



# 2015

annual report

**SOUTH GIPPSLAND BASS COAST  
Local Learning and Employment Network**

# CONTENTS

Vision, Mission & Key Strategic Initiatives.....	1
Chairperson's Report .....	2
Executive Officer's Report .....	3
South Gippsland Trade Training Alliance .....	4
What Next .....	5
Local Industry Taster Programs.....	6
Water Production Learning.....	7
South Gippsland PS Leadership Conference .....	7
Inspiring Young People .....	8
City Kids Experiencing Country Life .....	9
Cerberus & VEET .....	10
JobSkills .....	11
Bass Coast Primary School Job Expo .....	12
GippsWebs for Business .....	12
Financials.....	13
Board of Management.....	17
People at the LLEN.....	18



## VALUES, MISSION & KEY STRATEGIC INITIATIVES

### VALUES

The operation and interactions of the South Gippsland Bass Coast Local Learning and Employment Network will be consistent with the following values:

- Accountability
- Respect for others and their opinions
- Interdependence and a team focus
- Honesty, openness and integrity
- Creativity and innovation
- Preparedness to act as an advocate
- Responsible financial management

### VISION STATEMENT

The South Gippsland Bass Coast Local Learning and Employment Network will assist in the facilitation of appropriate education, training and employment options for young people, which will contribute to building a stronger, healthier community.

### MISSION

To foster education, training and employment options within the South Gippsland Bass Coast areas through the engagement of the local community.

To achieve, through active collaboration, better pathways into education, training and employment for the young people within our communities.

### KEY STRATEGIC INITIATIVES

#### Strategic Goal 1:

Increase the percentage of students undertaking Year 12 or equivalent.

#### Strategic Goal 2:

Increase the percentage of students who exit school prior to year 12 or equivalent, to transition to education, training or sustainable employment.

#### Strategic Goal 3:

Raise aspiration and expectation of success from primary school level.

#### Strategic Goal 4:

Increase awareness and build partnerships with those who provide community programs to encourage re-engagement.



## CHAIRPERSON'S REPORT 2015

The South Gippsland Bass Coast LLEN has, during 2015 and 2016, continued to focus on initiating partnerships that will benefit our local young people. These partnerships can be with community groups and organisations and with business and industry; they are always designed to provide opportunities for young people to increase their capacity to make transitions successfully. A successful transition is important in the move from primary to secondary school; progressing through the duration of secondary school and in the step from school to post school destinations. Our partnerships aim to support young people to build resilience; to make informed decisions about their schooling and post-school education and to have the confidence to make positive and constructive plans for their future.

In the past year, the LLEN has engaged with many different organisations, including local and state government, commercial businesses, industry groups, primary and secondary schools, community-based service providers and public and private Registered Training Organisations. These collaborations have resulted in specific programs - targeting students and teachers - information forums, presentations, practical and financial support, careers forums and membership of several advisory and reference committees. More detailed information about our activities can be found in the following pages of this report.

The LLEN has also advocated on behalf of the public TAFE system through a submission to the McKenzie VET funding review and we have been heartened to learn that our position regarding the need for the restitution of specific support for rural and regional vocational education and training (VET) provision has been reflected in the Review's final report.

The change of government in late 2014 and the subsequent restructure of the Department of Education and Training (DE&T) have resulted in a new two year contract for the LLEN (with a further two year option). While LLENs are now required to focus more closely on the vulnerable and disengaged, we have been given greater latitude in how we work with local communities. A change of address has also

presented new opportunities for innovation, which has reinvigorated the work of our staff. Wendy, Karena and Laurie have continued to commit themselves to achieving the goals of the LLEN and on behalf of the Board and the wider LLEN membership I thank them for their skills, knowledge and dedication.

I am therefore pleased to report that the South Gippsland Bass Coast LLEN is working strategically to maintain and enhance its position into the foreseeable future, both as an effective contributor to the State Government's Education State policy and programs and as a local catalyst for innovation in the education and training sector.

