



## Premier of Western Australia

Our Ref: D1203162  
Enquiries: Rebecca Brown

Hon Giz Watson MLC  
Chair  
Standing Committee on Estimates and Financial Operations  
Parliament House  
PERTH WA 6000

Dear Ms <sup>Giz</sup>Watson /

### Questions on Notice – Hearing in relation to funding for the Non-Government Community Sector

I refer to your request of 26 April 2012 seeking a response to questions taken on notice by the Department of the Premier and Cabinet at the hearing on Monday 23 April 2012 on funding for the Non-Government Community Sector.

As requested, please find attached in response to supplementary information No.A2 relating to the Partnership Forum including:

- the Terms of Reference for the Partnership Forum; and
- the Agendas and Minutes of each of the meetings held to date.

In relation to the request for supplementary information No.A1., it is not proposed to provide this information or an assessment of community need across one particular defined community, on the basis that the information requested is not currently being collected, or proposed to be collected. Collection of such data is considered to be costly and would not provide useful or accurate information noting that the data is subject to significant change on a regular basis. Detailed information is however, collected across a range of areas, such as health, education and transport, to inform service and infrastructure planning, but is not detailed across one particular defined community and its broad need.

Yours sincerely

Colin Barnett MLA  
**PREMIER**

11 MAY 2012

## ESTIMATES AND FINANCIAL OPERATIONS COMMITTEE

### QUESTIONS ON NOTICE SUPPLEMENTARY INFORMATION

Monday, 23 April 2012

#### Department of the Premier and Cabinet

*Question No. A1: Hon Phillip Gardiner (“the member for the Agricultural Region” – from uncorrected Hansard – page 13) asked -*

*(1) So what I want to see is whether what you are saying about getting an assessment – how rigorous that is, so that we can actually measure what you say here is the change or impact after two or three or five years or 10 years?*

Answer: It is not proposed to provide this information or an assessment of community need across one particular defined community, on the basis that the information requested is not currently being collected, or proposed to be collected. Collection of such data is considered to be costly and would not provide useful or accurate information noting that the data is subject to significant change on a regular basis. Detailed information is however, collected across a range of areas, such as health, education and transport, to inform service and infrastructure planning, but is not detailed across one particular defined community and its broad need.

*Question No. A2: Hon Ljiljana Ravlich (Shadow Minister for Training and Workforce Development; Mental Health – from uncorrected Hansard – page 15) asked –*

*(1) Can you provide us with a list of the people on that (Partnership Forum)?*

Answer: Provided in PDF attachment 1 – Terms of Reference - Partnership Forum

*(2) Could you please provide the committee with the minutes of those eight meetings, please, and also the agendas for those eight meetings?*

Answer: Provided in PDF attachment 2 – “D1203162 Partnership Forum Meetings 1 to 8”

## **PARTNERSHIP FORUM TERMS OF REFERENCE**

*As of May 2012*

### **Purpose**

The purpose of the Partnership Forum is to bring together senior representatives from State Government agencies and the community sector to address issues of mutual concern with a view to achieving beneficial outcomes for both sectors and for the community.

### **Membership**

The Partnership Forum will comprise an equal number of State Government agency CEOs and senior community sector representatives. Partnership Forum members will be appointed by the Premier for a 12 month term. The Partnership Forum will be chaired by an independent person selected by the Premier.

State Government members are:

- Terry Murphy, Director General, Department for Child Protection;
- Eddie Bartnik, Commissioner, Mental Health Commission;
- Grahame Searle, Director General, Department of Housing;
- Peter Conran, Director General, Department of the Premier and Cabinet;
- Anne Nolan, Department of Finance;
- Timothy Marney, Under Treasurer, Department of Treasury;
- Ron Chalmers, Director General, Disability Services Commission; and
- Jenni Perkins, Director General, Department for Communities.

Community sector members are:

- Sue Ash, Chief Executive Officer, Uniting Care West;
- Ian Carter AM, Chief Executive Officer, Anglicare;
- John Gherardi, President, Western Australian Association for Mental Health;
- Debbie Karasinski, Chief Executive Officer, Senses Foundation;
- Greg Lewis, Director, My Place Foundation;
- Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;
- Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia; and
- Chris Hall, Group Chief Executive Officer, MercyCare.
- Francis Lynch, Chief Executive Officer, Ruah Community Services
- Terry Simpson, WA State Manager, National Disability Services

Prof. Peter Shergold AC, Macquarie Group Foundation Chair, Centre for Social Impact, will be the initial Chairperson for the first 12 months of the Partnership Forum's operation.

### **Functions**

The functions of the Partnership Forum are to:

- Negotiate a set of principles that will govern the relationship between the State public sector and the community sector;
- Establish mechanisms to monitor adherence to these principles and settle any disputes that may arise;
- Develop a policy outlining different funding and contracting models and providing guidance to agencies and community sector organisations on their application and management;

- Provide strategic oversight to the implementation of the community sector funding and contracting reforms;
- Serve as a forum where issues can be aired and resolved;
- Identify strategies to improve the capacity of community sector organisations and social enterprises; and
- Ensure that community sector organisations have an opportunity to contribute to policy development.

#### **Reporting Arrangements**

The Partnership Forum will report to the Premier at six monthly intervals.

The Partnership Forum will report to the Premier and the Treasurer annually regarding the implementation of the community sector funding and contracting reforms.

#### **Meeting Procedures**

The Partnership Forum will meet every three months. Meetings will be conducted in a manner determined by the Chair, subject to these Terms of Reference. Minutes must be kept of every meeting, and circulated for comment prior to being formally adopted at subsequent meetings. Papers for each meeting must also be circulated a reasonable time prior to the meeting.

#### **Working Groups**

The Partnership Forum may establish Working Groups to progress particular bodies of work as required.

#### **Resources and Support**

The Department of the Premier and Cabinet will provide secretariat support to the Partnership Forum.

## PARTNERSHIP FORUM

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### AGENDA

**Date:** 16 July 2010

**Time:** 9.30 am – 1.00 pm

**Location:** Carer's WA, 182 Lord Street ,Perth

**Attending:** Professor Peter Shergold (Chair)  
 Eddie Bartnik, A/Director General, Department for Communities  
 Ron Chalmers, Director General, Disability Services Commission  
 Peter Conran, Director General, Department of the Premier and Cabinet  
 Neil Guard, A/Commissioner, Mental Health Commission  
 Terry Murphy, Director General, Department for Child Protection  
 Grahame Searle, Director General, Department of Housing  
 Sue Ash, Chief Executive Officer, Western Australian Council of Social Services  
 Ian Carter, Chief Executive Officer, Anglicare  
 John Gherardi, President, Western Australian Association for Mental Health  
 Chris Hall, Chief Executive Officer, Uniting Care West  
 Debbie Karasinski, Chief Executive Officer, Senses Foundation  
 Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia  
 Judy Hogben (proxy), Chief Executive Officer, The Centre for Cerebral Palsy

**Apologies:** Carlo Calogero, State Manager, National Disability Services (WA)  
 Ron Alexander, Director General, Department of Sport and Recreation

Item	Subject	Document	Responsibility
1.	Welcome and opening remarks	-	Chair
Item	Subject – For Discussion/Decision	Document	Responsibility
2.	Terms of reference and ground rules - Use of proxies	Terms of reference	Chair
3.	Proposed governance structure - Community Building Steering Group Terms of Reference	Governance chart and terms of reference	Peter Conran

## PARTNERSHIP FORUM

4.	Expectations, functions and priorities	-	Members
5.	Collaboration for community: partnership principles	Papers x 2	Chair
6.	Collaboration for community policy [delivery of government programs]	Discussion paper	Chair
7.	Community sector capacity building and innovation a. Community Development Investment Fund b. Social Innovation Grants	Discussion papers x 2	Chair
8.	Review of community sector funding arrangements	Proposed terms of reference	Peter Conran
9.	Communication and reporting	Verbal	Chair
10.	Other business	-	Members
Item	Subject – For Noting	Document	Responsibility
11.	Next meeting, location and future meetings	-	Chairs

**MINUTES**

**Date:** 16 July 2010

**Time:** 9.45 am – 1.15 pm

**Location:** Carer's WA, 182 Lord Street ,Perth

**Attending:** Professor Peter Shergold (Chair)  
Eddie Bartnik, A/Director General, Department for Communities  
Ron Chalmers, Director General, Disability Services Commission  
Peter Conran, Director General, Department of the Premier and Cabinet  
Neil Guard, A/Commissioner, Mental Health Commission  
Terry Murphy, Director General, Department for Child Protection  
Grahame Searle, Director General, Department of Housing  
Sue Ash, Chief Executive Officer, Western Australian Council of Social Services  
Ian Carter, Chief Executive Officer, Anglicare  
John Gherardi, President, Western Australian Association for Mental Health  
Chris Hall, Chief Executive Officer, Uniting Care West  
Debbie Karasinski, Chief Executive Officer, Senses Foundation  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia  
Judy Hogben (proxy), Chief Executive Officer, The Centre for Cerebral Palsy

**Apologies:**

Carlo Calogero, State Manager, National Disability Services (WA)  
Ron Alexander, Director General, Department of Sport and Recreation

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
1.	Welcome and opening remarks	<p>The Premier attended and made the following opening remarks.</p> <ul style="list-style-type: none"> <li>• The Forum is to deal with the mechanics of the relationship between the public and community sector.</li> <li>• The disability sector has been seen as a leader with 60% of funding going to the community sector and working well. Wish to see this extended to other areas, where possible.</li> <li>• Believes the community sector is better able to reach out and connect with people, with less restrictions than the public sector. The community sector is more flexible and innovative and we need to encourage this.</li> <li>• No fixed views about where the balance lies between public sector and community sector service provision, noting that this is for the Forum to work out.</li> <li>• The Premier tasked the Forum to identify: areas of greatest need; how we can practically work together; and how best to spend public money.</li> <li>• Period of prosperity in WA to be seen as a time where we came together and looked after people properly.</li> </ul>		



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		<ul style="list-style-type: none"><li>• The Premier stated a personal interest in seeing the Forum succeed – representing a special opportunity and responsibility for both public and community sector representatives.</li></ul> <p>The Chair made opening remarks.</p> <ul style="list-style-type: none"><li>• Believes community services can also run themselves as efficient social businesses. There is enormous capacity that can be called upon and built up.</li><li>• The pre-meetings with the public sector and community sector showed a real sense of commitment to the process and a real opportunity for WA. There was an optimism that a genuine partnership is possible tempered by a level of experience and caution.</li><li>• Highlighted that the delivery of better services for the public of WA is the Forum’s ultimate goal and driver.</li></ul> <p>Forum members were invited to introduce themselves and provide opening remarks. All members agreed this was a special opportunity to play a transformative role in the relationship between the public sector and community sector and in the provision of services to the WA community.</p> <p>The Chair provided his perspective on the goals for the Forum.</p>		
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**PARTNERSHIP FORUM**

		<p>(1) Getting it right from the beginning in setting the right direction for future meetings and creating a mood for possibilities.</p> <p>(2) Practical results</p> <p>(3) Substantive, long term change (transformative role).</p> <p>Thanks paid to Carers WA for providing the facilities for the meeting.</p> <p>The Partnership Forum Secretariat was introduced:</p> <ul style="list-style-type: none"> <li>• Rebecca Brown, DPC</li> <li>• Ron de Blank, DPC</li> <li>• Simone Spencer, DTF</li> <li>• Su-Hsien Lee, NDS</li> <li>• Irina Cattalini, WACOSS</li> </ul>		
2.	Terms of reference and ground rules	<p>Terms of Reference (ToR), as approved by Cabinet, tabled.</p> <p>Comment made that ToR could be interpreted, through the listed functions, to be very limiting which is at odds with commentary from the Premier and Chair for the Forum to be innovative and transformative. Forum members agreed they should not be restricted by ToR and that the discussion around expectations and functions for the Forum should be viewed as a more important context around the role of the Forum.</p> <p>Use of Proxies – suggestion made that the Forum be</p>		

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		<p>restricted to members only. This is to avoid the possibility of the gradual undermining of the Forum through proxies.  <b>Decision: No provision for attendance by proxy at future Forum meetings.</b></p> <p>Confidentiality vs Openness – Frank and fearless discussion essential, therefore, confidentiality important in this regard. Minutes and suggested communiqué should reflect this confidentiality (de-identified). Simultaneously, there needs to be openness especially in communication to the community services sector to develop buy in and support for the Forum enabling members to talk broadly about Forum discussions without attribution to individuals.  <b>Decision: Forum post-meeting Communiqué to be released for distribution to public sector and community sector.</b></p> <p>Discussion held around Forum members being approached by media for comment. Forum members should be able to make broad comments not sensitive in nature. Suggestion made that any public comment of a more sensitive nature could be directed through to the Chair.</p> <p>Between Forum meetings suggestion made that community sector meetings are held with broader community sector representatives to inform them of Partnership Forum work. The Chair will attempt to attend.</p>	<p>Draft and release communiqué.</p>	<p>Forum Secretariat.                  23.07.10</p>
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**PARTNERSHIP FORUM**

		<p>Decision making by majority or consensus discussed.</p> <p><b>Decision: Decisions to be made by consensus.</b></p> <p>Noted though that where there are strong multiple views or an identified minority view, this is stipulated.</p>		
4.	Expectations, functions and priorities	<p>The Chair identified the need to balance short term wins and long term goals.</p> <p>Caution raised that in the drive for quick wins and early decisions that conversation and decision making is not inadvertently driven by assumptions that have not been teased out first.</p> <p>Raised expectation by community sector that something tangible is achieved in relation to funding of the community sector.</p>		
5.	Collaboration for community: partnership principles	<p>Discussion paper prepared by Secretariat tabled outlining relevant EAC report discussion of Partnership Forum and proposed principles.</p> <p>Chairperson’s Conversation Starter tabled – Chair’s desire to come to an early agreement on key principles and have CBSG develop these into a written document for public circulation.</p> <p>Agreed that the work required is not limited to the</p>		



PARTNERSHIP FORUM

<p>6.</p>	<p>Collaboration for community policy [delivery of government programs]</p>	<p>Noted that the Procurement in Partnership Working Group has started meeting.</p> <p>Pre-qualification process identified by Chair as discussion point.</p> <p>Desire is to streamline processes not to create an added layer of bureaucracy.</p> <p>Pre-qualification should not guarantee organisation gets government funding/service. Groundwork only so that core documentation and information does not need to be repeated from service area to service area.</p> <p>Suggestion made that corporate capacity could be centralised. Second level around service capacity to be left to individual line agencies and community service organisations in normal contractual arrangements.</p> <p>Demarcation, however, between corporate and service capacity not agreed and requires clarification.</p> <p>Discussion also held around whether pre-qualification to be undertaken by a central agency or by each individual line agency.</p> <p>Note taken of the relevance of the Commonwealth and their requirements. A good example referred to in homelessness funding from the Commonwealth.</p> <p><b>Decision: Procurement in Partnership Working Group progress work on identifying ingredients for a pre-qualification process.</b></p>	<p>Task Procurement in Partnership Working Group with identifying ingredients for pre-qualification.</p>	<p>Simone Spencer (DTF)</p>
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**PARTNERSHIP FORUM**

