

## Community Learning Board – Meeting

Held on Tuesday 19 September 2019, Kurunjang Community Hub Mowbray Cres, Melton

**Present:** Cr Kathy Majdlik, Councillor, City of Melton  
Matthew Wilson, Manager Community Planning, Melton City Council  
Sally Edwards, Coordinator Community Activation & Learning, Melton City Council  
Jane Sultana, Secretary, U3A  
Pam Madej, EO, Melton South Community Centre  
Peter Forbes Industry Development Officer, Melton City Council  
Carolynne Smith, Operations Manager, Annecto  
Colleen Bergin, EO, Youth Now  
Mark Corrie, CEO, Western Base  
Karen Curson, Coordinator Early Years Partnership, Melton City Council  
Susie Prestney, Acting Manager Libraries, Melton City Council  
Cassandra Connelly, Lifelong Learning Projects Officer, Melton City Council  
(Minute Taker)

**Chairperson:** Cr Kathy Majdlik, Councillor, City of Melton

---

**1. Welcome**

Cr Majdlik welcomed everyone in attendance.

**2. Apologies:**

Trish Heffernan, EO, Djerriwarrh Community Education  
Kelvin Tori, CEO, Melton City Council  
Bruce Marshall, Coordinator Economic Development & Tourism, Melton City Council  
Deirdre Hardy, EO, Future Connect  
Troy Watson, Manager Libraries, Melton City Council

**3. Declaration of interests and/or conflict of interests**

Nil

**4. Confirmation of minutes of previous meeting**

**Motion**

P Madej / J Sultana

That the minutes of the previous meeting held 22 June 2019 be confirmed.

CARRIED

**5. General Business**

**5.1 Melton Learning Update (C Connelly)**

C Connelly provided an update on Melton Learning for the past three months. The online directory has seen an increase in usage from both program hosts, users and participants. It has also seen an increase in the number of subscribers. Melton Learning has now been in use for two years, and has seen a consistent increase in uptake each quarter. The site is operating at approximately 90% functionality levels, however after two years and lot of feedback it is time

for a complete review and update. It will be included in the Action Plan and budget submissions for the 2020/2021 year. We will look at improving the customer experience, the functionality and reporting, as well as taking the opportunity to rebrand the site to align with the new Community Activation and Learning brand.

## **5.2 2019 Community Learning Board Projects (All)**

### **a. Lifelong Learning Festival (C Connelly)**

The planning for the 2019 Learning Festival is progressing well. Despite a very tight timeframe the new team of Cassandra Connelly and Alison La Rose have done a good job of sourcing approximately 160 confirmed events with a big intake of new hosts. The festival's new 10 day format has given room for participants to have the opportunity to attend more events of interest during the festival. Opening event to take place on Friday 18 October 2019 on the Melton Library and Learning Hub lawns with Mayor and Keynote Speaker Stephanie Wollard OAM to speak, Event Hosts and the community will also be in attendance.

### **b. Future Skills and Employability (S Edwards)**

No further meetings have been held for this project and the submitted Future Skills and Employability Charter will be further discussed in 2020 when the project resumes.

### **c. Learning Board History Project (S Edwards)**

S Edwards advised that there had been no progress on this project due to workload of PWG members. C Connelly has offered to continue working on this project as part of the Lifelong Learning Portfolio projects in 2020. C Bergin will assist Cassandra with making contact with Peter and other members of the Learning Board over the past 20 years.

## **5.3 Community Learning Strategy Update (S Edwards)**

### **a. Evaluation of previous plan**

S Edwards provided a short update about the draft evaluation report of *Melton a Learning City: Community Learning Plan 2015-2018*. There is evidence of outcomes being met and achieved for this period, however as there was no baseline data it is difficult to measure some objectives. Notable achievements include the inaugural Learning Festival, Melton Jobs Hub website, Melton Learning, various workshops, and accreditation as Learning City and winning a Learning City award. The evaluation report is a comprehensive document and provides a list of 20 draft recommendations to inform the next learning strategy. These recommendations were compiled by S Edwards and are based on the analysis of the evaluation outcomes, feedback and consultation, as well as evidence from the completed literature review.

