

South East Metro Youth Partnership Project

Executive Committee

Thursday 23rd October 2014
1:00-3:00PM

Perth Demons Football Club, Lathlain Park, Goddard Street, Lathlain

Members Present: Ross Wortham (RW) (Save the Children – Lead Agency) Jenna Woods (JW) (Save the Children) Preston Culbong (PC) (YPP Youth Leadership Roundtable) Andrew Yarran (AY) (YPP Youth Leadership Roundtable) Chace Hill (CH) (YPP Youth Leadership Roundtable) TJ Culbong (TC) (YPP Youth Leadership Roundtable) Keneasha Lindsay (KL) (YPP Youth Leadership Roundtable) Rebekah Milnes (RM) (City of Armadale) Josh Marshall-Clarke (JMC) (WA Police) Robert Becker (RB) (Department of Child Protection and Family Support) Christine Jackson (CJ) (Department of Education) Kelly- Anne Charles (KC) (City of Armadale) Junie Baptiste-Poitevien (JB) (Save the Children) Steve Thompson (ST) (WA Police)

Apologies: Debra Zanella (DZ) Rob Stevenson (RS) (WA Police) Ian Eardley (IE) (Directions WA) Paul Mugambwa (PM) (WA Football Commission) Shawn Boyle (SB) (Shawn Boyle and Associates) Moira Clancy (MC) (Corrective Services) Marg Buckman (MB) (Department of Education) Sophie Harrington (SH) (Hope Community Services) Ian Westmore (IW) (WA Police) Matt Sharp (MS) (WA Police) Scott Faulkner (SF) (WA Football Commission) Isaac Stewart (IS) (WA Football Commission) Suleila Felton (SFe) (Corrective Services) Kevin Taylforth (Ambassador) Andrea Nixon (AN) (Department of Child Protection and Family Support) Dawn France (PCYC)

Facilitator: Neil Kegie (NK) (Chairperson, City of Armadale)

Minute Taker: Anania Tagaro (AT) (Save the Children)

Item No.	Item	Action/Outcome	By Whom	By When
Agenda Items				
1.	Acknowledgement of Country	1. JW provided an Acknowledgement of Country to the Nyoongar peoples.		
2.	Welcome to the New Youth Leadership	1. NK welcomed the new Youth Leadership Roundtable members to the project. He gave a brief overview of the YPP for the benefit of the		

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	Roundtable Members	Roundtable members, and stated that it is of vital importance that young people are leading the project from this point forward.		
3.	Minutes from Previous Meeting & Update on Actions Arising	<ol style="list-style-type: none"> 1. NK gave a brief explanation of the three Executive Committee Sub Groups: Evaluation, Complex Case Coordination and Sustainability. <ul style="list-style-type: none"> - NK stated that the Evaluation Sub Group has been established and has met twice already. - AT added that not all Members have provided their chosen Sub-Group(s), and as such may be allocated to one that the YPP Team feels they would be most appropriate to join in the New Year. 2. RW explained that the DG Roundtable Briefing has been tentatively scheduled for late February/early March 2015. RW said that this event will be an opportunity for us to brief key decision makers in government. <ul style="list-style-type: none"> - RW added that an invite letter has been developed in conjunction with DLGC to send to key government departments, key partners and stakeholders. He said that it will not just be an update on the project, but also to showcase the project successes, challenges, as well as the issues and concerns from YPP's activities on the ground. 3. NK reminded the group that there is currently an MOU being circulated for signage. <ul style="list-style-type: none"> - RW said the MOU has gone through several drafts, with the final draft of the MOU having been approved and signed by several organisations. 	All members to still progress signing of YPP MOU	ASAP
4.	Update on the Establishment of the Youth Leadership Roundtable	<ol style="list-style-type: none"> 1. JW gave an update on how the Youth Leadership Roundtable (YLR) commenced. <ul style="list-style-type: none"> - JW said that the YLR is comprised of young people that was referred to AT by herself and other youth service providers. She added that she liaised closely with AT in ensuring that the most 		

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		<p>appropriate people were brought on board.</p> <ul style="list-style-type: none"> - JW said that the group had their first official dinner meeting on Tuesday 18th of November, and that it went very well. She added that it was a fantastic opportunity to start getting to know one another and hear each other's stories. - JW went on to say that they are all very excited to start contributing to the YPP, commence their leadership training, and begin planning their first YPP activity, which is the Youth Sector Summit during National Youth Week 2015. <p>2. NK said the YPP Executive Committee is also very excited to have the YLR on board. He stated that the Executive Committee is looking forward to working with the YLR, and that it is important for the Executive Committee to be challenged and held to account.</p> <p>3. JW accepted the invitation from Noongyar Radio, the Champion Centre and DoE to be part of and attend their various youth and volunteer program activities as mentors and positive role models.</p> <ul style="list-style-type: none"> - RM also suggested that the YLR members attend the Armadale CAN meetings to learn about the issues currently happening on the ground, and also to provide their input and insights to the group. 	<p>AT to liaise with these organisations on how the YLR can add value to their programs</p>	<p>Ongoing</p>
<p>5.</p>	<p>Update on the YPP Operational Phase</p>	<p><i>Armadale Youth CAN</i></p> <p>1. AT gave an update on the first Armadale Youth CAN meeting.</p> <ul style="list-style-type: none"> - AT said that the meeting went very well, and that there were about 30 attendees from a wide range of organisations providing services, activities and programs for young people within the Armadale region. - AT stated that RW gave a presentation on the YPP, which was very well received by the whole group. - AT said that the group quickly began conversations on issues that are current barriers to service provision, which included: 		

