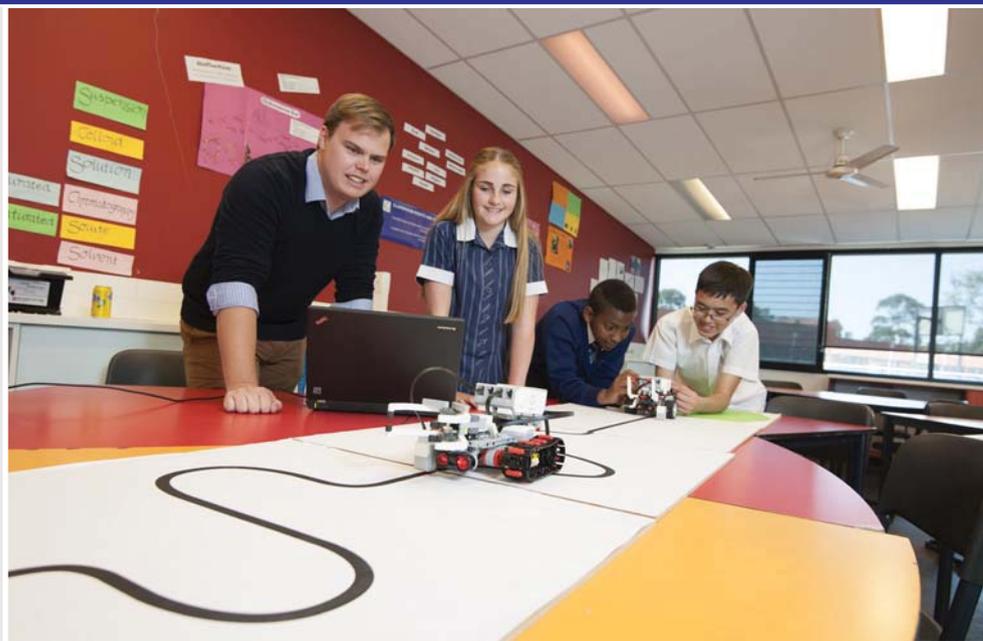


Brimbank/Melton LLEN Annual Report

2015



*Brimbank/Melton
Local Learning & Employment Network Inc.*

**BRIMBANK/MELTON
LOCAL LEARNING**



**& EMPLOYMENT
NETWORK**

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ABOUT THE BMLLEN

The Brimbank/Melton Local Learning & Employment Network Inc (BMLLEN) is one of 31 LLEN’s across Victoria. The network was established in 2001 as a result of recommendations from the Kirby Report (a Ministerial review of Post Compulsory Education & Training).

The BMLLEN is a membership based organisation that brokers partnerships to foster a strategic whole of community approach that supports young people’s learning outcomes, transitions and pathways.

The BMLLEN services the Brimbank and Melton Local Government Areas, covering more than 650 square kilometres with over 332,000 people and providing over 90 schools/100 campuses.

From 2002 to 2015 the LLEN’s have been funded by the Victorian Department of Education and Training. From 2010-2014 funding was also provided to the LLEN network by the Commonwealth Government- “School Business Community Partnership Broker” program.

