

## Minutes

Meeting of the SWMPF Leadership Group

10.00 – 11.30am, Friday 6 June 2014

South Metro Education Regional Office, 184 Hampton Road, Beaconsfield

**Chair:** Michael Piu, Chief Operations Officer, St Patrick's Community Support Centre

**Attendance:** Deb Edwards (Section Manager, Families, Early Childhood and Communities, Department of Social Services); Claire Heffernan, (Manager, South West Metropolitan Youth Justice Services); Christa Reigler (CEO, Fremantle Medicare Local); Tracey Delamare (Manager, Program Development, Rocky Bay); Maria McAttackney (CEO, Nyoongar Patrol); Denise Craig (Manager, Perth Indigenous Coordination Centre); Penelope Mogridge (Head of Department, Social Work, Fremantle Hospital); Lee-Anne Brensell (CEO, Headwest); Colin Alston (Regional Manager, Disability Services Commission); Leanne Hartill (Manager, Neighbourhood Development, City of Melville); Julie Woodhouse (Assistant Regional Executive Director, Department of Education); Angela Hellewell (Regional Manager South, Anglicare WA); Bram Dickens (Manager, Palmerston Association); David Cain (Executive Manager, Independent Living & Accommodation Services, UnitingCare West); Helen Emery (Manager, Community Development, City of Fremantle); Megan Milligan (Senior Health Promotion Coordinator, South Metropolitan Public Health Unit); Jenny Victory (Discipline Coordinator of Social Work, Alma Street Centre); Collene Longmore (Director, Fremantle Multicultural Centre); Julie Mitchell (SMYL Community Services); Glenn Mace (District Director, Department for Child Protection and Family Support); Gail Bowman (Manager, Human Services, City of Cockburn); Angie Harper (Parenting Coordinator, South Metro Meerilinga); Karin Mac Arthur (Community Partnership Broker, South West Metropolitan Partnership Forum).

**Apologies:** Dylan Smith (Executive Officer, Fremantle Foundation); Olwyn Craske (Team Manager, Ruah Inreach, Fremantle); Sharon McMiles (A/Coordinator, Strong Families); Todd Hall (Service Centre Support Manager, Department of Human Services); Catherine Hollingworth (Service Manager, CAHS-CAMHS Fremantle); Luli Kastrati (Regional Manager, Access Housing); Sally Kirk (Senior Senior Practice Development Officer, Department for Child Protection and Family Support – Chair of the Social Planning Working Group).

**Visitor:** Stephen Johnston (Department of Social Services)

### **1. Welcome**

Michael welcomed all participants to the inaugural meeting of the Leadership Group, in particular Angie Harper, our new Early Years representative and South Metro Parenting Coordinator for Meerilinga; Leanne Hartill, Manager, Neighbourhood Development at the City of Melville, who was attending the Leadership Group meeting for the first time; and Julie Woodhouse, Assistant Regional Executive Director, who has taken over as the Department of Education's representative on the Leadership Group.

An updated membership list was distributed to all participants.

### **2. Approval of minutes of 16 May meeting**

The minutes were approved without change.

### **3. Business arising from the minutes**

- Re Items 3 and 4 (Membership of Leadership Group and Steering Committee): Michael advised that Karin was meeting with representatives of outstanding sectors (eg Early Years, business and local residents) to address this asap.
- Re item 3 (Media): Michael advised that Karin would be meeting with Steve Grant, Editor of Herald Newspapers, in a couple of weeks' time. We are waiting to hear back from Community Newspapers (Rachel Watts at Community Newspapers).
- Item 5: Michael advised that we are still working on the Terms of Reference for both the Leadership Group and Steering Committee and will get these to the Leadership Group asap.
- Item 6 : Michael conveyed the welcome news that Fremantle MedicareLocal is now on board the Social Planning working group.
- Item 12: Michael advised that the working groups will not be in a position to put in an application for an Impact 100 grant by the closing date of 1 July.
- Michael encouraged members to use the SWMPF electronic signature graphic that was distributed recently in higher resolution format.

### **4. Update from Community Partnership Broker**

A written update was provided to all members before the meeting. Karin added that since then we had received two new (unsolicited) applications to join the SWMPF – from Outcare and Cockburn GP Super Clinic. Both organisations meet the selection criteria and have agreed to uphold the SWMPF's 'Shared Principles' and are therefore accepted as members. Karin will be meeting with Outcare next week to discuss specific initiatives they might be able to support.

## 5. Reports on the inaugural meetings of the 4 working groups

The minutes of the meetings of each of the working groups were distributed to participants before the Leadership Group meeting.

