

**VICTORIAN IMPLEMENTATION PLAN      Element 1: Early Childhood service integration—Children and Family Centres (CFCs)**

Plan period: 2009-2014      Implementation Plan Agreed: September '09      Commonwealth Investment: \$ 16.65m over 6 years

Milestone (Essential elements)	What are we trying to do? (Aim)	Who will do it? (Roles and responsibilities)	How are we going to do it? (Strategies)	How will we know how we are going? (Measures)	How long will it take? (Timeframe)
<b>Management – Site locations.</b>	Identify the most appropriate locations for Aboriginal Children and Family Centres.	State Government in partnership with key community stakeholders including the Victorian Advisory Council on Koori Health (VACKH), NP IECD Advisory Group and local Aboriginal Community Controlled Organisations (ACCOs).	Site selection criteria for 2 Aboriginal Children and Family Centres (one urban/ one rural) will include: demographics, anticipated population growth, community need, existing level of service provision; identified service delivery gaps; opportunities for joint investment (including into existing services); capacity of service provider	Location of centres identified Site of centres identified	Locations identified by July 2009 Sites identified by October 2009
<b>Management – Building/refurbishment</b>	Establish two Aboriginal Children and Family Centres (one rural/ one urban).	State Government in consultation with the local ACCOs and local government	Undertake consultation with local community and local government to develop service model and design.	Centres operational within timelines and budget	Commence construction of <ul style="list-style-type: none"> <li>• first Centre in the second quarter of 2009 – 10</li> <li>• the second centre in the third quarter 2009 – 10</li> </ul>
<b>Service Delivery – types and/or models</b>	Ensure a range of universal services including Maternal and Child Health, early learning and care and secondary services, including family and parenting	An appropriate governance structure will be established for each centre prior to the centre being built that supports strong community connection and representation from relevant service organisations.	Through consultation with local community and local government, establish integrated early learning and care within each centre as well as a combination of outreach services to meet identified service gaps including Koori Maternity	Increased proportion of Indigenous children attending the Children and Family Centres who have had all age-appropriate health checks and vaccinations  Increased proportion of Indigenous three and four year	For the duration of the Agreement (following agreement on baseline data)

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	support are accessible for Aboriginal children and their families in an integrated setting.		Services, Maternal and Child Health, playgroups, occasional care, parent groups and other services as appropriate.	<p>olds participating in quality early childhood education and development and child care services</p> <p>Increased proportion of Indigenous children attending the Children and Family Centres who go on to attend school regularly</p> <p>Increased proportion of Indigenous children and families accessing a range of services offered at or through Children and Family centres, but not limited to childcare, early learning, child and maternal health, parent and family support services</p>	
<b>Service Delivery – Staffing and Workforce Development</b>	Ensure appropriately qualified and culturally competent staffing mix (including Aboriginal and non-Aboriginal staff) and joint professional development.	State Government in consultation with the community and local government	<p>Develop an Aboriginal recruitment and training strategy in partnership with the Victorian Advisory Council on Koori Health and the NP IECD Advisory Group,</p> <p>Recruit and train necessary staff in preparation for the establishment of the centres.</p>	<p>Staff recruited</p> <p>Training needs addressed</p> <p>Staff feedback</p>	<p>Necessary staff recruited prior to the opening of the centres</p> <p>Training needs identified and incorporated into professional development plan on an annual basis</p>
<b>Linkages and co-ordination</b>	Establish a single governance structure to manage the centre.	State Government in consultation with the community and local government	Develop a single governance structure to manage the centre that the enables establishment of	Governance structures and processes established	2009/10 for each centre