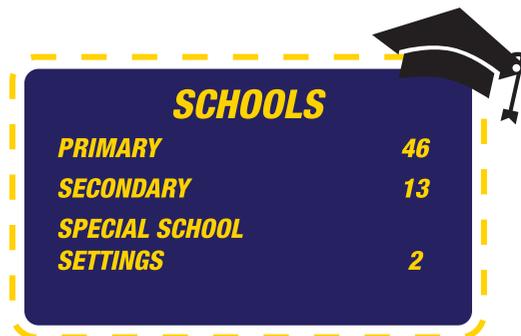
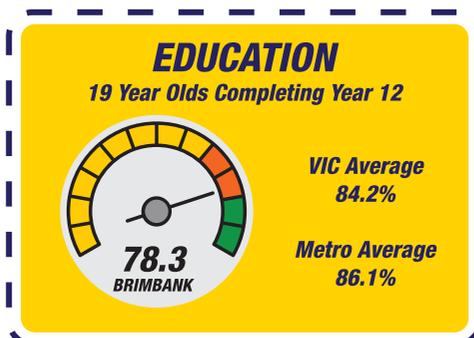
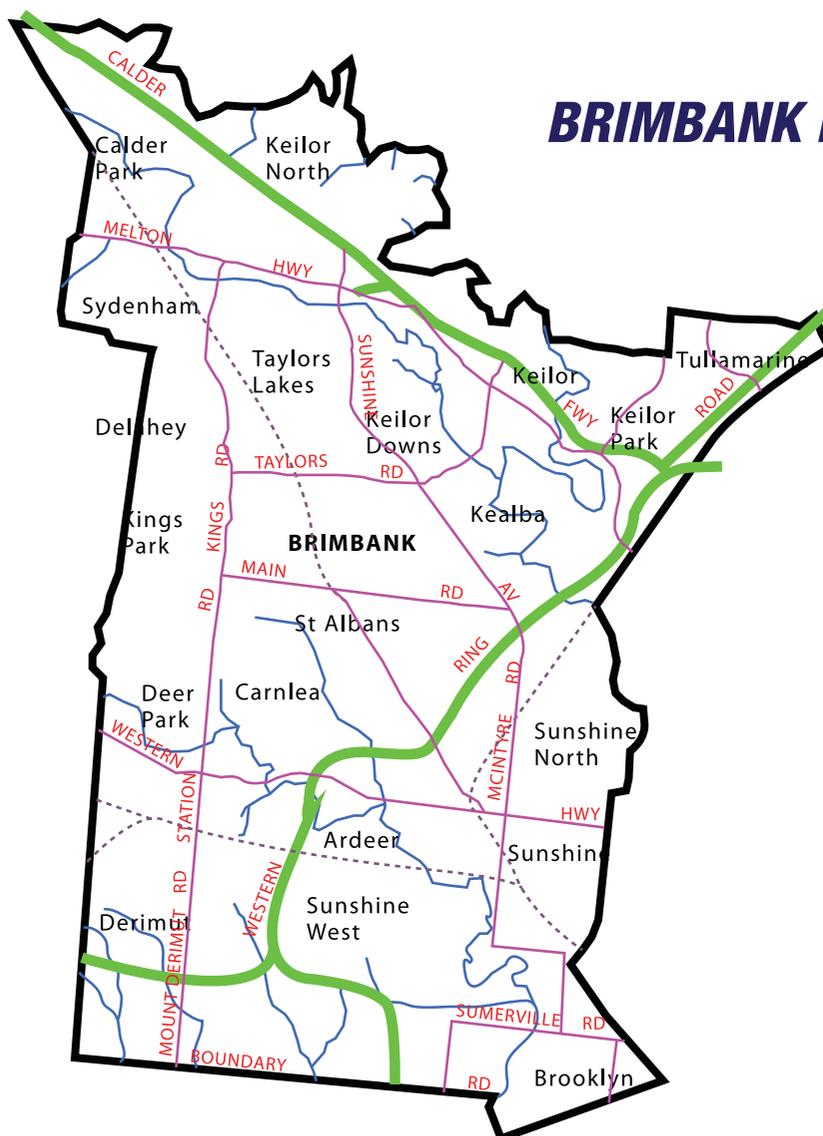
OUR VISION IS THAT.....

All young people in the Brimbank/Melton area are actively engaged in sustainable education, training or employment. The Brimbank/Melton LLEN works strategically with regional stakeholders to build on the benefits of combined effort and the values of collaboration and support of positive change to:

1. Increase retention rates at secondary school and enhance the effectiveness of students’ school experience.
2. Ensure that those young people who are not actively engaged at school are linked into some effective and meaningful form of other education, training and employment assistance.
3. Broker relationships that contribute to community building and enhanced networks that benefit young people and respond to regional needs.
4. Address barriers and gaps by drawing on existing resources and advocating for additional ones.