**Davis Park:** Karin highlighted the many challenges facing this group in order to deliver the promised outcomes. However, the great strength of this group is the representation of all the key services around the table, together with a number of engaged residents from Davis Park. Colin Alston (Disability Services Commission), who has assumed the chair of this group, spoke of the important work the group will be doing to support and build the capacity of the Davis Park residents' group. Karin and Colin outlined the immediate steps that the group will be taking (outlined in that group's minutes), with the initial focus on a community event to be held in late July in order to engage with a broader cross-section of the residents. If the forecast is bad it may be necessary to find someone willing to donate a marquee. We are also hoping it may be possible for the working group to meet regularly at the club rooms at Bruce Lee Oval (many thanks to the City of Fremantle for facilitating this).

Key initiatives will be required around parenting support, improving school attendance, providing pathways to training and/or employment opportunities for young people, activities for children and young people, as well as building community connectedness and pride. The success of these initiatives will depend on our engaging with the residents, which will begin with the community events where, among others, we will be asking residents how best to involve them (this could be through door knocking, letter box drops, community meetings and so on).

**Vulnerable and at risk young people:** Julie Mitchell (SMYL) raised concerns regarding this working group's decision to focus on the 8-13 year old age group. These included the apparent failure of the working group to reflect the concerns raised at the planning day; the absence of funding for training and other services for the older age group; the fact that the group was now focusing on children rather than young people. There was some discussion among other members on this issue, who agreed that the focus on 8 – 13 year olds would mean that the working group was no longer relevant for some organisations.

Karin responded by outlining the reasons why the 8 – 13 year old group was chosen, in particular because this is the age bracket where the working group believed it could have most impact (refer minutes of the this working group's meeting). The working group was obliged to limit the scope of the project in order to undertake meaningful work in the current life of the project (two years). The chosen age group did not fall within the area of responsibility of most of the members of the working group and for that reason we would be seeing changes in its composition.

**Action:** All Leadership Group members were asked to advise Karin of any service providers who would be able to contribute to the work of the SWMPF in relation to 8 – 13 year olds.

The issues raised at the Planning Day in relation to the older cohort of young people would be used to inform the work of the Davis Park working group, who will be working with all age groups, from 0 – 100, but particularly children and young people.

Karin is exploring various options to find a dynamic chair for this group.

**Social planning:** As is clear from the minutes of that working group’s inaugural meeting, they have made significant progress in scoping the project and in ensuring that all their work feeds into and supports that of the other groups (in particular around data collection re the SWMPF’s four shortlisted community ‘hotspots’ and vulnerable and at risk young people).

Sally Kirk, Senior Senior Practice Development Officer, Department for Child Protection and Family Support, is now chair of this working group, with Jane Brinsden (City of Fremantle) taking on the role of secretary.

**Coordination of wrap-around services:** As noted in the minutes, a consumer representative from the CAMHS board had presented to this group to highlight the importance of client involvement at each and every stage of any treatment/response plan. Angela Hellewell (Anglicare) spoke of the significant impact that the presentation had had on the group.

Karin noted the absence of any health or mental health representative on this group. Olwyn Craske (Ruah Inreach Fremantle) had kindly offered by email before the meeting to join the working group.

Christa Reigler (Fremantle MedicareLocal) kindly offered to appoint a member of her staff to this group.

David Cain (UnitingCare West) kindly volunteered (out-of-session) to assume the role of chair of this working group.

## **7. Draft SWMPF policy on remuneration to external contributors**

A revised draft of this policy (attached) was approved.

Many thanks again to Christa and Fremantle MedicareLocal for the information they kindly shared to enable us to develop this policy.

## **8. Any other business**

- The Fremantle Foundation Charity Ball is being held on Friday 15 August. All proceeds will go towards supporting disadvantaged

young people in Fremantle. Michael suggested that members might like to contribute to purchasing a SWMPF table (\$1200). Details about the event are attached.

**Action:** Please can anyone interested in forming a SWMPF table please contact Karin.

- **Department of Social Services grant program:** Michael raised the possibility of Leadership Group members working collaboratively to plan applications for the DSS's new grant program (including Families and Communities and Strengthening Communities). Given the positive response received, Michael will be organise a facilitated meeting for all interested members as soon as possible after the RFQ is published (19 June). Michael will contact all Leadership Group members about this proposed meeting as soon as details are finalised.

**Action:** Please let Michael know if you can recommend any good facilitators.

- Many thanks to Julie Woodhouse and the Regional Education Office for hosting our meeting.

### **Next meeting**

The next meeting of the Leadership Group will be held at 10am, Friday 1 August, at SMYL, 29 Queen Victoria Street, Fremantle. Many thanks to Julie Mitchell for hosting us.