is, and why they are interrelated. We have a quote but have been looking for funding.

Meeting noted that this communication piece will be urgent in terms of our advocacy around Target 120 and need for ongoing funding.

Mick and Juan agreed to contribute to this and will discuss out of session.

ACTION: Anyone who might be able to contribute funding for video project to contact YPP Team.

d) Target 120

Karina noted that the Target 120 Coordinator is believed to have started at Dept. Communities in Armadale. It has been unclear whether the \$300,000 of Target 120 funding coming to Armadale will be used in a model similar to the NDIS, or if it involved contracting an NGO to deliver the services.

Karina noted that there has been a complete change of staff in the Target 120 team. Monica Montalvo is now the head of the team as Lorraine has a new position. Bek noted that Monica had been at Communicare previously. Liz has forwarded information about the YPP which has been passed on to Monica.

ACTION: Meet with Monica Montalvo Re Target 120 & YPP as soon as possible.

The AYIP Steering Committee has approached Paul Isaacson regarding the clear synergies between Target 120 and AYIP, and the need to ensure they are coordinated and learning from one another. Ross noted it would be worth bringing up concerns about this alignment with Helen Creed, Deputy Chair of the Supporting Communities Forum during the RMF meeting. Juan noted this will also be a key topic for a DG's roundtable.

The meeting noted that there is consensus that we believe Target 120 will be good for Armadale, and we want to make it work. Our concerns are around how we can make sure that Target 120 and the YPP are aligned to ensure effective and efficient delivery for vulnerable young people and shared learnings.

7. Governance & Backbone

a) Regional Managers Forum Structure

Karina noted that there has been discussion about the RMF structure changing in the South East Corridor, related to recent changes in government boundaries. The suggestion is that 'district' level groups (i.e. Armadale/Gosnells & Cannington/Belmont etc) be established, with membership consisting of the top decisions makers in government for the area, with less NGO involvement.

A group similar to this in Armadale has already been established, including Child Protection, Housing, Education, Justice and Police. This came from a need for oversight of all the different coordination initiatives going on in Armadale and a need to ensure they were coordinated themselves.

This will be discussed further at the RMF today but is flagged here as it might impact the YPP's governance and reporting structure.

b) YPP Executive Committee Chair

Karina noted that we had asked for nominations for YPP Executive Committee Chair and hadn't received any. We are proposing that Ross remains chair until the structure of the RMF is resolved. This was agreed to.

c) YPP Manager

Karina's maternity cover has been advertised. Save the Children will be doing telephone interviews, and will then decide whether to go to interview, or readvertise. Another possibility is a secondment. It would be well suited to someone from government looking to get insight from a NFP perspective. A third option would be using a consultant to fill the position.

It was noted this is a key role in Save the Children, and covered a couple projects including the YPP. It is a fixed term (9 month) position. The right person would be able to understand the complex projects quickly, be across monitoring & evaluation, be an effective communicator, be able to continue strong relationships and would look to secure ongoing funding.

If interviews go ahead, Ross will sit on the panel (with Bek as a back-up option). If we explore alternative options, Juan will be in touch to ask about secondments or suitable consultants.

8. Any other Business

a) Collaboration Health Assessment Tool

Everyone is asked to complete the paper version of the CHAT tool.

b) Next Meeting

The next meeting was rescheduled to 12 December, to ensure attendance due to Christmas break.

ACTION: Hannah to rearrange December meeting and send invite.

Appendix 1 – Action List

Youth Partnership Project Executive Committee

Action List – For October 2018 Meeting

Meeting	Agenda Item	Action	Person Responsible	Status
7 March 2018	2c	Sustainability working group to look at refining real costs of in-kind contributions	Sustainability Sub Committee	ONGOING –
	2d	Sustainability Sub-Committee <u>look into</u> long-term funding solutions for the AYIP coordinator role, and establishing a process for deciding where such a role would be hosted	Sustainability Sub Committee	ONGOING
	6b	When appropriate, approach local Target 120 Coordinator to sit on YPP Executive Committee.	YPP Team	ONGOING
22 June 2018	3e	Investigate potential for Target 120 group to meet with our Aboriginal Elders Group	Karina/Lyall/Cindy	ONGOING
	6b	YPP Team will email asking for expressions of interest for YPP Chair Position. Those interested to reply or speak to Karina.	YPP Team	REMOVE
15 August 2018	2b	If anyone would like to contribute to discussions about Transition Criteria for the AYIP Education Program, let the YPP Team know.	All	Remove.
	3b	YPP Team to provide commentary with budgets.	YPP Team	Complete
	4c	Anyone with recommendations for consultations to support an Action Research Project for the YPP to contact Juan with suggestions.	All	Complete
	5a	Hannah to email everyone who's MOUs are outstanding.	Hannah	Complete
	8	YPP Team to book a meeting with Target 120 to provide further details about AYIP at local level in terms of operations, as well as governance.	YPP Team	Complete
17 th October 2018	2.a.ii	YPP Team to provide outcomes to Sue Cuneo, for use in the briefing to seek further funding.		
	2.a.ii	Sue Cuneo to support calculation of in-kind contributions from Department of Education to support the AYIP Education Program.		
	3.a	Sustainability Committee to review the communication of the distinction between Collective Impact (i.e. YPP) and direct proactive (i.e. AYIP), and the inter-reliance between them, as well as in kind costs.		
	3.g	Sustainability & Advocacy Committee to explore proposal for "Friends of the YPP"		
	4.a	Next YPP Executive Committee Meeting to include a briefing on the M&E Plan.		
	5.a	All organisations who haven't yet signed the MOU to do so as soon as possible.		
	6.c	Anyone who might be able to contribute funding for video project to contact YPP Team.		
	6.d	Meet with Monica Montalvo Re Target 120 & YPP as soon as possible.		
8b	Hannah to rearrange December meeting and send invite.			