

TASMANIAN IMPLEMENTATION PLAN

Element 1: Early childhood service integration—Child and Family Centres (CFC)

Plan period:

2009-2014

Commonwealth investment: \$8.09 over 6 years

Implementation Plan agreed: December 2009

Summary of Milestones and Commonwealth Payments

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Element 1 – Establishment of 2 Child and Family Centres

Reporting Period	Agreed Milestones for the Period	Basis of Payment	Commonwealth Payment Amount *
Facilitation Payment - January 2009 Facilitation Payment – on IP sign-off 2009			
Jan – June 2009	<ul style="list-style-type: none"> Locations Ministerially agreed 	Receipt of Annual Report 31 August 2009 describing satisfactory achievement against Milestones	\$0.48m \$1.54 m Subtotal \$2.02m (25%)
July – Dec 2009	<ul style="list-style-type: none"> Local Enabling Groups established Project management arrangements for implementation in place Communities consulted and site agreed with communities at Bridgewater 		\$0 \$0.81m (15%)
Jan – June 2010	<ul style="list-style-type: none"> Site agreed with communities at Geveston Centre designs agreed at Bridgewater and Geveston 		\$0
July – Dec 2010	<ul style="list-style-type: none"> Bulking completed Bridgewater Building/fitout/fitment completed Geoveston 	Receipt of Progress Report 31 January 2011 describing satisfactory achievement against Milestones	\$1.21m (15%) Cumulative subtotal \$4.04m
Jan – June 2011	<ul style="list-style-type: none"> Both Centres operational and providing services to the community Data Collection and Reporting Continued community engagement Refinement of service delivery mix as required 	Receipt of Annual Report 31 August 2011 describing satisfactory achievement against Milestones	\$0.59m
July – Dec 2011	<ul style="list-style-type: none"> Both Centres operational and providing services to the community Data Collection and Reporting Continued community engagement Refinement of service delivery mix as required 	Receipt of Progress Report 31 January 2012 describing satisfactory achievement against Milestones	\$0.59m

Jan – June 2012	<ul style="list-style-type: none"> Both Centres operational and providing services to the community Data Collection and Reporting Continued community engagement Refinement of service delivery mix as required 	Receipt of Annual Report 31 August 2012 describing satisfactory achievement against Milestones	\$0.59
July – Dec 2012	<ul style="list-style-type: none"> Both Centres operational and providing services to the community Data Collection and Reporting Continued community engagement Refinement of service delivery mix as required 	Receipt of Progress Report 31 January 2013 describing satisfactory achievement against Milestones	\$0.59m
Jan – June 2013	<ul style="list-style-type: none"> Both Centres operational and providing services to the community Data Collection and Reporting Continued community engagement Refinement of service delivery mix as required 	Receipt of Annual Report 31 August 2013 describing satisfactory achievement against Milestones	\$0.59 m
July – Dec 2013	<ul style="list-style-type: none"> Both Centres operational and providing services to the community Data Collection and Reporting Continued community engagement Refinement of service delivery mix as required 	Receipt of Progress Report 31 January 2014 describing satisfactory achievement against Milestones	\$0.55m
Jan – June 2014	<ul style="list-style-type: none"> Both Centres operational and providing services to the community Data Collection and Reporting Continued community engagement Refinement of service delivery mix as required 	Receipt of Annual Report 31 August 2014 describing satisfactory achievement against Milestones	\$0.55m
Total Australian Government Payment			\$8.09m

* 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

IMPLEMENTATION PLAN

Element 1: Early childhood service integration—Child and Family Centres (CFC)

Plan period: 2009-June 2014

The total indicative Commonwealth contribution for Child and Family Centres in Tasmania is \$8.09 m.

