

equal education
and employment
outcomes for all
young people

Contents

02	Contracts Overview
03	Chairperson and Executive Officer Report
04	Strategic Plan
05	Key Initiatives
09	Treasurer's Report
10	Audited Financial Statement
11	Independent Audit Report
13	Committee of Management and Staff



Contracts Overview

The Bayside Glen Eira Kingston Local Learning & Employment Network (BGK LLEN) is an incorporated organisation that takes on contracts and funding that allows us to support young people in our community through strategic partnership brokering.

In 2016, BGK LLEN held the following contracts and/or partnerships:

Local Learning & Employment Network

DEPARTMENT OF EDUCATION & TRAINING

Facilitate partnerships to keep or reengage young people in meaningful education.

Structured Workplace Learning

DEPARTMENT OF EDUCATION & TRAINING

Create opportunities for young people to connect with employers through quality workplace learning opportunities.

Beyond the School Gates

BERENDALE SCHOOL

Increase access to education, training, employment and community participation opportunities for young people with intellectual disability and learning differences.

Hands Up!

DEPARTMENT OF HEALTH & HUMAN SERVICES ENGAGE FUNDING

Facilitate opportunities for young people with intellectual disability to volunteer in community organisations.

Ticket to Work

MARRIOT EMPLOYMENT OPTIONS, NATIONAL DISABILITY COORDINATOR, ATEP AND BERENDALE SCHOOL

Facilitated network of organisations that provide work preparation and employment for young people with disability.

On Track Connect

DEPARTMENT OF EDUCATION & TRAINING

Provide support through local referrals to young people who are out of school and not engaged in education or employment.

Flexible Learning Victoria

SKILLSPLUS (LEAD), NARRE COMMUNITY LEARNING CENTRE, MELBOURNE CITY MISSION & THE BROTHERHOOD OF ST LAURENCE – ACFE FUNDING

New community of practice supporting the work of flexible learning providers across the state through networks and professional development.

The BGK LLEN has over 140 members in the Bayside, Glen Eira and Kingston LGAs and has strong relationships with 33 secondary schools and education providers and over 50 local businesses.

Chairperson and Executive Officer Report

2016 has been a year of renewal at BGK LLEN with a new Executive Officer, new reporting structures in the Department of Education and Training (DET) and new funding for programs. Brendan O'Connell was appointed Executive Officer in May 2016 and brings with him a history of vocational education and training, work in the Aboriginal community and health sector, education partnership brokering and organisational governance. Brendan relocated from a role in the Highlands LLEN, based in Ballarat to take on the position. The Committee of Management has been impressed by how quickly Brendan has bonded with the team, familiarised himself with the region and built new relationships. One of the first collaborative projects between Brendan and the Committee of Management has been the development of a renewed strategic plan taking us forward until 2019.

The BGK LLEN Committee of Management have been a wonderful resource and key driver of the BGK LLEN through this period. Their expertise in change management, willingness to lead the recruiting process, and continuous support to staff, was instrumental in allowing the BGK LLEN to achieve its goals during the transition to a new Executive Officer. The BGK LLEN would like to thank the wonderful volunteers for their commitment during all of 2016 including our two departing Committee of Management members Tracey Fenton (Taskforce) and Simon Hamilton (Department of Education and Training) and our newest members Ben Vasiliou (SkillsPlus), Brent Govan (Holmesglen TAFE), Toby Laverick (Glen Eira Council) and Linda Mullet (Department of Education and Training).

The BGK LLEN welcomed funding commitment for the Local Learning & Employment Network (LLEN) contract until 2019 and was also awarded the Structured Workplace Learning (SWL) contract for 2016/17. These two contracts were complemented by other funding sources such as Beyond the School

Gates funding obtained from DET with Berendale School, DHHS Engage funding for Hands Up and DET funding for the On-Track Connect program.