		<p><b>Decision: Forum to decide on appropriate strategic direction and eligibility criteria for CDI and SIG, with assessment or prioritisation process for assessing applications delegated to a external community/public sector selection panel.</b></p> <p>Appropriate administration and assessment of funding needs to be developed. Community representation critical in decision making but needs to be independent of the Forum.</p> <p><b>Decision: Task Secretariat, through CBSG, to propose appropriate governance and administrative arrangements for CDI Fund and SIG for consideration by Forum at October meeting.</b></p>	<p>Secretariat, through CBSG, to draft options paper for strategic direction, eligibility criteria and governance arrangements for the CDI fund and SIG.</p>	<p>Rebecca Brown October 2010</p>
<p>8.</p>	<p>Review of community sector funding arrangements</p>	<p>Highlighted the acknowledgement by the Premier of a funding shortfall. Proposed Terms of Reference for the Community Sector Funding Working Group tabled, noting that the group has already met twice.</p> <p>Noted that the funding shortfall is not just about remuneration but also about total cost of service, increased client service and corporate governance costing. Clarification made that the Funding Working Group is working on the baseline and Procurement in Partnership is working on mechanism to ensure the base is sustained into the future.</p> <p><b>Decision: Terms of Reference for the Working Group endorsed, noting that the Group will report on its findings</b></p>		

**PARTNERSHIP FORUM**

		<b>to the Forum at its October meeting.</b>	Word 'proposed' to be deleted from governance framework diagram.	Forum Secretariat.
9.	Communication and reporting	Broader interim meetings considered to allow participation of other public sector and community sector representatives.		
10.	Other business	The Chair noted some questions had been raised about what are social enterprises. Reference made to FASES (Finding Australia's Social Enterprise Sector) Report by QUT and Social Traders. Defined social enterprise as an organisation that has a public/community mission but trades and derives substantial income from that trade. Using this definition there are about 20000 social enterprises around Australia.		
11.	Next meeting, location and future meetings	Noted the next meetings are: 5 October. 3 February. 29 April.  Future meetings will continue to be held in community sector locations, including outer metropolitan area.	Invitations to be issued shortly.	Forum Secretariat.

## PARTNERSHIP FORUM

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### AGENDA

**Date:** 5 October 2010

**Time:** 1.00 to 4.30 pm

**Location:** Kurongkurl Katitjin Gallery Room - Building 15, ECU Mount Lawley Campus, 2 Bradford St, Mount Lawley

**Attending:**  
 Professor Peter Shergold (Chair);  
 Ron Alexander, Director General, Department of Sport and Recreation;  
 Sue Ash, Chief Executive Officer, Western Australian Council of Social Service;  
 Carlo Calogero, State Manager, National Disability Services (WA);  
 Ian Carter, Chief Executive Officer, Anglicare;  
 Peter Conran, Director General, Department of the Premier and Cabinet;  
 John Gherardi, President, Western Australian Association for Mental Health;  
 Chris Hall, Chief Executive Officer, Uniting Care West;  
 Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
 Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
 Terry Murphy, Director General, Department for Child Protection;  
 Jenni Perkins, Director General, Department for Communities; and  
 Grahame Searle, Director General, Department of Housing.

**Apologies:**

Eddie Bartnik, Mental Health Commissioner; and  
 Ron Chalmers, Director General, Disability Services Commission.

Item	Subject	Document	Responsibility
1.	Welcome and opening remarks	-	Chair
2.	Actions arising from previous meeting	2.1 Minutes 2.2 Communiqué	Chair
Item	Subject – For Discussion/Decision	Document	Responsibility
3.	Partnership Principles	3.1 Partnership Principles	Chair
4.	Collaboration for Community <ul style="list-style-type: none"> <li>• 4.1 – Collaboration for Community Policy</li> <li>• 4.2 – Nature of the Relationship</li> </ul>	4.1 Collaboration for Community Policy Overview Paper 4.2 Nature of the Relationship Paper	Chair Peter Conran

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	<ul style="list-style-type: none"> <li>• 4.3 – Pre-qualification Options Paper</li> </ul>	4.3 Pre-qualification Options paper	
5.	<p>Sustainability and Capacity Building</p> <ul style="list-style-type: none"> <li>• 5.1 – Funding review</li> <li>• 5.2 – Community Development Investment Fund (CDIF)</li> <li>• 5.3 – Social Innovation Grants Program (SIGs)</li> </ul>	<p>5.1 Community Sector Funding Review Update</p> <p>5.2 CDIF directions paper</p> <p>5.3 SIGs program directions paper</p>	<p>Chair Peter Conran</p>
6.	<p>Policy and Service Reform</p> <ul style="list-style-type: none"> <li>• 6.1 – Conceptual framework</li> <li>• 6.2 – Self directed service design</li> <li>• 6.3 – Collaborative projects</li> </ul>	<p>6.1 Changing the Way We Do Things</p> <p>6.2 Self Directed Service Design Update</p> <p>6.3 Collaborative projects update</p>	<p>Chair Peter Conran</p>
7.	Other business	-	Members
Item	Subject – For Noting	Document	Responsibility
8.	Next meeting	-	Chair

## MINUTES

**Date:** 5 October 2010

**Time:** 1.00 pm – 4.30 pm

**Location:** Kurongkurl Katitjin Gallery Room - Building 15, ECU Mount Lawley Campus, 2 Bradford St, Mount Lawley

**Attending:** Professor Peter Shergold (Chair)  
Sue Ash, Chief Executive Officer, Western Australian Council of Social Service  
Ian Carter, Chief Executive Officer, Anglicare  
Chris Hall, Chief Executive Officer, UnitingCare West  
Terry Murphy, Director General, Department for Child Protection  
Ron Alexander, Director General, Department of Sport and Recreation  
Grahame Searle, Director General, Department of Housing  
John Gherardi, President, Western Australian Association for Mental Health  
Debbie Karasinski, Chief Executive Officer, Senses Foundation  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia  
Jenni Perkins, Director General, Department for Communities; and  
Carlo Calogero, State Manager, National Disability Services (WA)

**Apologies:** Peter Conran, Director General, Department of the Premier and Cabinet  
Eddie Bartnik, Mental Health Commissioner  
Ron Chalmers, Director General, Disability Services Commission

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
1.	<b>Welcome and opening remarks</b>	<p>The meeting was preceded with a Welcome to the Country by Jason Barrow from ECU. He also gave a brief talk on the indigenous art in the Gallery and on the centre surrounds. Jason provided a gift to the Chair.</p> <p>The Chair opened the meeting by welcoming those attending for the first time: Ron Alexander; Carlo Calogero; and Jenni Perkins.</p> <p>The minutes were reviewed and it was agreed they were a fair record of the previous meeting.</p>		
2.	<b>Actions arising from previous meeting</b>	<p>A Communiqué was prepared and circulated after the first meeting of the Forum.</p> <p>The other actions are dealt with in the following agenda items.</p>		
3.	<b>Partnership Principles</b>	<p>Sue Ash advised that the Community Building Steering Group (CBSG) revised the draft Partnership Principles. There are now six Principles and six related behaviours. The Principles are intended to be short, sharp, useful and applicable. The CBSG had decided to reflect the interdependence of the sectors in the Principles.</p> <p>The Partnership Forum decided that the Principles should recognise the community sector as more than a provider of services and that the Mission should reflect the relationship between the public sector and the not-for-profit community services sector.</p> <p><b>DECISION: The Mission is to reflect the relationship between the public sector and the not-for-profit community services sector and Principle 4 is to recognise the community</b></p>	Amend the Mission and Principle 4.	Secretariat

		sector as more than a provider of services.		
4.1	<b>Collaboration for Community Policy</b>	<p>There was general agreement that the former policy was a good foundation for the new Policy. However implementation had been inadequate.</p> <p><b>DECISION: The overview was noted.</b></p>		
4.2	<b>Nature of the Relationship</b>	<p>The Forum agreed to the development of standard templates to be applied across all contracts, with the templates recognising the sovereignty of community sector organisations. It was considered that the template contract should take precedence over schedules, with the content of schedules to comply with endorsed Partnership Principles and procurement guidelines.</p> <p>It was felt that the contract template shouldn't include prescriptive detail on how the community sector delivers the service and schedules shouldn't be used to add prescriptive detail to contracts. The template also needs to set out the levels of accountability.</p> <p>It was broadly agreed that when there is a dispute, it is necessary to look to the Principles. A simple grievance process was suggested.</p> <p>A way of determining that changes have been implemented was discussed and considered important. The importance of capacity building was also discussed.</p> <p>The move towards outcome focused contracts was considered to be critical.</p> <p>The Chair concluded the discussion as follows:</p> <ol style="list-style-type: none"> <li>1. Schedules should be simplified and only include necessary outcome and accountability information;</li> <li>2. What is included in schedules should not override what is contained in the main contract; and</li> </ol>		

		<p>3. Move to increase the length of service agreements to say three years.</p> <p><b>DECISION: The draft <i>Nature of the Relationship</i> paper was endorsed.</b></p>		
4.3.	<b>Pre-qualification options paper</b>	<p>The Forum felt that information should be provided once, but used often. Pre-qualification does not mean service agreements with Government are guaranteed (it is more like registration).</p> <p>The Forum discussed a threshold level of pre-qualification and whether a one size fits all approach is best. A staged approach was broadly agreed to be more appropriate given the different levels of financial capability (and required levels of scrutiny) and the large differences in contract sizes.</p> <p>It was suggested that pre-qualification could have a minimum level, then progress from there. Community sector organisations should be able to choose which level of pre-qualification they apply for.</p> <p>It was agreed that the role of pre-qualification was for community sector organisations to not have to make multiple submissions to different public sector agencies and to assure the Government about the viability of the organisations.</p> <p>Importantly pre-qualification should not disadvantage small providers or communities.</p> <p>There needs to be some agreement and buy-in from public sector agencies, otherwise community organisations could just double up on their reporting.</p> <p>The Chair summarised the key points of agreement and discussion:</p> <ol style="list-style-type: none"> <li>1. The general direction in the Options Paper is supported;</li> <li>2. Pre-qualification is about reducing the administrative burden; and</li> <li>3. Enforcement in implementation will be needed.</li> </ol> <p>The Secretariat (Simone Spencer) sought guidance on the issue of central support. The</p>		



		<p>Forum agreed this is critical.</p> <p>The Forum agreed that capacity building is critical not just for the community sector but also for the public sector.</p> <p><b>DECISION: The Options Paper was noted and further development of the proposed model was endorsed.</b></p>		
5.1	Funding review	<p>As a member of the Community Sector Funding Working Group, Chris Hall spoke to the item. He suggested that the critical issue is the underfunding as it relates to salaries and that the PricewaterhouseCoopers work is fundamentally flawed because it doesn't deal with salaries. It is projecting a 12-15% shortfall which the community sector representatives believe is less than the true shortfall. He stressed that addressing the funding shortfall is critical to the relationship between the public and community sectors and crucial to achieving other reforms.</p> <p>The Chair asked the Forum to consider how best to progress the funding issue in a way that doesn't undermine the other outcomes the Forum wants to achieve. He said that focusing on the salaries gap is not appropriate as the Government is not the employer. Government should not be dictating community sector pay and staffing structures. The focus should be on outputs and outcomes, not inputs.</p> <p>Rebecca Brown (from the Secretariat) advised that the Premier has acknowledged the need to address the funding shortfall on multiple occasions. He said that he trusts the community sector and wants more services to be delivered by the community sector. Government's aim is to have a sustainable community sector.</p> <p>The Chair directed the Forum to the implementation options of the paper which were discussed by the members.</p> <p>Community sector representatives advised that the funding shortfall needs to be identified, the implementation approach needs to be determined and there has to be a link with</p>		

		<p>procurement processes.</p> <p>The Chair concluded that there is strong support by the community sector for option 1, where a single additional rate is applied to all service agreements across the community sector, but with some flexibility.</p> <p><b>DECISION: The Forum agreed it should meet in November to consider the Working Group report and the report to the Premier.</b></p>	<p>Partnership Forum to meet in November to review the Working Group report and report to the Premier.</p>	<p>Secretariat</p>
5.2	<p><b>Community Development Investment Fund (CDIF)</b></p>	<p>The Chair proposed that the Fund should be directly focused on social enterprise as there are other sources of funding for other community sector capacity building activities. Community sector representatives felt that the Fund should also be available for capacity building and to use a broad definition of social enterprise, that gives preference to trade which has a social benefit. It was decided to keep the strategic direction as broad as possible.</p> <p>The Chair spoke about the work being undertaken by the Commonwealth and in the UK. He also expressed concern about WA determining a model for the CDIF before the Commonwealth has determined its model for the Social Enterprise Development and Investment Fund (SEDIF), which could include a range of organisations that we could partner with.</p> <p>It was agreed that further work was required on the administrative arrangements, including alignment with new directions at the Commonwealth level, even though this will delay the commencement of the Fund.</p> <p>The intent of the CDIF versus Social Innovation Grants was discussed. It was suggested that feasibility studies supporting innovation could be done with grants. Then once the idea is worked up the organisation can take out a loan.</p>		

		<p>It was suggested that the eligibility criteria refer to the impact of the project.</p> <p>Concerns were raised around governance arrangements, particularly the evaluation panel. The Forum was not sure about an evaluation panel including service users due to conflicts of interest, perceptions etc. The evaluation panel should be renamed steering panel.</p> <p><b>DECISION: The strategic direction to be kept as broad as possible. Further work to be undertaken on exploring options for the administrative arrangements, including alignment with new directions at the Commonwealth level. Change the name of the evaluation panel to selection panel.</b></p>	<p>Further exploration of administrative options and Change the name of the evaluation panel to selection panel.</p>	<p>Secretariat</p>
<p>5.3</p>	<p><b>Social Innovation Grants Program (SIGs)</b></p>	<p>The Chair noted that it is difficult to define social innovation and therefore we need to keep the definition broad. It was agreed that the SIGs Program would focus on particular priorities each year, as determined by the partnership Forum.</p> <p>It was agreed that the Grants should support innovating what is being done now, not innovation for the sake of innovation. There was some discussion around the size of the Grants. It was recognised that it would be appropriate to select some big projects which have a significant impact. However, it was acknowledged that smaller projects can be effective too.</p> <p>It was agreed that Lotterywest are best placed to handle the administrative process but the Department of the Premier and Cabinet is to establish and provide the secretariat support for the Evaluation Panel (to be renamed) and the Partnership Forum will determine the strategic direction and criteria.</p> <p>The Program is on track to commence in January 2011 and community sector members recommended notifying the sector of the Expression of Interest process well before Christmas in 2010.</p> <p>The Secretariat is to report to the Forum in November on criteria, including what the EOI will</p>		

