

BANYULE / NILLUMBIK LOCAL LEARNING & EMPLOYMENT NETWORK

Board Meeting

Wednesday, March 18th - 4.00 – 5.00

The Pavilion

1. WELCOME

- a) **Attendance:** Gerry Fogarty (Chair), Kate Rhodes (Executive Officer), Dan Clarke, Stephen Smith, Ian Harrop, Sue Lees, Ian Roberts, Darrel Caulley, Stephen Fiyalko, Trevor Jenkins, Stephen Brackenridge, Suzanne Crellin
- b) **Apologies:** Diana Murphy, Julie Johnson, Jacinta Feeley, Lindsay Round, Jackie Doyle

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- a) **Declaration of conflict of interest - Nil**
- b) **Minutes of previous meeting – Monday, December 8, 2008 confirmed**

Moved: Darrel Caulley
Second: Stephen Brackenridge

3. CORRESPONDENCE

Kate highlighted the following items:

- Invitation to the Northern Business Achievement Awards Breakfast from the City of Banyule where a young apprenticeship, Chris Bott ex-student from Banksia Secondary College, has been nominated for the Young Achiever Award for a young person working in a local business.
- Letter from BNLLN supporting the Diamond Valley Learning Centre's submission to the State Government for a facilities upgrade.

Moved: Stephen Brackenridge
Second: Ian Harrop

4. FAREWELLS

Gerry informed the Board that a number of members would not be continuing on the Board as follows:

- Jackie Doyle (Neighbourhood Renewal) - Jackie is no longer working for NR and as yet there is no replacement for her role
- Jacinta Feeley (Berry Street) - is taking maternity leave, her replacement is not confirmed
- Julie Johnston (DVLC) – is also taking maternity leave. Suzanne Crellin will replace Julie as the ACE representative
- Cheryle Michael (City of Banyule) - Cheryle has changed roles in the Council and she has been replaced by Dan Clarke
- Stephen Smith (Bundoora SC) – Stephen will not be standing for re-election and has organised for Greg Williams the principal at Diamond Valley College to replace him as a school representative.

The Board thanked Stephen for his commitment to the Board in particular his willingness to take on the role of Treasurer even though this was not his area of expertise. Stephen spoke of his enjoyment of his time on the Board and noted that he felt it was positive for the role to be shared around to different school representatives.

Gerry on behalf of the Board thanked Cheryle formally for her time on the Board at the AGM. Gerry also thanked Julie, Jackie and Jacinta though they were not in attendance.

5. REPORTS

a) Finance Report

Stephen tabled the reports for January and February and noted that the percentage of spending against the budget was positive at this point in time. The full cost budgeted for the audit and the insurance had been spent as this is covered at the start of the year. He requested that it be noted in the minutes that the indicative budget presented in the report had been developed by Kate and Sandra based on the 2008 figures. This budget needs the approval of the Risk Management Standing Committee.

ACTION: That a Risk Management Standing Committee meeting be called before the next Board meeting in May.

Moved reports for February and March: Stephen Smith
Second reports for February and March: Stephen Brackenridge

b) Staff Report

Kate provided a verbal staff report. Much of the work since the start of the year had been completing the strategic plan and annual reports for both the LLEN and the LCP programs and establishing the planning for a number of projects.

6. BUSINESS ARISING

a) Planning Day – February 2009

Kate spoke to the summary of the four goals developed at the Planning Day and tabled at the meeting. The evaluation of the Planning Day was also tabled. The feedback from the Board regarding the day was very positive. It was felt that future staff reports needed to reflect the goals and the activities as reflected in the summary sheets. Reports need to reflect the progress towards achieving the activities linked to each goal. This would allow Board members to see how the BNLLLEN is progressing in terms of achieving the goals. Kate will develop a draft format for the next staff report to be tabled at the May Board meeting.