As this will be my last AGM as Chair of the South Gippsland Bass Coast LLEN, I will take the opportunity to thank members of the Board for their support and friendship and, particularly, to acknowledge and thank Wendy, Karena and Laurie for their expertise, wisdom and support over the past few years.

*Maddy Harford*

Maddy Harford



## EXECUTIVE OFFICERS REPORT

South Gippsland Bass Coast LLEN commenced 2015 with a second one year extension of our contract but with \$80,000 less in funding. In the November state election LLENs had been promised four years of funding but only at the level we had received in 2009. While pleased to have an ongoing commitment to LLENs it forced a restructure with many LLENs across the network losing experienced staff. For SGBCLLEN this meant the loss of our long term admin officer and bookkeeper, Ann Roberts. Ann had been a member of our staff for more than 10 years and we valued her contribution and thank her for her work over that time.

The organisation also undertook other savings strategies with a reassessment of utilities and costs and the generous voluntary support of Lidia Taylor as bookkeeper. The City Kids program gave us a small but useful income and we were able to maintain our other staffing. Many of our stakeholders may not have been aware of the significant change to our circumstances.

Throughout 2015 the LLEN network worked with the Department of Education (DET) to re vision the LLEN and develop a strategy for the next four years. However, as a smaller part of a much larger restructure and the development and implementation of the Education State, we remained in a state of uncertainty until quite late in the year. Unfortunately for those LLENs facing the impending loss of the Workplace Learning Coordinator Program (WPLC), experienced staff continued to be lost from the network and for SGBCLLEN maintaining our staffing levels in to the future was an ever present concern.

The WPLC program lobbied hard for the continuation of the program without success. Finally DET announced that instead of continuing with the WPLC program a new strategy would be developed. This new approach would be implemented by LLENs. It would include some of the elements of the former WPLC but would focus on SWL and School Based Apprenticeships and would support young people by brokering hard to find placements either in particular industries or for students who required more support.

The development of the new program and the final implementation of new LLEN contracts were now crowded in to the last quarter of the year. For SGBCLLEN the impact administratively was challenging however the opportunity to deliver the new SWL program brought with it a greater sense of security as we could now offer staff ongoing roles.

Like many of our colleagues in the LLEN Network, our reduced circumstances at the start of 2015 lead us to accept an offer to relocate. Initially as a need to have the old High School building on the LEP occupied, the move has sparked an exciting new partnership with the South Gippsland Trade Skills Alliance and the development of the SGTSA Video Conferencing Centre, the venue for this AGM. We are hopeful that a potential third partner will join us later in the year bringing additional pathway options for young people to the Region.

We look forward to the next four years and the opportunity to work with our schools and community through the Victorian Education State strategy. I would like to thank Laurie and Karena for their continued efforts and also John (SGTSA) and Andrea (NDCO) who have become key members of the LLEN team.

Thank you all for your ongoing support as members and valued partners of the SGBCLLEN.

*Wendy Major*

Wendy Major  
Executive Officer



# SOUTH GIPPSLAND TRADE SKILLS ALLIANCE UPDATE

The Trade Training Centre initiative is a Commonwealth funded program (capital not ongoing) designed to help address regional skills shortages in specifically identified traditional trades.

The Trade Skills Alliance has been formed as a result of the bringing together of Trade Training Centre partners with Mary MacKillop Catholic Regional College.

The TSA is part of the broader VETiS program across South Gippsland but is different from other VETiS courses in that:

- it is encouraging students to undertake trade training in areas where there are known skill shortages and therefore pathways to employment;
- it provides access to industry standard training facilities which are not normally accessible within a school environment; and
- there will be a much stronger link with local industries and appropriate career advice for students and their parents regarding possible pathways.

South Gippsland TSA has a strong focus on improving the quality of the teaching and learning in courses by:

- Working closely with the RTOs on course design and delivery to ensure quality learning experiences; and
- Using a blended learning approach that not only helps address issues of distance but also offers flexibility and multi-modal learning options not currently available in other VETiS programs.

