

BANYULE / NILLUMBIK LOCAL LEARNING & EMPLOYMENT NETWORK

Board Meeting

Wednesday, August 12th - 7.15 – 9.00

DVLC

a) WELCOME

- a) **Attendance:** Gerry Fogarty (Chair), Kate Rhodes (Executive Officer), Ian Harrop, Ian Roberts, Darrel Caulley, Jess Sayers, Suzanne Crellin, Stephen Fiyalko, Lindsay Round, Greg Williams, Katrina McIntyre (minute taker)
- b) **Apologies:** Diana Murphy, Sue Lees, Marie McNeil, Dan Clarke, Trevor Jenkins, Chris Spindler

b) CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- a) **Minutes of previous meeting – Wednesday, July 15th, 2009 confirmed**

Moved: Suzanne Crellin
Second: Greg Williams

- b) **Declaration of conflict of interest - Nil**

c) CORRESPONDENCE

Kate highlighted the following items:

- The BNLLLEN has sent out their Mid Year Report to Teresa Durka, Youth Transitions Branch.
- Copy of the final report on the inquiry into geographical differences in the rate in which Victorian students participate in higher education, received from the Parliament of Victoria.

d) BUSINESS ARISING

- a) **Youth Transitions Division Briefing**

A meeting was held on Thursday 12th August regarding what will be happening to the LCP. Overall the meeting gave the impression that this could be very positive for the LLENs, but not for the LCPs. LCPs will cease to operate on the 31st of December 2009 and the program will be replaced by a program call Partnership Brokers (PB), whose role will be very similar to the LLENs.

The Federal Government is inviting LLENs to put in submissions that are jointly developed with the existing LCPs based on the existing LLEN boundaries. This is different from the other states where the PBs will be tendered. For the BNLLLEN this means will now be a PB for the Banyule region as well as the Nillumbik region. As the LCPs are no longer going to be running, there will only be one state network, for the LLEN EOs and the LLEN Chairs.

The Partnership Brokers will have a broader range than the current LLENs, as they will be involved in parent groups and also younger students, including primary school with an emphasis on the transition from primary to secondary.

Due to the changing structures, LLENs who are also LCPs may receive a drop in funding as PBs are to receive less than the LCPs. Hopefully this may not effect the BNLLLEN too much as we will have the Shire of Nillumbik so hopefully it may equal out. We are also to receive an extension in our contract, instead of it ending in 2011; it will now finish in 2013.

The State Government will get the same amount of funding from the Federal Government as previously for all the transition programs.

Kate is currently receiving information from the DEECD regarding all the changes, which she will pass on to the Board if relevant, for example Memo 158 which was an overall summary of upcoming changes to be made.

It was noted that we will have to relook at our structure now that the LLEN will also become a partnership broker and the two programs will cover Banyule and Nillumbik. It was recommended that the Board have a second planning day in October or November this year.

ACTION: LLEN to organize meeting of all interested parties to discuss the Youth Connections tender in partnership with the two councils.

e) REPORTS

a) Finance Report

Ian tabled the August Finance Report. Ian described how the reports worked and what each section meant. He also pointed out that total expenditure for the year was only 45%. Ian noted that the Board needed to look at the contract requirements regarding the expenditure of all our funds before the end of the year. This will be required for the LCP program which is ending. It was agreed that the Risk Management Standing Committee will need to meet to look at this and that we need to find out what the contractual arrangements are in place concerning the spending of the LLEN money.

Moved reports: Ian Harrop

Second reports: Darrel Caulley

b) Risk Management Standing Committee

The Standing Committee minutes were tabled. The meeting focused on the Risk Analysis regarding identifying risks and assessing the policies in place to deal with the risks. There were also discussions regarding the staff Leave Policy and PD plans.

All staff are currently writing up their PD plans. There is some interest in Microsoft Excel but this may be done in-house. Ross would like to do a Facilitation and Leadership course which Kate and Steve may also do. Katrina would like to complete a Diploma of Project Management.

Ian Roberts stated that we will have to reassess our budget and discuss which skills are a priority and allocate sufficient professional funds in the budget and link the PD to the strategic plan and the new program. Stephen pointed out that as the LLEN and LCP will be joined we also need to reassess staff roles. It was suggested that the Strategic Directions Standing Committee should begin this process.

c) Staff Report

Kate discussed the recent ASBA and Careers Expos which were held on July 30th at the Darebin Arts and Entertainment Centre. Approximately 700 people attended each expo, making it a very busy and exciting day for all involved. Kate also made note of the Careers Expo flyer that Katrina made for the students to fill out.

Steve's first Disability Forum was held on July 31st, with a second to be held August 14th. There was a fantastic turn out, with everyone who booked in, attending.

g) BOARD PD – Ian Harrop – Group Training Organizations

Group Training Organisations (GTOs) have been running for approximately 30 years, having been originally developed as a safety net in the 1970s, as many apprentices were not completing apprenticeships.

GTOs employ and manage the apprentices, but they send each apprentice to work for a host company within the trade they are studying. As some employers do not have the full range of skills that the apprentices need to learn, the apprentices can be hosted for short periods of time, then handed back to the GTO and sent out to another host employer to get a fuller skill set.

GTOs are unique world wide and currently in Victoria there are 25 GTOs and 100 nationally, who deal with the 40,000 apprentices employed nationally across Australia. Apprenticeships Plus has 750 apprentices employed at the moment, ranging over 65-70 different vocations. These apprentices cover a large area across Victoria, including all of the metropolitan area, and extending all the way to Albury and Bairnsdale. At present they employ 30 apprentices from the Banyule area and 40 from Nillumbik.

Most GTOs are 'Not for Profit' and can be either industry specific, for example 370 degrees who specializes in electrical apprenticeships, or multi industry, such as Apprenticeships Plus and MEGT.

Apprenticeships Plus is in charge of the recruiting, advertising and employing of the apprentices, but do not handle the day-to-day supervision of the apprentice. Every six to eight weeks a Field Officer will visit the apprentice or trainee to check in and make sure everything is going smoothly, both at work and personally. These Field Officers support the apprentice throughout the whole of the apprenticeship. Most of their apprentices are young, from 18 to 20 years old so this personal support is important.

When an apprentice is taken on there are certain expenses that the employer must cover, yet when weighed against the level of service that is delivered and the possible incentives they can receive, it is quite minimal and a wise investment.

Due to the Global Financial Crisis (GFC) many companies have suffered losses, some up to 10-15% of apprentices. Apprenticeships Plus has managed to survive quite well; with only minimal losses though there could be a drop this year in certain areas.

Skills Victoria has developed an 'Out of Trade' list for all apprentices that have either been handed back to their GTO or been fired from direct employment, due to the GFC.

Ian explained that the employer incentives go to the GTO as the employer; hence it is more costly for an employer to use a GTO. However most GTO run as not for profits and they offer a safety net in case the employer is not able to continue employing. GTOs are not for profits that run along commercial lines so they need to provide a product to the employers that will work for them. It is a real balancing act and there is pressure to commercialise the GTOs.

h) OTHER BUSINESS

a) Chair's Meeting – October 23rd

Gerry issued an invitation for any papers or case studies that can be sent in. Kate offered for the LLEN to put together a disability case study, relating to the recent Educate and Connect project, to be presented.

b) Bradley Review

Deferred until next meeting.

c) Community VCAL Review

Deferred until next meeting.

Meeting closed: 9.00 am

Next meeting: Wednesday, September 9th
7.15 – 8.45 – breakfast provided
Diamond Valley Learning Centre