

Supporting Communities Forum
Working Group Status and Key Milestones Plan
 Updated as at: 1 July 2019

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S.No.	Working Group (WG) Name	Co-Chairs	Project Deliverables and Project Plans (uploaded on SCF Webpage 9.11.18)	Project Purpose/Value	Strategic Relationship to other WGs	Project Close Date	Status as of December 2018 and Next Planned WG Meeting Dates	Key Milestones – Deliverables and Timelines for 2019	Brief and Substantive Update to the Forum - 2019 Meeting Dates
1	Collaboration WG	<p>Co-Chairs</p> <ul style="list-style-type: none"> - Ross Wortham (YACWA) - David Russell-Weisz (Department of Health) <p>Secretariat (Health) Ashlee.Wells@health.wa.gov.au</p>	<p>Guiding principles and recommendations for practical application to assist collaboration between the government and community services sectors.</p> <p>https://www.dpc.wa.gov.au/Councils-and-Committees/Supporting-Communities-Forum/Documents/Collaboration%20Working%20Group%20-%20Project%20Plan.pdf</p>	<p>To develop guiding principles for collaboration between the government and community services sectors.</p> <p>To identify practical ways to apply these guiding principles and translate learnings into action and changes to approaches to collaboration that achieve more efficient and effective service design and delivery and better outcomes for people.</p>	Strategic Framework WG	September 2019	<p>Deliverables and timelines:</p> <ul style="list-style-type: none"> - Literature review (commenced 15 Nov 2018 by external consultant) - Report due by 7 February 2019 and endorsed by WG members at the 19 February WG meeting. - Literature Review report circulated to Forum members – once finalised - Case studies template developed and circulated to Forum members – 14 March 2019 - Literature Review Report circulated to Forum members - 3 April 2019 - Case study submission officially closed 19 April 2019, with extensions granted until 29 April. - Characteristic identified and case studies developed - April / May 2019. - Report developed - Expected by August 2019. <p>Requests/requirements from all Forum members:</p> <ul style="list-style-type: none"> - Forum members note the delay in confirming a resource to draft the final Collaboration Report. Resource to be confirmed late June 2019/ early July 2019. - Forum members note the brief update at the 24 June 2019 meeting. - Seek Forum members input and feedback on the draft final report with a substantive update and discussion to take place at the 9 September 2019 meeting. <p>Next Planned WG Meeting Dates:</p> <ul style="list-style-type: none"> - 11 June 2019 - meeting postponed - rescheduled date TBC 	<p>Brief update and discussion at the 24 June 2019 meeting.</p> <p>Substantive update and discussion at the 9 September 2019 meeting.</p>	
Additional Comments		<p>- WG Members: Suzi Cowher, Neil Guard, Tricia Murray, Vicki O'Donnell, Carol Petterson, Brad Jolly, Martin Clery and Megan Burley</p> <p>- Project funding: Department of Health have committed \$6,600 to fund the literature review.</p>							
2	Communication about the Forum WG	<p>Co-Chairs</p> <ul style="list-style-type: none"> - Helen Creed - Emily Roper (Department of the Premier and Cabinet) <p>Secretariat (DPC) jennifer.dass@dpc.wa.gov.au</p>	<p>https://www.dpc.wa.gov.au/Councils-and-Committees/Supporting-Communities-Forum/Documents/Communication%20Working%20Group%20-%20Project%20Plan.pdf</p>	<p>To develop a communication strategy and related suite of communication strategy documents.</p> <p>To ensure that the Forum will promote engagement in support of its work plan and those of its working groups, to communicate about its activities and report on its achievements.</p>	All WGs especially the Strategic Framework WG	December 2019	<p>Department of Communities has seconded Lee-Anne Anderson for 6 months from Oct 2018 to 20 March 2019 to work on the Communication Strategy documents.</p> <p>The WG has developed the following communications documents:</p> <ul style="list-style-type: none"> • Communications Strategy and Implementation Plan; • Communications Action Plan template; and • Communications Protocol <p>At the Forum's 10 December meeting, the WG provided a substantive update and presented the three communications documents to the Forum. All three communication documents were endorsed by Forum members at the 10 December meeting.