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	Support strong Aboriginal community involvement in the governance structure		<p>an integrated service.</p> <p>Work with local Aboriginal communities to assist their participation in the governance arrangements</p> <p>Establish partnerships with agencies that propose to deliver a service from the centres.</p>		
<b>Community Involvement</b>	Strong community support for the centre from project proposal through to service operation including location, service model, building design, governance arrangements, monitoring.	State Government in consultation with the community and local government	Strong community support of the centre will be developed through consultation with the Victorian Advisory Council on Koori Health and the NP IECD Advisory Group, the local community and Local Government.	Utilisation of the centre Community feedback Establish concurrent evaluation	Over the duration of the Agreement
<b>Data and Reporting</b>	<p>Monitor the effective operations of the centre</p> <p>Monitor the outcomes for the centre users at an individual and population level.</p>	<p>State Government in consultation with the community and local government will monitor the effective operations of the centre</p> <p>NP IECD Advisory Group will monitor outcomes of the centres</p>	<p>Utilise existing sources of data, including the Victorian Child and Adolescent Monitoring System and the Aboriginal Child Health and Wellbeing Survey.</p> <p>Other sources of data and evaluation mechanisms will be developed and considered through the NP IECD Advisory</p>	As outlined in NP IECD following agreement by Commonwealth, States and Territories on baseline data	Reporting from August 2010

Milestone (Essential elements)	What are we trying to do? (Aim)	Who will do it? (Roles and responsibilities)	How are we going to do it? (Strategies)	How will we know how we are going? (Measures)	How long will it take? (Timeframe)
			Group.		
<b>Risk Management</b>	<p>Ensure the viability of the centre</p> <p>Ensure strong community support of the centre</p>	State Government in consultation with the ACCO and Local Government	<p>Support the lead agency to implement a sustainable business model, appropriate financial management capabilities and appropriate governance arrangements.</p> <p>Actively engage the local community in the development of centres from project proposal through to service operation including location, service model, building design, governance arrangements, monitoring.</p>	<p>Centres operate within budget</p> <p>High utilisation rates</p> <p>Active participation of parents and community members in the centre</p>	Risk management strategies will be reviewed and monitored over the duration of the Agreement

<b>Summary of Milestones and Commonwealth Payments</b>			
<b>Element 1 – Establishment of 2 Children and Family Centres in Victoria with changes requested by</b>			
<b>Reporting Period</b>	<b>Agreed Milestones for the Period</b>	<b>Basis of Payment</b>	<b>Commonwealth Payment Amount * (\$mil)</b>
<b>First Advance Payment - January 2009</b> <b>Second Advance Payment - April 2010</b>			<b>\$0.99m</b> <b>\$3.819m</b> <b>Total = \$4.809m</b>
Jan –June 2009	<ul style="list-style-type: none"> <li>• Governance process for NP IECD established</li> <li>• Data analysis complete and short list of locations proposed</li> </ul>	Receipt of Annual Report 31 August 2009 describing satisfactory achievement against Milestones	*
July – Dec 2009	<ul style="list-style-type: none"> <li>• Locations Ministerially agreed and formally announced</li> <li>• Local consultative groups established in Whittlesea (W) and Bairnsdale (B) <ul style="list-style-type: none"> <li>- Community consultation and engagement commences in Whittlesea building on work of City of Whittlesea, DPCD and DEECD to establish a Aboriginal Kindergarten in Thomastown</li> <li>- Community consultation and engagement commences in Bairnsdale building on work of DEECD and Kilmany Uniting Care to establish an Aboriginal Kindergarten in Bairnsdale Neighbourhood House</li> </ul> </li> </ul> <p>Location 1 – City of Whittlesea</p> <ul style="list-style-type: none"> <li>• Project Officer employed – Commenced working to oversee building design</li> <li>• and construction, build capacity of lead agency to drive initiative with local community</li> </ul>	Receipt of Progress Report 31 January 2010 describing satisfactory achievement against Milestones	

