



equal education and
employment outcomes
for all young people

ANNUAL REPORT 2020



The BGKLEN has
over 100 members.

Supports 37
secondary school and
education providers.

And strong
relationships with over
200 local businesses.

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Contracts Overview

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

In 2020, BGK LLEN held the following contracts:



Victorian Funding Agreement and School Employer Engagement

DEPARTMENT OF EDUCATION & TRAINING

This contract is funded for the brokerage of partnerships that will result in an increase in school-employer engagement activities.

On Track Connect

DEPARTMENT OF EDUCATION & TRAINING

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

Chairperson Report

To say 2020 was a defining year is more than an understatement. But as we continue to head into 2021 with a new sense of hope and tentatively take the first steps into our 'new normal', the needs of young people and the work of the BGK LLEN are more present than ever.

While the immediate effects that the pandemic had on young people were somewhat visible through lockdowns, school closures and job losses, the long-term impacts will no doubt be felt for many years to come.

Supporting education and employment outcomes for the young people in the municipalities of Bayside, Kingston and Glen Eira is more important now than it has ever been and the BGK LLEN is placed to make a real difference in the lives of many young people across our region.

I would first like to acknowledge the amazing work the BGK LLEN team has done over the last year, continuing to be a responsive and flexible organization that delivers high quality services no matter what the circumstance. I would especially like to acknowledge the work of our Executive Officer, Jayne Valle, who commenced in early 2020 and has guided the BGK LLEN through in one of the most unique and difficult periods we have ever experienced.

Despite the obstacles and challenges of the last 12 months, there were still many amazing highlights and achievements for the BGK LLEN.

Structured Workplace Learning (SWL)

BGK LLEN worked with various employers to place young people into meaningful Structured Workplace Learning opportunities before COVID-19 and sustained the program throughout the year by working creatively with employers and schools. The team should be commended on the responsiveness demonstrated through online workshops and virtual industry tours.

School online workshops

In response to COVID-19 restrictions BGK LLEN adapted classroom workshops to an online platform. The workshops had over 145 downloads across Victoria and Queensland. Over 600 students engaged in online workshops and other virtual experiences.

Virtual STEM Conference

BGK LLEN embraced the future world of work and hosted its first ever STEM (Science, Technology and Maths) Conference. Due to COVID-19 restrictions the two day conference was held online with 24 schools attending and 622 people visiting the conference and engaging with 80 stallholders.

YearOut

The YearOut website (www.yearout.org.au/) was launched in 2019 as an online school leaver's guide. It presents a range of universal and localised resources for young people and families to navigate to support post-school outcomes.

Lastly, I would like to acknowledge the ongoing support from our amazing Committee of Management who continue to give their time and efforts to champion the BGK LLEN cause. A special mention goes to our previous Chair, Ben Vasiliou, who stepped down from the COM at the end of 2020. Ben has been a long-time supporter of the BGK LLEN and someone who put their heart and soul into his support of the Committee of Management. Thank you, Ben.

A big thank you as well to all of our young people, schools, employers, funding bodies, supporters and stakeholders for your continued partnership and support over the last year.

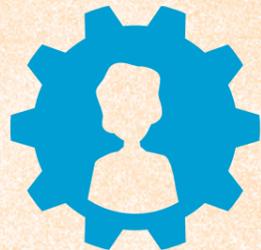
Here's to a great 2021.

Toby Laverick
Acting Chair, Committee of Management

Our Strategic Priorities for 2020



1 Life Skills Development



2 Career & Work Skills Development



3 Expanding Student Mental Health Support

As well as pursuing our current role of service coordination growing the structured workplace learning program and helping students build positive connections in schools.

Executive Officer's Report

Within challenges lay opportunities. This was the mantra that the BGK LLEN team adopted as we navigated our way through the COVID-19 pandemic.

With support from our revered Committee of Management, our small energetic team consulted with school communities, community stakeholders and employers to identify how we could be most effective.

With a lot of hard work, upskilling and collaboration, by the end of Term 1 we provided schools across Victoria with a suite of online workshops, resources and industry tours. While we were not able to deliver our annual Industry Expo or At-Risk Forum, we were thrilled to deliver a highly engaging STEM Expo which attracted over 600 visitors.

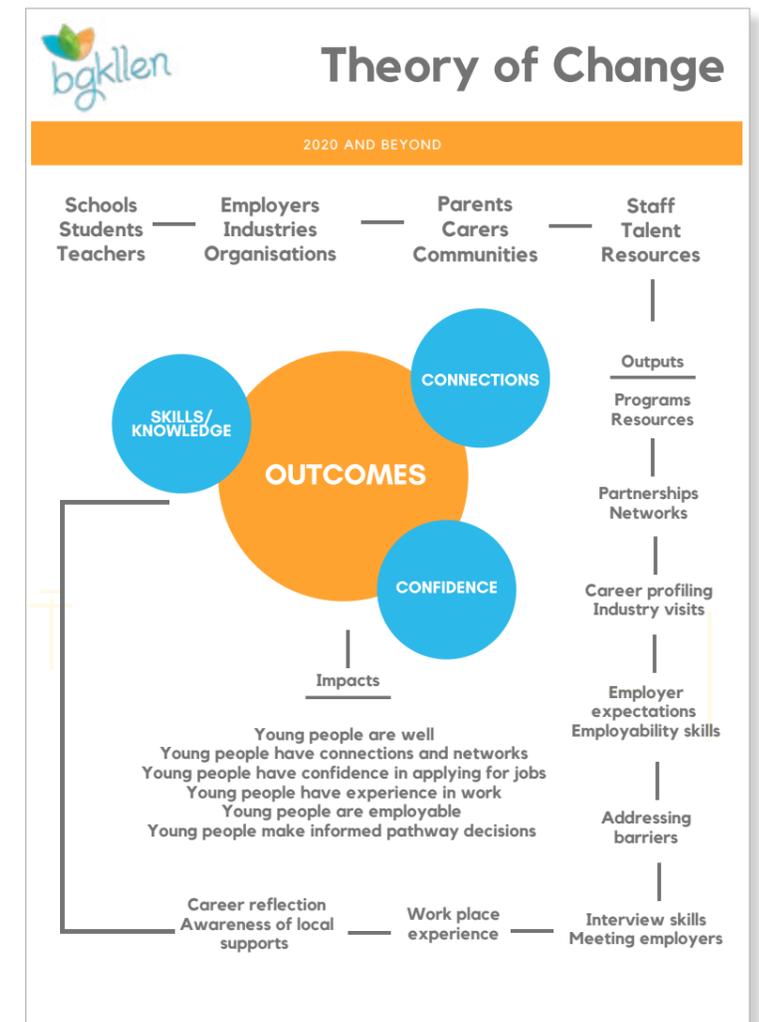
During the COVID-19 restrictions our research showed young people experienced significant stress and anxiety. In response to these findings, we delivered several virtual Managing Stress and Anxiety Workshops, some in partnership with Bayside City Council. We also continued to promote our Mind Unwind app and distributed our much loved Anti-Anxiety Cards to schools across Victoria.

