

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

Plan period: 2009-2014      Implementation Plan Revised: May 2011      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 support are accessible for Aboriginal children and their families in an integrated setting.	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 Services, Maternal and Child Health, playgroups, occasional care, parent groups and other services as appropriate.	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 olds participating in quality early childhood education and development and child care services  Increased proportion of Indigenous children attending the Children and Family Centres who go on to attend school regularly  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	For the duration of the Agreement (following agreement on baseline data)

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<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	Develop an Aboriginal recruitment and training strategy in partnership with the Victorian Advisory Council on Koori Health and the NP IECD Advisory Group, Recruit and train necessary staff in preparation for the establishment of the centres.	Staff recruited Training needs addressed Staff feedback	Necessary staff recruited prior to the opening of the centres  Training needs identified and incorporated into professional development plan on an annual basis
<b>Linkages and co-ordination</b>	Establish a single governance structure to manage the centre.  Support strong Aboriginal community involvement in the governance structure	State Government in consultation with the community and local government	Develop a single governance structure to manage the centre that enables establishment of an integrated service.  Work with local Aboriginal communities to assist their participation in the governance arrangements  Establish partnerships with agencies that propose to deliver a service from the centres.	Governance structures and processes established	2009/10 for each centre
<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>	Monitor the effective operations of the centre  Monitor the outcomes for the centre users at an individual and population level.	State Government in consultation with the community and local government will monitor the effective operations of the centre  NP IECD Advisory Group will monitor outcomes of the centres	Utilise existing sources of data, including the Victorian Child and Adolescent Monitoring System and the Aboriginal Child Health and Wellbeing Survey.  Other sources of data and evaluation mechanisms will be developed and considered through the NP IECD Advisory Group.	As outlined in NP IECD following agreement by Commonwealth, States and Territories on baseline data	Reporting from August 2010

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<b>Risk Management</b>	<p>Ensure the viability of the centre</p> <p>Ensure strong community support of the centre</p>	<p>State Government in consultation with the ACCO and Local Government</p>	<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>	<p>Risk management strategies will be reviewed and monitored over the duration of the Agreement</p>

Summary of Milestones and Commonwealth Payments			
Element 1 – Establishment of 2 Children and Family Centres in Victoria with changes requested by			
Reporting Period	Agreed Milestones for the Period	Basis of Payment	Commonwealth Payment Amount * (\$mil)
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	W: \$0.495m B: \$0.495m DEECD: \$0.030m <hr/> <b>Total \$1.020m</b>
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 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> <p>Location 2 – Bairnsdale</p> <ul style="list-style-type: none"> <li>Recruitment planning for Project Officer and position advertised</li> </ul>	Receipt of Progress Report 31 January 2010 describing satisfactory achievement against Milestones	W: \$1.994m B: \$1.826m DEECD: \$0.081m <hr/> <b>Total \$3.900m</b>
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> </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	W: \$1.0792M B: \$0.000m DEECD: \$0.052m <hr/> <b>Total \$1.1312m</b>
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 commences November 2010 (2<sup>nd</sup> quarter 2010 - 11)</li> </ul>	Receipt of Progress Report 31 January 2011 describing satisfactory achievement against Milestones	W: \$0.2698m B: \$1.26525m

	Location 2 –Bairnsdale <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>•</li> </ul>		DEECD: \$0.043 <hr/> <b>Total \$1.57805m</b>
Jan –June 2011	Location 1 – Whittlesea <ul style="list-style-type: none"> <li>• Ongoing operations of Centre Manager and Early Childhood Coordinator</li> </ul> Location 2 –Bairnsdale <ul style="list-style-type: none"> <li>•</li> </ul>	Receipt of Annual Report 31 August 2011 describing satisfactory achievement against Milestones	W: \$0.449667m B: \$0.000m DEECD: \$0.034m <hr/> <b>Total \$0.483667m</b>
July – Dec 2011	Location 1 – Whittlesea <ul style="list-style-type: none"> <li>• Ongoing operations</li> <li>• Building completed by 2<sup>nd</sup> quarter 2011 – 12</li> <li>• Centre Operational November 2011 (2<sup>nd</sup> quarter 2011 – 12)</li> </ul> Location 2- Bairnsdale <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> <li>• Construction commences August 2011 ( 1<sup>st</sup> quarter 2011-12)</li> </ul>	Receipt of Progress Report 31 January 2012 describing satisfactory achievement against Milestones	W: \$1.490334m B: \$0.42175m DEECD: \$0.019m <hr/> <b>Total \$1.931084m</b>
Jan –June 2012	Location 1 – Whittlesea <ul style="list-style-type: none"> <li>• Ongoing operational costs</li> </ul> Location 2- Bairnsdale <ul style="list-style-type: none"> <li>•</li> </ul>	Receipt of Annual Report 31 August 2012 describing satisfactory achievement against Milestones	W: \$0.590m B: \$0.0 DEECD: \$0.0 <hr/> <b>Total \$0.590m</b>
July – Dec 2012	Locations 1 and 2 – Whittlesea and Bairnsdale Ongoing operational costsLocation 2 – Bairnsdale <ul style="list-style-type: none"> <li>• Bairnsdale building completed by 1<sup>st</sup> quarter 2012 – 13</li> <li>• Centre operational July 2012</li> </ul>	Receipt of Progress Report 31 January 2013 describing satisfactory achievement against Milestones	W: \$0.526m B: \$2.214m DEECD: \$0.030m <hr/> <b>Total \$2.77m</b>
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	W: \$0.525m B: \$0.525m DEECD: \$0.032m <hr/> <b>Total \$1.082m</b>

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	W: \$0.526m B: \$0.526m DEECD: \$0.030m <hr/> <b>Total \$1.082m</b>
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	W: \$0.525m B: \$0.525m DEECD: \$0.030m <hr/> <b>Total \$1.082m</b>
<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