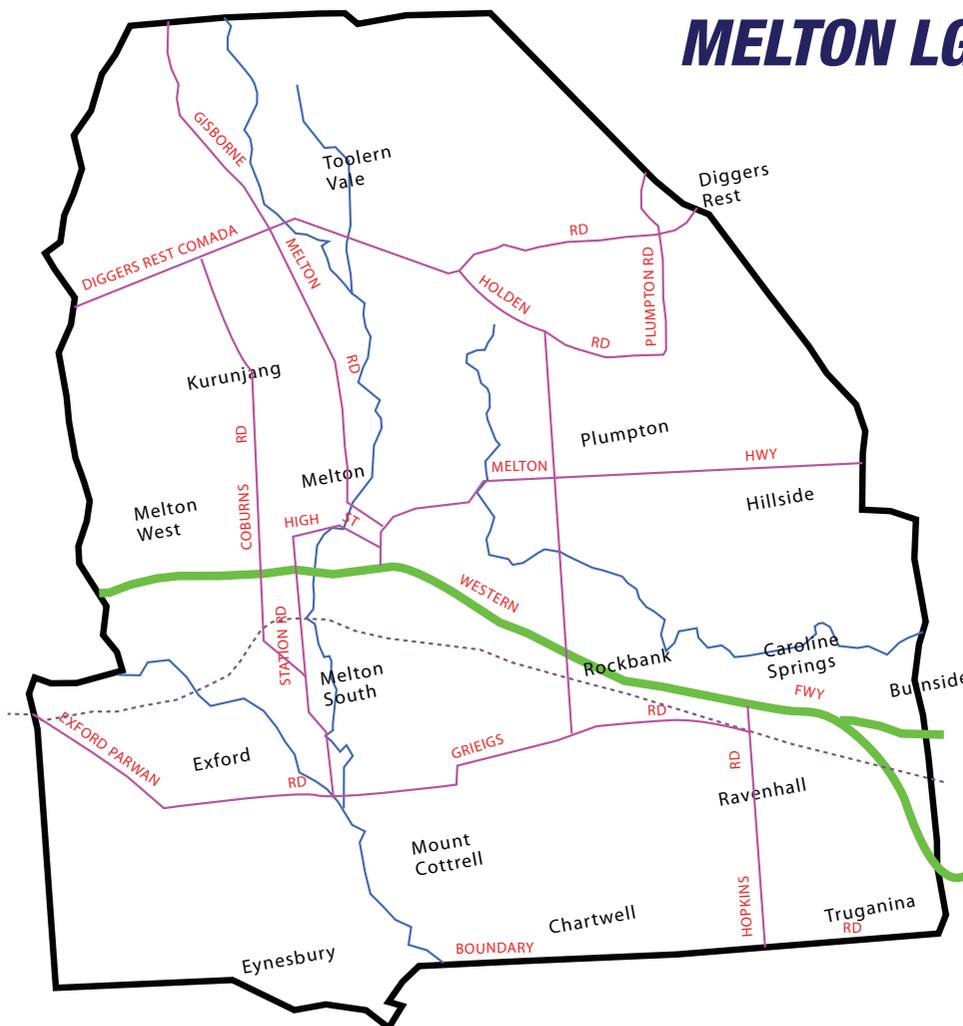
INFOGRAPHIC - BRIMBANK

BRIMBANK LGA MAP



INFOGRAPHIC - MELTON

MELTON LGA MAP



POPULATION

134,967
(Growth Rate 4.05%)



BORN OVERSEAS

25.9%

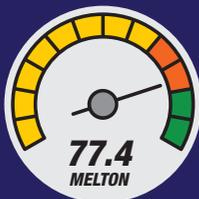
AREA

527sq Km

SIEFA Index of Disadvantage (VIC)
48th Most Disadvantaged LGA of 80

EDUCATION

19 Year Olds Completing Year 12



VIC Average
84.2%

Metro Average
86.1%

77.4
MELTON

SCHOOLS

PRIMARY	19
SECONDARY (Includes P-9)	12
SPECIAL SCHOOL SETTINGS	1

CHAIR & EXECUTIVE OFFICER'S REPORT

a) Introduction

For the second year the Chair and Executive Officer have decided to present a combined report for presentation at the AGM.

Our report will focus on governance, contract management, acknowledgement of our partnerships and networks and the valuable role of staff and consultants.

As outlined in the 2014 annual report, the future of the LLEN Statewide Network was in jeopardy with the withdrawal of funding by the Federal Government at the end of 2014.

Network lobbying at the State level ensured funding of 4 years (2015-2018) under a State Labor government. The downside was an approximate 50% reduction in funding compared to the previous five years. During 2015 the State government entered into a 4 year agreement (2016-2019) with the LLEN Statewide Network.

Although we now have some contract certainty, the significant funding reduction restricted our capacity.