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		<p>a) Information-sharing of details of particular young people to determine how to holistically, effectively and immediately address their needs</p> <p>b) Communication platforms for services to have dialogue with another, as well as with the young people of the area</p> <p>c) Lack of school holiday activities, which can be attributed to the rise in juvenile crime in Armadale</p> <p>AT emphasised that the group actively engaged in dialogue with each on the above issues, and suggested possible way to overcome them.</p> <ul style="list-style-type: none"> - AT stated that the group found the meeting interactive, informative and useful, and are very keen to see how the group grows and develops. - AT said that the next meeting will be held on Thursday Dec 4. <p><i>Rollout to other LGAs</i></p> <ol style="list-style-type: none"> 1. RW said that the YPP Team is currently in discussions with key representatives from the other LGAs to gauge their interests in being part of the YPP, and in particular, supporting the implementation of CANs within their areas. 2. RW stated that so far we have received support to further discuss how the YPP CANs can be developed in Gosnells, Belmont and Victoria Park. <ul style="list-style-type: none"> - RW added that he believes that we are able to roll out the CANs to these other LGAs in 2015. <p><i>Regional Managers' Forum for Youth</i></p> <ol style="list-style-type: none"> 1. RW stated that the Regional Managers' Forum for Youth (RMFY) will be convened in February or March 2015. 	<p>YPP Team to progress discussions with other key LGA representatives on CAN rollout</p> <p>YPP Team to progress</p>	<p>Ongoing</p> <p>Ongoing</p>

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		<ul style="list-style-type: none"> - He mentioned that there has been great interest in a group such as the RMFY, and that the SEMHSRMF is in full support of its implementation. - RW added that the RMFY will be a platform by which issues that are not able to be solved by the CANs in each LGA can be advocated to and addressed. Furthermore, he stated that if the RMFY is unable to solve such issues, there is the opportunity for the RMFY to take advocate to groups such as the SEMHSRMF and also the DGs Roundtable, with the latter group convened solely for the project. <p><i>YPP Youth Sector Summit</i></p> <ol style="list-style-type: none"> 1. RW provided an update on the YPP Youth Sector Summit. He emphasised that the Summit should be a space that culminate the learnings of the project. 2. RW said that the YPP Team have met with DLGC, the Office for Youth, WACOSS and YACWA who have committed their support to the Summit. 3. RW mentioned that the idea of having the Summit in Burswood would be a beautiful irony. NK agreed, and said that this is a great idea. 4. RW stated that Craig Comrie, CEO of YACWA, had said that this would be the single biggest event for National Youth Week 2015 in WA. 	discussions and planning to convene the RMFY	
6.	Next steps of the YPP Evaluation Process	<ol style="list-style-type: none"> 1. NK stated that a major aspect of the project is evaluation, and by doing this appropriately and adequately would be a significant outcome for the project. 2. NK said that we are currently researching evaluation tools and frameworks that could potentially be used to evaluate the project. <ul style="list-style-type: none"> - NK added that it is very important to capture the success stories 		

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		<p>that occur within the project. He said that the project is able to do this by implementing an evaluation method called the 'Most Significant Change' (MSC).</p> <ul style="list-style-type: none"> - NK said that MSC has been widely used to obtain rich, qualitative data, but will require those in the project utilising it training to ensure the integrity of the data collected. - RW added that the project must evaluate the change and impact of the program on the actual lives of children, young people, families and whole communities. - ST emphasised that it is important that we need to work along the lines of anonymity and confidentiality, and that this should be done rigorously. He went on to say that the method of MSC sounds very powerful. <p>3. RW added that the Evaluation Sub-Group will reconvene in mid to end of January 2015 to finally select appropriate external evaluators for the project.</p>	AT to advise Evaluation Sub-Group on their next meeting	Early January 2015
7.	Key Actions Arising & Next Steps	<ol style="list-style-type: none"> 1. All members to still progress signing of YPP MOU. 2. AT to liaise with organisations that have invited the YLR on how the group can add value to their programs. 3. YPP Team to progress discussions with other key LGA representatives on CAN rollout. 4. YPP Team to progress discussions and planning to convene the RMFY. 5. AT to advise Evaluation Sub-Group on their next meeting. 		
11.	MEETING Closed 3:00PM			
DATE OF NEXT MEETING: TBD				