Throughout the year we proudly launched our virtual School Leavers Guide 'YearOut'. The YearOut website is packed full of universal and local resources.

Another key highlight of the year was the development of Yarning Circles, delivered in partnership with Koori Education Support Officers from Department of Education and Training. Yarning Circles are delivered to local secondary School Career and Pathway Practitioners to improve post school pathway outcomes for Koori Students. The Yarning Circle initiative has been included in the Department of Education and Training Victorian State Marrung Aboriginal Education Plan 2016-2026.

I am grateful for all the above mentioned experiences and much more which have both challenged and aspired me in my first year as Executive Officer at BGK LLEN. I sincerely thank my hardworking, dedicated team and passionate Committee of Management. The future is bright for BGK LLEN.

Jayne Valle
Executive Officer



Key Initiatives

COVID-19 response – new online resources

BGK LLEN is renowned for its high quality suite of school community workshops. BGK LLEN was requested by several schools to facilitate Student Work Readiness Workshops at the beginning of 2020 but unfortunately many bookings were cancelled due to COVID-19.

As COVID-19 restrictions were implemented the BGK LLEN consulted with schools to understand their needs during remote learning. A school survey was distributed to the VCAL and Careers Practitioners in all schools. Following the surveying process, the BGK LLEN was able to identify specific needs and pivot resources.

BGK LLEN addressed the emerging needs by developing online workshops which involved a pre-recorded presentation comprising in-depth content and accompanied by resources.

The workshops covered the following topics:

- Career journeys
- Employer expectations
- GET IT – skills and mindsets
- How to start a business
- Industry exploration: Engineering
- Interview like a pro
- Life skills for young people
- Managing stress and anxiety
- Occupational Health and Safety
- Setting yourself apart – job application

The workshops were **downloaded 125 times** by TAFEs, LLENs, specialist schools, organisations, primary schools and flexible learning schools across Victoria and Queensland.

“I just ran the workshop and it went really well!! Thanks so much to the team for putting these resources together; students will certainly benefit from them” **Shelley Muir, Mentone Grammar**

Our teachers told us which of our NEW online resources you would find useful



Career Journey Workshop
The Career Journey Mini Video series provides students with three different career journeys by three very different professionals. A range of questions are explored and students are able to compare, discuss and identify some key messages they can apply to their own career journeys.

EMPLOYER EXPECTATIONS
Employer Expectation Workshop encompasses students exploring what employers really want from future staff and linking this to the skills they have now. Students practice expressing the skills and qualities they have in preparation of seeking employment.

Industry Exploration - Engineering Workshop
Industry Exploration – Engineering workshop consists of the exploration of the roles that are a part of the engineering industry and the different pathways to enter the industry. Students gain insight from real employees from a successful local Electrical Engineering business, M.Brodribb located in Glen Iris. Students are able to see and explore the business from the perspective of employees, business owner, as well as, through a virtual tour of the business.

GET IT
GET IT follows the stories of six people who transitioned from school to work in diverse industries. These stories explore how personal skills and enterprise skills have contributed to success in the workplace. These videos are accompanied by lesson plans which are mapped to VCAL, Work Related Skills and Personal Development Skills.

How to Start a Business Workshop
How to Start a Business – “Off the Ground Get Down to Business” workshop consists of the exploration of the steps involved in starting a business and developing the range of skills to increase business success. Students gain insight from real local business owners on how they developed their business from nothing to successful operating businesses.

Interview like a Pro
Interview Like a Pro Workshop includes a video of current professionals sharing their tips on how to be successful in an interview. The workshop explores how to prepare for an interview, what employers are wanting to see from interviewees and how to present and express yourself to have the best possibility of success in an interview.

Life skills for Young People
The Life Skills for Young People Workshop explores vital elements to help young people navigate life and transition into adulthood. The workshop covers different types of work and work conditions, Medicare, budgeting and finance options, mobile phone plans, what's required to move out of home and support services that can help with money problems and managing fees.

STAY SAFE
The Stay Safe OH&S Workshops explore the elements that make up ensuring a workplace is safe. Alongside these workshops BGK LLEN have developed videos, activities and a OH&S Booklet for students to gain further insight into the processes involved in OH&S, as well as, apply their understanding of OH&S to real work environments.

Virtual 2020 STEM Conference
The future world of work will demand STEM skills, but what do STEM skills really look like? The STEM Conference explores how these skills are being used in a range of industries and careers and inspires students with stories, presentations, and demonstrations by industry leaders to consider a career in STEM.