Programs being delivered are:

- Building and Construction (carpentry, electrical, plumbing) to be offered by Apprenticeships Group Australia (AGA).
- Automotive (focus on heavy/agricultural) to be offered by Federation Training.
- Agriculture to be offered by GoTAFE/NCDEA.
- Horticulture to be offered by Community College Gippsland (CCG).

The strong partnership with the South Gippsland Bass Coast LLEN has been crucial in the development of the SGTТА. The commitment by the SGBCLLEN to the

success of the SGTТА is apparent and the support, advice and expertise have been very beneficial. The SGBCLLEN employs the Project Coordinator under an arrangement with the SGTТА and provides office space and administrative support. The well established and extensive networks of the SGBCLLEN have proven to be invaluable. Joint activities for the future promotion of VET in Schools, and the SGTТА in particular, have been planned for 2015.

## Capital Works

Building works are substantially complete. The two major building projects involved the building of a new automotive workshop at Leongatha Secondary College and the refurbishment of the existing facilities at AGA Korumburra to include the provision of electrical and plumbing programs. Other works include the provision of hothouses (and associated equipment) and the construction of workshops at all participating schools.

Current capital works activity involves the finalising of equipment provision at all locations.

## Video Conferencing Facilities

IT Consultants BAGAL Services were appointed to provide advice on procurement needs and processes for video conferencing facilities. A strategic decision was made to jointly tender with West Gippsland TTA to maximise the financial and strategic value of our requirements.

The installation of the video conferencing facilities is essentially complete. Greater flexibility and capacity has been provided through the acquisition and commissioning of two mobile video conferencing devices that allows for connection to enable videoconferencing in remote locations.

*Photo: Students in the automotive workshop*



## SGTSA CONT'D

All schools are now connected through the shared network and we are seeking to maximise utilisation by encouraging broad school and community participation.

### Programs

All programs will be offered and available in 2016 and initial interest is encouraging.

### Challenges for 2016

Challenges for 2016 include:

- Development of management and governance models for future operations
- Development of financial arrangements to ensure sustainability
- Models for program delivery
- Promotion and recruitment of the Alliance and its programs
- Development of models for industry engagement and future industry participation



Photo: All the latest equipment



## WHAT NEXT?

The 'What Next?' event is a collaboration of the South Gippsland Bass Coast LLEN and the South Gippsland Bass Coast Youth in Transition Network; providing information on post-school options for young people who are differently abled or have learning barriers, their parents and educators, or any person who supports them. The information is specifically provided for young people attending secondary schools in the local area.

The guest speaker of 'Gerard Corbett from the NDIS' provided an insight into planned and expected changes for the National Disability Insurance Scheme (NDIS). The NDIS is scheduled to be implemented in our region in 2017.

Mycale James was also a guest presenter. Mycale spoke of her own achievements since leaving school. It was inspiring to hear from a young person about her journey through post-school options and the success she ultimately experienced. Mycale is currently studying Certificate IV in Disability and completing her placement at Bass Coast Specialist School.

A young man from Mirboo North who attended the event made a connection with Lisa at MEGT and is about to commence a traineeship in fitness.

Attendees were asked, in one sentence, to sum up this event:

- "Always interesting"
- "Informative"
- "Awesome"
- "A very enjoyable night"



# PROMOTING PATHWAYS IN LOCAL INDUSTRY - TASTER PROGRAMS

In 2015 we continued our push to promote trades and career pathways in industries identified as key economic drivers for South Gippsland Bass Coast.

The building industry taster developed in conjunction with Apprenticeships Group Australia (AGA) offered students insight into the carpentry, electrical and plumbing trades. Students were given access to hands on activities related to each of these trades as well as the opportunity to talk with local employers from the building industry.

A total of twenty year 9– 10 students from five different secondary colleges made use of the new Trade Skills Centre facilities at AGA in Korumburra. It is a quality facility that supports higher level of training outcomes as preparation for work.