The Education State initiatives implemented by the Victorian Government started to roll out in our region and BGK LLEN became part of the Executive Networks for School Focused Youth Services (SFYS) in Bayside & Kingston (through Family Life) and Glen Eira (through City of Stonnington) and Navigator Bayside Peninsula (through Mission Australia). LLENs' contractual structures changed as they joined these programs in a move to The Vulnerable Children Unit of the DET. This move means that the LLENs, SFYSs and Navigator programs are all working together to better address the identified needs of disengaged or disengaging young people.

2016 brought to an end five years of the Beyond the School Gates (BSG) program. BSG originated from funding that was awarded to Berendale School who then contracted BGK LLEN to better prepare young people with disability or learning differences for employment. The program had amazing successes with 353 students taking part in over 60 programs. Although the funding has ended, the program components have been adopted into the curriculum of Berendale School and the partnership brokering of BGK LLEN. BGK LLEN would like to acknowledge the program partners who contributed to its success, especially Berendale School.

The BGK LLEN also said goodbye to some amazing people who have taken up new and exciting opportunities. Deb Parker left Flexible Learning Victoria to take on a role as a Training Manager in the health sector, Yva Klaric returned to her roots of Youth Work, Elena Ricciuti will be continuing her work in early years development and Emma Mestitz has gone on to a role as a Career Advisor in a prominent local school. Their contribution to BGK LLEN will benefit us and the region for years to come.

BGK LLEN are very proud of the positive impact that it was able to make during 2016. Seven major programs were offered during 2016 including partnership support for disengaged or disengaging young people, Structured Workplace Learning, Hands Up!, Beyond the School Gates, Ticket to Work, Flexible Learning Victoria and On-Track Connect. To complement these programs, two professional development events were held with the At-Risk Forum being attended by over 100 teachers and case workers and the Industry Breakfast being attended by over 50 representatives of local schools and business. The BGK LLEN also developed some fantastic resources including the Regional Scan, the BGK region Service Map and the Anti-Anxiety Cards in partnership with headspace.

A special thank you to all our members, partner agencies, change-makers and youth services who have made the work we do not only very impactful, but also very enjoyable.

Lastly, none of this would be possible without the passion and tenacity of Kathy Woods, Samantha Hewitson and Nick Johns. BGK LLEN is striving for equal education and employment opportunities for all young people and you are the ones fighting to make it happen every day.

Sue Cattermole, Chairperson
Brendan O'Connell, Executive Officer

BGK LLEN Strategic Plan 2017–19

Our Vision: Equal education and employment outcomes for all young people

STRATEGIC DIRECTION



Local

We create and facilitate connections between local agencies, communities and young people in the Bayside, Glen Eira and Kingston municipalities



Learning

We advocate making education more accessible and engaging for marginalised young people so they can progress on their chosen pathway



Employment

We build and disseminate knowledge that empowers young people for the future world of work



Network

We facilitate meaningful partnerships by forming and nurturing authentic relationships that invest in young people

GUIDING PRINCIPLES

1

Contributes to developing new, or enhancing existing, opportunities that positively affect local young people

2

Builds capacity for BGK LLEN to be a valued and self-sustaining entity

3

Facilitates programs and partnerships that can be replicated or scaled up to achieve longer term impacts

4

Responds to identified local needs and emerging opportunities through seed funding, pilots or proof of concepts

Key Initiatives

At Risk Forum

The At Risk forum was developed to provide an opportunity for school practitioners, flexible learning providers and youth welfare and support agencies to come together and focus on our most vulnerable young people at risk of disengaging from education.

The Forum was held at Brighton Town Hall where Annette Jackson Senior Advisor Trauma and Healing, Berry Street Childhood Institute and Adjunct Associate Professor La Trobe University spoke on trauma informed practice. There were also talks and workshops on disability, resilience, mindfulness, gender diversity and substance abuse throughout the day.

The over 100 attendees are now better informed about the challenges and barriers that our most vulnerable young people face. They gained practical ideas for their professional toolbox which they would be able to utilise when working with this cohort in the future.