Structured Workplace Learning Program

Young people experienced the biggest challenge to employment throughout COVID-19. Fortunately, the BGK LLEN SWL program provided students with opportunities to gain invaluable on-the-job experience and employability skills increasing their likelihood of future employment. The SWL program enables students undertaking a VET certificate, while completing their secondary school education, to access quality placements with local employers and businesses.

Throughout Term 2, schools were directed to cancel existing placements for the foreseeable future, leaving students without the placement hours they needed to complete their Certificates. The loss of these placements was felt by young people and schools identified a reduced level of engagement amongst these cohorts.

BGK LLEN faced the challenges of COVID-19 and strived to support schools and students in as many ways as possible throughout this uncertain time. BGK LLEN identified the Allied Health Assistance VETDSS students at Holmesglen to be most at risk of not completing their placement hours. To address this concern, BGK LLEN partnered with the Certificate Coordinators and delivered two Work-Readiness Workshops for the 77 Allied Health Assistance students.

To ensure that the SWL program provided opportunities for schools when they were permitted to resume placements, the team maintained strong partnerships with businesses within the program through regular communication and support. 90% of the host employers indicated they would continue to be a part of the program after restrictions eased to offer quality placements to students.

The SWL program continues to be an integral part of young people's career and skill development, as well as businesses growth.

77.8% of participants reported the workshop increased awareness of the skills needed for the health care industry

74.1% reported the workshop increased their confidence in securing future employment

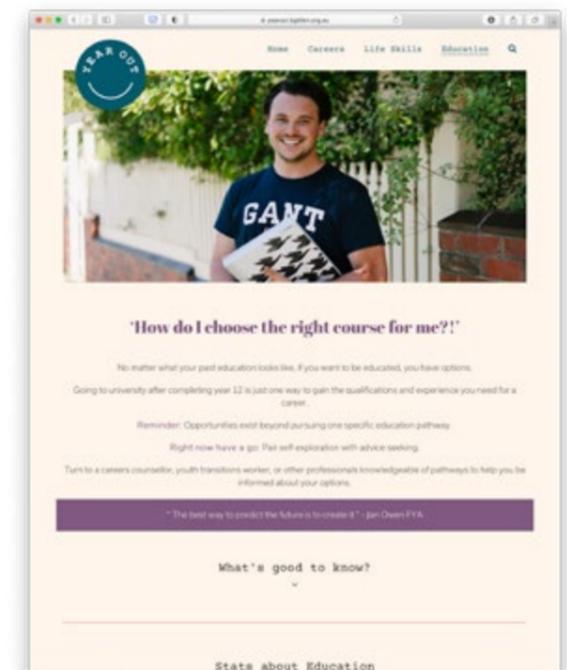
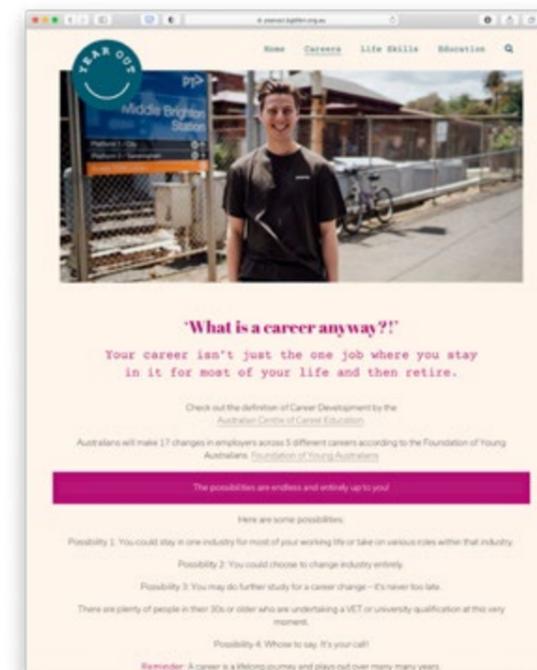
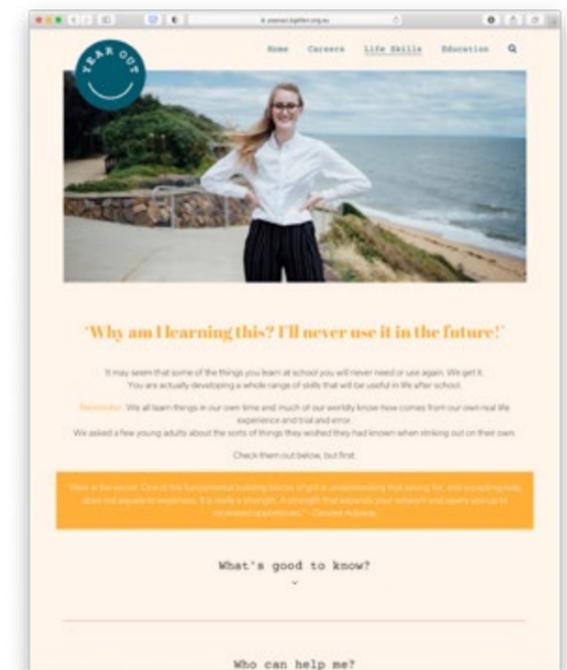
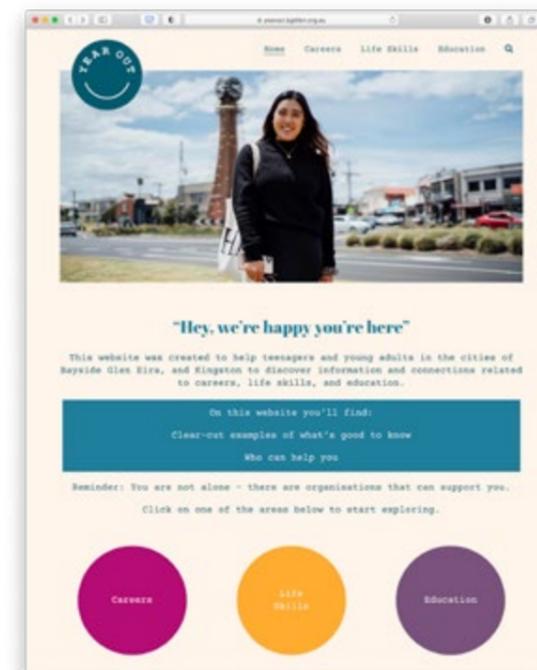
Running a live work-readiness virtual class with Holmesglen Allied Health Assistance students.