With a number of significant building projects coming to South Gippsland Bass Coast in the immediate future it is evident there are fantastic opportunities on offer. We strongly encourage young people with an interest in any of these trades to keep these options in mind as a potential pathway.

The automotive taster held at the Leongatha Education Precinct had a total of thirty year 9 – 10 students from four different secondary colleges participating. The program offered a really helpful introduction to the wide range of vocational pathways that exist in the automotive industry.

Students were well supported by Federation Training mentors as they completed a range of 'hands on' activities. This was followed by an industry lunch which included conversations with automotive industry representatives from a range of backgrounds. Students were offered pathways information and details on accessing School Based Apprenticeships.

The program also emphasised opportunities within the heavy automotive sector. Given the focus on agriculture and horticulture in South Gippsland and Bass Coast this is an important area to develop. Thanks again to Cervus for the opportunity to visit their workshop and see what was taking place with servicing as well as finding out about some of the latest developments in farm equipment.

Again there are exciting pathways for auto industry workers in this sector. The new Trade Skills Centre facilities at the Leongatha Education Precinct is well equipped now to support that development.

An agriculture taster was conducted with support from the National Centre for Dairy Education Australia (NCDEA). The program was well attended and incorporated farm visits, hands on activities and contact with industry mentors from a wide range of related sectors.

Pathways into each of these trades is supported through access to training to Certificate 3 level via the South Gippsland Trade Skills Centre.

## Next steps

Having consulted with all of the partner organisations involved in the program in what was an extensive review we have decided on some changes to the format for 2016. The success of the program can to a significant extent be attributed to the development of partnerships between local industry/small business representatives and relevant Registered Training Organisations who have committed to delivery of quality training as a part of the South Gippsland Trade Training Alliance. Our intent is to build on this strength whilst targeting a much broader audience of South Gippsland / Bass Coast students.



## EDUCATION IN WATER PRODUCTION

The partnership continues to grow between South Gippsland Local Learning & Employment Network (SGBCLLEN), secondary colleges and the Victorian Desalination Plant operators Watersure in the develop of a number of programs that will benefit teachers, industry and students.

The SGBCLLEN has worked closely with Watersure's Community Liaison Officer, Rosemary Swart, to develop two programs that can be matched back to the curriculum.

An Industry engagement and professional development for teachers has been designed to promote school industry engagement, and to provide local teachers with a greater understanding of the desalination plant operations.

The second program on workplace safety has been designed for VCAL students. Local students are able to participate in a "real" industry OH&S induction session, giving them an understanding of OH&S expectations on a major industrial plant site.

Watersure has also been involved in other programs coordinated by the SGBCLLEN that support secondary and primary students in building career aspirations. Mentors from Watersure shared their pathways with year 11/12 students during the Inspiring Young People event and Technical staff participated in the Primary School Career Expo where they taught students about the desalination process. The success of both these programs has been attributed to Watersures strong support..

Rosemary Swart said "Watersure's involvement in these activities allows our staff to share their expertise in their various fields of work with the local community, to benefit local students, and provide an insight into our industry".

## 2015 SOUTH GIPPSLAND PRIMARY SCHOOL LEADERSHIP CONFERENCE



2015 was the fifth year the South Gippsland Primary School Leadership Conference has been held in Korumburra after it was recognised



by the Assistant Principals group that a leadership conference accessible to regional schools was need locally. The SGBCLLEN came on board and developed partnerships between schools, business and local Government to support the event.

In 2016 the conference was attended by 90 students who enjoyed the thought provoking interactive activities delivered by GRIP Leadership, a Sydney based company that deliver Leadership events nationally to Primary, Secondary and industry. Students participated in a footy clinic delivered by AFL Gippsland as part of their lunch time activities and heard from Commonwealth Games high jump gold medallist, Leongatha's Eleanor Patterson during a Q & A session.