The BMLLEN Committee of Management (COM), members, partners, stakeholders and staff can be proud of the level of engagement and outcomes for our young people. We continue to adapt to our changing contract deliverables and develop strategies, projects and networks which deliver an enhanced environment for young people to achieve a positive pathway beyond secondary school.

b) Contractual Agreement

Outlined above is a brief history of the BMLLEN funding over recent years. 2015 was a transition year between the Federally funded "School, Business, Community" Partnership Broker contract and the new State Government LLEN contract. From 2010-2014 the primary goals were as follows:

- Improve retention and educational outcomes for young people with particular focus on disadvantaged groups
- Improve transition outcomes and develop work ready skills in young people by brokering partnerships and links between industry and schools
- Enhance the engagement and participation of parents and families in educational transitions and career development processes through partnership brokerage
- Broker effective support services for disadvantaged young people and provide networking opportunities for service providers.

(The thrust of the contract was School/Business/Parents & Family/Community)

In 2015 the new contract with the State Government outlined a more restricted focus:

- Developing school/industry partnerships that support workplace learning
- Broadening the applied learning opportunities available to students
- Supporting schools with career related strategies including year 9 and 10 students, that raise awareness and knowledge of career opportunities in growth industries

- Supporting schools to engage both geographically and by industry, with business and industry stakeholders
- Supporting the transition to new arrangements for school/industry engagement in 2016

(The thrust of the contract narrowed to School/Business & Industry)

Our endeavours in relation to 2015 are outlined in the "Implementation Plan" and selected programs/projects/research etc are detailed in the "Implementation Plan Report".

c) 2016 Structured Workplace Learning Contract

Late in 2015 the State Government announced that the current 2015 "Workplace Learning Coordinator Program" contract would not be renewed for 2016. On 19 October, Minister Merlino announced a reformed "Structured Workplace Learning Contract" for 2016, which would be delivered by the state wide LLEN network. This announcement was in response to recommendations from the Department of Education & Training (DET) initiated review of "School-Industry Engagement" by external consultants, the Nous Group.

It was decided by allocation of the contract (2016) that LLEN's play a critical role as;

- LLENs are ideally positioned to facilitate the reformed service model
- LLENs strong community-based governance will support strengthened connections between schools and industry
- LLENs have extensive knowledge and experience in driving improvement in youth engagement, transition, attainment and employment at the local level
- LLENs established network provides the opportunity to offer students placements in industry areas not available locally

The Reformed SWL Program –

- Will NOT deliver work experience
- Will develop a state wide portal
- Will focus on vulnerable cohorts

The decision to allocate the SWL Contract to the LLEN Network moved the BMLLEN into "service provision" for the first time in our 15 year history.

d) Governance-Committee of Management (COM)

We would like to acknowledge and thank the BMLLEN, Committee of Management for their commitment and dedication over the past year. The COM's eleven membership categories allow for a diverse range of interest groups to be involved in the governance and direction of the work of the BMLLEN.

The COM members serve for a 2 year period. The nomination and election process takes place in April, with confirmation agreed at the May Annual General Meeting each year. In a calendar year we are served by two COM's.

In 2015 we experienced a very stable composition with 8 members renominating at the expiration of their term. Tom Dickson (Greater Melton Chamber of Commerce) did not seek re-election. The only other change during the calendar year was the Melton City Council representative which changed from Matthew Wilson to Fran Carlton, who has subsequently resigned from council. We thank Tom, Matthew and Fran for their valuable contribution to the work of the BMLLEN.

e) **Policy & Procedures Review**

As part of the governance responsibilities, the COM have been engaged with a major review of all existing policies and development of additional ones to enhance the smooth operation of the organisation. This process has been led by Lea Lucas with support from staff and COM members, Lesley Murray, Heather Weaver and Ray Pisani. There will be some work required early 2016 but the majority of the work is now complete. We thank all involved with this major task.

f) **BMLLEN Website Redevelopment (www.bmlen.com.au)**

During the latter half of 2015, Office Manager Lea Lucas undertook the intricate process of redeveloping our website to better reflect our current contract and project initiatives. The existing website had served us well for many years but had to be realigned to suit our current needs. Lea designed the structure and content of the new website with assistance from Essendon Creative. The site is inclusive of our dual contracts and is much easier to navigate. The home page directs access to the following areas:

- Latest News
- Applied Learning
- Career Development & Pathways
- School/Business Engagement
- Student Engagement and Retention

Tabs also provide additional generic information such as:

About

- History, Committee of Management, membership and LGA information

Work of BMLLEN

- Strategic Goals, implementation plan, partnerships and photo gallery

Structured Workplace Learning

- Project description (additions to be made)

Education, Training & Employment

- School information, alternative programs, Trade Training Centres, further education, apprenticeships & traineeships, employment and disability services.