“Showed me different approaches to learning and work practices of young people with a disability”

“Increased my understanding of how trauma and disability is experienced in learning environments”

“Very interested in incorporating mindfulness into my practice”

“Improved my understanding of underlying reasons for antisocial behaviours”



On Track Connect

The BGK LLEN was again awarded the On Track Connect contract from the Department of Education and Training to help young people in the region connect to services that can support them on their road to further study or employment.

On Track Connect is a program where young people are surveyed by the Department of Education & Training 6 months after completing Secondary Schooling, either as an early school leaver or year 12 completers. If they notify the Department that they are not doing what they thought they would be, or wished to be, their details are provided to BGK LLEN to make some local referrals for job support, education support or wellbeing support.

About 70 young people were supported through the program in 2016 with employment the largest concern. Many of the young people were transitioning to University and seeking part-time work but some needed referrals to other services including Job Active providers, Group Training Companies and Mental Health services.

“The young people really appreciated the service. Personally, I was very impressed with how the young people handled themselves and I found it a fantastic opportunity to talk one-on-one with those students where things took an unexpected turn for them. I look forward to working again on this contract in 2017”

Kathy Woods



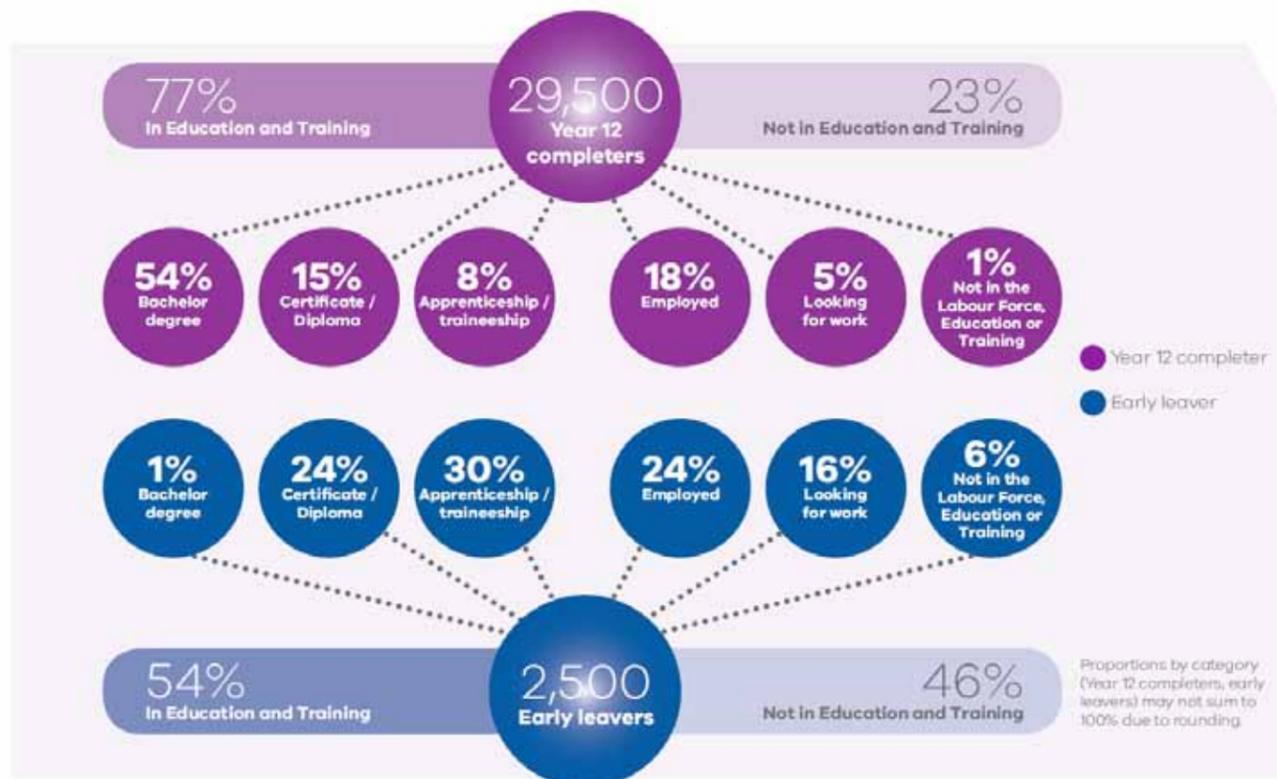
Anti-anxiety cards

BGK LLEN received feedback from local teachers who were sending students out on SWL that anxiety was very prominent in young people and was having a negative effect on these type of important situations in their lives.