</p> <p>Next Planned WG Meeting Dates:</p> <ul style="list-style-type: none"> - 30 July 2019 - 8 October 2019 - 17 December 2019 (or 10 December 2019) 	<p>Deliverables and timelines:</p> <ul style="list-style-type: none"> - Update Forum Presentation with Strategic Framework slide and Working Group key messages - February 2019 - Review and update Working Group Project Plan - February 2019 - Draft a paper (paper 1) to explore metropolitan and regional consultation and engagement opportunities - completed in March 2019 - Draft a paper (paper 2) to explore the value/benefit and suggest options of holding a larger Forum event - completed in March 2019 - Update three communication documents - completed in March 2019 - Seek an initial update on District Leadership Groups from Communities - completed in May 2019 - To promote and make accessible the work of the Forum, increase the distribution list of the Forum's Communique to include additional community service organisations, peak bodies and Chairs of District Leadership Groups - completed in May 2019 - Key papers and reports produced by each Working Group to be published on the DPC-Forum webpage to accurately reflect the activity and work of each Working Group - completed in May 2019 and ongoing. <p>Requests/requirements from all Forum members:</p> <ul style="list-style-type: none"> - Forum members to continue to identify opportunities where the work of the Forum can be presented. - Forum members to note other communication mechanisms, such as podcasts and various social media platforms, including the use of hashtags will be explored. 	<p>Brief update at the 24 June 2019 and 9 September meetings.</p>
Additional Comments		<p>- WG Members: Suzi Cowher, Julie Waylen, Ross Wortham, Jennifer O'Mullane, Todd Gogol, Annette Morrissey and Tina Holtom</p> <p>- DPC staff involved: Jennifer Dass (since December 2018)</p>							
3	Data Sharing and Linkage WG	<p>Co-Chairs</p> <ul style="list-style-type: none"> - Pip Brennan (Health Consumers' Council) - Darren Foster (Department of the Premier and Cabinet) <p>Secretariat (DPC) Cate.Anderson@dpc.wa.gov.au</p>	<p>https://www.dpc.wa.gov.au/Councils-and-Committees/Supporting-Communities-Forum/Documents/Data%20Sharing%20and%20Linkage%20WG.pdf</p>	<p>1. Support community consultation of the draft WA Public Sector Privacy and Responsible Information Sharing Legislation, and promote opportunities for the community to provide feedback on the privacy and data sharing key components.</p> <p>2. Raise awareness of the proposed changes to privacy and data sharing legislation and the impact it will have on the community.</p> <p>The Forum and State Government are committed to strengthening safe data sharing and linkage. This includes sharing of safe data to improve evidence-based policy making and improved government service design and delivery.</p>	<p>Potential links to 3 WGs:</p> <ul style="list-style-type: none"> - Procurement Reform - Our Communities Report; and - Outcomes Framework 	November 2019	<p>The WG continues to provide advice and input into the development of WA Public Sector Privacy and Responsible Information Sharing Legislation which aims to address community concerns about privacy and ensure data sharing is in the best interests of the individual and the community.</p> <p>The WG is actively engaging with the community services sector to inform the draft legislation. Progress update on the WG's activities will be provided at the mid 2019 Forum meeting.</p> <p>Next Planned WG Meeting Dates:</p> <ul style="list-style-type: none"> - 28 May 2019 - 26 June 2019 - Regular email discussions and updates - September and November 2019 (dates to be confirmed) <p>Note: Project Plan started Oct 2018.</p>	<p>Deliverables and timelines:</p> <ul style="list-style-type: none"> - Prepare revised WG project plan – completed 28 May 2019 - WG to provide comment on a draft of the privacy and information sharing discussion paper completed in June 2019. - Provide advice on and support for consultations with stakeholders including, but not limited to the public and community services sector – ongoing - Assist and support the delivery of the sector round table - by October 2019 - Prepare a summary of the sector round table for Forum members and participants – by October 2019 - Prepare a draft response for the Forum to submit on the privacy and information sharing public Discussion Paper - by October 2019 - Provide comment on the draft consultation and stakeholder feedback report - by November 2019 <p>Requests/requirements from all Forum members:</p> <ul style="list-style-type: none"> - Support the Working Group to provide advice and support on the consultation process, including encouraging and supporting sector and community involvement – ongoing - Provide a written submission on the Discussion Paper with the support of the Working Group (Identify approaches to improve privacy protection, as well as data access and linkage involving the government, community services sector and community at large including best practice approaches) - by October 2019 	<p>Substantive update and discussion at the 24 June 2019 and 9 September meetings.</p>
Additional Comments		<p>- WG Members: Vicki O'Donnell, Maria Osman, Carol Petterson, Ross Wortham, Chris Twomey, Mark Fitzpatrick, Juan Larranaga, Alan Dodson and Rob Anderson</p> <p>- DPC staff involved: Darren Foster and Natalie Gray.</p>							