		<p>look like.</p> <p><b>DECISION: The directions paper is supported. Lotterywest to handle the administrative process. The strategic direction and priorities will be determined by the Partnership Forum. Expressions of interest should be called before the end of 2010.</b></p>	Report to the Forum in November on criteria, including what the EOI will look like.	Secretariat
6.1	Conceptual framework	<b>DECISION: The proposed conceptual framework to be used as a basis for the first report to the Premier was endorsed.</b>		
6.2	Self-directed service design	<p>The Chair proposed a national conference, drawing on international as well as national experience be held early next year and offered the assistance of the Centre for Social Impact. The key is to get some real case studies in WA, beyond disability services. We need to look at some other areas where this has been tried.</p> <p>It was suggested that the discussion paper needs to be released in advance of the conference so participants are all on the same page. The Chair offered to send examples of what is going on in other parts of Australia for the paper.</p> <p>It was also suggested that service users be included in the project team.</p> <p><b>DECISION: The proposed approach was endorsed.</b></p>		
6.3	Collaborative projects	<b>DECISION: The commencement of the collaborative projects was noted.</b>		
7.	Other business			
8.	Next meeting	The Forum agreed to meet in the second week of November.	Arrange a meeting for the	Secretariat

		<p>The Chair summarised the following milestones:</p> <ul style="list-style-type: none"><li>• November meeting - funding review and criteria for SIGs.</li><li>• December out of session – procurement, CDIF and SIGs.</li><li>• February meeting - procurement and report to the Premier.</li></ul>	second week in November.	
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## PARTNERSHIP FORUM

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### AGENDA

**Date:** 10 November  
**Time:** 9:00-12:00  
**Location:** Anglicare, lvl 1, 23 Adelaide Terrace Perth

**Attending:** Professor Peter Shergold (Chair);  
 Eddie Bartnik, Mental Health Commissioner;  
 Peter Conran, Director General, Department of the Premier and Cabinet;  
 Ron Chalmers, Director General, Disability Services Commission;  
 Ron Alexander, Director General, Department of Sport and Recreation;  
 Terry Murphy, Director General, Department for Child Protection;  
 Grahame Searle, Director General, Department of Housing;  
 Jennie Perkins, Director General, Department for Communities;  
 Sue Ash, Chief Executive Officer, Western Australian Council of Social Service;  
 Ian Carter, Chief Executive Officer, Anglicare;  
 John Gherardi, President, Western Australian Association for Mental Health;  
 Carlo Calogero, State Manager, National Disability Services (WA);  
 Chris Hall, Group Chief Executive Officer, MercyCare;  
 Debbie Karasinski, Chief Executive Officer, Senses Foundation; and  
 Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia.

**Apologies:**

Item	Subject	Document	Responsibility
1.	Welcome and opening remarks	-	Chair
2.	Approval of minutes and actions arising from previous meeting	2.1 Minutes 2.2 Communiqué	Chair
Item	Subject – For Discussion/Decision	Document	Responsibility
3.	Funding review	3.1 Summary Paper 3.2 PwC Report 3.3 Working Group Report	Peter Conran

## PARTNERSHIP FORUM

4.	Social Innovation Grants Program	4.1 Summary Paper 4.2 Directions Paper 4.3 Strategic Directions Paper	Peter Conran
5.	Consumer engagement	Verbal	Sue Ash
6.	Other business	-	Members
Item	Subject – For Noting	Document	Responsibility
7.	Next meeting	-	Chair

## PARTNERSHIP FORUM

### MINUTES

- Date:** 10 November, 2010
- Time:** 9.00 am – 12.00 noon
- Location:** Anglicare WA, Level 1, 23 Adelaide Tce, Perth
- Attending:** Professor Peter Shergold (Chair)  
Sue Ash, Chief Executive Officer, Western Australian Council of Social Service  
Ian Carter, Chief Executive Officer, Anglicare  
Chris Hall, Group Chief Executive Officer, MercyCare  
Terry Murphy, Director General, Department for Child Protection  
Ron Alexander, Director General, Department of Sport and Recreation  
Grahame Searle, Director General, Department of Housing  
John Gherardi, President, Western Australian Association for Mental Health  
Debbie Karasinski, Chief Executive Officer, Senses Foundation  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia  
Jenni Perkins, Director General, Department for Communities;  
Peter Conran, Director General, Department of the Premier and Cabinet  
Eddie Bartnik, Mental Health Commissioner  
Ron Chalmers, Director General, Disability Services Commission
- Apologies:** Carlo Calogero, State Manager, National Disability Services (WA)
- Guest:** Tim Marney, Under Treasurer, Department of Treasury and Finance



Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
1.	<b>Welcome and opening remarks</b>	<p>The Chair opened the meeting by welcoming those in attendance, acknowledged Carlo Calogero as an apology and informed the Partnership Forum that Carlo has recently resigned from National Disability Services.</p> <p>The Chair welcomed Tim Marney, the Under Treasurer, as a guest of the Partnership Forum and invited him to join the meeting.</p>		
2.	<b>Approval of minutes and actions arising from previous meeting</b>	<p>A Communiqué was prepared and circulated after the second meeting of the Forum.</p> <p>Other actions are dealt with in the following agenda items.</p> <p>A further item on consumer engagement has been added to this agenda following the community sector briefing after the October Partnership Forum meeting.</p> <p><b>The minutes were reviewed and it was agreed they were a fair record of the previous meeting. One minor change was made to item 6.2 to clarify that the self-directed service design conference was intended to draw on international as well as national experience.</b></p>	Amend item 6.2 of the minutes.	Secretariat
3.	<b>Funding review</b>	<p>The Chair commenced the discussion acknowledging the work of the Community Sector Funding Working Group. He reinforced the need for the Partnership Forum to agree on recommendations to the Premier.</p>		

	<p>The PricewaterhouseCoopers report was noted and primary attention was drawn to the Summary Paper prepared as an overview from the Community Sector Funding Working Group analysis.</p> <p>The Chair noted that the funding shortfall is proposed to be addressed in two components, with a 50:50 split proposed by public sector representatives. The first component would be a price adjustment, with the second component to address issues of equity and sustainability across the sector, paid through the renegotiation of contracts and linked to contracting reforms.</p> <p>It was noted that the fundamental issues the public and community sectors had not yet discussed included:</p> <ul style="list-style-type: none"> <li>- Quantum of the shortfall;</li> <li>- Sector expectations;</li> <li>- The relative sizes of the two components of the implementation strategy;</li> <li>- Timing of the price adjustment and second payment;</li> <li>- Loadings for regional, rural and remote community services;</li> <li>- Base level of funding; and</li> <li>- Governance framework for the second component.</li> </ul> <p>The experience of workers in the community sector, including the salary levels associated with the SACS Award, was discussed. The view of the community sector is that the purpose of addressing the funding shortfall is to ensure a sustainable workforce for the sector and ensure workers can meet their cost of living.</p> <p>Tim Marney clarified that the proposed provision would provide for the following cost factors:</p> <ul style="list-style-type: none"> <li>- Gaps in current cost of service delivery;</li> <li>- Award increases;</li> <li>- The additional costs associated with regional, rural and remote services; and</li> <li>- Indexation.</li> </ul> <p>An assessment of the outcome of the ASU Pay Equity Claim is reflected in the Department of</p>		
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	<p>Treasury and Finance's estimate of the funding shortfall. Partnership Forum members agreed that a price review mechanism should be developed to enable funding levels to be adjusted to meet unforeseen legally binding cost increases.</p> <p>Tim Marney discussed the importance of preventing the re-emergence of another funding shortfall in years to come. He proposed that the second component of the implementation strategy be accompanied by significant procurement reforms that would ensure appropriate and sustainable funding levels into the future.</p> <p>Community sector members stated that procurement reform is a critical process, but secondary to addressing the funding shortfall.</p> <p>Tim Marney advised that the second payment is proposed to cover regional, rural and remote services, with the new procurement framework proposed to ensure appropriately funded services with reference to their costs.</p> <p>There was agreement by the Partnership Forum members not to refer to the second payment in percentage terms.</p> <p>Discussions were held around the need for expediency in the roll out of the second component. Tim Marney also stated his desire for expediency. However, he advised that the availability of resourcing would influence the timeframe. He advised that funding for resources for line agencies to roll out procurement reform would be over and above the second payment.</p> <p>Tim Marney and Peter Conran advised that the main factor that would prevent paying the first component before 1 July would be the need to go to Parliament with an appropriation bill. This would not be able to be done until Parliament sits again in February 2011.</p> <p>Community sector members noted that there is an expectation by the community sector that the first component would be paid from 1 January 2011, not 1 July. They advised that, if the first payment is not paid until 1 July, there would need to be compensation and that the quantum of the first payment would need to be reviewed. The community sector</p>		
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members proposed a compromise that the first payment be effective 1 January 2011 but allocated from 1 July, with announcements made at the mid-year review.

It was agreed by Forum members that a governance framework with community sector input was seen as critical to the roll out of the second component.

It was noted that the fundamental issue is trust. The Partnership Forum members agreed that it is important that the funding shortfall be addressed to the satisfaction of both the public sector and community sector to foster the relationship between the sectors and rebuild trust.

The Chair clarified the two components of the proposed implementation strategy:

- A one-off price adjustment to contribute immediately to addressing the funding shortfall; and
- A provisional sum to be rolled out progressively within the procurement reform agenda with an aim of achieving a mature, sustainable funding and contracting relationship between the public sector and community sector.

The community sector members advised that in their view the quantum should be \$152 million, with \$106 million allocated in the first component and the balance allocated in the second component.

The Partnership Forum members agreed to recommend to the Premier that the funding shortfall is estimated to be within the range \$106 million to \$152 million. It was agreed that the range would also be articulated in percentage terms i.e. 20% to 30%.

It was agreed by members that indexation would need to become a standard contract clause. The Directors General agreed that, subject to the Premier endorsing the recommendations, they would endeavour to amend contracts by 2011-12 to include indexation.

The Partnership Forum members agreed to recommend to the Premier the following:

1. Note key findings around the genuine existence of a substantial funding shortfall

		<p>and issues that led to its existence;</p> <ol style="list-style-type: none"> <li>2. Note the broad range estimated for the annual funding shortfall of approximately \$106 to \$152 million, representing between a 20% and 30% shortfall (excluding indexation and assuming a total base of approximately \$507 million in 2010-11);</li> <li>3. Note key issues to be addressed in establishing a sustainable and ongoing resolution to the funding shortfall, including key reforms to contracting arrangements and implementation arrangements;</li> <li>4. Endorse a two component implementation strategy to address the shortfall identified in recommendation 2: <ol style="list-style-type: none"> <li>a. A one off lump sum flat percentage price adjustment across community sector organisations by* 1 July 2011 which will be added to the base in 2011-12 and indexation then applied;</li> <li>b. Allocating additional funding of a provisional nature to the Department of Treasury and Finance (DTF) to be provided to the community sector through the renegotiation of contracts with line agencies, in line with procurement reforms, in order to address disparities and equity issues by a target of 1 July 2012** and no later than 1 July 2013.</li> </ol> </li> <li>5. Note the initial price adjustment may allow the community sector to absorb some to all of the impacts of both award modernisation and the Fair Work Australia pay equity case, depending on individual community sector agency circumstances. Future community sector contracts will include a standard price review mechanism enabling funding levels to be adjusted to meet legally binding cost increases that are unforeseen and outside the control of both parties, e.g. the residual impact, if any, of both award modernisation and the Fair Work Australia pay equity case. Therefore, the allocation of funding to DTF in the second component is uncapped; and</li> <li>6. The roll out of funding in the second component will be undertaken consistent with an agreed governance framework overseen by the Partnership Forum with binding implementation reforms and contractual elements. ***</li> </ol> <p><b>*Deliberately written as 'by' as it may be possible to pay earlier in part, but unknown at the moment.</b></p> <p><b>** Disability Services Commission and Department for Child Protection noted that they</b></p>	<p>Amend the recommendations as agreed and circulate to members for approval by no later than COB Friday 12 Nov 2010.</p>	<p>Secretariat</p>
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		<p>were confident they could meet this target.</p> <p>*** Further discussions would be required at a future meeting or out of session to agree on the governance framework, which would be linked to the new Collaboration for Community Policy and would include prioritisation of the review of existing contracts.</p>		
4	<b>Social Innovation Grants Program</b>	<p>The proposed framework for the Social Innovation Grants program was discussed.</p> <p>The Chair expressed some concern regarding the proposed six decision points, given the amount of work involved compared to the value of the funding. It was noted that this was an attempt to capture the grants as a rolling program rather than one of rounds. It is proposed that the program operate more as a foundation than a traditional government grant-making process. The number of decision points would be dependent on the amount of interest and the nature of projects proposed.</p> <p>The Partnership Forum members agreed to support mechanisms which would help to shape and develop innovative ideas and, for eligibility for grants, to keep the definition of innovation broad.</p> <p>It was noted that initial selection panel members will be identified and appointed by the Partnership Forum. The members agreed that the selection panel would need to operate consistent with the Partnership Principles. It was noted that conflicts of interest would need to be avoided and that rotating the membership would assist. It was agreed to decide on the initial membership of the selection panel at the February meeting.</p> <p>The Partnership Forum members remain committed to implementation by January 2011.</p> <p><b>The Partnership Forum members approved the arrangements outlined in the agenda paper.</b></p>	Members to recommend nominations for membership of the selection panel prior to the February Partnership Forum meeting.	All members 3 February 2011
5	<b>Consumer engagement</b>	<p>Sue Ash briefed the Partnership Forum on strategies that have been used to date by the Community Building Steering Group to enhance consumer engagement across the Economic</p>		

		<p>Audit implementation agenda.</p> <p>Sue advised that it was critical to use inclusive language and principles to underpin this work and that a reference group of consumers is being formed.</p> <p>Sue Ash proposed three strategies to enhance consumer engagement:</p> <ol style="list-style-type: none"> <li>1. Through the Community Building Steering Group, contribute to the debate around methods for consumer engagement and develop principles to complement the Partnership Principles;</li> <li>2. All Partnership Forum members to attend the community sector briefing after the next Forum; and</li> <li>3. Assess how consumer engagement is working in each of the different areas of implementation of the Economic Audit Committee reforms.</li> </ol> <p>Partnership Forum members were asked to consider the option of separate briefings for consumers and service providers after the next Partnership Forum meeting.</p> <p><b>The Partnership Forum members noted the briefing by Sue Ash and the invitation for all Partnership Forum members to attend the community sector briefing after the February 2011 meeting.</b></p>	<p>Principles of consumer engagement to be developed and tabled at the next meeting of the Partnership Forum.</p> <p>All Partnership Forum members to be invited to the next community sector briefing.</p> <p>Partnership Forum members to consider the option of separate briefings for consumers and service providers.</p>	<p>Secretariat through the CBSG</p> <p>Secretariat through the CBSG</p> <p>Members to provide feedback to the Secretariat</p>
6	<b>Other business</b>	No other business.		
7	<b>Next meeting</b>	The next meeting will be held on 22 February 2011. The venue will be advised.		