The conference provides an understanding that students can make a difference and to experience what it means to be a leader. This creates confidence they can then take back to their schools and put into place, teaching others the meaning of leadership.



## INSPIRING YOUNG PEOPLE

One hundred people attended the two Inspiring Young People's events held during 2015. The first was an Inspiring Young People with a Disability and the second was an Inspiring Young People with both events being held in Bass Coast.

The 'Inspiring' program was designed to support students in South Gippsland and Bass Coast Secondary Colleges to gain an insight and appreciation of the varied roles and opportunities available to them within the region. Students have the opportunity to meet and speak with mentors from the local community and learn more about the careers and pathways these mentors had chosen.

Both events had guest speakers, with two local young people with disabilities Mich and Makala, sharing their stories about their achievements at the disability Inspiring. James Taylor & Chelsea Howard sharing the guest speaker roll at the second event, James spoke about his pathway and career with the Bureau of Meteorology (BOM) and Chelsea about her role with Visa Asia Pacific.

Students and mentors had the opportunity to listen to other inspirational speakers throughout both events and the message was very clear from all that there is no right or wrong way to embarking on your career. Hard work, passion and commitment can and will help you to achieve your goals.

Other mentors spoke of opportunities and careers in Local Council, Dept. Environment and Primary Industries, the automotive industry and traditional trades.

Both the events were extremely successful with a number of mentors commenting on how inspired and privileged they felt after sharing their stories with an amazing group of young people and the positive approach these students have for their future.

One student said; "I have decided I would like to know more about career opportunities within the BOM after hearing about James job" and another said they are now interested in Occupational Therapy a pathway they hadn't ever considered as they didn't know it existed.



## CITY KIDS EXPERIENCING COUNTRY LIFE

The “City Kids Experiencing Country Life” Program was developed as a State Government Initiative to provide a range of rural experiences for city students. The program is designed to give Year 5 & 6 students in metropolitan areas the chance to experience rural life, discover more about where their food comes from and develop an understanding of the historical and contemporary role of regional and rural communities in Victoria.

The four-day/three-night camps provide a range of rural experiences to give students the opportunity to discover more about food production, natural resources, and tourist attractions. They feature fun and practical activities that build team work, build confidence and develop practical skills. The camps are also an ideal opportunity to provide an insight and greater understanding into career opportunities in regional Victoria.

SGBCLLEN has partnered with Gippsland East LLEN (GELLEN) to deliver four of the eight camps in East Gippsland during 2015. Four camps were undertaken in South Gippsland with 180 students from Footscray West, Brandon Park, Upwey, Dandenong and Boronia West Schools attending camps at Forest Lodge Farm and Phillip Island Coastal Discovery Camp during 2015. Footscray West/ Forest Lodge Farm: Activities: Coal Creek Historical Village, canoeing, archery, flying fox, bush cooking, hut building and Venom Wise a native animal and snake ‘hands on’ exhibit.

### Dandenong Primary School/ Forest Lodge Farm:

Activities: Visit to Yarram Primary School with activities including similarities and differences, visit to the main street and a musical performance by each school. Canoeing, archery, flying fox, bush cooking, hut building and a visit to Warrook Farm on their return to Dandenong.



### Reservoir East/ (YMCA) Phillip Island Discovery Camp:

Activities: Churchill Island, Koala Park, Penguin Parade, surfing, archery, geocaching, bike riding, community garden and cooking. A visit to Cowes Primary School to meet country students and learn about a wonderful program called kahoots and visit the schools conservation area.