Essential elements	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)
Management—Site Locations	To select the most appropriate sites at both Bridgewater and Geveeston based on infrastructure mapping and community consultation	State Government (Department of Education, Department of Health and Human Services, Department of Premier and Cabinet). The Department of Education is lead agency.	<p>Strategy 1 – both locations</p> <p>Establishment and operation of Local Enabling Groups (LEGs)</p> <ul style="list-style-type: none"> A LEG established in both locations. Their role will be to work with key partners in the communities to develop the strategic direction for each etc. The LEGs will consult with the Aboriginal and broader communities, and other relevant stakeholders. <p>Strategy 2 – both locations</p> <p>State Infrastructure Planning System (SIPS)</p> <ul style="list-style-type: none"> SIPS data produced and analysed for both 	<p>LEGs established and operational</p> <p>Information brochures printed and distributed</p> <p>Consultation strategy developed, implemented and documented</p> <p>SIPS presentations from DIER.</p>	<p>September 2009</p> <p>August/September 2009</p> <p>March 2010</p> <p>August/September 2009</p>

Essential elements	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)
			<ul style="list-style-type: none"> ○ Locations by the Department of Infrastructure, Energy and Resources (DIER). ○ Data and analysis provided as advice to the LEGs and the State Child and Family Centres Service Integration Delivery Steering Committee. ○ Data used by LEGs to assist in public consultations and decision-making. <p>Final decision making process</p> <ul style="list-style-type: none"> ○ Site recommendations from LEGs to State Child and Family Centres Service Integration Delivery Steering Committee (CFCSIDSC) for agreement ○ Final selection approved by the State Early Years DC <p>Linkages to other COAG priorities</p> <p>All primary schools in the Bridgewater area (with the exception of Dighton Primary School) were involved in the ECENIP pilot in 2009. Geveston entered this program in 2009. Membership of the LEGs committees in</p>	<p>Data reports received from DIER.</p> <p>SIPS data used to inform consultations and decisions</p> <p>Recommendation with supporting report developed and submitted. CFCSIDSC agrees recommendations</p> <p>State Early Years IDC agrees recommendations</p>	<p>December 2009 (Bridgewater) March 2010 (Geveston)</p>

Essential elements	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)
Management — Building/Refurbishment	To construct suitable facilities for the provision of child care, early learning, parent and family support and other services as required.	Department of Education	<p>both locations will include Dof staff involved in early learning programs. The connections across both NPs will be facilitated by these arrangements.</p> <p>Phase 1 Concept design development (both locations) Through the LEGS</p> <ul style="list-style-type: none"> ○ Investigate existing interstate and international models to assist in design ○ Utilise architect designed conceptual mode (developed for State funded etc) as basis for community consultation ○ Appoint project officer from Capital Planning and Development to work with each LEG. (These people may also be involved with BER building projects at the same locations.) ○ Develop and sign off final project brief following usual agency procedures. <p>Phase 2 Construction process</p> <ul style="list-style-type: none"> ○ Follow current Capital Planning and 	<p>Consultations held and recorded</p> <p>Research undertaken</p> <p>Conceptual model designed</p> <p>Appointment of project officer</p>	<p>October 2009</p> <p>October 2009</p> <p>January 2009</p> <p>May 2010</p>

Essential elements	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)
<p>Service Delivery—Types and/or Model</p>	<p>To develop and implement an integrated services which will provide child care, early learning, parent and family support and other services as required.</p> <p>To develop a strong community and agency understanding of "integration" which will enable the centres to open as fully integrated centres in 2011</p>	<p>State Government (Department of Education, Department of Health and Human Services)</p>	<p>Strategy 1 Developing Service Mix (both locations)</p> <ul style="list-style-type: none"> ○ Through LEGs processes consult and agree on the initial service mix of each centre. ○ Establish inter-agency service development committee to coordinate and integrate activities across Elements 1, 2 and 3 (as per Strategy 1, Linkages and Coordination) 	<p>Initial service mix developed</p>	<p>April 2010</p>
			<p>Strategy 1 Indigenous Workforce Strategy</p> <p>With key stakeholders (Office of Aboriginal Affairs, Tasmania Tomorrow, Skills Tasmania) develop a strategy to engage Aboriginal people in the construction process. Implement the strategy across the Bridgewater and Geveston construction sites</p>		<p>May 2010</p>
			<p>Development practices to construct etc at Bridgewater and refurbish buildings at Geveston (to cover tender processes, planning permissions, construction etc)</p>		<p>Construction completed December 2010</p>