Year Out



In 2020, BGK LLEN built and launched our YearOut website (yearout.bgkllen.org.au). This website provides extensive information and support to young people who have completed secondary school and are looking for local supports in Careers, Life skills and Education.



Virtual Science Technology Engineering Mathematics (STEM) Careers Conference

The Virtual STEM Careers Conference brought together 15 STEM professionals from a range of industries and organisations over two jam packed days. Attendees had the opportunity to attend 14 sessions and scroll through the virtual platform which provided extensive STEM information. One of the highlights was the presentation delivered by keynote speaker Georgia Atkin-Smith.

Australian research continues to show that the jobs in STEM-related occupations are growing at a significant rate in comparisons to other industries. Significant work has been undertaken by organisations to support women's participation in STEM and women now represent 39.7% of the workforce (Department of Jobs and Small Business, 2019). Yet, there is growing concern that COVID-19 impacts will put the gains made by women in STEM at risk, as they reduce work hours and increase caring responsibilities.

Negative stereotypes and misconceptions about educational attainment hinder young women from choosing STEM subjects. The Virtual STEM Careers Conference highlighted a diverse range of people and careers which will help to bust myths and encourage more women into STEM. Conversations with stakeholders also reinforced the view that virtual STEM conferences increase accessibility, particularly to students who otherwise would not have this experience.

80 registrations involving **24 schools** across Victoria

622 visits through the virtual stalls which contained a variety of information and personal stories from the guest speakers.

Recordings made available through the BGK LLEN website were **viewed 46 times** post-event

New industry connections created for BGK LLEN and other LLENs interested in similar STEM activities.

“The conferences have been so inspiring and informative and they were able to teach you about various pathways which I found all of them really interesting.”

Student participant

“The STEM careers conferences have been informative yet inspiring, we’ve also been taught some new skills to help develop new ideas!”

Student participant



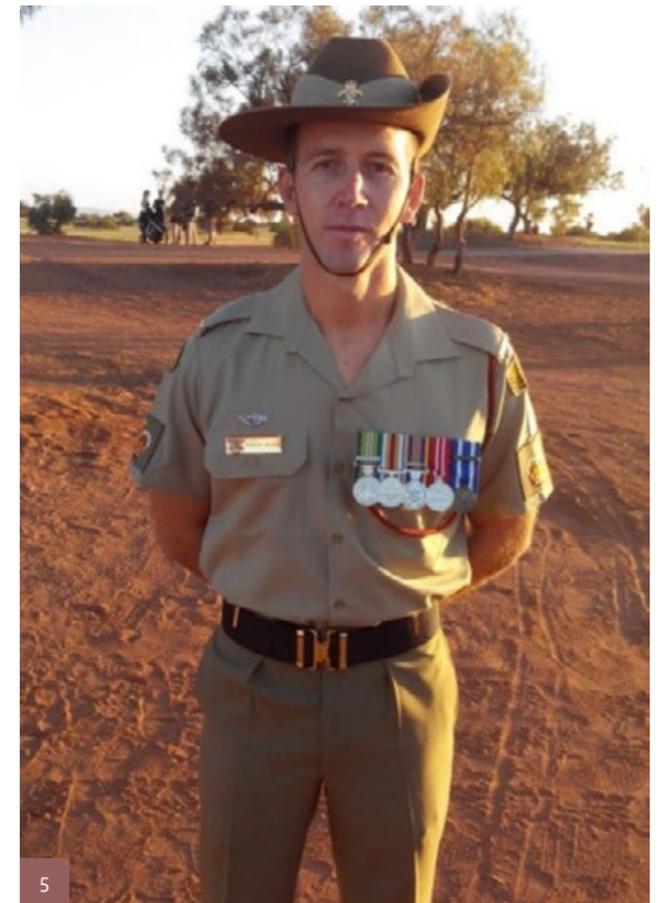
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5



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Images:

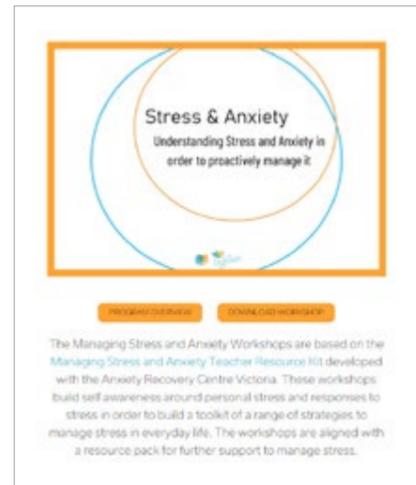
1. Ben Stubberfield, Twisted Science
2. Dr. Michael Wybrow, Monash University
3. Georgia Atkin-Smith, La Trobe University
4. Simone Bourke, Level Crossing Removal
5. Harlan Marks, Australian Defence Force

Wellbeing

Managing Stress and Anxiety Online Resource

BGK LLEN continues to support young people in managing their mental health and wellbeing through a range of initiative resources and capacity building. In response to COVID-19 we adapted our resources to reach young people through community workshops held on the Zoom online platform, our Mind Unwind app and delivering our online Managing Stress and Anxiety Workshop.