### Brandon Park / Forest Lodge Farm:

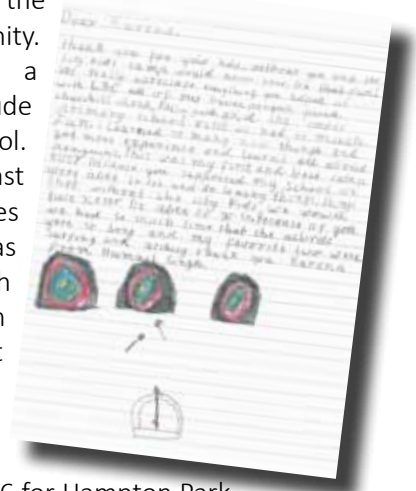
Activities included canoeing, archery, flying fox, bush cooking, hut building, Wilsons Promontory National Park, bush tucker activity and Warrock dairy farm Upway/Forest Lodge Farm: Activities included Warrook Farm, hut building, giant swing, bush cooking and a trip to Wilsons Promontory with mini beast activities and a play in the rock pools.

### Boronia West/ Forest Lodge Farm:

Activities: Coal Creek, Venom Wise and normal camp activities. During 2015 partnerships have grown between Yarram, Dandenong, Cowes and Reservoir East Primary Schools that has not only benefited city students but has enhanced local students with a greater understanding and appreciation of multiculturalism and Indigenous culture.

### What next

Reservoir East Primary School have through a partnerships formed by SGBCLLEN with Parks Victoria, constructed a bush tucker garden in the school to support and enhance cultural awareness to indigenous students, parents and the broader school community. This has promoted a positive learning attitude for students at the school. A visit to Reservoir East Primary School by Cowes Primary School has been organised for 24th August 2016 and Yarram primary School will visit Dandenong Primary School in May 2016. Three camps have been confirmed for 2016 for Hampton Park, Fairhills and Cranbourne Carlisle before the funding for the program ceases June 30th 2015.



## CERBERUS

In 2015 one hundred and four students from South Gippsland and Bass Coast Secondary Colleges took part in the HMAS Cerberus Royal Australian Navy's excursion held at their primary training facility at Crib Point on the Mornington Peninsula. Students took part in hands-on activities with the support of naval recruits from across Australia. They were given the opportunity to experience various aspects of the base and explore the many career possibilities available to cadets upon completion of basic training.

Many of the students had not realised the wide range of jobs available within the Navy. They all enjoyed the chance to see the training facilities at the base and to hear from experienced personnel about their jobs, especially some of the unique experiences the navy offered.

Students who were part of the Cerberus day had the opportunity to apply for a "Boot Camp" which is a 4 day program run during December at Cerberus. The Camp is designed as a recruitment camp / taster which is full of activities that exposes students to a taste of navy life.

This program has assisted many local students undertake a career pathway within the Defence Force after attending the excursion followed up by the four day boot camp.



## VICTORIAN ENERGY EDUCATION TRAINING (VEET)

Four South Gippsland Secondary College students took part in the Victorian Energy Education and Training (VEET) program which promotes careers within the energy industry to students studying VETiS Engineering or Year 11/12 Maths. The VEET program was developed in 2004 as a partnership between South Gippsland Bass Coast LLEN, Baw Baw Latrobe LLEN and the Energy Industry of the Latrobe Valley.

The VEET program consists of several activities including excursions to the Energy Training Centre at Chadstone. The students participate in hands-on activities learning about the distribution and transmission of energy whilst interacting with apprentices working in the field. The last excursion of the program included a visit to SP AusNet's Head Office and Chemical Laboratory to learn about a variety of scientific and information technology career pathways. The students undertook a practical three day work placement with SP AusNet in Leongatha giving a hands-on insight into the job of a linesperson.



## JOBSKILLS

Three hundred students from South Gippsland and Bass Coast Secondary Colleges attended the biggest JobSkills Expo ever staged in the region. They joined over two and a half thousand students from secondary schools across the Latrobe Valley, Baw Baw and Wellington local government areas.

The JobSkills Expo was a great opportunity for young people to experience a range of training and career options and encouraged them to start planning career pathways. It also offered industry a greater understanding of the aspirations of our young people.

Upon arrival students engaged in a broad range of activities, displays and forums. Amongst the offerings Federation Training hosted displays and hands on activities in areas such as Sport and Recreation, Hospitality and Massage. A highlight was the working robot in their Engineering display.

