



SUPPORTING COMMUNITIES FORUM WORKING GROUP “Our Communities” Report

PROJECT PLAN

1. Project scope

1.1 OBJECTIVE

- Of the working group:
 - To produce a task definition for the Our Communities Report by April 2019
 - To determine and engage with the producer of the report
- Of the report:
 - To be a transparent, open and accessible report identifying what difference is being made and what is still to be done
 - To place an emphasis on optimism and motivation (strengths-based)
 - To be the voice of the people to government, not the reverse (inclusive, diverse and accessible)
 - To provide the first report by late 2019
- Of the government and community service sector
 - To improve and increase investment and progress in areas of greatest need
 - To influence policy and practice
- Of communities
 - Individuals and communities to make progress in areas important to them

1.2 BACKGROUND

- The production of an Our Communities Report was an election commitment of the McGowan Government.
- The Premier identified the following priority task for the Forum, consistent with the directions of the Supporting Communities Policy:
 - work to inform the structure, tone and reporting areas of the Government’s biennial Our Communities Report.

2. Project governance

Working groups report to the Supporting Communities Forum that ultimately reports to the Premier and Minister for Community Services.

- Membership of the working group includes:
 - Co-chairs: Dan Minchin and Department of Education Director General (TBC)
 - Members: Pip Brennan, Suzi Cowcher, Louise Giolitto, Neil Guard, Maria Osman, Julie Waylen, Helen Nys and Denise Sullivan
- Meeting frequency
 - Members agreed two meetings would be held between each Forum meeting

3. Stakeholders

- Other priority areas related to this working group includes:
 - The outcomes framework for community services in Western Australia;
 - Data sharing and linkage; and
 - Opportunities for collaboration both within Government and with the sector.
- Premier and Cabinet
- Others TBC

4. Interdependencies

Completion of the Report depends on:

- Structure of the Outcome Measures framework (assumption is the content will be substantially dictated by this). We will also collaborate with the Outcome Measures working group to conduct community consultation.
- Other directions and guidance, especially from central agencies / whole of Government reforms and other social policy reform directions.

5. Timeframe and milestones

ACTIVITY	TIMELINE
Stage 1 of Project: “Define Content”	
<ul style="list-style-type: none"> • Desktop review to guide preliminary view of content <ul style="list-style-type: none"> ○ current state in WA ○ exemplars from elsewhere ○ align with Outcomes Framework 	July to December
Outcome: Word document summary to guide consultation	
Stage 2 of Project: Capture the voice of community	
<ul style="list-style-type: none"> • Consultation / engagement with community to inform task description <ul style="list-style-type: none"> ○ Definition of “community” is important (broad, inclusive) ○ Need to coordinate with other SCF community conversations (particular Outcomes WG) ○ Need to define the output – is it feedback or co-produced task description? ○ Resourcing with Outcomes WG • Done in parallel with Stage 3 	Aug 18 to April 19 (align with Outcomes WG)
Outcome: Visual and audio feedback summary	
Stage 3 of Project: Seek stakeholder feedback	
<ul style="list-style-type: none"> • Identify tasks, timelines and resources required <ul style="list-style-type: none"> ○ Important to test appetite of government for an authentic “voice of the people” ○ Coordinate with other SCF activities and communicate the role of this report ○ Resourcing TBC next meeting • Done in parallel with Stage 2 	Aug 18 to April 19
Outcome: Word document summary of key stakeholder considerations	

Stage 4 of Project: Produce “Our Communities” Task Definition	
<ul style="list-style-type: none"> • This is the output required of the WG • Assumption is WG will be dissolved after this output is completed, or re-constituted as a reference group for report production • Resourcing provided by WG 	By April 2019
Outcome: Short (1-2 page) Task Definition, along with package of supporting information from the WG	

6. Resources required

- Resources are either identified above or are to be determined, for example any commitment from government or non-government organisations to fund this work (mainly Stage 2, community consultation)

7. Assumptions and risk analysis

- Identify the key risks for the project and how to manage these

RISK	LEVEL	MITIGATION STRATEGY
Who will be the future author of the report?	High	Resolve with DPC by end 2018
Duplication or misalignment with other WGs	Low	Regular and timely communications and shared membership with other WGs, especially Outcomes
Community expectations too high	Medium	Clear communication and engagement around what is possible and timeframe to impact.
Community not interested	Medium	Ensure we have gained an understanding of WIIFM
Timeline not achievable	Medium	Ensure sufficient resources to complete Engage with key stakeholders on timing and scope.