Our school communities were able to access presentations about how to proactively manage stress and anxiety and a range of downloadable resources. BGK LLEN proudly chairs a vibrant School Wellbeing Network and provides capacity building and networking opportunities to educators and practitioners across the region.



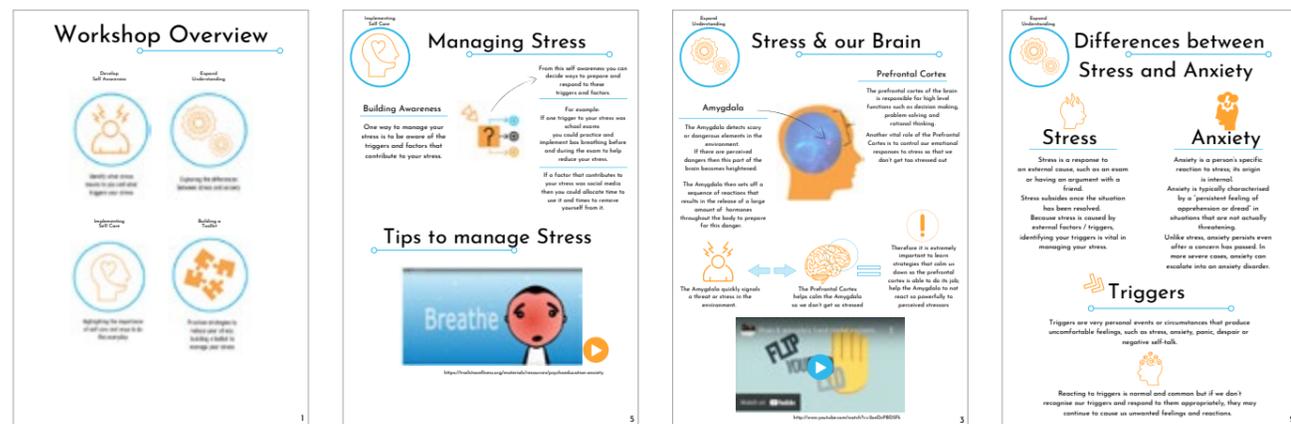
Managing Stress and Anxiety Community Session

In partnership with Bayside City Council Youth Services, the BGK LLEN facilitated four online Managing Stress and Anxiety Workshops to young people in the community. The workshops were delivered over four weeks and students from a range of secondary schools attended via Zoom. Participants built their self-awareness of how they respond to stress, triggers to stress and developed a toolkit of strategies to proactively manage their stress and anxiety. A booklet of information and strategies was also provided to each participant for further support and reference.

“It was great to learn more strategies to manage stress, and to learn about the cause of stress and how the brain works.” **Participant**

“You girls were fabulous. Thank you for the step by step information and the awesome pack. It will be well used in our household” **Parent**

“Felt good to learn new ways to deal with stress. The booklet is really helpful :)” **Participant**



Anti-Anxiety Cards

The Anti-Anxiety Card (green) was first developed in 2018 in partnership with Headspace Elsternwick and young people. In 2019 five new Anti-Anxiety Cards were designed by young people for young people and show the strategies explored in the Managing Stress and Anxiety Workshops. These cards are an accessible resource and reminder to all of the ways to manage stress and care for oneself.

Throughout 2020, the BGK LLEN continued to offer schools our Anti-Anxiety Cards sending more than 5,000 cards to schools and other organisations.



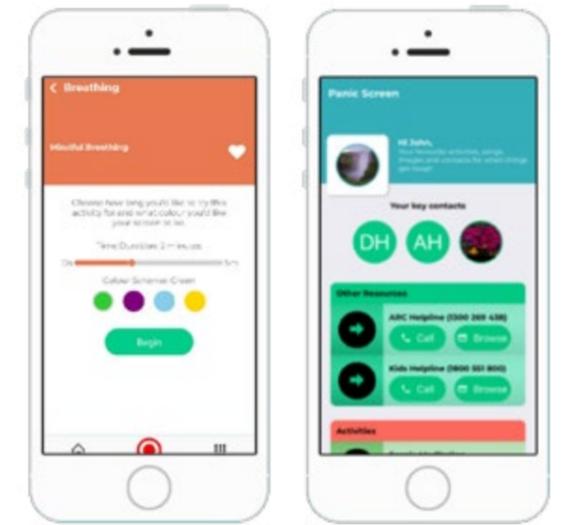
Mind Unwind App



The Mind Unwind app comprises a range of features, including a panic button, option to upload personalised contacts, songs and images, mood tracking, calming exercises and guided meditations, all 100% free.

The app has been downloaded not only Australia wide but also internationally.

There are a total number of **419 MindUnwind app downloads** in iOS app store from the range of May 1st, 2020 till March 29th, 2021. In terms of Google play store, there are a total of 47 active android devices with the MindUnwind application installed.