## PARTNERSHIP FORUM

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### AGENDA

**Date:** Tuesday, 22 February  
**Time:** Lunch at 11.30 am for 12 noon – 4.00 pm  
**Location:** Senses Foundation  
11 Kitchener Avenue, Burswood WA 6100

**Attending:** Professor Peter Shergold (Chair);  
Sue Ash, Chief Executive Officer, Western Australian Council of Social Service;  
Eddie Bartnik, Commissioner, Mental Health Commission;  
Ian Carter, Chief Executive Officer, Anglicare;  
Ron Chalmers, Director General, Disability Services Commission;  
Peter Conran, Director General, Department of the Premier and Cabinet;  
John Gherardi, President, Western Australian Association for Mental Health;  
Chris Hall, Group Chief Executive Officer, MercyCare;  
Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
Dr Greg Lewis, Director, My Place Foundation;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
Terry Murphy, Director General, Department for Child Protection;  
Jenni Perkins, Director General, Department for Communities; and  
Grahame Searle, Director General, Department of Housing.

**Apologies:** Ron Alexander, Director General, Department of Sport and Recreation.

Item	Subject	Document	Action	Responsibility
1.	Welcome and opening remarks	-	-	Chair
2.	Approval of minutes and actions arising from previous meeting	2.1 Minutes 2.2 Communiqué	2.1 Decision 2.2 Noting	Chair
<b>New Items</b>				
3.	Noongar Community Development	3.1 Summary Paper and Discussion Paper	Noting	Peter Conran



## PARTNERSHIP FORUM

<b>Ongoing Work Program</b>				
4.	Social Innovation Grants Program - Selection Panel	4.1 Discussion Paper	Decision	Jenni Perkins
5.	Procurement and Community Sector Funding 5.1 Collaboration for Community Policy  5.2 Community Sector Funding – Component II Governance	5.1 Summary Paper and Policy Paper  5.2 Summary Paper and Discussion Paper	5.1 Decision  5.2 Discussion	Peter Conran
6.	Community Development Investment Fund	6.1 Summary Paper	Noting	Chair and Peter Conran
7.	Consumer Engagement	Verbal	Noting	Sue Ash
<b>Forward Planning</b>				
8.	Partnership Forum Forward Planning 8.1 Governance and Secretariat Arrangements for 2011  8.2 Strategy and Issues for 2011	8.1 Discussion Paper  8.2 Verbal	8.1 Decision  8.2 Decision	Chair
9.	Partnership Forum Report to the Premier	9.1 Draft Report	Decision	Chair
10.	Partnership Forum Debrief	Verbal	Discussion	Sue Ash and Peter Conran
11.	Other business	-		Members
12.	Next meeting	-		Chair

## PARTNERSHIP FORUM

### MINUTES

**Date:** 22 February 2011

**Time:** 12.00 noon – 4.00 pm

**Location:** Senses Foundation, 11 Kitchener Avenue, Burswood, WA, 6100

**Attending:** Professor Peter Shergold (Chair)  
Sue Ash, Chief Executive Officer, Western Australian Council of Social Service  
Eddie Bartnik, Mental Health Commissioner  
Ian Carter, Chief Executive Officer, Anglicare  
Ron Chalmers, Director General, Disability Services Commission  
Peter Conran, Director General, Department of the Premier and Cabinet  
John Gherardi, President, Western Australian Association for Mental Health  
Chris Hall, Group Chief Executive Officer, MercyCare  
Debbie Karasinski, Chief Executive Officer, Senses Foundation  
Greg Lewis, Director, My Place Foundation;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia  
Terry Murphy, Director General, Department for Child Protection  
Jenni Perkins, Director General, Department for Communities;  
Grahame Searle, Director General, Department of Housing

**Apologies:** Ron Alexander, Director General, Department of Sport and Recreation

**Guests:** Members of the South West Aboriginal Land and Sea Council (SWALSC):  
Glen Kelly, Carol Innes, Carol Peterson, Graeme Miniter, Gail Beck, Margaret Drayton, Michael Hayden and Bev Councillor

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
1.	<b>Welcome and opening remarks</b>	<p>The Chair opened the meeting by welcoming those in attendance, in particular Greg Lewis as a new member of the Partnership Forum, and acknowledging Ron Alexander as an apology.</p> <p>The Chair also welcomed members of the South West Aboriginal Land and Sea Council (SWALSC) as guests of the Partnership Forum and invited them to deliver their presentation at the outset of the meeting.</p> <p>The SWALSC members requested one minute's silence at the commencement of their presentation in traditional acknowledgement of their ancestors.</p> <p>It was noted that the SWALSC, on behalf of Noongar Traditional Owners, is currently in negotiation with the WA Government to resolve all native title claims in the South West whereby native title rights would be exchanged for a compensation package that involves funding Noongar driven community development programs.</p> <p>The Partnership Forum members noted:</p> <ul style="list-style-type: none"> <li>○ the aspirations of the SWALSC;</li> <li>○ the Noongar community's vision, priorities and community development framework; and</li> <li>○ the partnership potential between Noongars, government, industry and the community sector to develop, manage and deliver Noongar community development programs in the South West.</li> </ul> <p>At the conclusion of the SWALSC presentation, the Chair expressed appreciation for the strength and power of the presentation. He acknowledged the desire for Noongars to achieve economic independence and conversely the desire to move away from dependence on government. He also indicated that the Partnership Forum would be delighted to assist in any way the SWALSC thought may be useful.</p> <p><i>The SWALSC members left the meeting at this point of the proceedings.</i></p>		

2.	<b>Approval of minutes and actions arising from previous meeting</b>	<p>The minutes of the previous meeting were updated to reflect changes from Forum members and then accepted.</p> <p>The Communiqué that was prepared and circulated following the third meeting of the Partnership Forum was noted.</p> <p>Actions arising from the previous meeting are dealt with in the following agenda items.</p>		
3.	<b>Noongar Community Development</b>	As detailed at Agenda Item 1.		
4.	<b>Social Innovation Grants Program – Selection Panel</b>	<p>The preferred membership of the Social Innovation Grants (SIG) selection panel was discussed.</p> <p>It was noted that the Partnership Forum had previously agreed that membership of the selection panel would be limited to five individuals, comprising representatives from the community and public sectors and independents from academia or business fields. However, it was accepted that final membership would be determined by the acceptance of nominated individuals. Given this, the Partnership Forum members agreed that the Secretariat contact the following nominees (in preference order) and, on acceptance of individuals, establish SIG selection panel membership:</p> <ul style="list-style-type: none"> <li>○ Paul Flatau (Chair)</li> <li>○ Sue Van Leeuwen</li> <li>○ Phil Deschamp</li> <li>○ Robyn Martin</li> <li>○ Don Punch or Geoff Smith</li> <li>○ Tim Kenworthy</li> </ul> <p>The Partnership Forum noted that applications for the first round of grants close on 31 March 2011 and it is anticipated that the SIG selection panel will submit its recommendations to the Premier in May 2011.</p> <p>The Partnership Forum members discussed the oversight of the SIG selection panel and its recommendations to the Premier. It was agreed that to obviate conflicts of interest, or perceived conflicts of interest, it is important for the selection panel to make decisions that are independent of the Partnership Forum.</p>	Preferred nominees to be contacted and, on acceptance of individuals, the SIG selection panel to be established.	Secretariat

		<p>As previously agreed, the Partnership Forum on an annual basis will set the strategic direction for the SIG selection panel, having reviewed the selection panel's report on the funding that has been allocated and for what purpose, and the progress of work resulting from the funding allocation.</p> <p>Following announcement of the successful applicants for the first round of grants, members agreed it would be worthwhile for the Chair of the selection panel to brief the Partnership Forum on matters such as the level of community interest shown in the SIG program, the range of applications lodged for the first round of grants, and the process undertaken to assess those applications.</p> <p>It was noted that the process undertaken by the selection panel to assess applications should be innovative – not just 'paper based'.</p>		
5.	<p><b>Procurement and Community Sector Funding</b></p> <p><b>5.1 Collaboration for Community Policy</b></p>	<p>The Chair commenced the discussion by noting that the <i>Collaboration for Community Policy</i> has been developed with input from the Partnership in Procurement Working Group and Community Building Steering Group.</p> <p>While community sector members of the Partnership Forum were supportive of the <i>Policy</i> framework, they sought revision of the <i>Policy</i> document as follows:</p> <ul style="list-style-type: none"> <li>○ All contracting arrangements are to be indexed in accordance with Government policy.</li> <li>○ The standardised service agreement documentation is to specify standard rise and fall provisions that facilitate price reviews during the life of a contract (including ensuring the capacity of Organisations to meet their legal obligations).</li> <li>○ Contract specifications to focus on outcomes sought and avoid prescribing inputs such as staffing levels and salaries.</li> <li>○ Where there are surplus funds at the end of the contract term and services have been delivered to the quality and quantity specified in the contract, repayment of this surplus by an Organisation must not be sought by Public Authorities.</li> </ul> <p>The Partnership Forum members agreed that the abovementioned changes would be reflected in the <i>Policy</i> and be referred out-of-session to the Partnership Forum for endorsement prior to the <i>Policy</i> being submitted to Cabinet for consideration.</p> <p>The Chair indicated that the title of the <i>Policy</i> may be changed and Partnership Forum members were welcome to suggest an alternative title.</p>	<p>Revise the <i>Policy</i> as agreed and circulate to members for approval.</p>	<p>Secretariat by COB 23/2/2011</p>

**5.2 Community Sector Funding – Component II Governance**

The Chair opened discussion by referring to a recent newspaper article that claimed monies the Queensland Government had allocated to community groups that was meant to fund large pay rises for community workers had not been passed on by a CSO to its workers. Chris Hall noted that there was significant further background to this issue but acknowledged that the matter had received attention on the east coast:

Community sector members gave an assurance that, as previously advised to the Premier, it is the intention that monies provided by the WA Government are to address the funding shortfall.

There was discussion on the critical outcomes sought from Component II. The community sector members advised that in their view “higher quality services” should read “continuous improvement of services”, and “a more viable community sector” should read “a more sustainable community sector”.

Community sector members expressed concern about the level of funding for Component I. They considered that more emphasis was being placed on Component II and achieving procurement reform, rather than Component I to immediately address the funding shortfall. It was highlighted that:

- the two component implementation strategy to address the funding shortfall was previously agreed as specified on page 6 of the minutes of the Partnership Forum’s 10 November 2010 meeting;
- Components I and II are being addressed in parallel and treated as equally important; and
- Component II is proposed to be linked with procurement reform to ensure that the funding shortfall to the community sector does not re-emerge. Services are to be procured and funded in a sustainable manner – that is, procurement practices (and contracts) align with the principles of the *Collaboration for Community Policy*, with additional funding allocated to contracts to ensure that funding levels reflect the true cost of service delivery.

It was noted that the discussion paper was drafted with the intention to develop a strategic framework for the implementation of Component II and determine the level of Partnership Forum involvement.

		The Partnership Forum agreed that a Working Group of Partnership Forum members be convened to progress development of the governance framework for the proposed funding and contracting reforms for consideration at the next meeting of the Forum on 28 April 2011.	Working Group to be convened to progress development of the governance framework.	Secretariat ASAP
6.	<b>Community Development Investment Fund</b>	<p>It was noted that the Community Development Investment Fund was expected to commence by the end of 2010-11 and that the Partnership Forum Secretariat was exploring options for administering the Fund.</p> <p>The Chair informed the Partnership Forum that the Commonwealth Government, by the end of February 2011, will have received applications for its Social Enterprise Development and Investment Fund (SEDIF). The SEDIF model allows the Commonwealth Government to shift from traditional grant making and government funding towards approaches that can improve access to capital for social purpose organisations. The Commonwealth Government is seeking to leverage its investment in social enterprises through fund managers securing additional investment from other sources on at least a 1:1 basis and attracting additional investment over time to build and sustain the funds for the medium and longer term.</p> <p>The Chair also indicated that The Centre for Social Impact had provided formal advice to the NSW Government on a pilot of Social Impact Bonds.</p> <p>There was discussion on the way forward for the WA Government's proposed Community Development Investment Fund. Peter Conran noted that as an interim measure advice had been provided to the Premier recommending that the Fund be converted to a grants scheme initially to expedite the establishment of the program and to provide scope to support the development of necessary infrastructure for the ongoing delivery of a loans scheme or finance arrangement to support social enterprise activity.</p> <p>The Partnership Forum members noted Peter Conran's advice and agreed that it would be in the State's best interests to progress with the grants scheme as an interim measure, with the intention of establishing a loan fund in the future. This will also enable the outcomes of the SEDIF initiative to be monitored.</p>	<p>Progress Report on CDIF to be provided to Partnership Forum meeting at next meeting.</p>	Secretariat 28 April 2011
7.	<b>Consumer Engagement</b>	<p>Sue Ash stated that consumer engagement is seen as a multi-level process built on key principles.</p> <p>Sue advised that there should be respectful engagement with those who need and use</p>		

		<p>community services and have views about how those services should look like and how they should be delivered. These service users should be involved in terms of service design and the allocation of resources.</p> <p>It is recognised that some service users may not be willing to exercise their rights or are unable to exercise those rights due to legalities.</p> <p>The Partnership Forum members agreed that consumer engagement is critical across the human service procurement reforms and for self-directed service design. It was noted that discussions had taken place with service users who at the Partnership Forum debrief in October 2010 had voiced their concerns around the level of consumer engagement, and a follow-up meeting had been scheduled.</p>		
8.	<p><b>Partnership Forum Forward Planning</b></p> <p><b>8.1 Governance and Secretariat Arrangements for 2011</b></p> <p><b>8.2 Strategy and Issues for 2011</b></p>	<p>The Chair noted that the initial 12 month term of membership for Partnership Forum members will conclude following the 28 April 2011 meeting.</p> <p>Given the Forum's momentum, it was agreed that there would be value in the membership being maintained till the end of 2011.</p> <p>Professor Shergold also gave a commitment to remain as Chair until the end of 2011. This was supported by the members.</p> <p>The Partnership Forum noted matters relating to consultation and engagement arrangements, and agreed that that existing steering and working groups currently progressing EAC recommendations would be wound up over coming months.</p> <p>It was agreed that prior to the July 2011 meeting of the Partnership Forum, a half-day strategic planning meeting be held. It was also agreed that the meeting would be preceded by a community forum the day before, so that community concerns can be taken into account.</p>	<p>A recommendation to be made to the Premier that he maintain the current Partnership Forum membership until the end of 2011.</p> <p>Arrangements to be made for a strategic planning meeting and for a community forum to be held prior to the meeting in July 2011.</p>	<p>Secretariat</p> <p>Secretariat</p>
9.	<p><b>Partnership Forum Report to the Premier</b></p>	<p>Given the discussion at Agenda Item 5.2, the Partnership Forum agreed that its report to the Premier be revised on page 2 to reflect the recommendations shown at page 6 of the minutes of the Partnership Forum's 10 November 2010 meeting.</p> <p>It was also agreed that:</p>	<p>Amend page 2 of the report as agreed.</p>	<p>Secretariat</p>



		<ul style="list-style-type: none"> <li>○ Partnership Forum members would provide feedback on the report out-of-session; and</li> <li>○ the Secretariat would forward to Partnership Forum members a revised copy of the report before its submission to the Premier by the Chair on behalf of the Forum.</li> </ul>	<p>Partnership Forum members to provide feedback on the draft report to the Premier.</p> <p>A meeting request to be submitted to the Premier for the Chair to hand over the report.</p>	<p>Members to provide feedback to the Secretariat by 28/2/11.</p> <p>Secretariat</p>
10.	<b>Partnership Forum Debrief</b>	<p>The Chair emphasised the importance of having as many of the Directors General and community representatives in attendance at the debrief. He also highlighted that the work being undertaken is the most innovative in Australia at present and Partnership Forum members need to convey this to debrief attendees.</p> <p>The Partnership Forum members agreed that Sue Ash would be the facilitator at the debrief; Ian Carter and Eddie Bartnik would speak on Social Innovation Grants; and Ron Chalmers and Chris Hall would outline their perspectives on procurement reform.</p>		
11.	<b>Other business</b>			
12.	<b>Next meeting</b>	The date and venue for the next meeting will be advised.		