Monash University showcased their Nursing program complimented by the “LEAP into Health” program. LEAP seeks to engage students with Universities and professional communities and demystify the links between school, higher education and professional careers.

A total of seven industry based seminars were run on the day featuring guest speakers from each industry. Seminars covered information about career pathways, training and job opportunities and were well received by students and teachers.

The Gippsland JobSkills Expo was organised by South Gippsland Bass Coast LLEN and Baw Baw Latrobe LLEN. The event was well supported with sponsorship from a number of organisations including:

- Local Governments (including Bass Coast and South Gippsland Shires)
- Federation University
- Federation Training
- Community College Gippsland
- MEGT
- Energy Australia
- AusNAC
- Lardner Park
- Gippsland Trades and Labour Council.

This sponsorship enabled the provision of free transport for every student to and from the expo.



# BASS COAST PRIMARY SCHOOL JOB EXPO

Grade 5 and 6 students from Wonthaggi, Wonthaggi North, San Remo and St Joseph's Primary Schools were given an insight into different occupations available within the local community. Exhibitors from eighteen local business and industries provided hands on activities to give the students a taste of what tasks are involved in their daily jobs.

Students participated in career activities at their schools before taking part in the expo which instigated conversation around pathways, what they enjoy doing and initiated thinking about their future. All business and education facilities involved produced information for the students about schooling and skills required to peruse a career in their industry.

The program was designed to broaden student's knowledge about the sorts of jobs that are out there and to build aspirations for their future. This was the second year the program has been facilitated by the SGBCLLEN and has been well represented by business, community and local schools which have identified the need need for career exploration in Primary School before students head into their Secondary Schooling to "build aspirations".



## GIPPSWEBS FOR BUSINESS

A partnership between Monash University Gippsland, South Gippsland Bass Coast and Baw Baw Latrobe Local Learning & Employment Networks has continued to strengthen the GippsWebs for Business program which helps to link local businesses and students.

The program has become a key means for business to strengthen partnerships with local schools, and provided many benefits for all involved.

The program runs during term three when students work with selected small business owners gathering information and learning about the daily operation of the business before using their skills in IT and web development to create a website that can be used by the business.

This year, 126 Information Technology students from 8 secondary schools across Gippsland were partnered with 33 local businesses. Two teams from Leongatha Secondary College participated in the program and worked with local business Kelvin Johns Bi-Rite and Community Organisation Leongatha Netball Association with outstanding result.

Team "Doing our Best" consisting of three year 10 students who worked closely with Emma Smith from the Leongatha Netball Association to produce a fully functional webpage. This team was selected as one of eight teams throughout Gippsland to present their webpage during a presentation evening held at Federation University Churchill.



## FINANCIALS

**South Gippsland/Bass Coast Local Learning and Employment Network Inc.**  
**Independent Auditor's Report**  
**to the Members of**  
South Gippsland Bass Coast Local Learning and Employment Network Inc.

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I have audited the accompanying financial report, being a special purpose financial report, of South Gippsland Bass Coast Local Learning and Employment Network Inc, which comprises the balance sheet as at 31<sup>st</sup> December 2015, the profit and loss for the year then ended, notes to the financial statements, cash flow statement and statement by members of the board of management.

**Board of Management's Responsibility for the Financial Report**

The board is responsible for the preparation of the financial report, and has determined that the basis of preparation described in

Note 1 is appropriate to meet the requirements of the Associations Incorporation Reform Act (Vic) 2012 and is appropriate to meet the needs of the members. The board's responsibility also includes such internal control as the board determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

My responsibility is to express an opinion on the financial report based on my audit. I have conducted my audit in accordance with Australian Auditing Standards. Those standards require that I 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 association's preparation 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 association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the board, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis of my audit opinion.

**Opinion**

In my opinion, the financial report of South Gippsland/Bass Coast Local Learning and Employment Network Inc gives a true and fair view in all material respects, the financial position of the association as at 31 December 2015 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the Associations Incorporation Reform Act (Vic) 2012.



