

**SWMPF Leadership Group Meeting
Minutes**

9.30am – 11.30am, Friday October 7, 2016
City of Cockburn, Function Room, 9 Coleville Cr, Spearwood

Chair: Michael Piu (Deputy CEO St Patrick’s Community Support Centre)

Attendees:

Organisation	Representative
Anglicare WA	Jennie Grey
Child and Adolescent Mental Health Service	Martine McDougall
Fremantle Multicultural Centre	Peta Wooton
Nyoongar Outreach Services	Maria McAtackney
Palmerston Association	Bram Dickens
Ruah Community Services	Olwyn Craske
Ruah Community Services	Kay Hlaing
SMYL Community Services	Julie Mitchell
Department of Education	Gary Anderson
Department of Social Services	Michelle Lewis
Department of Sport & Recreation	Eleanor Jones
Disability Services Commission	Colin Alston
City of Cockburn	Gail Bowman
City of Fremantle	Beverly Bone
City of Melville	Veronica Clarke
Business representative	Gary Ryan
Community representative	Maureen Colgan
St Patrick’s Community Support Centre	Michael Piu
SWMPF	Judy Walls

Apologies:

Luli Katrati (Access Housing), Lesley Moreschi (Meerilinga), Steve Altman (Housing Authority), Kim Brooklyn (Uniting Care West), Jenni Gordon (SWMPF).

Proxies:

Martine McDougall (for Catherine Hollingworth - CAMHS)
Veronica Clarke (for Leanne Hartill – City of Melville)

1. Welcome and apologies

Michael welcomed Gary Ryan, new business representative, who gave a brief introduction of his history and experience.

Michael also welcomed Eleanor Jones – Dept of Sport and Recreation, who is interested in joining SWMPF and the Leadership Group, and who was present at today's meeting as an observer.

2. Approval of minutes of last meeting (3 June 2016)

The minutes were approved without alteration.

3. Actions arising from the minutes of last meeting (3 June 2016)

As a result of the problem-solving session related to Davis Park:

- *Glenn was to liaise with Brad & Gary regarding the formation of a group of statutory agencies to focus efforts on addressing the critical issues facing Davis Park;*
- *Julie to liaise with Gary regarding strategies to identify school-age children in Davis Park who are not attending school.*

Gary Anderson reported that a group of 5 statutory agencies was trying to form to address the issues raised. Julie Mitchell (Chair of DPWG) reported that things have settled down somewhat in DP, with some evictions and convictions, which has reduced the amount of undesirable traffic through the neighbourhood. Julie will maintain a watching brief on the situation in DP.

As a result of the discussion around the Planning Day:

- *Gary to advise the primary school with the largest number of children from Davis Park (and with high levels of non-attendance among this cohort) that might be invited to participate in the SWMPF project;*

Gary reported that Winterfold remains the school most likely to take Davis Park children, or White Gum Valley, which has recently received Independent School Status, and as such is occupied with the ramifications of that. This issue is currently in abeyance.

Facilitators of all round table discussions to be provided with background notes to assist in framing discussions.

This was actioned at the planning day.

4. Report by Executive Director and Chairs of Working Groups

Please refer to Leadership Group Update report circulated for Executive Director's report and working group updates.

Additional information provided at the meeting:

Davis Park: The DG of Housing has offered to participate in a community consultation regarding the potential redevelopment of Davis Park – the DPWG is following this up with the Housing Authority. Whilst this appears to be a 10 year plan, older people in DP are anxious about how / when this will happen and would benefit from some early consultation with Housing.

Vulnerable & at risk young people: focus is on transition from primary into high school, evidence from current programmes is that some children fall through the net when they leave the safe and supportive environment of primary school. Caralee Ideaz Hunters have suggested a similar group be established at Melville SHS to help the children transition. Members of the working group are following these ideas up with the high schools around Caralee and South Lake primary schools. The working group is also focusing on increasing the engagement with parents of vulnerable children, particularly with the support of Koya Aboriginal Corporation, a new member of the working group, which specializes in kinship programmes and support to parents & grandparents.