## PARTNERSHIP FORUM

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### AGENDA

**Date:** Monday, 16 May 2011  
**Time:** 11.30 am - 3.30 pm  
**Location:** Level 22, Governor Stirling Tower,  
197 St Georges Tce, Perth

**Attending:** Professor Peter Shergold (Chair);  
Sue Ash, Chief Executive Officer, UnitingCare West;  
Ron Alexander, Director General, Department of Sport and Recreation;  
Eddie Bartnik, Commissioner, Mental Health Commission;  
Ian Carter, Chief Executive Officer, Anglicare;  
Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;  
Ron Chalmers, Director General, Disability Services Commission;  
Peter Conran, Director General, Department of the Premier and Cabinet;  
John Gherardi, President, Western Australian Association for Mental Health;  
Chris Hall, Group Chief Executive Officer, MercyCare;  
Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
Greg Lewis, Director, My Place Foundation;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
Terry Murphy, Director General, Department for Child Protection;  
Jenni Perkins, Director General, Department for Communities; and  
Grahame Searle, Director General, Department of Housing.

**Apologies:**

**Guests:** Winthrop Professor Paul Flatau, Director, Centre for Social Impact.

Item	Subject	Document	Action	Responsibility
1.	Welcome and opening remarks	-	-	Chair
2.	Approval of minutes and actions arising from previous meeting	2.1 Minutes 2.2 Communiqué	2.1 Decision 2.2 Noting	Chair
3.	Social Innovation Grants Program	3.1 Status Report 3.2 Verbal Presentation From Selection Panel Chair	3.1 Noting 3.2 Noting	Jenni Perkins Prof. Paul Flatau

## PARTNERSHIP FORUM

4.	Community Development Investment Fund	4.1 Summary Paper 4.2 Draft Implementation Plan 4.3 Consultant Brief	4.1 Decision 4.2 Decision 4.3 Noting	Chair Peter Conran
5.	Sustainable contracting and funding with the not-for-profit sector	5.1 Summary Paper 5.2 Report from Partnership Forum Working Group	5.1 Decision	Secretariat
6.	Self Directed Service Design Forum	6.1 Summary Paper	6.1 Noting	Secretariat
7.	Consumer Engagement	7.1 Summary Paper	7.1 Decision	Secretariat
8.	Briefing to the Community Sector on Implementation of Sustainable Funding and Contracting Reforms with the NFP sector	8.1 Summary Paper	8.1 Decision	Members
9.	Scheduled visit by Premier	-	-	Premier
10.	Other business	-		Members
11.	Next meeting	-		Chair

## PARTNERSHIP FORUM

### MINUTES

**Date:** 16 May 2011  
**Time:** 11.30 am – 3.30 pm  
**Location:** Lvl 22, Governor Stirling Tower, 197 St Georges Tce, Perth

**Attending:** Professor Peter Shergold (Chair);  
Ron Alexander, Director General, Department of Sport and Recreation;  
Sue Ash, Chief Executive Officer, UnitingCare West;  
Eddie Bartnik, Mental Health Commissioner;  
Ian Carter, Chief Executive Officer, Anglicare;  
Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;  
Ron Chalmers, Director General, Disability Services Commission;  
Peter Conran, Director General, Department of the Premier and Cabinet;  
John Gherardi, President, Western Australian Association for Mental Health;  
Chris Hall, Group Chief Executive Officer, MercyCare;  
Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
Greg Lewis, Director, My Place Foundation;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
Terry Murphy, Director General, Department for Child Protection;  
Jenni Perkins, Director General, Department for Communities; and  
Grahame Searle, Director General, Department of Housing.

**Apologies:**

**Guests:** Hon Colin Barnett MLA, Premier  
Richard May, Deputy Chief of Staff, Office of the Premier  
Winthrop Professor Paul Flatau, Director, Centre for Social Impact UWA.

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
1.	<b>Welcome and opening remarks</b>	<p>The Chair opened the meeting and welcomed Irina Cattalini, who attended the Forum for the first time, and Sue Ash in her new capacity as CEO of UnitingCare West.</p> <p>The Chair also noted that the Premier has endorsed the current membership until the end of the calendar year.</p>		
2.	<b>Approval of minutes and actions arising from previous meeting</b>	<p>It was suggested that the minutes be amended so that paragraph two of section 5.2 reads: 'Community sector members gave an assurance that, as previously advised to the Premier, it is the intention that monies provided by the WA Government are to address the funding shortfall.'</p> <p>Subject to the above amendment, the minutes of the previous meeting were accepted.</p> <p>The Communiqué that was prepared and circulated following the fourth meeting of the Partnership Forum was noted.</p>		
3.	<b>Social Innovation Grants Program</b>	<p>The Chair noted that the discussion of this agenda item would not unfairly benefit any members of the Forum who may have applied for a grant under the SIGs Program. Noting this, Chris Hall, Irina Cattalini, Ian Carter and Debbie Karasinski indicated that they have a potential conflict of interest under this item.</p> <p>Jenni Perkins gave the Forum some background on this item, including that 103 applications in total were received, the Selection Panel considered applications on 13 May, and recommendations will go to the Premier by the end of May or early June.</p> <p>Professor Paul Flatau, Chair of the SIGs Selection Panel, reported to the group on the process of the Selection Panel in assessing applications. It was noted that the Selection Panel would have liked to have seen:</p>		

		<ul style="list-style-type: none"> <li>• a greater level of innovation in applications;</li> <li>• a clearer indication of social need and how this need would be met;</li> <li>• leaner applications to get into the system quicker;</li> <li>• more collaboration, including with the public sector;</li> <li>• more sustainable projects which don't rely on ongoing funding; and</li> <li>• better links to business and finance.</li> </ul> <p>It is intended that individual responses be developed to inform unsuccessful applicants of the outcomes of their applications. This is to provide encouragement to further develop proposals.</p> <p>It was reported that the Selection Panel is in the process of developing a shortlist of recommended applications. Part of this process will include meetings with a select number of applicants to gather further information and discuss their proposals. It is hoped that the Premier will make funding announcements by the end of the financial year.</p> <p>It was requested that the Partnership Forum be advised of successful applications and key learnings from this round at the next meeting.</p> <p>The Chair thanked Professor Flatau and the Selection Panel for their work to date.</p>	<p>Professor Flatau to report on successful applications and key learnings from the first round of applications</p>	<p>Secretariat, 12 August 2011.</p>
4.	<p><b>Community Development Investment Fund</b></p>	<p>The Forum was advised that, since there is a lack of organisations and financial institutions in WA to support a loans fund, the Premier has endorsed converting the fund into a grants program linked to the development of social enterprise.</p> <p>The Forum noted that DPC has suggested that a consultant be used to help develop a strategic direction to facilitate the development of social enterprise in WA, including supporting infrastructure, and identify Government's role.</p> <p>Discussion was held regarding the need to define social enterprise, its objectives and purpose.</p> <p>It was suggested that the purpose of the Fund needs to be clarified and that the dot points</p>		

		<p>in section 1.2 of agenda paper 4.2 can be moulded into outcome statements.</p> <p>The Forum discussed whether the title of the fund should be changed to reflect its focus on promoting social enterprise.</p> <p>It was noted that WACOSS is conducting research into social mission using Lotterywest funding, but this does not overlap with the proposed role of the consultant.</p> <p>The Forum requested that a short paper be developed and circulated out of session that covers definition of social enterprise, outcomes and objectives.</p>	<p>Paper clarifying the purpose, outcomes and objectives of the grants program</p>	<p>Secretariat, June 2011</p>
5.	<p><b>Sustainable contracting and funding with the not-for-profit sector</b></p>	<p>The Chair opened the discussion by noting that the report made by the Partnership Forum Working Group is of a high quality and thanked the members involved and the Secretariat.</p> <p>It was raised that members could not sign off on the report's recommendations other than in principle, without knowing the details of the funding package, to be announced in the 2011-12 State Budget, and what service agreements are excluded.</p> <p>It was confirmed to members that if a contract is more than 50% funded by the State then Component I will apply to both State and Commonwealth monies.</p> <p>It was noted that there is a significant group of family owned for-profit service providers in the mental health sector that are struggling financially.</p> <p>The Partnership Forum endorsed the recommended changes to the Partnership Forum terms of reference.</p> <p>The following changes to the Working Group report were agreed:</p> <ul style="list-style-type: none"> <li>• Section 4.3: in relation to the annual report to the Partnership Forum, the impact of the reforms on the not-for-profit sector could include the impact on rural and remote organisations, small/large organisations, and the entry and exit of organisations from the sector.</li> </ul>		

		<ul style="list-style-type: none"> <li>• Section 3.4: it was decided that references to 'tendered' or 'tendering a price' be replaced by the wording 'submitted' or 'submitting a price'.</li> <li>• Sections 3.1 and 3.2: to read that Component I applies to all 'eligible service agreements'.</li> <li>• Recommendations to read 'noting the Budget announcement is yet to be made, that the Partnership Forum'.</li> <li>• Recommendation 5 be amended to read: 'Reiterating the recommendations of the Partnership Forum to the Premier in December 2010 on the funding shortfall, approve the transition arrangements, including the allocation of responsibility to line agencies.'</li> <li>• Recommendation 9: be changed to read 'Request the Central Unit, line agencies and not-for-profit sector work collaboratively to develop a plan/approach to capacity building in each sector for consideration at the August meeting of the Partnership Forum.'</li> </ul> <p>The Partnership Forum approved the recommendations in the Working Group report subject to the above amendments.</p>	Update the Working Group Report.	Secretariat, 12 August 2011
6.	<b>Self directed service design</b>	<p>Members expressed that it was important to involve a broad cross section of people in the proposed forum. The Chair asked that members provide to the secretariat any participants that should be invited.</p> <p>The Forum discussed an alternative to the term 'citizen'. It was agreed to change references to 'citizens' with the term 'people'.</p>		
7.	<b>Consumer engagement</b>	<p>Members discussed the recommendation to establish a Consumer Advisory Council. The purpose of the Council was discussed, including whether it was the best way in which to engage consumers. It was suggested that greater clarity was needed around the role such a body would fulfil.</p> <p>It was noted that a range of options to recruit people would be needed to avoid a self-selected and potentially unrepresentative group.</p> <p>The Partnership forum agreed that there is a need for a consumer engagement mechanism</p>		



		<p>and asked that an alternative mechanism be brought to the Forum for consideration with a defined terms of reference and scope.</p> <p>Professor Peter Shergold left the meeting and Peter Conran took over as Chair.</p>		
8.	<b>Briefing to the community sector on implementation of sustainable funding and contracting reforms with the NFP sector</b>	<p>The agreement of the members was gained on the proposed agenda of the Briefing to be held on 1 June 2011. Joan McKenna Kerr and Chris Hall were nominated to be the speakers for the morning session on 'Implications for the Not-For-Profit Sector'. Irina Cattalini was nominated to be the speaker for the afternoon session on 'Implementation and Next Steps'.</p>		
9.	<b>Scheduled visit by the Premier</b>	<p>The Premier and Richard May joined the meeting.</p> <p>The Premier began his address by thanking the Partnership Forum for their work. The Premier refrained from outlining Budget details but advised that funding for the not-for-profit sector would be the central feature of the 2011-12 State Budget and would be the maximum amount the Government is able to provide.</p> <p>The Premier advised it will be difficult to sell the reforms to the broader community and explain what they will mean for individuals, families and communities. Members of the Forum were asked to assist with this to ensure that the money results in real benefits to the community.</p>		
11.	<b>Other business</b>	<p>There was no other business.</p>		
12.	<b>Next meeting</b>	<p>The date and venue for the next meeting will be advised.</p>		

## PARTNERSHIP FORUM

### AGENDA

**Date:** Friday, 12 August 2011

**Time:** 8.30 am – 2.30 pm

**Location:** Carers WA  
182 Lord Street,  
Perth WA 6000

**Attending:** Professor Peter Shergold (Chair);  
Sue Ash, Chief Executive Officer, UnitingCare West;  
Eddie Bartnik, Commissioner, Mental Health Commission;  
Ian Carter, Chief Executive Officer, Anglicare;  
Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;  
Ron Chalmers, Director General, Disability Services Commission;  
Peter Conran, Director General, Department of the Premier and Cabinet;  
Chris Hall, Group Chief Executive Officer, MercyCare;  
Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
Greg Lewis, Director, My Place Foundation;  
Tim Marney, Under Treasurer, Department of Treasury;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
Terry Murphy, Director General, Department for Child Protection;  
Jenni Perkins, Director General, Department for Communities; and  
Grahame Searle, Director General, Department of Housing.

**Guests:** Tania Loosley-Smith, Deputy Director General, Department of Housing; and  
Paul Flatau, Winthrop Professor, University of Western Australia.

**Apologies:** Ron Alexander, Director General, Department of Sport and Recreation; and  
John Gherardi, President, Western Australian Association for Mental Health.