	<ul style="list-style-type: none"> <li>Community Development Worker employed to link existing services and facilitate community consultations and engagement.</li> </ul> <p>Location 2 – Bairnsdale</p> <ul style="list-style-type: none"> <li>Recruitment planning for Project Officer and position advertised</li> </ul>		
Jan –June 2010	<p>Location 1 – City of Whittlesea</p> <ul style="list-style-type: none"> <li>Site agreed with community</li> <li>Land tenure process completed</li> <li>Consultancy contracted to design CFC building</li> <li>Building design agreed with community</li> <li>Design and Construction commences March 2010 (3<sup>rd</sup> quarter 2009-10)</li> </ul> <p>Location 2 – Bairnsdale</p> <ul style="list-style-type: none"> <li>Project Officer employed – Commenced working to oversee building design and construction, build capacity of lead agency to drive initiative with local community</li> <li>Community Development Worker employed to link existing services and facilitate community consultations and engagement</li> </ul>	Receipt of Annual Report 31 August 2010 describing satisfactory achievement against Milestones	
July – Dec 2010	<p>Location 1 – Whittlesea</p> <ul style="list-style-type: none"> <li>Early Childhood Coordinator recruited and working full-time to develop policies and procedures and recruit staff for new centre</li> <li>Construction Continues</li> </ul> <p>Location 2 –Bairnsdale</p> <ul style="list-style-type: none"> <li>Site agreed with community</li> <li>Land tenure process completed</li> <li>Building design agreed with community</li> <li>Construction commenced by December 2010 (2<sup>nd</sup> quarter 2010-11)</li> </ul>	Receipt of Progress Report 31 January 2011 describing satisfactory achievement against Milestones	

Jan –June 2011	<p>Location 1 – Whittlesea</p> <ul style="list-style-type: none"> <li>• Ongoing operations of Centre Manager and Early Childhood Coordinator</li> <li>• Building completed by 4<sup>th</sup> quarter 2010/11</li> <li>• Centre Operational June 2011 (4<sup>th</sup> quarter 2010-11)</li> </ul> <p>Location 2 –Bairnsdale</p> <ul style="list-style-type: none"> <li>• Construction continues</li> </ul>	Receipt of Annual Report 31 August 2011 describing satisfactory achievement against Milestones	
July – Dec 2011	<p>Location 1 – Whittlesea</p> <ul style="list-style-type: none"> <li>• Ongoing operations</li> </ul> <p>Location 2- Bairnsdale</p> <ul style="list-style-type: none"> <li>• Ongoing construction</li> <li>• Ongoing operations with Centre Manager</li> <li>• Early Childhood Coordinator recruited and working full-time to develop policies and procedures and recruit staff for new centre</li> </ul>	Receipt of Progress Report 31 January 2012 describing satisfactory achievement against Milestones	
Jan –June 2012	<p>Location 1 – Whittlesea</p> <ul style="list-style-type: none"> <li>• Ongoing operational costs</li> </ul> <p>Location 2- Bairnsdale</p> <ul style="list-style-type: none"> <li>• Bairnsdale building completed by 3<sup>rd</sup> quarter 2011-12</li> <li>• Centre operational February 2012</li> </ul>	Receipt of Annual Report 31 August 2012 describing satisfactory achievement against Milestones	
July – Dec 2012	<p>Locations 1 and 2 – Whittlesea and Bairnsdale</p> <ul style="list-style-type: none"> <li>• Ongoing operational costs</li> </ul>	Receipt of Progress Report 31 January 2013 describing satisfactory achievement against Milestones	
Jan –June 2013	<ul style="list-style-type: none"> <li>• Ongoing operational costs</li> </ul>	Receipt of Annual Report	

		31 August 2013 describing satisfactory achievement against Milestones	
July – Dec 2013	<ul style="list-style-type: none"> <li>Ongoing operational costs</li> </ul>	Receipt of Progress Report 31 January 2014 describing satisfactory achievement against Milestones	
Jan –June 2014	<ul style="list-style-type: none"> <li>Ongoing operational costs</li> </ul>	Receipt of Progress Report January 2014 describing satisfactory achievement against Milestones	
<b>Total Australian Government Payment</b>			<b>\$16.65m</b>

**\*Financial information for Element 1 will be provided upon completion of construction tenders for the Children and Family Centres.**

**\* Payments can be made on a pro-rata basis if milestones for the period are only partially completed. If this occurs, the remaining portion of the payment will be made available immediately following completion of relevant milestone**