Engagement Events

Industry Tours

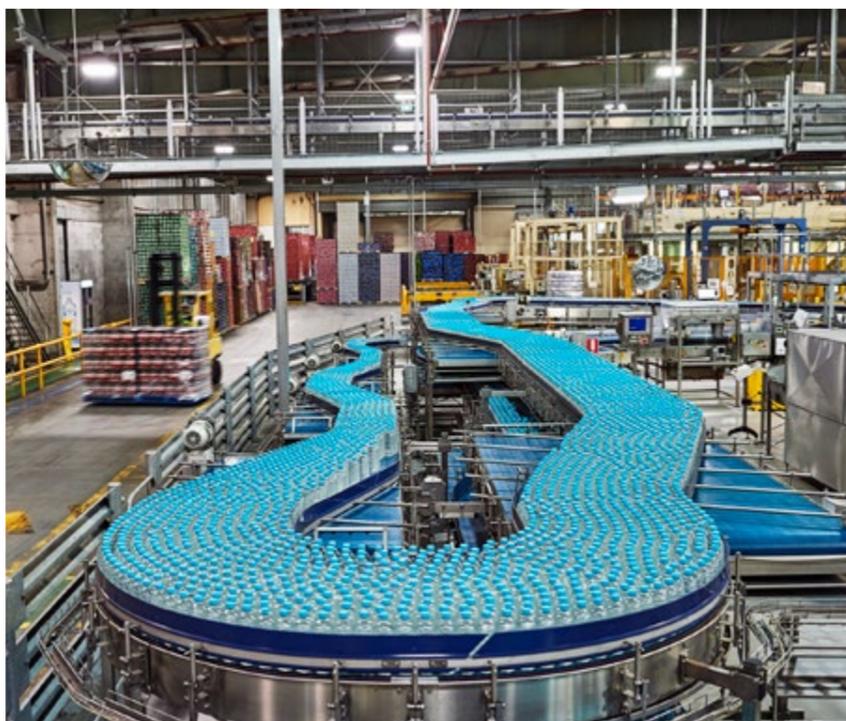
In 2020 a focus for BGK LLEN was to raise the profile of the Manufacturing industry in the City of Kingston. The South East Melbourne Region has approximately 5,000 manufacturing enterprises with 72,000 full-time and part-time manufacturing jobs, which accounts for one quarter of all manufacturing jobs in Melbourne and 14.2 percent of the total employment in the region. There is a need to change the perception of manufacturing in the community & there is a lack of awareness of new opportunities in advanced manufacturing (Regional Skills Demand Snapshot, South East Melbourne, July 2019).

In response to this, BGK LLEN partnered with two large manufacturing companies based in Kingston. Rinnai and Coca-Cola Amatil to offer industry tours for students. The tours highlighted the advanced manufacturing technologies and showcased the diverse career pathways.

BGK LLEN facilitated industry tours with Rinnai and year 10 students from Sandringham Secondary College. 75% of students reported the tours had a positive impact of their understanding of the manufacturing industry.

During the lockdown and COVID restrictions in Victoria, BGK LLEN supported Coca Cola Amatil industry tours to be run virtually for Parkdale Secondary College. 40 VCAL students had the opportunity to be virtually guided through the Moorabbin facility by Project Engineer Mia Spiteri. Mia was also able to share about her role and talk about the importance of women in STEM careers.

“Huge thanks for this afternoon. Really appreciate this opportunity particularly given we are school bound!” **Tracey Seach, Parkdale Secondary College**



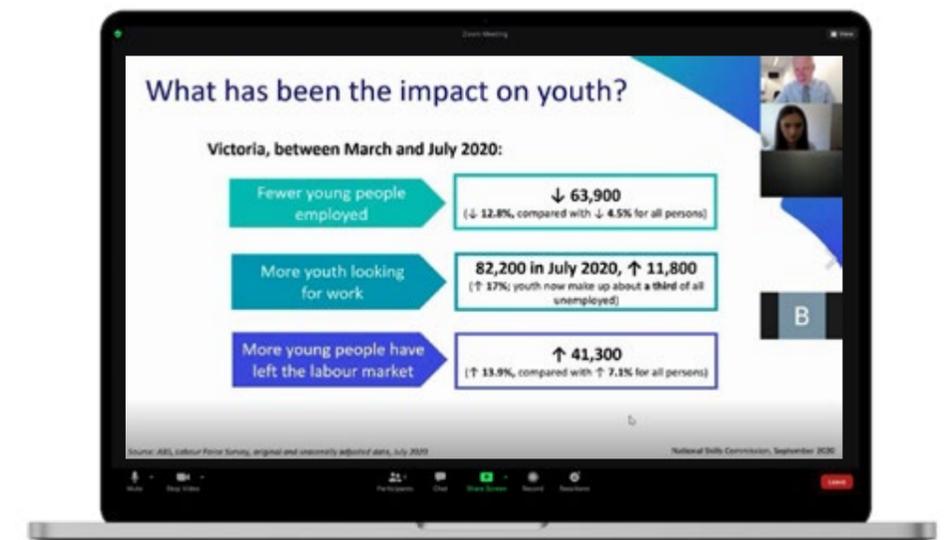
Supporting school staff through COVID

Our local School Careers practitioners expressed concerns to BGK LLEN about the long-term employment impacts COVID restrictions may have on their students. Staff sought advice on the labour market and how best to counsel young people in career decisions in a time where jobs and whole industries were so insecure and would need to undergo drastic changes to adapt the “new COVID normal”. BGK LLEN brought together Ivan Neville, Manager of the Labour Market Research and Analysis Branch in the Australian Government’s newly formed National Skills Commission and Bernadette Gigliotti, CEO The Australian Centre for Career Education. The webinar unpacked, the impact of COVID19 on youth employment, the Industries most affected and projected growth industries, impacts on industries that employ people with disabilities and finally how best to support all students to make important career decisions.

The webinar was attended by **67 people** from across Victoria from Schools and organisations that support young people.

77% of participants said the webinar increased their confidence in supporting the young people they work with

80% of participants said the webinar increased their knowledge of the labour market trends and future jobs for young people.



Treasurer's Report

It gives me great pleasure to present the financials for the 12 months ended 31 December 2020. The commitment displayed by the BGK LLEN to create opportunities for young people in the region during the challenges presented by COVID-19 has been inspiring. BGK LLEN has successfully managed, and continues to manage, the risks arising from the pandemic. Spending was lower than anticipated in 2020 due to the constraints brought about by lockdowns. Greater collaboration and expenditure are planned for 2021.