Item	Subject	Document	Action	Responsibility
1.	Welcome and opening remarks	-	-	Chair
2.	Approval of minutes and actions arising from previous meeting	2.1 Minutes 2.2 Communiqué 2.3 Partnership Forum Working Group Report	2.1 Decision 2.2 Noting 2.3 Noting	Chair

## PARTNERSHIP FORUM

<i>Monitoring and Reporting</i>				
3.	Sustainable funding and contracting with the not-for-profit sector	3.1 Summary paper 3.2 Quarterly report 3.3 Draft capacity building implementation plan 3.4 Draft evaluation framework	3.2 Noting 3.3 Decision 3.4 Decision	Peter Conran / Tim Marney
<i>Ongoing Work Program</i>				
4.	Social Enterprise Fund	4.1 Summary paper 4.2 Directions paper	4.2 Decision	Peter Conran
5.	Social Innovation Grants Program	5.1 Summary paper 5.2 First round funding update	5.2 Noting	Jenni Perkins
6.	Affordable Housing Strategy	Verbal	Noting	Grahame Searle
7.	Self-directed service design – outcomes of forum	7.1 Paper on outcomes of forum	7.1 Decision (Circulate on 12 August)	Irina Cattalini
8.	Consumer engagement	8.1 Summary paper 8.2 Discussion paper	8.2 Decision	Peter Conran
9.	Early childhood	9.1 Summary paper 9.2 Final report	9.2 Noting	Peter Conran / Irina Cattalini
<i>Strategic Planning Workshop</i>				
10.	Planning workshop	Supporting documents: 10.1 Community sector pre-brief summary 10.2 Partnership Forum	Noting (Circulate on 12 August)	Chair

## PARTNERSHIP FORUM

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		Directions 2011-12 10.3.1 Summary paper - Disadvantage 10.3.2 Disadvantage - research, evaluation and mapping project 10.4 Input from John Gherardi		
11.	Other business	-		Members
12.	Next meeting	-		Chair

## PARTNERSHIP FORUM

### MINUTES

**Date:** 12 August 2011

**Time:** 8.30 am – 2.30 pm

**Location:** Carers WA, 182 Lord Street, Perth

**Attending:** Professor Peter Shergold (Chair);  
Sue Ash, Chief Executive Officer, UnitingCare West;  
Eddie Bartnik, Mental Health Commissioner;  
Ian Carter, Chief Executive Officer, Anglicare;  
Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;  
Ron Chalmers, Director General, Disability Services Commission;  
Peter Conran, Director General, Department of the Premier and Cabinet;  
Chris Hall, Group Chief Executive Officer, MercyCare;  
Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
Greg Lewis, Director, My Place Foundation;  
Tim Marney, Under Treasurer, Department of Treasury;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
Terry Murphy, Director General, Department for Child Protection;  
Jenni Perkins, Director General, Department for Communities; and  
Grahame Searle, Director General, Department of Housing.

**Apologies:** Ron Alexander, Director General, Department of Sport and Recreation; and  
John Gherardi, President, Western Australian Association for Mental Health.

**Guests:** Tania Loosley-Smith, Deputy Director General, Department of Housing; and  
Winthrop Professor Paul Flatau, Director, Centre for Social Impact UWA.

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
1.	<b>Welcome and opening remarks</b>	<p>The Chair opened the meeting and welcomed Tim Marney, attending the meeting for the first time as a member.</p> <p>The Chair also reported on the success of the self-directed services design forum, 'My Life, My Way', and the Partnership Forum Pre Brief held on 10 and 11 August.</p>		
2.	<b>Approval of minutes and actions arising from previous meeting</b>	<p>The minutes of the previous meeting were accepted.</p> <p>The Communiqué that was prepared and circulated following the fifth meeting of the Partnership Forum was noted.</p> <p>It was decided to hold discussion of the Partnership Forum Working Group Report under item 3.</p>		
3.	<b>Sustainable funding and contracting with the not-for-profit sector</b>	<p>Peter Conran provided a summary of the funding and contracting reforms, outlining the relevant Budget announcements of 19 May 2011.</p> <p>The Partnership Forum Working Group Report was noted.</p> <p><u>Quarterly Report</u></p> <ul style="list-style-type: none"> <li>• The Quarterly Report should include queries raised with the FaCS Unit.</li> <li>• Eligibility issues are being worked through.</li> <li>• Important to keep a record of the learnings throughout the implementation process.</li> </ul> <p><u>Draft Capacity Building Implementation Plan</u></p> <p>It was agreed that a working group be set up to develop an implementation plan to build the capacity of both sectors. This working group is to:</p> <ul style="list-style-type: none"> <li>• Develop a plan for the four year period;</li> <li>• Establish timeframes and priorities to be addressed (esp. in next 12 months);</li> <li>• Develop a plan to justify altering the cash flow to bring money forward over the reform period;</li> </ul>		

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
		<ul style="list-style-type: none"> <li>• Identify any gaps in capacity building;</li> <li>• Explore the option of a mentoring program for the not-for-profit (NFP) sector organisations, e.g. supporting small and medium NFP organisations and cross sector mentoring;</li> <li>• Explore joint workshops for capacity building and training for board members;</li> <li>• Explore development of a single entry point for NFP organisations to obtain appropriate support services;</li> <li>• Explore the potential for shared services; and</li> <li>• Determine resource requirements for public and NFP sectors.</li> </ul> <p>The working group is to provide a draft plan by the end of October for the Forum's consideration before the next meeting. The Partnership Forum delegated to the Working Group decisions regarding immediate priorities for plan.</p> <p>It is proposed that the working group has a membership of 10, with representatives from both the public and community sectors. Forum members to nominate themselves or a representative to be on the working group. Debbie Karasinski nominated herself to be involved.</p> <p>Templates are legally owned by the State Solicitor's Office but are informed by the Partnership Forum. The governance arrangements are to be amended to reflect this.</p> <p><u>Draft Evaluation Framework</u> Proposed amendments to the draft framework include:</p> <ul style="list-style-type: none"> <li>• Measure the movement towards an outcomes approach by both sectors;</li> <li>• Measure social return on public investment;</li> <li>• Measure the level of co-production, as envisaged by the <i>Delivering Community Services in Partnership Policy</i>;</li> <li>• Policy flexibility measures – add extent to which NFP organisations are involved in policy</li> </ul>	<p>Update draft capacity building implementation plan</p> <p>Forum members to provide nominations for the working group to the Secretariat</p> <p>Amend governance arrangements</p>	<p>Capacity Building Working Group, end of October 2011</p> <p>Forum Members</p> <p>Secretariat</p>

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
		<p>design, e.g. % developed by both sectors together;</p> <ul style="list-style-type: none"> <li>Develop benchmarks for policy flexibility.</li> </ul> <p>The indicators may need to change over time e.g. to reflect the promotion of self-directed services.</p>		
4.	<b>Social Enterprise Fund</b>	<p>Peter Shergold advised that Western Australia is lagging behind the other states in terms of providing support for social enterprise.</p> <p>Professor Paul Flatau and Elena Douglas joined the meeting to speak to their report entitled "Social Enterprises in Western Australia."</p> <p>The Forum discussed the definition of Social Enterprise, and who be eligible for support from the Social Enterprise Fund. The Forum agreed on the definition of Social Enterprise in the Out of Session Paper, clarifying that a social enterprise doesn't have to make a surplus to be defined as a social enterprise.</p> <p>The Forum discussed the typology of social enterprises in the definition in the Report, and agreed that the type of social enterprises that would be eligible for support from the Social Enterprise Fund would be:</p> <ul style="list-style-type: none"> <li>NFP trading arm (social mission business);</li> <li>NFP trading arm (normal business); and</li> <li>Stand alone social mission businesses (that are operated as a NFP).</li> </ul> <p>It was discussed that the Fund should encourage NFP organisations applying for support to work in regional and local cooperatives arrangements. The Partnership Forum agreed recommendations in the out of session paper on the outcome that was being sought by the Social Enterprise Fund, and agreed to preparation of:</p> <ul style="list-style-type: none"> <li>A paper including specification for establishment of the Social Enterprise Fund to be circulated out of session in October, to enable progress to market in November 2011; and</li> </ul>	<p>Prepare a paper on specification and options for the SEF, including draft tender</p> <p>Prepare a paper on strategic approach for social enterprise in WA</p>	<p>Secretariat October 2011</p> <p>Secretariat December 2011</p>



Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
		<ul style="list-style-type: none"> <li>A paper outlining a joint strategic approach for social enterprise in WA to be prepared for the next Forum meeting.</li> </ul>		
5.	<b>Social Innovation Grants Program</b>	<p>Jenni Perkins provided a summary to the Forum of the first round of the Social Innovation Grants Program and status of the current round.</p> <p>It was noted that there was an overall lack in innovative proposals, suggesting that there is more work to be done in supporting a culture of innovation in WA.</p> <p>The second round closed the day of the meeting. Some unsuccessful applicants are looking to reapply in September taking into account feedback from the Selection Panel.</p> <p>Paul Flatau informed the Forum that the Selection Panel focussed on awarding Grants to organisations that identified a social need that is not being met and established a mechanism.</p> <p>Paul Flatau noted that the Selection Panel will ensure successful organisations share learnings and ideas. A forum is intended to be held to do this in February 2012.</p> <p>The eligibility of successful applicant 'Growing Towards Wellness Pty Ltd' was questioned. Jenni Perkins indicated that this would be reviewed.</p> <p>There was some discussion of the need to focus on Grants for proposals that are broadly applicable. It was agreed that the criteria be reviewed after the second round of grants.</p> <p>The Chair commended the Selection Panel for its work.</p>	Review program criteria after the second round of grants	Selection Panel
6.	<b>Affordable Housing Strategy</b>	<p>Tania Loosley-Smith presented a summary of the Department of Housing's Affordable Housing Strategy.</p> <p>The initiative is designed to create entry level housing whilst providing work to the struggling</p>		

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
		<p>residential construction sector.</p> <p>The Forum identified that this initiative is a good example of the NFP sector being successfully included in the policy development process with positive results.</p> <p>Key success lessons were:</p> <ul style="list-style-type: none"> <li>• The process was supported by a Minister and Director General both prepared to accept new ideas;</li> <li>• Resourced with three FTE on a secretariat to support the development process;</li> <li>• Communication of information was critical; and</li> <li>• Partnership of public, private, and NFP on the taskforce was critical.</li> </ul> <p>It was noted that the partnership built through the taskforce has had a positive spin off effect in terms of relationship-building, e.g. the process created valuable shared language and understanding.</p>		
7.	<b>Self-directed service design – outcomes of forum</b>	<p>Peter Shergold provided a summary of the ‘My Life, My Way’ self-directed service design forum held Wednesday, 10 August. He indicated that the key issue now will be capitalising on the momentum gained by the forum.</p> <p>Next steps identified by the Forum include:</p> <ul style="list-style-type: none"> <li>• An element of self-directed services design should be linked into the funding and contracting reforms;</li> <li>• It would be beneficial to hold a similar event with only consumers and carers, including more successful stories, as these were very effective at expressing the concept;</li> <li>• Pulling together a group of people already involved in self-directed services to assist with communication;</li> <li>• The need to take into account that the Disabilities Services Commission has started a new unit dealing with self-directed services;</li> <li>• Exploring the idea of a ‘one stop shop’ for individuals to gain information; and</li> </ul>		

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
		<ul style="list-style-type: none"> <li>Important to recognise the next steps arrived at at the forum and to communicate outcomes to participants.</li> </ul> <p>The Forum agreed to support the reference group in working on how self-directed services can be promoted and information provided on an ongoing basis.</p>		
8.	<b>Consumer Engagement</b>	<p>The Forum discussed the options for consumer engagement presented to them in the discussion paper.</p> <p>It was noted that, at the Partnership Forum Pre Brief, participants suggested that ideally many channels be made available for consumers to provide both direct and indirect feedback and input into the work of the Partnership Forum. It was also raised that there is a need to build people's capacity to engage.</p> <p>It was identified that there is scope to explore technological/social media options.</p> <p>It was noted that a number of consumer advisory councils already exist.</p> <p>The Forum decided to support option 4, together with briefings specifically for consumers.</p>		
9.	<b>Early Childhood</b>	<p>Irina Cattalini gave the Forum a summary of the Early Years Collaborative Project. She noted that the report includes a very honest expression of the challenges experienced in the process.</p> <p>The Forum noted the Early Years Collaborative Project final report, and requested it be advised of the outcomes of the Community Services Leadership Group's consideration of the report's recommendations.</p>	Outcomes of the Community Services Leadership Group to be forwarded to the Forum	Secretariat December 2011
10.	<b>Planning Workshop</b>	<p>Peter Shergold asked the Forum to discuss:</p> <ul style="list-style-type: none"> <li>What are the priorities for next year?</li> <li>Does the Forum have the capacity to take on new issues at present?</li> </ul>		

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
		<p>The following amendments to the Partnership Forum Directions chart were proposed:</p> <ul style="list-style-type: none"> <li>• ‘Governance evaluation and oversight’ should be the first column at the far left;</li> <li>• ‘Governance evaluation and oversight’ – reporting of Forum decisions and progress to the community sector, e.g. through pre-briefs and debriefs;</li> <li>• If the chart becomes available online, would be useful to embed links to significant documents, e.g. Delivering Community Services in Partnership Policy, governance framework, etc.;</li> <li>• Consumer engagement needs to be more strongly reflected across whole document – include in a box across the bottom; and</li> <li>• In ‘Investing in implementation’ - change ‘capacity building of both sectors’ to ‘capacity building of service providers’.</li> </ul> <p>The updated document is to go back to Forum members and then to the Premier’s Office before being made generally available.</p> <p>Ian Carter suggested that the Policy Capacity and Collaboration Steering Group (PCCSG), should address the ‘nature of the relationship’ part of the Policy Flowchart in the DCSP Policy.</p> <p>The Policy Capacity and Collaboration Steering Group is to come back to the next meeting of the Forum with a reworked terms of reference and a one page document detailing what it has done to date, its links to the Forum, resources required and where they could be obtained.</p>	<p>Review the PCCSG’s terms of reference and develop one page summary.</p>	<p>PCCSG December 2011</p>
11.	<b>Other business</b>	<p>Members will be invited to the ‘My life, My way’ DVD launch.</p> <p>The secretariat was thanked for its support and Peter Shergold was thanked for his role as chair.</p>		

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
12.	<b>Next meeting</b>	The next meeting will be held on 15 December from 11.30 am to 3.30 pm, with drinks to follow from 3.30 pm to 5.00 pm. The venue will be advised.		

## PARTNERSHIP FORUM

### AGENDA

- Date:** Thursday, 15 December 2011
- Time:** 11.30am lunch; 12.00pm – 4.00pm meeting
- Location:** Ruah Community Services  
67/102 Railway Parade  
West Perth WA 6005
- Attending:** Professor Peter Shergold (Chair);  
Sue Ash, Chief Executive Officer, UnitingCare West;  
Eddie Bartnik, Commissioner, Mental Health Commission;  
Ian Carter, Chief Executive Officer, Anglicare;  
Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;  
Ron Chalmers, Director General, Disability Services Commission;  
Peter Conran, Director General, Department of the Premier and Cabinet;  
John Gherardi, President, Western Australian Association for Mental Health;  
Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
Greg Lewis, Director, My Place Foundation;  
Timothy Marney, Under Treasurer, Department of Treasury;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
Terry Murphy, Director General, Department for Child Protection;  
Anne Nolan, Director General, Department of Finance;  
Jenni Perkins, Director General, Department for Communities; and  
Grahame Searle, Director General, Department of Housing.
- Apologies:** Chris Hall, Group Chief Executive Officer, MercyCare.