Publications & Resources

- Newsletters, Youth Services Directory, BMLLEN publications and other resources, data and useful Links.

We hope you take some time to explore this redesigned website in order to get a better understanding of the work of the BMLLEN (www.bmlen.com.au)

g) **Partnerships and Networks**

Members, partners and stakeholders supporting the work of the BMLLEN are a critical part of our implementation plan and contract delivery. In 2015 we had over 130 registered BMLLEN members and we were an initiator or member of over 18 networks. These networks comprised of key stakeholders with interest in improving the environment to enhance positive outcomes for our young people.

We sincerely thank all involved with our BMLLEN and look forward to enhancing our working relationships during 2016.

N.B. A list of “partnerships and networks” is included in the “2015 Implementation Plan” in this report.

h) **Acknowledgements**

The Chair and Executive Officer recognise and thank the BMLLEN staff for their tireless effort, vision and efficiency. We have been a small but effective team in 2015 with 2.6 EFT staff, servicing the Brimbank & Melton LGA's.

Thank you to:
Office Manager – Lea Lucas
Project Officer – Robin Lockington

We also wish to thank Department of Education and Training (DET) Contract Managers Bronwen Heathfield and Teresa Durka and South West Region Senior Project Officer Ruth Barnes for their professional management of the 2015 BMLLEN contract.

Finally, we thank our ever reliable consultants, Mary Cahill and Doug Smith. Over the course of 2015, Mary has been researching and finalising our 3 year research, “Desirable Destination Data of Vulnerable Groups” (see Implementation Plan Report). Mary also began work on our Grade 6/Year 7 Destination Report due for completion mid 2016.

Also, Doug has provided leadership and technical expertise to the St Albans Student Mapping Project. Using the “Student Mapping Tool” devised by Doug, schools are working on a transition data transfer protocol.

Many thanks to Mary and Doug for your loyal support of our work.



Chair, BMLLEN
Rose Lewanski



Executive Officer,
BMLLEN
Graeme Brown

BRIMBANK/MELTON LOCAL LEARNING & EMPLOYMENT NETWORK INC

Committee of Management 2015/2016

Membership Category		Organisation	Current Member/s
1	Schools (4)	Kurunjang Secondary College Copperfield Secondary College Marian College Brookside P-9 College	Sandra Eglezos (2015) Tony Simpson (2014) Ray Pisani (2014) Phonse Crawford (2014)
2	TAFE Institutes or Universities with TAFE sectors (1)		1 vacancy
3	Adult, Community Education organisations; (2)	Djerriwarrh Community & Education Services (DCES) AMES	Trish Heffernan (2015) Heather Weaver (2015)
4	Other education and training organisations including private registered training organisations, universities and group training companies (2)	Practical Outcomes Federation University	Olwen Gladwell (2014) Russell Bray (2015)
5	Trade Unions (1)		1 vacancy
6	Employer/Peak employer organisations / Regional employer organisations and employment agencies.(2)	Apprenticeships Group Australia	1 vacancy Joanne Mikhael (2015)
7	Local Governments (2)	Brimbank City Council Melton City Council	Damir Lendich (2014) Mark Goodie (2014)
8	Other Community agencies and organisations: Commonwealth and State government departments, School Focused Youth Service, Adult , Community and Further Education Regional Councils, Regional Youth Councils, parent organisations etc (2)	Department of Education & Training Department of Health & Human Services	Anne Fox (2015) Lesley Murray (2015)
9	Koorie organisations, Peak Koorie agencies and Regional Koorie organisations (1)	Western Suburbs Indigenous Gathering Place	Michelle Marion (2014)
10	Community Members (1)	Resident/Education Consultant	Rose Lewanski (2015)
11	Nominated by the Committee who shall be a Community Member or a person associated with an Organisational Member (1)		1 vacancy

IMPLEMENTATION REPORT

Introduction

This report will provide a brief overview of the range of projects initiated and undertaken by the BMLLEN during 2015 in order to achieve our contract deliverables. This report is to be read in conjunction with the “2015 BMLLEN Implementation Plan” and “School Participation Graphic”, both contained in this report.