Essential elements	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)
			<ul style="list-style-type: none"> ○ Consult with the Aboriginal community on the on-going staffing requirements of each centre once established. ○ Based on outcomes of community consultations, appoint centre managers/co-ordinators/directors and Indigenous workers from 1 January 2011. <p>Strategy 2</p> <p>Workforce development</p> <ul style="list-style-type: none"> ○ Provide appropriate workplace professional development (including Family Partnership training) for Indigenous and non-Indigenous staff ○ Provide professional development for LEGs members in Indigenous cultural competence ○ Provide professional development for non-Indigenous staff when the centre is operational in Indigenous cultural competence. ○ With key stakeholders (Office of Aboriginal Affairs, Tasmania Tomorrow, Skills Tasmania) develop a ctc Indigenous workforce strategy 	<p>Workforce PL needs identified and appropriate training provided</p> <p>Appropriate training resources identified or developed</p> <p>Training delivered</p> <p>Strategy developed</p>	<p>First tranche end 2010</p> <p>Positions finalised by June 2011</p> <p>September 2009 and ongoing</p> <p>February 2010</p> <p>July 2010</p>

Essential elements	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)
Linkages and Coordination	To ensure wrap around services To ensure IECD NP elements are integrated	State Government (Department of Education, Department of Health and Human Services)	<ul style="list-style-type: none"> Implement the strategy across the Bridgewater and Geveston sites and state funded cfc sites Ensure all training in cultural competency is aligned with training provided through Elements 2 and 3 	SDIC established Terms of reference established Meetings held	March 2010 March 2010 2010-June 2014
Community Involvement	To maximise indigenous and non-indigenous community involvement and participation, both in the development management and operation of the CFC and in the uptake of services.	State Government (Department of Education, Department of Health and Human Services, Department of Premier and Cabinet)	<p>See also Strategy 2, Service Delivery</p> <p>Establishment phase Strategy 1 LEGs establishment (as for Strategy 1, Management – Site Locations) Community representation to include parents, elders, Neighbourhood Houses, NGOs with close relationships with families, etc.</p> <p>Operational Stage (as for Strategy 3, Service Delivery –Types and model)</p>		

Essential elements	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)
Data and Reporting	To utilise data to monitor progress towards meeting the relevant Closing the Gap targets. To fulfil Australian Government reporting requirements and contribute to Australian Government Evaluation Strategy To use data for reviewing the effectiveness of programs and services provided at the CFC.	State Government (Department of Education, Department of Health and Human Services, Department of Premier and Cabinet)	Strategy 1 Baseline data <ul style="list-style-type: none"> Contribute to NP baseline study and evaluation strategy Baseline data established using same mechanisms as state funded dc's. It is anticipated that existing data collections (eg Kids Come First) will be used. Processes for collecting non-dc location data to be developed Strategy 2 Ongoing data collection <ul style="list-style-type: none"> Data to be collected annually by same methods as those employed by state-funded dc's 	Baseline data set established Processes in place and data set established	December 2010 December 2010 - June 2014
Risk Management	To minimise the risk of low participation in the services by both the Indigenous and non-Indigenous communities. To ensure ongoing collaboration between both agencies involved in the Centres.	State Government (Department of Education, Department of Health and Human Services, Department of Premier and Cabinet)	Strategy 1 Risk Management Plan <ul style="list-style-type: none"> Development of a Risk Management Plan to cover workforce insufficiency, low/ineffective community engagement at all stages, financial risk, risks associated with integration of services/ agency collaboration, etc. 	Risk Management Plan developed	June 2010

Indigenous Early Childhood Development National Partnership—Tasmanian Implementation Plan