BGK LLEN partnered with headspace Elsternwick and developed the “Anti-Anxiety Card”. It has mindfulness techniques that reduce the effects of anxiety for young people to use when facing new challenging tasks. The demand for these cards has far exceeded our expectations with over 3,000 Anti-Anxiety Cards being distributed to schools, youth services and case managers, and has even spread across the state with 3 LLENs replicating the project in their local area.

“Is there any way the Navigator case managers could access more anti-anxiety cards? In our team meeting yesterday, there was a lot of positive feedback about how beneficial these cards are. One young person reported to her case manager that she was able to use this card at school to manage her anxiety. As a result, she was able to stay for the entire day. So, thank you for sharing your resources.”

Caroline Hanna from Mission Australia



Structured Workplace Learning (SWL)

As youth unemployment has grown, a need for young people to engage with employers has also grown. The SWL program was developed for young people who are studying a Vocational Certificate to gain some on-the-job training and build their networks. It was also developed to encourage businesses to work with young people in their local area to address skill shortages.

The BGK LLEN was awarded the SWL contract in 2016 and creates partnerships with schools in the region to identify and support students undertaking VET certificates who require a work placement. The BGK LLEN sources businesses in industries relevant to the students' needs through networks and cold-calling to see if they will host students for work placements or school based apprenticeships.

The BGK LLEN uploads the placement opportunity to the Department of Education and Training state-wide SWL portal, where students can browse and select the one that is right for them. BGK LLEN then encourages the students to contact the business to help strengthen school-industry relationships. So far, over 50 employers have engaged in the program and had fantastic feedback from employers, schools and students.

In Term 4 2016, Nick chose to take a placement opportunity from the SWL portal at Park Road Timber and Hardware, as he was studying a Certificate II in Building and Construction.

“When Nick first started he knew very little about the industry, and about customer services and retail, but he has come along in leaps and bounds... He fitted in well, and was a really good match”

Macca, the store manager

“On my first day Macca introduced me to everyone, he showed me around, and in the timber yard...”

It helped me with my course because I learnt different wood sizes and all the names of all the products... It felt good to be part of the team... At the end Macca asked if I wanted to come back, and I asked for a part time job”

Nick, the student



Employer Breakfast

The employer breakfast was designed to bring together industry, schools and local economic developers to ensure that they were updated with the latest information to prepare young people for the workforce, engage better with the next generation of employees and generally prepare for the future world of work.

The event was held in partnership with the Foundation for Young Australians at Sandringham Yacht Club where attendees were presented with the latest research from their New Work Order report.

The event helped ensure that employers and schools are better informed regarding future employment trends and how businesses can adapt to better engage young people.



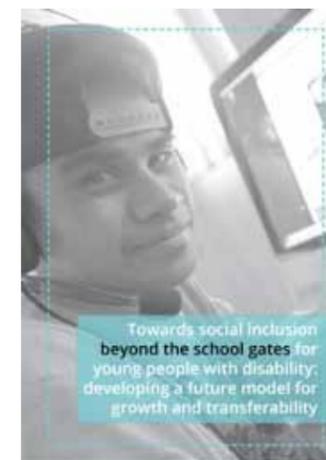
“As an employer, I feel that there are great opportunities to support and grow our young employees”

Beyond the School Gates

Beyond the School Gates was developed due to the identification of inequities around the access to educational, training and community participation opportunities between young people with intellectual disability and learning differences and their non-disabled peers. This inequity adversely affects their chances of successfully transitioning into a post-school life that includes being engaged in employment, ongoing learning and/or training; living and participating actively in their community; and having active social networks with family and friends.