**Action:** S Edwards to send out a copy of the draft evaluation report prior to next meeting.

### **b. Overview of concept for new Learning Strategy**

S Edwards presented a concept for the new Learning Strategy. There was some discussion about how the new strategy will belong to the Community and Activation team. It still has a community focus and looks to create a learning ecosystem and looks to achieve a promise of place-based and socially inclusive lifelong learning for all. Further discussion was held around the fact that this new strategy will need to incorporate three business objectives; including lifelong learning, neighbourhood participation and community activation. The draft strategy, along with relevant discussion papers will be circulated for consultation, then proceed through the process for approval by Executive and endorsement by Council.

There was discussion about measurable outcomes and how they need to be imbedded into the new program to ensure that initiatives are being successful in making changes

within the community. M Wilson responded to further questions by members and provided a more in depth context of the responsibilities of the Community Activation and Learning team (see minutes from last meeting). New strategy is set to span ten years as research shows this is best for outcomes however there will be short, medium and long term goals including two year action plans and evaluations along the way to ensure we are meeting the needs of community. M Corrie suggested Council looks at utilizing the three horizons approach to enable the longer term strategy to be better understood and received.

C Bergin asked where the Board would fit into the new strategy and discussion resolved that this could potentially be a new phase for the Board and it was agreed that this concept would need to be explored more fully once the new Strategy has been endorsed.

**Action:** S Edwards to send out copy of the presentation prior to the next meeting

#### 5.4 Lifelong Learning two-year outline

C Connelly tabled a list of potential projects and initiatives that the Lifelong Learning portfolio is considering for 2020 and 2021 and asked the Board for their thoughts and to look at the opportunities for partnerships and joint efforts in bringing these projects to the community. Due to limited time, the Cr Majdlik held further discussion over to the next meeting.

**Action:** C Connelly to send out copy of the projects for discussion prior to next meeting.

### 6. Other business

J Sultana shared her experience of attending a recent conference and the excellent keynote speaker and suggested bringing the guest speaker to Melton to motivate young girls about careers in STEM and to inspire them and create momentum for women in STEM. M Corrie added that it should not be just a one off event, that we should also ensure that there are ongoing learning pathways for the participants at the STEM event. This was agreed by all present.

P Madej reported business as usual, very busy at MSCC. Creating survey to find out what people are looking for in the way of assisting with program selection for participants' future development.

K Curson stated three year old kinder is scheduled to commence in 2022, starting at five hours and scaling up to 15 hours by 2029. Early start kinder funding is available for ATSI students as well as children in care. Scholarships are being offered for people who want to upskill in early years education.

S Prestney advised that the draft Library and Arts Strategy has been completed and is out for consultation and feedback. She welcomed all members to contribute via the available tools.

C Bergin advised that Youth Now have started a Jobs Café at Lazy Moe's on Thursdays to help with CVs and job ready skills. Thank you to Lazy Moe's who provided the space.

M Corrie talked about a new STEM in Youth program that has been funded by state government partners with Vic Rail and Melton South Primary School to create a STEM program for students to learn STEM, via train related activities at Western BACE.

P Forbes advised that the Hot House Project season two is about to start to help emerging entrepreneurs. Marketing and promotion will begin in October.

Cr Majdlik advised that Cr Turner (Mayor), Cr Mendes and M Wilson have been supported to attend the UNESCO Third Conference on Learning Cities in Medellin, Colombia in the first week of October. Cr Majdlik would like to see the Board and Council look at stronger promotion of the fact that we are UNESCO Learning City.

C Connelly advised that the October meeting will be postponed due to the Learning Festival.

**Action:** S Edwards to send new meeting invite for November 2019.

**6. Next meeting: to be advised**