Coordination of Wrap-around services: It would be beneficial to document previous Think Tank examples, as case studies to promote the value of joint responses to systemic problems.

Social Planning: City of Cockburn is also using My Community Directory as a platform for the City's information & data. The platform has many functions which we don't necessarily know how to use, but could be valuable, such as a calendar of events. Training on the Service Directory would be valuable. It would appear that WAPHA is also using My Community Directory platform.

Jennie Grey suggested that a standing agenda item be included in working group meetings to share information regarding the work of other working groups. The chairs of the working groups could offer to participate in other working group meetings to provide updates, and look for synergies. Judy has offered to provide updates at various working group meetings also. The new communications platform will hopefully go some way to providing information across the forum on the work of the various projects.

Action: Chairs of Working groups to add a standing item on working group meeting agendas for updates from around the Forum.

5. Extension of contract with DLGC to 31/7/2017 and budget.

Michael provided information to the meeting regarding the extension of the programme until 31 July 2017, effectively a 13 mth budget, which was approved by DLGC.

6. Discussion / approval of Innovative Funding Mechanism

Michael provided an outline of the main features of the new funding mechanism. Discussion focused on the lead agency and the decision making process, and how to avoid potential conflict of interest in awarding the grant.

In regard to the lead agency, it was suggested that since any bids must come from a coalition of SWMPF members, then organisations such as those 'For Profit' would be unlikely to bid, hence the need to distinguish NFP was deemed unnecessary. It was suggested that there was no substantial reason not to leave it open to various actors leading consortium bids, including government agencies. As such, it was **agreed** that:

- In the Guidelines, the first item regarding the lead agency (be a Not For Profit Organisation) be removed.

Discussion related to conflict of interest in the process of selecting the successful bid highlighted the sensitivities arising when money is involved, and the desire to avoid any feeling of unfair treatment by unsuccessful consortiums. The need for transparency and trust were highlighted along with the special opportunity that this process would provide to the SWMPF to engage in a collective decision making process related to funding of one of our own initiatives. It was also suggested that this would be a test of the maturity of the Leadership Group.

As such, it was **agreed** that:

- the shortlisting process would involve the Steering Committee and the Chairs of the Working Groups (minus any member who was conflicted due to their involvement in a bid).
- the shortlisted projects would be invited to pitch their ideas to the Leadership Group (LG), at a special meeting on December 2.
- it is incumbent upon LG members to commit to evaluate proposals from the perspective of the ultimate good of the community, as a member of the SWMPF, and not from the perspective of their individual agency or consortium.
- as LG members may also form part of bidding consortiums, each consortium will be allocated a maximum of 2 votes, to avoid undue influence upon the result by any one consortium.

It was also **agreed** that:

- the guidelines for the grant applications should provide a guide as to number of pages (10) an application should contain, and also a budget template, to allow for appropriate comparison of project budgets.
- the deadline for submission should be November 23, 2016 to allow time for the Steering Committee to convene and shortlist the bids, prior to the December 2 Leadership Group meeting (which has already been scheduled);
- SWMPF secretariat would develop guidelines for the project pitches to the Leadership Group, addressing length of presentation, formats, etc.

- SWMPF secretariat should implement these changes in the grant guidelines immediately, and circulate to the membership without delay.

7. New communications platform.

Judy introduced “social media” style shared communications platform, Yammer, to the group, and explained a number of its features. Gail suggested that My Community Directory may also provide a similar platform which would have the advantage of bringing our communications onto the one platform. The group supported the idea of a shared communications platform.

Action: Judy to investigate the option on My Community Directory.

8. Any other business

Suggestions from the membership regarding future topics for discussion during Leadership Group Meetings.

- Deferred to next meeting.

9. Next meeting date 2 December 2016

A special meeting of the Leadership Group will be convened on Dec 2, 2016 where shortlisted projects will be able to pitch for the Innovative Funding grant, and a decision will be reached by the membership.