Beyond the School Gates connects local stakeholders and provides a platform from which partnerships with schools, industry and community-based agencies that can deliver activities and services to these young people with intellectual disability and learning differences.

For the last five years, Beyond the School Gates has addressed barriers to social inclusion by providing increased access to education, training, employment and community participation opportunities. During this time, more than 350 young people from schools across the Bayside, Kingston, Glen Eira and Port Philip regions have accessed over 12,000 hours of vocational, recreational, health and family support programs.



“My favourite Beyond the School Gates program is the Dance Party. I really recommend it because it was enjoyable and I got to see my friends outside of school. I also made new friends from different schools.”

Student

“For students like Alicia, leaving the familiar and nurturing school environment can be daunting. The Beyond the School Gates programs, however, assist with this transition. It has contributed to boosting Alicia’s self-esteem and has enabled her to look to the future with a greater degree of confidence.”

Teacher from OLSH

Hands Up!

Hands Up! is a program designed by BGK LLEN and funded by the DHS Engage initiative to increase volunteering opportunities in a range of community organisations for young people with intellectual disabilities and learning differences.

Hands Up! consists of a 'core group' of young people with intellectual disabilities leading the initiative, for themselves and for their peers, to explore, create and participate in volunteering opportunities within their local communities. The core group also receives opportunities to speak to, visit and explore local organisations as Hands Up! Ambassadors, which assists with increasing the community's awareness of the initiative.

In 2016, the core group consisted of 13 year 10 students from Berendale School and had over 60 local secondary students participating in various volunteering roles. Hands Up! also received a great amount of support from a broad range of local community organisations, local councils and charities who provided volunteer opportunities for young people, guest speakers and excursions to students.

The Hands Up volunteer program has had over 120 students undertaking 1000+ hours of volunteering in a range of community organisations. Hands Up! Was nominated for a Victorian Volunteering Award 2016 in the Inclusion category.

Feedback from a teacher at Yarrabah School, in regards to a Hands Up! project and the relationship developed with a local community organisation included:

“Today's hamper packing was amazing! Our students felt so great contributing. They did really well packaging the hampers and hope to be able to continue the project next year or even part of it.

It was awesome for them to go into mainstream schools and present at whole school / part school assemblies and encourage mainstream peers to support the project. It was a very empowering situation for them as they received a lot of respect from students, staff and families of these schools.”

Teacher, Yarrabah School

Ticket to Work

Ticket to Work grew out of research that showed young people with disability are more likely to drop out of school early, be excluded from the labour force, have fewer educational qualifications, experience poverty and be socially isolated.

Ticket to Work takes a partnership approach to improving the employment and education outcomes of young people with disability. Ticket to Work brings together a range of local partners (including industry, schools, youth organisations, employment agencies and training providers) in local regions who work together to provide students with career development, workplace preparation, work experience and School-Based Apprenticeships and Traineeships (SBATs). These organisations bring their various skills and expertise together to collectively address youth disability employment and transition issues.

2016 was a year of refocus for the Bayside Glen Eira and Kingston Ticket to Work (BGK TTW) network.

The network saw new staff from partner organisations join the network as well as new organisations join the network for the first time.

This year, through Ticket to Work, Marriott Employment Options supported a student to obtain a full-time traineeship with a local employer that began after his completion of year 12. Another student was also supported by Marriott Employment Options to obtain a School Based Apprenticeship with the same local employer. 11 students from Berendale School and 8 students from Yarrabah School also completed a School Based Apprenticeship with the ATEP Horticulture program.