4	Our Communities Report WG	<p>Co-Chairs</p> <ul style="list-style-type: none"> - Dan Minchin (Chorus) - Lisa Rodgers (Department of Education) <p>Secretariat (DPC) Kathryn.Anthony@education.wa.gov.au</p>	<p>https://www.dpc.wa.gov.au/Councils-and-Committees/Supporting-Communities-Forum/Documents/Our%20Communities%20Report%20Working%20Group%20-%20Project%20Plan.pdf</p>	<p>To develop a transparent, open and accessible report identifying what difference is being made and what is still to be done, being the voice of the people to Government.</p> <p>The Working Group will produce a 'Our Communities Dialogue Blueprint' for Government outlining options to improve and increase investment and progress in areas of greatest need.</p> <p>Development of the blueprint will help progress and support the Government's election commitment to deliver a biennial 'Our Communities Report' which would provide a snapshot of the health of the community in Western Australia.</p>	Outcomes Framework	November 2019	<p>The Working Group has engaged a consultant Joel Levin, Aha! Consulting - who worked on developing an implementation plan for community engagement and data gathering.</p> <p>Next Planned WG Meeting Dates:</p> <ul style="list-style-type: none"> - 21 January 2019 - Future meeting to be setup, bi-monthly until November 2019. 	<p>Deliverables and timelines:</p> <ul style="list-style-type: none"> - Draft 'Consultation Report' and 'The Our Communities Dialogue Blueprint (Blueprint)' - completed in January 2019. - Draft 'Consultation Report' and 'Blueprint' document to be circulated to Forum members for review and feedback - completed in February 2019 and before the 25 March 2019 Forum meeting. - Our Communities Dialogue Blueprint (the blueprint) submitted to Minister McGurk for endorsement and consideration - completed on 27 March 2019. - Delivery of the first 'biennial' Our Communities Report - expected November 2019. <p>Requests/requirements from all Forum members:</p> <ul style="list-style-type: none"> - Seek Forum members input and feedback on the Consultation Report and Blueprint document and before a substantive update and discussion at the 25 March meeting. 	<p>Substantive update and discussion at the 25 March 2019 meeting.</p>
Additional Comments		<p>- WG Members: Pip Brennan, Suzi Cowher, Louise Giolitto, Maria Osman, Neil Guard, Julie Waylen, Helen Nys and Denise Sullivan</p> <p>- DPC staff involved: Robin Ho (November 2018 to March 2019)</p> <p>- Note: From Feb 2019, Lisa Rodgers, Director General (DG), Department of Education, is the new 'Our Communities Report WG' Co-Chair. Jennifer McGrath (as previous WG Co-Chair) attended the 25 March 2019 meeting to provide the substantive update with Dan Minchin.</p>							

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5	Outcomes Framework WG	Co-Chairs - Louise Giolitto (WACOSS) - Adam Tomison (Department of Justice)	To develop an 'Outcomes Measurement Framework' to help drive a more consistent approach to evaluating service outcomes, imperative to inform sector investment and facilitate a more consistent whole-of-government and whole-of-sector approach.	To develop an 'Outcomes Measurement Framework' to drive a more consistent approach to identifying key indicators to measure the achievement of the outcomes.	Our Communities Report and Procurement Reform	June 2019	The Outcomes Framework is in Phase 2 of the Project Plan. Significant stakeholder consultation and engagement with government and the community sector to elicit feedback on the draft Outcomes Framework has been completed and finalised. A fifth and final illustrative prototype has been developed. A first draft of a bank of sub-outcomes and indicators has been developed. Recommendations for implementation have been developed, and are included in the June 2019 report to the Forum.	Deliverables and timelines: - Consultation and engagement with the sector completed: March 2019 - Map/collate existing frameworks, gain clarity on preferred forms of outcomes and indicators: April 2019 - Map what data/indicators are currently collected - what information already exists with respect to measurement of outcomes: April 2019 - Continue to provide feedback on Framework prototypes; encourage staff to attend engagement sessions being facilitated by WACOSS; and link WACOSS in to opportunities to engage with meetings of government and sector colleagues - completed - Seek Forum members input and approval of the draft high level domains (prior to finalisation) during a brief presentation by Kylie Hansen, WACOSS at the 25 March meeting. - Finalise Outcomes Measurement Framework, and proposed implementation tools: June 2019	Final Outcome Measurement Framework to be presented to the Forum at the 24 June 2019 meeting.