Item	Subject	Document	Action	Responsibility
1.	Welcome and opening remarks	-	-	Chair
2.	Approval of minutes and actions arising from previous meeting	2.1 Minutes 2.2 Communiqué	2.1 Decision 2.2 Noting	Chair
<i>Policy</i>				
3.	Partnership Forum Strategic Directions 2012	3.1 Summary paper	3.1 Decision	Chair
4.	Mental Health Reform Directions in WA	4.1 Verbal	Noting	Eddie Bartnik

## PARTNERSHIP FORUM

5.	Nature of the Relationship – Policy, Planning and Service Design	5.1 Nature of the Relationship Action Plan Paper	5.1 Decision	Ian Carter
<i>Funding and Contracting</i>				
6.	Sustainable Funding and Contracting	6.1 Summary Paper	6.1 Noting	Anne Nolan / Timothy Marney
<i>Ongoing Work Program</i>				
7.	Status Updates	7.1 Early Years Collaborative Project Update 7.2 Self Directed Services Update 7.3 Social Innovation Grants Program Second Round Funding Update 7.4 Social Enterprise Fund Update	7.1 Noting 7.2 Noting 7.3 Noting 7.4 Decision	Chair
<i>Summary and Next Steps</i>				
8.	Partnership Forum Report to the Premier	8.1 Summary Paper	8.1 Decision	Chair
9.	Partnership Forum Membership	9.1 Paper	9.1 Decision	Chair
10.	Partnership Forum Communication	10.1 Paper	10.1 Noting	Peter Conran
11.	Other business	11.1 -	-	Members
12.	Next meeting	12.1 Paper	12.1 Decision	Chair

**PARTNERSHIP FORUM  
MINUTES**

**Date:** 15 December 2011

**Time:** 12.00 pm – 4.00 pm

**Venue:** RUAH Community Services, 67/102 Railway Parade, West Perth

**Attendees:** Professor Peter Shergold (Chair);  
Sue Ash, Chief Executive Officer, UnitingCare West;  
Eddie Bartnik, Mental Health Commissioner;  
Ian Carter, Chief Executive Officer, Anglicare;  
Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;  
Ron Chalmers, Director General, Disability Services Commission;  
Peter Conran, Director General, Department of the Premier and Cabinet;  
John Gherardi, President, Western Australian Association for Mental Health;  
Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
Greg Lewis, Director, My Place Foundation;  
Timothy Marney, Under Treasurer, Department of Treasury (from 1.00pm);  
Terry Murphy, Director General, Department for Child Protection;  
Anne Nolan, Director General, Department of Finance  
Jenni Perkins, Director General, Department for Communities; and  
Grahame Searle, Director General, Department of Housing.

**Apologies:** Chris Hall, Group Chief Executive Officer, MercyCare;



Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
1.	<b>Welcome and opening remarks</b>	The Chair opened the meeting and welcomed Anne Nolan, attending a Partnership Forum meeting for the first time.	-	
2.	<b>Approval of minutes and actions arising from previous meeting</b>	The minutes of the previous meeting were accepted. The Communiqué prepared and circulated following the sixth meeting of the Partnership Forum was noted.	-	
3.	<b>Partnership Forum Strategic Directions 2012</b>	<p>Following discussion, the Partnership Forum:</p> <ul style="list-style-type: none"> <li>• endorsed the <i>Partnership Forum Directions – 2012</i> document on the understanding that it is a living document operating within the context of the Partnership principles and behaviours.</li> <li>• noted the outcomes from and responses to the August 2011 Partnership Forum pre-brief; and</li> <li>• agreed to publicly release the <i>Partnership Forum Directions – 2012</i> document and that it serve as the Forum’s response to the issues raised at the pre-brief.</li> </ul> <p>Noting that an evaluation framework already exists for the Sustainable Funding and Contracting and Reducing the Administrative Burden directions, the Partnership Forum agreed that a broader evaluation framework be developed to cover the full reform agenda.</p> <p>The Partnership Forum discussed the context of ongoing Commonwealth Government reforms affecting the not-for-profit sector and agreed to:</p> <ul style="list-style-type: none"> <li>• note the Family Support Services National Collaboration Framework, designed to strengthen collaboration between Commonwealth and State governments and the community sector;</li> </ul>	<p>Publish the <i>Partnership Forum Directions – 2012</i> document on the Partnership Forum website.</p> <p>Develop a broader evaluation framework that covers the full reform agenda.</p> <p>Circulate Family Support Services National Collaborative Framework.</p>	<p>Secretariat, February 2012.</p> <p>Secretariat, March 2012.</p> <p>Terry Murphy, out of session.</p>

		<ul style="list-style-type: none"> <li>invite the head of the Commonwealth Government's Office of the Not-For-Profit Sector to speak at a future Partnership Forum meeting on how the Commonwealth's reforms are being implemented.</li> </ul>	Invite Office of the Not-For-Profit sector to speak at a future Forum meeting.	Secretariat, March 2012.
4.	<b>Mental Health Reform Directions in WA</b>	<p>Eddie Bartnik presented to the Forum on the reform directions in mental health based on the <i>Mental Health 2020: Making it personal and everybody's business</i> document.</p> <p>Members of the Partnership Forum congratulated the Mental Health Commission on the reforms and their alignment with the Partnership Forum agenda.</p>	-	
5.	<b>Nature of the Relationship – Policy, Planning and Service Design</b>	<p>The Partnership Forum:</p> <ul style="list-style-type: none"> <li>endorsed the 2012 Action Plan, including the proposed immediate actions and lead roles;</li> <li>agreed that future actions will be considered at the Forum's next meeting;</li> <li>agreed that members self-nominate to lead areas of specific interest in the Plan; and</li> <li>noted the value of online deliberative democracy in engaging citizens in policy development.</li> </ul>	<p>Progress immediate actions and provide report back to the next Partnership Forum meeting.</p> <p>Forum members to provide nominations to the Secretariat.</p> <p>Identify potential future actions related to online deliberative democracy.</p>	<p>Secretariat, Policy Capacity and Collaboration Steering Group, WACOSS, NDS, Departments of Finance and Treasury, March 2012</p> <p>Members and Secretariat, January 2012</p> <p>Secretariat, Peter Shergold, March 2012</p>

6.	<b>Sustainable Funding and Contracting</b>	<p><u>Quarterly Report</u> The Partnership Forum noted the Departments of Finance and Treasury Quarterly Report on the Sustainable Funding and Contracting with the NFP Sector initiative and agreed that:</p> <ul style="list-style-type: none"> <li>the final evaluation framework be circulated to Partnership Forum members;</li> <li>future Quarterly Reports will include input from NFP sector;</li> <li>a contingency plan be brought to the next Partnership Forum meeting in the event that negotiations with the Commonwealth Government on homelessness contracts have not been resolved.</li> </ul> <p><u>Capacity Building Implementation Plan</u> The draft Capacity Building Implementation Plan was endorsed.</p> <p>It was agreed that the Forum will consider priorities for 2012/13 – 2014/15 in more detail in June 2012.</p> <p>The Partnership Forum recommended the proposed strategic approach to Component II with community sector members highlighting:</p> <ul style="list-style-type: none"> <li>the importance of transparency in the allocation of Component II funding;</li> <li>the need to ensure that contract reviews take into account service quality as well as price;</li> <li>the need for capacity building in the NFP sector to enable organisations to submit sustainable prices as part of contract reviews; and</li> <li>the risks associated with a rapid shift to a market driven approach to contracting.</li> </ul> <p>It was agreed to create a Sustainable Funding and Contracting Implementation Group to address the issues raised and to monitor the implementation of the sustainable funding and contracting initiative.</p>	<p>Circulate evaluation framework to members.</p> <p>Peaks to provide input to Treasury / Finance before next meeting.</p> <p>Prepare contingency plan.</p> <p>Recommend priority areas for 2012/13 – 2014/2015.</p> <p>Forum members to provide nominations for the working group to the Secretariat</p>	<p>Secretariat, January 2012.</p> <p>WACOSS, NDS, out of session.</p> <p>Secretariat, Department of Child Protection, WACOSS, March 2012.</p> <p>Secretariat, June 2012.</p> <p>Forum Members, Secretariat, January 2012.</p>
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7.	<b>Status Updates</b>	<p><u>7.1 Early Years Collaborative Framework</u> The status of the Early Years Collaborative Project final report was noted.</p> <p><u>7.2 Self Directed Services</u> The Forum noted the status of the self-directed services agenda and received an update from the Self Directed Services Reference Group's 7 December meeting. The Forum:</p> <ul style="list-style-type: none"> <li>• requested the Reference Group to progress the following immediate actions and provide a further update on progress at the Forum's March meeting: <ul style="list-style-type: none"> <li>○ a range of activities and events be launched to attract, inform and equip consumers from across the community services spectrum to become familiar with, to understand and to utilise Self Directed Services.</li> <li>○ a clear statement of principles underpinning Self Directed Services be developed and promulgated.</li> <li>○ identify key stakeholder groups (including consumers, service providers and the public sector), the messages to be communicated and the channels for communication.</li> </ul> </li>   <li>• Endorsed the integration of the Self Directed Services agenda into the sustainable funding and contracting reforms by: <ul style="list-style-type: none"> <li>○ requiring government agencies to integrate Self Directed Services into Agency Implementation Plans; and</li> <li>○ developing and testing sustainable funding models that support the viability of service providers to move towards self-directed service models.</li> </ul> </li>   <li>• Noted the Self Directed Services Reference Group's recommendations that: <ul style="list-style-type: none"> <li>○ the support of the Premier, Ministers, Directors General and senior staff be engaged to promote Self Directed Services, to underline the Government's commitment to Self Directed Services, to give the reforms authority, and to ensure progress is made.</li> <li>○ funding be directed to develop and coordinate new Pilots to support the implementation of Self Directed Services across the state and in every sector.</li> </ul> </li> </ul>	<p>Commence work on the agreed actions.</p> <p>Provide report back to the Partnership Forum.</p>	<p>SDS Reference Group, supported by the Secretariat, 2012.</p> <p>Sustainable Funding and Contracting Implementation Group, supported by the Secretariat, 2012.</p>
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		<ul style="list-style-type: none"> <li>○ resources be made available to the Reference Group to enable it to undertake the immediate tasks of developing and disseminating information materials/events, developing and promulgating Self Directed Services principles and implementing other communication strategies.</li> <li>● Noted the Disability Services Commission intention to launch an extended self directed services pilot in specific geographical areas in early 2012, and the invitation for other Government agencies to partner in the pilot.</li> </ul> <p><u>7.3 Social Innovation Grants Program</u> The Forum noted the update on the Social Innovation Grants Program, including that:</p> <ul style="list-style-type: none"> <li>● the announcement of successful applicants for the second round of grants was made on 15 December;</li> <li>● while there had been strong interest in the Program the number of innovative submissions had been low;</li> <li>● the Selection Panel is concerned about the use of consultants to develop proposals, leading to a disconnect between what is presented to the Panel and what is intended to be delivered;</li> <li>● that the Selection Panel will be dissolved in February 2012 and a new Selection Panel appointed; and</li> <li>● Social Innovation Grants Project Forum will be held in February and August 2012 to share learnings. The February Forum will be an internal update for grant recipients. The August Forum will be an opportunity to share learnings across the sector and is aimed at the wider public.</li> </ul> <p><u>7.4 Social Enterprise Fund</u> The Forum noted the update on the Social Enterprise Fund and agreed to form a sub group to nominate a Social Enterprise Management Group out of session.</p>	<p>Interested Forum members to contact Ron Chalmers to partner in this approach.</p> <p>Circulate Media Statement on second grant round to Forum members.</p> <p>Review the Social Innovation Grants Program and provide recommendations for future grant rounds.</p> <p>Nominate a Social Enterprise Fund Management Group.</p>	<p>All members, 2012.</p> <p>Jenni Perkins out of session.</p> <p>Department for Communities, March 2012.</p> <p>Sue Ash, Tim Marney, Jenni Perkins, Ian Carter, Terry Simpson, supported by Secretariat, January 2012.</p>
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8.	<b>Partnership Forum Report to the Premier</b>	The draft Partnership Forum Report to the Premier was approved, subject to: <ul style="list-style-type: none"> <li>• insertion of language around the need for high level engagement in the Self Directed Services agenda; and</li> <li>• any other final amendments and/or additions to be forwarded to the Secretariat.</li> </ul>	Forum members to provide input out of session.  Send final report to the Premier.	Secretariat, January 2012.  Chair, January 2012.
9.	<b>Partnership Forum Membership</b>	It was agreed that it should be recommended to the Premier: <ul style="list-style-type: none"> <li>• to extend existing memberships until the end of 2012;</li> <li>• to appoint Francis Lynch, President of Western Australian Council of Social Service, and Terry Simpson, WA State Manager of National Disability Services; and</li> <li>• that there be a discussion on transition arrangements in July 2012 with a view to a staged rotation of the Chair and half the membership by the end of 2012.</li> </ul>	Develop a submission to the Premier.	Secretariat, out of session.
10.	<b>Partnership Forum Communication</b>	Peter Conran provided an overview of communication activities in the near future. Members also: <ul style="list-style-type: none"> <li>• noted the development of a new Partnership Forum website and the need to nominate staff to assist in developing and managing the website's content; and</li> <li>• delegated the finalisation and implementation of the Sustainable Funding and Contracting Communications Strategy to the Sustainable Funding and Contracting Implementation Group.</li> </ul>	Develop and launch new website.  Finalise Sustainable Funding and Contracting Communications Strategy.	Secretariat, out of session.  Sustainable Funding and Contracting Implementation Group, supported by the Secretariat, March 2012.
11.	<b>Other business</b>	Grahame Searle, Director General, Department of Housing informed Partnership Forum members of the 58 houses allocated to the NGO sector State-wide and details of the Housing Department's Key Start program.	Interested Forum members to contact Graeme Searle, Department of Housing.	All members, out of session.
12.	<b>Next meeting</b>	It was agreed that the next meeting should take place in Mandurah, accompanied by a community forum, on 22 March 2012.	Venue and public forum to be.	Secretariat, out of session

## PARTNERSHIP FORUM

### AGENDA

**Date:** Thursday, 22 March 2012

**Time:** 1.00pm – 4.00pm meeting

**Location:** The Tuckey Room, City of Mandurah, 3 Peel St, Mandurah

**Attending:** Professor Peter Shergold (Chair);  
 Sue Ash, Chief Executive Officer, UnitingCare West;  
 Eddie Bartnik, Commissioner, Mental Health Commission;  
 Ian Carter, Chief Executive Officer, Anglicare;  
 Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;  
 Ron Chalmers, Director General, Disability Services Commission;  
 Chris Hall, Group Chief Executive Officer, MercyCare;  
 Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
 Greg Lewis, Director, My Place Foundation;  
 Francis Lynch, Chief Executive Officer, Ruah Community Services;  
 Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
 Terry Murphy, Director General, Department for Child Protection;  
 Anne Nolan, Director General, Department of Finance;  
 Jenni Perkins, Director General, Department for Communities;  
 Grahame Searle, Director General, Department of Housing; and  
 Terry Simpson, State Manager, National Disability Services (WA).