“I have found having the Ticket to Work network available very helpful. As a teacher, I cannot always stay on top of employment related information. The network provides an opportunity for me to learn about this more and ask questions. It also provides me with a good contact list for any questions or support I need, outside of the meetings”

Teacher from Berendale



Flexible Learning Victoria

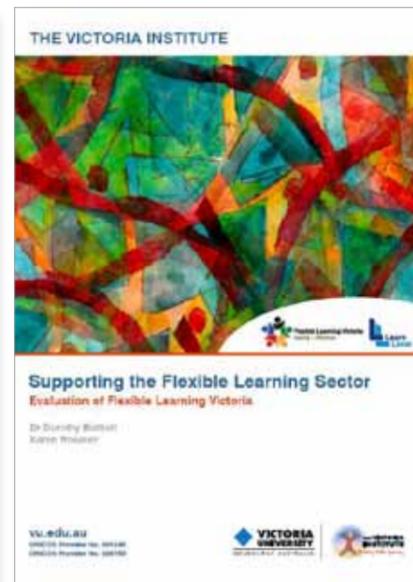
In 2013 and 2014 two research reports were published by the BGK LLEN based on data from the flexible learning providers in the southern metropolitan Melbourne region – A Different Journey (Ellum & Longmuir, 2013) and The Next Journey (Waugh, 2014). Both reports identified the need to establish networks or communities of practice that would link providers more effectively. As a result, four organisations (SkillsPlus, Melbourne City Mission, Brotherhood of St Laurence and Narre Community Learning Centre) applied for ACFE funding in 2015 to start a project that lead to the development of Flexible Learning Victoria (FLV) under BGK LLEN project management.

FLV is a professional body established to support the work of flexible learning program providers in Victoria. Flexible Learning Programs (FLPs) provide educational pathways and support to young people who have experienced barriers to completing secondary education in mainstream contexts, mainly due to social marginalisation or socioeconomic disadvantage. FLV has focused on facilitating formation of new, and strengthening existing, regional Flexible Learning Networks.

Victoria University carried out an evaluation of the project that found key achievements of FLV in its first year included establishing an overarching body, with the diverse FLV stakeholders now referring to “the sector” and identifying FLV as a “peak body”; supporting over 13 professional learning events across Victoria; facilitating connections with over 25 new partnerships identified by stakeholders and enabling advocacy as a credible umbrella organisation, speaking on behalf of the sector in consultative conversations with the Department of Education and Training.

In addition, a major piece of research has been completed titled ‘A Successful Journey – Defining the measures of success for young people in flexible learning programs’. Using qualitative and quantitative data captured from over 80 participants, it tells the story of how broadening measures of success enables young people in FLPs to succeed, overcoming adversity along the way.

“It’s always difficult when you are going out and trying to spread something new, to fall into the trap of assuming that you know what everybody needs ... what FLV has done very well is listen to what people’s needs are and try and address them it’s had that ability to be able to cater to people’s and regional needs. ... The area of PD [professional development] ... not necessarily about re-inventing the wheel, or re-creating the PD that is required, it’s leveraging the existing framework of PD in the sector, and then that’s about ensuring fair access to it.... it’s adding value to the whole sector, and connecting all of those providers.”



Treasurer's Report

It gives me great pleasure to present the financial reports on the operation of the BGK LLEN for the 12 months ended the 31st of December 2016.

In summary, at the end of 2016 the organisation has combined assets of \$484,203 and liabilities of \$198,698 leaving the organisation with equity of \$285,505. On a ‘cash basis’, at the end of 2016 we had cash totaling \$478,755 to meet total liabilities of \$198,698. This liabilities figure includes the first funding payment (\$160,261) for the LLEN 2017 contract obligation which was received prior to the close of 2016. Overall these figures show the BGK LLEN remains in a sound financial state for the size of the organisation.

Given the overall increase in more diverse activities, all carrying a financial aspect, without Kathy Woods as Business Manager and her expert hand on the financial tiller, a Treasurer’s lot would be quite onerous and I rely on her good judgment and ability to maintain the day to day bookkeeping and the financial records throughout the 2016 year.

In closing, I do wish the BGK LLEN continued success with the important and ongoing work that will ultimately continue to have a positive effect on the educational and wellbeing outcomes of all young people within the Bayside, Glen Eira and Kingston council areas.