		Secretariat (Justice) Jennifer.Endersbee@justice.wa.gov.au	https://www.dpc.wa.gov.au/Councils-and-Committees/Supporting-Communities-Forum/Documents/Outcomes%20Framework%20Working%20Group%20-%20-%20Project%20Plan.pdf				Next Planned WG Meeting Dates: - Monday 25 Feb, 9.00am - Monday 15 April, 10:00am - Tuesday 11 June, 1.30 pm		
Additional Comments		- WG Members: Kate George, Neil Guard, Dan Minchin, Jennie Gray, Sue Budalich, Catherine Shepherd, Leon McIvor, Steven Hill, Kylie Dalling, James Wild, Paul Flatau, Wendy Casey and Gina Hill - DPC staff involved: David Lydon (earlier Sarah Norton), Nicole McCartney and Sarah Hooper							
6	Procurement Reform WG	Co-Chairs - Vicki O'Donnell (Kimberley Aboriginal Medical Services) - Jennifer McGrath (Mental Health Commission from 15 June 2019. Earlier - Timothy Marney)	Co-design in a procurement process, practice review, co-commissioning and integrated services, and outcome-based procurement.	To develop a project plan that provides an overview of four sub-projects identified to enable effective implementation of the Delivering Community Services in Partnership Policy 2018. The project areas include: 1. Co-design in a Procurement Context; 2. Practice Review; and 3. Co-commissioning / Group Buying and Integrated Services. 4. Outcomes based procurement practices (on hold)	Outcomes Framework		The WG has identified the following priority projects to enable the effective implementation and consistent application of the revised Delivering Community Services in Partnership (DCSP) Policy: o Co-design in a Procurement Context; o Practice Review; and o Co-commissioning/Group Buying and Integrated Services. Detailed project plans for Co-design in a Procurement Context and Practice Review have been finalised, with the project plan for the Co-commissioning/ Group Buying and Integrated Services project to be finalised mid-2019.		
		Secretariat (MHC) - Katherine.Naude@mhc.wa.gov.au	https://www.dpc.wa.gov.au/Councils-and-Committees/Supporting-Communities-Forum/Documents/Procurement%20Reform%20Working%20Group%20-%20-%20Project%20Plan.pdf	1. Co-design in a procurement context. To provide clear guidelines for government agencies and service providers co-designing community services.	Outcomes Framework	September 2019	Next Planned WG Meeting Dates: - 24 July 2019	Deliverables and timelines: Stage 1 - Research and initial investigations June 2019* Stage 2 - Development of 'standards', 'Steps to Co-Design, resource compilation, - August / September 2019 Stage 3 - Implementation - September / October 2019 *time frames have been adjusted to link with the 'Good Procurement Practices' report findings, recommendations and implementation.	Substantive update and discussion at the 9 September 2019 meeting.
			Please note: The project plan (above) will be updated as necessary through the projects to allow for interdependency.	To ascertain, by taking a strengths-based approach, the standard of community services procurement practice and expertise that currently exists, which will form the basis of procurement practice and capability building initiatives.	Outcomes Framework	June 2019	Next Planned WG Meeting Dates: - 24 July 2019	Deliverables and timelines: Stage 1 - Draft Good Procurement Practices report - May 2019 Stage 2 - Development of procurement professionals development initiative - May 2019 Stage 3 - Community sector consultation on draft 'Good Procurement Practices' report - June 2019 Stage 4 - Implementation - June / July / August 2019	Substantive update and discussion at the 24 June 2019 meeting.
				3. Co-commissioning / Group Buying and Integrated Services To gain an accurate overview of integrated services (sometimes referred to as 'consolidated' services) and group buying (sometimes referred to as 'co-commissioning'), identify enablers, barriers, and benefits to both sectors, and develop materials to assist government agencies and service providers in integrating services.	Outcomes Framework	TBC	Moved to third priority to allow the group to focus on Co-design and Practice Review	TBC	
				4. Outcomes-based Procurement To improve government's standard of practice in outcomes-based procurement, focussing on outcomes measurement and evaluation.	Outcomes Framework	Pending	Will commence following the finalisation of the Outcomes Measurement Framework project.	To be discussed and confirmed after the July WG meeting.	
