

Minutes

Meeting of the SWMPF Working Group on Social Planning 9.30am – 11.30am, Thursday 19th November, 2015 12 Queen Victoria Street, Fremantle

Chair: Jennifer Valesini (Senior Project Officer - Community Engagement, City of Fremantle)

Participants: Angela Zeck (local resident), Tania Heyne (Librarian: Young People's Services, City of Fremantle); Jenni Gordon, (SWMPF) Robert Shaw (SMYL Community Services)

Apologies: Kellie Bennett, (Community Development Coordinator, City of Melville); Chloe Lawrence (Community Development Officer, City of Cockburn); Jane Brinsden (Librarian, Fre-info community information service, City of Fremantle); Megan Milligan (Senior Health Promotion Coordinator, South Metropolitan Population Health Unit); Jennifer Snell (UnitingCare West)

Volunteer to take minutes:

Angela Zeck

Approval of minutes of meeting 16th October 2015

The minutes were approved without change

Business arising from previous minutes:

Service information update:

Robert and Jenni met with Michael Bosley-Smith and Yayoi Ikeda (Department of Local Government and Communities) to seek advice on the best way forward for the proposed service information tool.

It was decided to pursue My Community Directory (MCD) in the first instance as it has an existing platform and is known to be user friendly. MCD have the capability to create a discrete SWPMF directory within their broader directory. This would mean that our data would form part of a shared data platform.

A meeting has been set up for the 3rd December with Brentyn Parkin from MCD and the working group. We will discuss how MCD would support the SWMPF and establish exactly what the site would look like and what functionality it would have.

The directory is due to be completed in January to enable the communications campaign to commence in February.

Action:

Jenni will contact Chloe and Kelly to advise them on the latest developments so that they are across these for the meeting with MCD on the 3rd December.

Communications campaign to raise awareness of available services update:

Feedback has been sought from various service providers to inform the working group's communications campaign. This feedback is assisting the working group in understanding how people currently source information about services, how clients are referred to other services, whether they would find a service map of benefit, and how they prefer accessing information.

To date interviews/focus groups have been conducted with four organisations.

- Megan reported back on the findings from the Willagee's Community Centre at a previous meeting (see minutes 17th September 2015)
- Angela reported back on her findings from her meeting at the South Lake Ottey Family & Neighbourhood Centre. The centre focuses on face to face contact and familiarity of service providers as a referral priority. They agreed, however, that a comprehensive and user friendly directory would enhance their current service.
- Jennifer spoke to the Fremantle Legal Centre. They have an in-house services and support system which they use for referrals. However, they stated that a data base of this nature would be useful for referrals to extended services.
- Jenni reported back on the focus group she conducted with Partners in Recovery, Fremantle. Once again people tend to use contacts they are familiar with but they concluded that a data base would provide them with an alternative means for making referrals.

Action Plan:

Up to date

Next Meeting:

Special meeting with My Community Directory on 3rd December at St Patricks, 12 Queen Victoria Street, Fremantle. 10.00am - 12.00pm

Social Planning Meeting, 10th December at City of Fremantle, 8 William Street, Fremantle, 9.30am – 11:30am