Les Heimann OAM

Treasurer

Audited Financial Statement

Bayside, Glen Eira, Kingston LLEN Inc. Balance Sheet as at 31 December 2016

	Note	2016	2015
		\$	\$
Current Assets			
Cash and Cash Equivalents		478,755	157,198
Trade and Other Receivables	5	226	203,566
Total Current Assets		478,981	360,764
Non-Current Assets			
Property, Plant and Equipment	6	5,222	7,460
Total Non-Current Assets		5,222	7,460
Total Assets		484,203	368,224
Current Liabilities			
Trade and Other Payables	7	17,553	23,896
Short-Term Financial Liabilities	8	4,517	9,615
Provisions	9	16,367	25,573
Other		160,261	157,118
Total Current Liabilities		198,698	216,202
Total Liabilities		198,698	216,202
Net Assets		285,505	152,022
Members' Funds			
Retained Profits		285,505	152,022
Total Members' Funds		285,505	152,022

Independent Audit Report

Bayside, Glen Eira, Kingston LLEN Inc. Independent Audit Report to the Members of Bayside, Glen Eira, Kingston LLEN Inc.

Scope

I have audited the attached financial report, being a special purpose financial report, of Bayside, Glen Eira, Kingston LLEN Inc. (the association), which comprises the Statement by Members of the Committee, Statement of Financial Performance, Statement of Financial Position and Notes for the year ended 31 December 2016.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Associations Incorporation Act Victoria and are appropriate to meet the needs of the members. The committee's responsibilities also include establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report. The financial report has been prepared for distribution to members for the purpose of fulfilling the committee's financial reporting under the Associations Incorporation Act. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independent Audit Report (continued)

**Bayside, Glen Eira, Kingston LLEN Inc.
Independent Audit Report
to the Members of
Bayside, Glen Eira, Kingston LLEN Inc.**

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion, the financial report of Bayside, Glen Eira, Kingston LLEN Inc. presents fairly, in all material respects the financial position of Bayside, Glen Eira, Kingston LLEN Inc. as of 31 December 2016 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

Signed,



Justin Nancarrow, Chartered Accountant

Dated this 9th day of February 2017

**NP Accounting Pty Ltd
258 Dorset Road, Boronia VIC 3155**

Committee of Management 2016

Sue Cattermole	Chairperson	CEO, St Vincent de Paul Society
Ben Vasiliou	Deputy Chair	CEO, SkillsPlus & BRACE
Les Heimann OAM	Treasurer	Community Member
Robyn Cochrane	Secretary	Researcher, Monash University and Director, Cochrane Research Solutions
Conor Mullan	Ordinary Member	Project Manager, Youth and School Partnerships, Chisholm Institute
Dan Romanis	Ordinary Member	CEO, Marriott Support Services
Vivienne McElwee	Ordinary Member	Principal, Sandringham College Senior Campus
Toby Laverick	Ordinary Member	Youth Services Coordinator, Glen Eira City Council
Linda Mullett	Ordinary Member	Koorie Education Support Officer, DET
Brent Govan	Ordinary Member	Principal, Holmesglen Vocational College
Tracey Fenton	Ordinary Member (resigned 2016)	Partnerships and Strategies Manager, Taskforce
Simon Hamilton	Ordinary Member (resigned 2016)	Senior Advisor, Department of Education and Training
Sallyanne Sprakel	Ordinary Member (resigned 2016)	Principal, Holmesglen Vocational College

BGK LLEN Team 2016

Brendan O'Connell	Executive Officer
Kathy Woods	Business Manager
Samantha Hewitson	Project Officer
Nick Johns	Project Manager – Flexible Learning Victoria
Louisa Ellum	Chief Executive Officer (until Jan 2016)
Emma Mestitz	Beyond the School Gates – Manager (until Dec 2016)
Debra Parker	Project Manager – Flexible Learning Victoria (until July 2016)
Yva Klaric	Project Officer – Structured Workplace Learning (until Dec 2016)
Michele Sargent	Project Officer – Structured Workplace Learning (until April 2016)
Elena Ricciuti	Project Officer – Industry Engagement (until Dec 2016)





**Bayside Glen Eira Kingston Local Learning
& Employment Network (BGKLEN)**

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