Additional Comments		- WG Members: Jonathon Ford, Neil Guard, Tricia Murray, Brad Jolly, Kate Ingham, Tim Reid, Jennie Gray, John Bouffler and Tammy Ford - DPC staff involved: Jennifer Dass (from 2019)							
7	State Homelessness Strategy WG	Co-Chairs - Debra Zanella (RUAAH Community Services) - Michelle Andrews (Department of Communities)	The following project outputs will be delivered: - A 10-Year Strategy on Homelessness, endorsed by the Minister for Child Protection; Women's Interests; Prevention of Family and Domestic Violence; Community Services and Cabinet. - A homelessness Action Plan, endorsed by the Minister for Child Protection; Women's Interests; Prevention of Family and Domestic Violence; Community Services. - A definition of whole-of-government integrated service system for homelessness that is agreed by key stakeholders. - A transparent and functional whole-of-government implementation mechanism in place and reports bi-annually on progress to the Minister and the Forum.	To develop a 10-Year Strategy on Homelessness that will: - provide an overarching framework for government, the community sector and the community to work together to address homelessness; - set strategic direction and priorities; - articulate outcomes to be achieved at the systems level, service level, and for people; and - guide activity and investment.	Collaboration, Procurement Reform and Outcomes Framework	December 19	The WG is developing a 10-Year Strategy on Homelessness for Western Australia in partnership with the community services sector. Regional and metro consultations for the Strategy and an on-line survey were completed in late 2018. The WG has developed a Directions Paper that shares the work done to date on the Strategy, including the key strategic directions that are being proposed. The Directions Paper was published on the Department of Communities website in March 2019 and available for public comment for six weeks. Over 50 submissions were received from a range of state and local government agencies, community service organisations and other members of the community. Feedback on the Directions Paper will be incorporated into the Strategy, which will be finalised and launched in the last quarter of 2019.	Deliverables and timelines: - Consultation reports summarising key findings from each location and from the on-line survey provided to WG members, Forum members published on the Department of Communities website - completed January 2019. - Directions Paper developed by the WG and published on the Department of Communities website for public comment - completed May 2019. - Homelessness Strategy Authorisation Process developed and endorsed by the WG - completed May 2019. - Submissions on the Directions Paper which have consent for public release have been uploaded to the Communities website and ia available for Forum members to view - completed June 2019. - The 10-Year Strategy on Homelessness will be finalised and launched in the last quarter of 2019.	Brief update and discussion at the 24 June 2019 meeting. Substantive update and discussion at the 9 September 2019 meeting.
		Secretariat (Communities) - Emma.Colombero@communities.wa.gov.au - Julia.Prior@communities.wa.gov.au	https://www.dpc.wa.gov.au/Councils-and-Committees/Supporting-Communities-Forum/Documents/Homelessness%20Working%20Group%20-%20-%20Project%20Plan.pdf https://www.communities.wa.gov.au/media/1746/homelessness-strategy-directions-paper.pdf				Next Planned WG Meeting Dates: - 27 June 2019, 9:30am-11am - 24 July 2019, 1:30pm-3pm - 23 August 2019, 2pm-3:30pm - 13 September 2019, 10:30am-12pm - 25 October 2019, 9:30am-11am - 22 November 2019, 9:30am-11am	Requests/requirements from all Forum members: - Forum members may wish to review submissions received on the Directions Paper. - Forum members to note the progress on the development of the 10-Year Strategy on Homelessness including, the summary of feedback received on the Directions Paper and the Homelessness Strategy Authorisation Process at the 24 June 2019 meeting.	
Additional Comments		- WG Members: Julie Waylen, Ross Wortham, Kathleen Gregory, Michelle McKenzie, Katie Stuble, Joanne Burges, Martin Smith, Samson Knight, John Buchanan, Scott Hollingworth (until end July 2019), Jeremy Bruse, Helen Nys, Matthew Shields, Coan Harvey, James Butterfield, Leigh Quealy, Steven Hill, Jonathon Ford, Karyn Lochore, Natasha Dale, Mark Booth - Members from DPC involved: None							

Note: Forum 2019 Meeting Dates
 - 25 March 2019; 24 June 2019; 9 September 2019 and 2 December 2019
 The Strategic Framework WG provided it's last substantive update at the Forum's 10 December 2018 meeting and has since finalised the 'Forum's Strategic Framework' slide (currently available on the SCF Webpage).