The Board also discussed their role and how they could contribute noting the importance of knowledge and data to back up the work being undertaken. It was agreed that Board members should have an opportunity to speak at meetings, not so much about what their organisation does; but about the issues and the perspective of their organisation in relation to the LLEN work. This could include any relevant data as well as comments on the future of their organisation and their sector in terms of the Global Financial Crisis.

It was agreed that a Board speaker needs to be incorporated into the Meeting Dates schedule. Stephen Fiyalko agreed to speak at the May meeting and Ian Harrop will speak at the June meeting. It was also suggested that staff members occasionally attend meetings to speak about particular projects.

ACTION: For Kate to send out the Meeting Dates with the names of Board speakers linked to each meeting.

7. OTHER BUSINESS

a) L2P

Kate tabled a summary of the L2P program organised through councils with VicRoads and funded by the TAC. Under the program disadvantaged young people are provided with seven driving lessons and 120 hours of driving practice through volunteers who are trained with VicRoads to enable the young people to get their probationary license. This is a mentor type program focusing on a particular purpose, where mentors are matched with young people to offer them driving practice time. The City of Banyule is seriously considering undertaking the program with the BNLLLEN as the managing partner and other interested partners.

The Board agreed that this would be an excellent project and that it fitted with our purpose and our core business. The advantage of having a drivers' license in terms of gaining employment was noted as well as the potential positive relationship that could be developed between the young person and the volunteer driver trainer mentor.

b) LLEN Reference Guide Working Party

Kate explained that she was one of four EOs on a Reference Guide Working Group looking at the LLEN Reference Guide developed by the Youth Transitions Branch in response to the recommendations of the KPMG Report on LLENs completed last year. One section of the Guide recommends the necessary qualities in the selection of a LLEN Chair as follows:

“As recommended in the KPMG report Local Learning and Employment Networks beyond 2008, ideally the Chair should be from a business or industry background and not represent a provider of education and training. Because there is a potential for the perception of conflict of interest of a Chair, COMs should consider carefully developing some guidelines on electing the Chair of a LLEN.”

It was felt by Kate and some members on the Working Group that this recommendation was quite contentious and should be deleted. The excerpt was also discussed at an EO Statewide Meeting where again the general feeling was that it should not be included in the Guide. However the Working Group was informed that the Youth Transitions Branch would not omit it.

The Board agreed that the section should not be part of the Guide and felt that the issue should be taken to the Statewide Chairs meeting for discussion. The Board proposed that the following action be put to the Chairs by Gerry at their next meeting in May:

ACTION: That the BNLEN Board is concerned about the wording of the LLEN Reference Guide regarding the position of LLEN Chair as it is actively discouraging effective people from being involved with the LLEN.

c) 155 Oriel Road, West Heidelberg

Dan Clarke spoke to the Board about the work being proposed at 155 Oriel Road linked to the Department of Human Resources (DHS) and the Neighbourhood Renewal Project in West Heidelberg. The Oriel Road building is owned by DHS and has been reopened for a number of possible uses. The plan is to move the IT Hub there and for the front to be used as a community based site. It is a large building that can offer training rooms and a meeting place for the community with the potential to become a real community centre. The Council is looking at the 'Street Art' group painting it, a part of the building is being developed as a Men's Shed where they can restore bicycles and there is potential to set up a tool library. Also NMIT is looking at running some pre-apprenticeship units there. At present there are lots of possible ideas and Dan is working with DHS and NR to bring all the possible partners together including the BNLEN to discuss the use of the building.

d) Educate and Connect – Disability Project

Kate spoke briefly about a partnership between the BNLEN and for the National Disability Coordination Project funded federally through the Inner Northern VET Cluster and tabled a summary of the project. It was agreed that the Board invite Steve Plant to speak to the Board about the project.

ACTION: To arrange for Steve to speak to the Board about the Disability Project at the May meeting.

Meeting closed:	4.05 pm
Next meeting:	Wednesday, May 13 th 7.15 – 8.45 – breakfast provided Diamond Valley Learning Centre