**Guests:** Mr Paul Ronalds, First Assistant Secretary, Office of the Not for Profit Sector, Department of the Prime Minister and Cabinet  
 Mr Chris Leggett, Manager, Philanthropy and Exemptions Unit, The Treasury

**Apologies:** Peter Conran, Director General, Department of the Premier and Cabinet;  
 John Gherardi, President, Western Australian Association for Mental Health; and  
 Timothy Marney, Under Treasurer, Department of Treasury.

Item	Subject	Document	Action	Responsibility
1.	Welcome and opening remarks	-	-	Chair
2.	Presentation – Office of the Not-For-Profit Sector  'The Commonwealth Not-For-Profit Reform Agenda'	Verbal	Noting	Chair
3.	Approval of minutes and actions arising from previous meeting	3.1 Minutes 3.2 Communiqué	3.1 Decision 3.2 Noting	Chair
<i>Ongoing Work Program</i>				

## PARTNERSHIP FORUM

4.	Self Directed Service Design	4.1 Status Update	4.1 Noting	Greg Lewis
5.	Policy, Planning and Service Design	5.1 Skills, Network and Knowledge - Status Update	5.1 Noting	Ian Carter
		5.2 Outcomes and innovation (DCSP Policy Context) – Status Update	5.2 Noting	Eddie Bartnik
6.	Social Innovation Grants Program	6.1 Status Update	6.1 Noting	Jenni Perkins
7.	Social Enterprise Fund	7.1 Status Update	7.1 Noting	Jenni Perkins
8.	Partnership Forum Communication	8.1 Status Update	8.1 Noting	Rebecca Brown
<i>Policy</i>				
9.	Partnership Forum Evaluation Framework	9.1 Status Update	9.1 Decision	Rebecca Brown
<i>Funding and Contracting</i>				
10.	Sustainable Funding and Contracting	10.1 Summary Paper	10.1 Decision	Anne Nolan
<i>Summary and Next Steps</i>				
11.	Other business	Verbal		Members
12.	Next meeting	Verbal		Chair



**PARTNERSHIP FORUM  
MINUTES**

**Date:** 22 March 2012

**Time:** 1.00 pm – 4.00 pm

**Venue:** The Tuckey Room, City of Mandurah, 3 Peel Street, Mandurah

**Attendees:** Professor Peter Shergold (Chair);  
Sue Ash, Chief Executive Officer, UnitingCare West;  
Eddie Bartnik, Commissioner, Mental Health Commission;  
Ian Carter, Chief Executive Officer, Anglicare;  
Irina Cattalini, Chief Executive Officer, Western Australian Council of Social Service;  
Ron Chalmers, Director General, Disability Services Commission;  
Chris Hall, Group Chief Executive Officer, MercyCare;  
Debbie Karasinski, Chief Executive Officer, Senses Foundation;  
Greg Lewis, Director, My Place Foundation;  
Francis Lynch, Chief Executive Officer, Ruah Community Services;  
Joan McKenna Kerr, Chief Executive Officer, Autism Association of Western Australia;  
Terry Murphy, Director General, Department for Child Protection;  
Anne Nolan, Director General, Department of Finance;  
Jenni Perkins, Director General, Department for Communities;  
Grahame Searle, Director General, Department of Housing; and  
Terry Simpson, State Manager, National Disability Services (WA).

**Guests:** Mr Paul Ronalds, First Assistant Secretary, Office of Work and Family, Department of the Prime Minister and Cabinet; and  
Mr Chris Leggett, Manager, Philanthropy and Exemptions Unit, The Treasury

**Apologies:** Peter Conran, Director General, Department of the Premier and Cabinet  
John Gherardi, President, Western Australian Association for Mental Health; and  
Timothy Marney, Under Treasurer, Department of Treasury.

Item	Subject	Discussion/Outcomes/Decision	Action	Responsibility & Due Date
1.	<b>Welcome and opening remarks</b>	The Chair opened the meeting, welcoming Francis Lynch and Terry Simpson as formal members of the Partnership Forum and acknowledging and thanking Paul Ronalds from the Department of the Prime Minister and Cabinet and Chris Leggett from the Federal Treasury for their attendance.	-	-
2.	<b>Presentation – Office of the Not-For-Profit Sector</b>  <b>'The Commonwealth Not-For-Profit Reform Agenda'</b>	<p>Paul Ronalds and Chris Leggett presented on the Commonwealth Government's not-for-profit reform agenda, highlighting why the not-for-profit sector is important and the objectives underpinning the Commonwealth Government's not-for-profit reforms. This included an overview of the main components of the reform agenda, comprising the establishment of the Australian Charities and Not-For-Profits Commission, by 1 October 2012, the work being done on the statutory definition of a charity and the better targeting of not-for-profit tax concessions. In a Question and Answer session that followed, issues covered included:</p> <ul style="list-style-type: none"> <li>• The desirability of the Commonwealth Government adopting the Western Australian Government's collaborative, bottom-up approach to not-for-profit sector reforms involving partnerships between government, not-for-profit organisations and affected individuals, not top-down, prescriptive approaches;</li> <li>• The lack of clarity as to whether registered charities will receive tax concessions on all, or only part of their earnings and, more specifically whether income that charitable organisations reinvest back into themselves to ensure ongoing sustainability would be eligible for tax concessions;</li> <li>• Concern with the unintended consequences of the Commonwealth Government's not-for-profit reforms and the real possibility that they will add another layer of</li> </ul>	Revised timeframes for the Commonwealth Government's not-for-profit reforms to be provided and circularised by the Partnership Forum Secretariat to all Partnership Forum Members.	Paul Ronalds; Partnership Forum Secretariat

		<p>bureaucracy to an already burdened sector;</p> <ul style="list-style-type: none"> <li>• The need for the Commonwealth Government's not-for-profit reforms to complement the Western Australian Government's efforts already underway to streamline administrative process;</li> <li>• The need to know how the Commonwealth Government intends to deal with contracts it jointly funds with the State, such as Homelessness and Home and Community Care contracts; and</li> <li>• The timeframes associated with the reforms, particularly when it will be known which service providers will be eligible for tax exemptions under the new guidelines. In response, Mr Ronalds undertook to ensure the timeframes around the not-for-profit reform agenda are made available to the Partnership Forum Secretariat for circulation to Partnership Forum members as soon as possible.</li> </ul>		
3.	<b>Approval of minutes and actions arising from previous meeting</b>	<p>The minutes of the previous meeting were accepted.</p> <p>The Communiqué prepared and circulated following the seventh meeting of the Partnership Forum was noted.</p>	-	-
4.	<b>Self Directed Services Design</b>	<p>The Partnership Forum acknowledged the ongoing work of the SDS Reference Group, including a workshop held on 12 March 2012 to identify the core values underpinning SDS. Members noted that:</p> <ul style="list-style-type: none"> <li>• the outcomes of the 12 March 2012 workshop will be used to finalise and inform an SDS 'values and principles' statement;</li> <li>• a register of SDS related events will be established;</li> <li>• a series of events to explore the 'Nature of the Relationship' aspect of the <i>Delivering Community Services in Partnership</i> Policy will be held; and</li> <li>• a Communication Strategy to guide the promotion of SDS in Western Australia will be developed.</li> </ul>		

		<p>The Forum agreed that the names, affiliation and contact details of SDS Reference Group Members should be published on the Partnership Forum website.</p> <p>Ron Chalmers elected to deliver a 15 minute presentation at the next Partnership Forum meeting on the Disability Services Commission's geographical trial sites which are successfully operating under SDS principles.</p>	<p>Details of SDS Reference Group Members to be published on the Partnership Forum website.</p> <p>Ron Chalmers to present on DSC geographical trial sites using SDS at the next Partnership Forum meeting.</p>	<p>Partnership Forum Secretariat</p> <p>Ron Chalmers</p>
5.	<b>Policy, Planning and Service Design</b>	<p><u>5.1 Building Skills, Networks and Knowledge</u></p> <p>Partnership Forum Members noted the formation of a new Working Group to advise on implementation of <i>Skills, Networks and Knowledge</i> initiatives included in the Policy, Planning and Service Design Action Plan for 2012.</p> <p>Members noted the progress made by the Steering Group towards:</p> <ul style="list-style-type: none"> <li>• collating a set of definitions for policy related terms to build common understandings between the public and community sectors;</li> <li>• developing a Policy and Service Design Tool Kit; and</li> <li>• establishing induction sessions ('Public Sector 101' and 'Not-for-Profit 101') and across sector Policy clinics.</li> </ul> <p>Discussion followed on the possibility of junior public servants collaborating with community sector staff to redesign an existing service from the ground up. Members agreed to decide on possible test pilot services, for this purpose, out of session.</p>	<p>Members to nominate potential SDS test pilot areas.</p>	<p>All Members</p>

		<p><u>5.2 Outcomes and Innovation (DCSP Policy Context)</u></p> <p>The Forum noted work being undertaken against the Action Plan in the <i>Outcomes Focus</i> and <i>Driving Service Innovation and Service Design</i> key direction areas to:</p> <ul style="list-style-type: none"> <li>• pilot specific training on outcomes based contracting and identify tools to facilitate outcomes based approaches;</li> <li>• develop a series of training packages, scoping papers and discussion papers; and</li> <li>• develop an action plan to progress self directed service design.</li> </ul>		
6.	<b>Social Innovation Grants Program</b>	<p>Partnership Forum Members:</p> <ul style="list-style-type: none"> <li>• approved the modification of the eligibility criteria for Social Innovation Grants funding to enable grants to be allocated to projects that aim to build innovation capacity in other third party community organisations;</li> <li>• approved the reappointment for a further 12 months of Professor Paul Flatau, Sue Van Leeuwen, Dr Geoff Smith and Jenni Perkins to the Selection Panel; and</li> <li>• noted the work of outgoing Selection Panel member Robyn Martin.</li> </ul> <p>The Partnership forum decided to determine the remaining two appointments to the Selection Panel (bringing the total membership to six) out of session.</p>	<p>Peter Shergold to write to Robyn Martin thanking her for her work.</p> <p>Partnership Forum Members to submit suggestions for individuals to fill the remaining two SIGs panel vacancies to Jenni Perkins.</p>	<p>Partnership Forum Secretariat</p> <p>All Members</p>
7.	<b>Social Enterprise Fund</b>	<p>Partnership Forum Members noted that:</p> <ul style="list-style-type: none"> <li>• the process of appointing an organisation to support the Social Enterprise Fund</li> </ul>		

		<p>(SEF) has entered final contractual negotiations;</p> <ul style="list-style-type: none"> <li>• the management group for the fund, called the Social Enterprise Fund Advisory Group (SEFAG), has established its terms of reference;</li> <li>• the membership of SEFAG is still being finalised;</li> <li>• the first meeting of SEFAG was held on 21 March 2012;</li> <li>• the SEF will be launched in April 2012;</li> <li>• information sessions are to be conducted throughout April and May 2012; and</li> <li>• the initial round of grants will be allocated in June 2012.</li> </ul>		
8.	<b>Partnership Forum Communication</b>	<p>Partnership Forum Members noted the outcomes of the Board members Breakfast on 16 January 2012 and the 20 January 2012 Event.</p> <p>To ensure reforms overseen by the Partnership Forum are effectively communicated, it was decided that:</p> <ul style="list-style-type: none"> <li>• there should be greater linkage to the Partnership Forum Website from Peak, NFP Organisation and line agency websites;</li> <li>• there should be greater consideration given to more targeted events; and</li> <li>• FaCS workshops and training in regional areas are beneficial and should continue.</li> </ul> <p>With respect to the communication of key messages for self directed services, Partnership Forum Members noted:</p> <ul style="list-style-type: none"> <li>• The importance of 'informal communication' and the need for Members to raise and discuss SDS informally wherever possible.</li> <li>• The possibility of creating 'You-tube'-style clips providing specific, personalised stories of SDS in practice.</li> </ul> <p>It was noted that feedback from participants at the Community Forum held in Mandurah on the morning of the Partnership Forum had been positive. Members of the Partnership</p>	Outcomes of the Mandurah Community Forum on 22 March	Partnership Forum Secretariat

		Forum acknowledged issues raised at that event concerning access to appropriate physical spaces for service provision and anxiety among service providers around jointly funded contracts.	2012 published on the Partnership Forum website and presented at the next meeting.	
9.	<b>Partnership Forum Evaluation</b>	The Partnership Forum endorsed the development of an evaluation framework for the Forum's full reform agenda.	An evaluation framework to be drafted and tabled at the next Partnership Forum meeting.	Partnership Forum Secretariat
10.	<b>Sustainable Funding and Contracting</b>	<p>The Partnership Forum noted the 1 November 2011 – 31 January 2012 Quarterly Report and the Sustainable Funding and Contracting Implementation Working Group Status Update.</p> <p>Forum Members considered the Component II Agency implementation Plan Template, raising concerns about its potential complexity if, when distributed, it is not accompanied by a 'Statement of Purpose Statement'.</p> <p>Forum Members endorsed the Independent Review Process developed by the Implementation Working Group.</p> <p>Members were asked to decide on membership for the Independent Review Panel from a list of options developed by the Sustainable and Funding implementation Working Group. It was decided that the list of potential members should be expanded out of session.</p> <p>Discussion continued on the need for the Partnership Forum to explore simpler and more accessible ways of communicating the funding and contracting Reforms, including the possibility of producing a DVD to be published on the Partnership Forum Website.</p>	<p>A 'Purpose Statement' to be drafted and attached to the Component II Agency implementation Plan Template, (to be endorsed Out of Session).</p> <p>All Members to submit suggestions for Evaluation Panel membership to the Partnership Forum Secretariat. Membership to be Finalised out of session.</p> <p>All Members to advise the Secretariat of ideas as to how to better communicate the</p>	<p>Partnership Forum Secretariat</p> <p>All Members; Partnership Forum Secretariat</p> <p>All Members</p>

			funding and contracting reform messages.	
11	<b>Other Business</b>	The Forum noted that membership of the Partnership Forum was due for review and would be considered as an agenda item at its next meeting.	Suggestions for process of roll-over of membership and chair of the Partnership Forum to be developed by the Secretariat.	Partnership Forum Secretariat
12.	<b>Next Meeting</b>	Forum Members decided that the next meeting would be held in either June or July 2012.	Secretariat to circulate possible dates and locations for next meeting (to be finalised Out of Session).	Partnership Forum Secretariat