The 2020 audited financial statements have been prepared by our appointed independent external auditors, BPR Audit Pty Ltd. As at the end of 2020, BGK LLEN had total assets of \$804,849 and total liabilities of \$459,669, leaving the organisation with equity of \$345,180. The total liabilities include a 2021 funding payment for the LLEN contract totalling \$361,926, which is also accounted for in current assets accounts receivable, and \$97,773 for accounts payable and employee provisions. On a 'cash basis' BGK LLEN had cash totalling \$398,648 to meet the liabilities of \$97,773.

The BGK LLEN's finances are well managed by the team with oversight by the Committee of Management. I wish BGK LLEN every success for 2021 and beyond.

Bridget Anderson

Treasurer

Audited Financial Statement

BAYSIDE, GLEN EIRA, KINGSTON LLEN INC
ABN: 54263014967
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2020

	Note	2020 \$	2019 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	3	398,648	567,688
Accounts receivable and other debtors	4	398,118	55,204
TOTAL CURRENT ASSETS		<u>796,766</u>	<u>622,892</u>
NON-CURRENT ASSETS			
Property, plant and equipment	5	8,083	3,259
TOTAL NON-CURRENT ASSETS		<u>8,083</u>	<u>3,259</u>
TOTAL ASSETS		<u>804,849</u>	<u>626,151</u>
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and other liabilities	6	412,667	404,533
Employee provisions	7	47,002	33,285
TOTAL CURRENT LIABILITIES		<u>459,669</u>	<u>437,818</u>
NON-CURRENT LIABILITIES			
TOTAL NON-CURRENT LIABILITIES		<u>-</u>	<u>-</u>
TOTAL LIABILITIES		<u>459,669</u>	<u>437,818</u>
NET ASSETS		<u>345,180</u>	<u>188,333</u>
EQUITY			
Reserves		-	-
Retained surplus		345,180	188,333
TOTAL EQUITY		<u>345,180</u>	<u>188,333</u>

The accompanying notes form part of these financial statements.

BAYSIDE, GLEN EIRA, KINGSTON LLEN INC
ABN: 54263014967
INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

	2020	2019
	\$	\$
INCOME		
Grant Income	506,899	446,362
Funding 2020	506,899	-
Grant - LLEN Core Funding	-	220,134
Structured Workplace Learning	-	226,228
Other Operating Income	14,790	11,374
Other Income	14,790	10,652
Reimbursed Costs	-	722
Non-Operating Activities	94,736	5,095
Interest Received	2,012	5,095
Cash Boost Stimulus Non Assessable	92,724	-
Total Income	616,425	462,831
EXPENDITURE		
Administration Expenses	41,918	68,349
Accounting & Audit Fees	5,222	4,740
Administration Expenses	72	-
Advertising, Marketing, Promo	2,871	23,053
Bank Fees	184	233
Computer hardware	959	-
Computer Maintenance & IT Support	6,380	-
Computer Software & Licences	473	267
Conferences/Seminars/Forums	314	4,152
Depreciation	4,392	1,420
Governance Expense	1,084	2,571
Insurance	758	722
Internet & Email Services	595	603
Meetings Costs & Catering	327	1,357
Memberships & Subscriptions	5,885	4,205
Office Furniture (expensed)	-	-
Postage & Couriers	416	64
Reimbursed expenses	-	714
Repairs & Maintenance	57	419
Resources & Research	-	500
Rounding	(1)	-
Small Equipment Purchases	803	38
Staff Amenities	770	1,918
Stationery & Printing	4,528	9,801
Telephone	4,735	4,984
Travel, Parking, etc	1,094	6,588
Employment Expenses	380,587	385,529
Wages & Salaries	317,219	344,004
SGC Superannuation	30,136	30,966
Portable Long Service Leave	2,497	533
Work Cover Premium	3,086	3,396
Work Placement	-	100
Other Employer Expenses	12,491	6,715
Staff Training & PD	1,441	3,741
Provision for Employment Exp	13,717	(3,926)
Occupancy Expenses	23,835	24,251
Office Rental & On-Costs	22,097	21,850
Office Cleaning	-	190
Storage	1,080	1,062
Utility Costs	658	1,149
Project Expenses	13,239	111,406
BGK LLEN Events	-	167
Projects	7,874	105,440
Venue Hire & Catering	5,365	5,799
Total Expenses	459,578	589,535
Current Year Surplus/(Deficit)	156,847	(126,704)

Independent Audit Report

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bpr
 audit
 Your Independent External Expert

INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF BAYSIDE, GLEN EIRA, KINGSTON LLEN INC

Opinion

We have audited the accompanying financial report, being a special purpose financial report of Bayside, Glen Eira, Kingston LLEN Inc (the Entity), which comprises the statement of financial position as at 31 December 2020, statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, notes to the financial statements and the committee's report.

In our opinion the financial report of Bayside, Glen Eira, Kingston LLEN Inc has been prepared in accordance with Division 60 of the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act), including:

- giving a true and fair view of the Entity's financial position as at 31 December 2020 and of its financial performance for the year ended; and
- complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Entity in accordance with the auditor independence requirements of the Australian Charities and Not-for-profits Commission Act 2012 and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 and Division 60 of the ACNC Act. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Emphasis of Matter - Impact of Covid-19

We draw attention to Note 13 to the financial report, which describes management's current understanding of the impact of global Covid-19 pandemic and the related social distancing measures to the operations of Bayside, Glen Eira, Kingston LLEN Inc. The note discloses the key management assumptions to reach the conclusion that the impact of the pandemic on the Entity is manageable and the going concern basis of accounting is still appropriate. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance

The responsible entities of the Entity are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the ACNC Act and the needs of the members. The responsible entities' responsibility also includes such internal control as the responsible entities determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.