Bruce Hydon  
Dated this 16<sup>th</sup> day of February, 2016

**South Gippsland/Bass Coast Local Learning and Employment Network INC**  
A0041528G

**Statement by Members of the Board of Management**

In the opinion of the committee of South Gippsland/Bass Coast Local Learning and Employment Network INC., the financial report:

- i) Presents fairly the financial position of South Gippsland/Bass Coast Local Learning and Employment Network INC. as at 31 December 2015 and its performance for the year ended on that date in accordance with the Australian Accounting Standards, mandatory professional reporting requirements and other Authoritative pronouncements of the Australian Accounting Standards Board.
- ii) At the date of this statement there are reasonable grounds to believe that the association will be able to pay its debts and when they fall due.

This statement is made in accordance with a resolution of the Board of Management and is signed for and on behalf of the Board of Management by:

*M. G. Harford*

M Harford  
Chair

February 10/02/16

*A. Martin*

A Martin  
Deputy Chair

February 10/02/16

**SOUTH GIPPSLAND/BASS COAST  
LOCAL LEARNING AND EMPLOYMENT NETWORK INC.**

**CASH FLOW STATEMENT**

**FOR THE YEAR ENDED 31ST DECEMBER 2015**

	<b>2015</b>	<b>2014</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Operating grants	255,210	520,288
Operating receipts	12,243	130,332
Payments to suppliers	-87,265	-199,818
Payments to employees	-306,800	-360,056
<b>Net cash used in [provided by] operating activities</b>	<b>-126,612</b>	<b>90,746</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Movement in term deposits		81,386
Purchase of computer & electronic equipment	-6,296	-
Interest received	2,137	3,089
<b>Net cash used in [provided by] investing activities</b>	<b>-4,159</b>	<b>84,475</b>
<b>NET DECREASE [(INCREASE) IN CASH HELD]</b>	<b>-130,771</b>	<b>175,221</b>
<b>CASH AT THE BEGINNING OF FINANCIAL YEAR</b>	<b>265,362</b>	<b>90,141</b>
<b>CASH AT END OF FINANCIAL YEAR</b>	<b>134,591</b>	<b>265,362</b>
<b>Represented by:</b>		
Bendigo Bank term deposit	50,000	-
CBA cheque account	46,114	214,675
CBA net saver	6,698	-
Petty cash	139	236
CBA term deposit	31,640	50,451
	<b>134,591</b>	<b>265,362</b>

## BOARD OF MANAGEMENT

NAME	ORGANISATION	CATEGORY
Maddy Harford (Chair)	Maddy Harford & Assoc.	10 – Community Member
Anwyn Martin (Vice Chair)	Adult Community Education	3 – Adult Community Education
Gerard Martin (Treasurer)	Mary MacKillop Catholic Regional College	1 - Schools
Barbara Look (Secretary)	South Gippsland Shire	7 – Local Government
Brad Beach	Federation Training	2 – TAFE Institutes or Universities
Paul Boys	Parent	11 – Co-opted
Leanne Bunn	National Centre for Dairy Education	4 – Other Training Organisations
Michael Dixon	Apprenticeship Group Australia	6 - Employers
Peter Francis	Bass Coast Shire	7 – Local Government
Simon Taylor	Murray Goulburn Co-op Pty Ltd	6 - Employers
Margie Woods	Phillip Island Nature Parks	8 – Other Community Agencies

## PEOPLE AT THE LLEN



**WENDY  
MAJOR**

Executive Officer



**LAURIE  
WERRETT**

Partnership  
Broker



**KARENA  
KERR**

Partnership  
Broker

## CO-LOCATED PROGRAMS



**JOHN  
CARGILL**

SGTSA  
Project  
Coordinator



**ANDREA  
EVANS-MCCALL**

National  
Disability  
Coordination  
Program Officer



South Gippsland Bass Coast  
Local Learning  
and Employment Network

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