LIABILITY LIMITED BY A SCHEME
 APPROVED UNDER PROFESSIONAL
 STANDARDS LEGISLATION

In preparing the financial report, the responsible entities are responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the responsible entities either intend to liquidate the Entity or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Bernie Rohan
Director

BPR Audit Pty Ltd
(Authorised Audit Company)
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Hawthorn East VIC 3123

Dated: Mar 11, 2021

Our Committee of Management and Staff

Committee of Management

Toby Laverick
(Community Engagement Co-ordinator, Headspace) – Acting Chair

Toby has worked in the Youth Sector for the last 20 years. He has worked in a range of fields including wilderness therapy, youth homelessness as well as in youth education and employment support. Most recently, Toby has worked for Bayside and Glen Eira City Councils and this is where he first joined as a COM member around six years ago. Toby is currently the Community Engagement Coordinator for Headspace.

Stuart Davies
(Industry Careers Consultant) – Deputy Chair

Stuart has spent the last 25 five years working in the Vocational Education and Employment sector, across a number of organisations employing well over 5,000 young people with apprenticeships or traineeships, including developing Specialist Employment Programs for Students with special needs as a Part of the Ticket to Work Program. Stuart specialises in Occupational Health and Safety in the Group Training Sector along with Regulatory Compliance Consulting to business. Stuart has had over 20 years involvement with LLEN's in the South East Region and has been a BGK LLEN Com Member for seven years

Bridget Anderson
Treasurer

Bridget has gained more than 15 years' experience in accounting, human resources, and business administration with for-profit and not-for-profit organisations in Australia and the UK. An accountant by training, Bridget joined BGK LLEN to share her experience and expertise for social good. Bridget is curious by nature and has a love of learning. She appreciates the opportunity to be involved in an organisation that makes a difference to the lives of young people and to be able to give back to her community. Bridget is looking forward to supporting BGK LLEN now and into the future.

Dr. Robyn Cochrane
(CEO/Lead Researcher, Cochrane Research Solutions) – Secretary

Robyn has been a member of the COM since August 2013 and Secretary for several years. Robyn operates a small business that provides trusted advice to clients, mostly local government authorities (Councils), regarding consultation, research and strategy. Robyn also provides services to not-for-profit and other organisations. Prior to this Robyn was a Lecturer and Researcher with the Monash Business School at Monash University.

Lydia Sorenson
(Business Project Officer, Kingston City Council) – Ordinary Member

Lydia is a passionate contributor of the COM. Lydia has a background in social work including roles within Child Protection. More recently, Lydia has worked within the Economic Development Department of Kingston City Council and strives to develop partnerships between industry and local young people.

Ray Blessing
(CEO, Taskforce) – Ordinary Member

Ray is the CEO of Taskforce and prior to that he was the General Manager of Salvation Army. Ray is passionate about improving the outcomes for young people particularly those experiencing vulnerability or who are marginalised.

Alistair Bishop
(Service Support Manager, Bayside Peninsula South Eastern Victoria Region, Regional Services Group, Department of Education and Training) – Ordinary Member

Alistair joined the CoM in 2019 and brings a wealth of knowledge of the education and training sector and holds a Master of Education from the University of Melbourne. Alistair manages a portfolio of programs who aim to improve outcomes for the most vulnerable and marginalised young people across the Bayside and Peninsula region.

We acknowledge the following members who left the COM in 2019.

Ben Vasiliou
CEO, Youth Projects

Ben became CEO of Youth Projects in 2017, leading the way in prevention and early intervention for young people, giving them the opportunity to be the best they can be. Ben was named by Pro Bono Australia as one of the top 25 most influential and inspiring people in the social economy in 2020 and was also awarded the judges choice award of Innovator of the year. As a passionate advocate for the most vulnerable Australians, Ben is committed to driving significant reform and change to ensure everyone has the opportunity to be the best they can be.

Ben proudly served on the BGK LLEN COM for several years as a member, Treasurer and Chair.

Sue Cattermole CEO
St Vincent de Paul Society

Sue made a significant contribution to the BGK LLEN, serving as a Treasurer and Chair.

Sue is an accomplished professional in the social and corporate services sector and holds a degree in Business Administration, a Graduate Diploma in Corporate Governance and is also a member of the Chartered Institute of Management Accountants.

BGK LLEN Staff

Jayne Valle
Executive Officer

Kathy Woods
Business and Operations Manager

Laura Boyd
Partnerships and Pathways Coordinator

Carolyn Coyle
Partnerships and Pathways Coordinator

Major wins for 2020

Despite COVID-19 impacting our ability to place students and engage industry we identified new opportunities which include;

Quickly adapting our workshops to online resources.

Updated our website to include a 'online resources' to host our online resources.

Using our relationship with MP Tim Richardson, Parliamentary Secretary of Schools we connected with Major Projects, School Building Authority. This connection saw the inclusion of LLEN's into the Tenders so that large companies could engage with the school community through a LLEN local to their project.

Over 600 students participated in our workshops & virtual experiences.

Development of an initiative with our local DET Koori Engagement Support Workers (KESOs) to develop 'Yarning Circles'. Yarning Circles will occur once a term for Careers, VCAL and Wellbeing practitioners to increase their ability to support First Nation students and their families. KESOs recommend the Yarning Circles be physical meetings so they are on hold for the moment but the process is fulling developed. The KESOs will facilitate the Yarning Circles and outcomes will include the sharing of post school education and career pathway information.

We also supported the KESO's with their development of a local First Nations Careers Expo. Again, this is currently on hold due to COVID-19.

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

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