In addition to the range of projects and networks outlined in the Implementation Plan, the BMLLEN also undertook several events during 2015:

- 3rd Annual Brimbank Careers & Jobs Fair
- Brimbank/Melton Youth Services Expo
- VET Promotion
- Annual General Meeting

There were also publications produced by the BMLLEN to assist stakeholders, i.e.

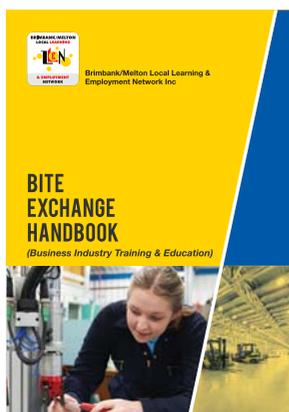
- School Leaver's Guide
- Business, Industry, Training & Education Handbook
- Annual Report

Over the course of 2015, the BMLLEN staff were initiators/members of 18 networks and were responsible for the initiation, development or involvement in over 24 projects and consultancies.

Our reduced funding reflected our capacity to provide relevant events, publications, research and projects, as our activity in these areas was diminished compared to previous years.

Projects and Networks

Business, Industry, Training & Education Exchange (BITE Exchange)



BITE Exchange booklet published by BMLLEN

As part of our 2015 contract implementation plan, the BMLLEN established the “BITE Exchange”. What is the “BITE Exchange”? – The Business, Industry, Training and Education (BITE) Exchange is primarily a partnership brokering service to match schools and businesses with a shared program or project of mutual benefit. The development of a successful school-business partnership requires a medium to long term commitment to the partnership and that both parties need to have:

- a shared sense of ownership of the relationship
- good communication between the school and the business partner

- a clear vision of what the relationships want to achieve and how to achieve it
- specific achievable goals that all the stakeholders understand and support
- strong leadership and management
- a school that is well-connected to the community, other educators and business
- strong promotion of the relationship in the school and business
- appropriate and adequate resourcing for the partnership

The BMLLEN staff made contact with local Brimbank & Melton businesses in order to solicit offers of engagement with schools in the following areas:

Industry Awareness:

Industry tours, guest speaking, Work Inspiration Program

Sponsorship & Scholarships:

Scholarships/Sponsorship & Awards

Work Readiness/Career Planning:

Mock Interviews/Work Readiness Programs

Industry Participation:

Work Experience/Part-time work/School Based Apprenticeships & Traineeships (SBATs)

Leadership & Professional Development:

Business Mentors & Coaching/Industry-School Training & Development

The BITE Exchange Program also investigated business and industry links for our 11 Trade Training Centres in the Brimbank/Melton network of schools.

Although engaging the business and industry sector with education is a challenging role, the BMLLEN were able to connect several schools and businesses, mainly in the area of site visits, mock interviews and industry presentations.

The BMLLEN will continue this initiative during 2016 in support of the new Structured Workplace Learning contract.

Community Transition Support (CTS)

The CTS program is funded by DHHS and the contract is administered by a consortia of 7 LLENs in the North West of Melbourne. The program aims to improve post school pathways for young people with a disability into further training, education, employment and community participation.

Jackson School in St Albans is one of 4 pilot schools of the 22 specialist schools in the North West.

The Jackson School Community Participation Pilot Project completed its second year in 2015. The school has decided that they will continue in 2016. The focus will remain on the key objective areas identified at the pilot's beginnings. The Action Team will work together to progress the recommendations from the community consultation process.

Ticket To Work (TTW) (West)

This project is an initiative of the CTS Project and aims to provide School Based Apprenticeships & Traineeships to suitable Special School students.

The initiative was launched in September 2014 with 5 schools in the West opting into the project.

Our Melton Specialist School and Jackson School are involved in the project. All schools have put forward candidates who submitted applications and were later interviewed by a TTW panel. Successful students were provided with an SBAT opportunity with a suitable employer.

Of the 10 students interviewed, 6 were from our schools, (i.e. Jackson School, Melton Specialist School and Sunshine Special Developmental School).

The re-funding of the CTS initiative by DHHS will ensure the TTW project will continue into 2016.

Work Readiness Programs

In 2014, the BMLLEN worked with “Careers Fast Track” and “High Resolves” in developing 2 programs to assist students to prepare for the world of work. The programs were trialed in Term 4 at a number of schools in the Brimbank/Melton Network. During 2015, 7 schools booked over 250 students into the programs.

a) Create My Future

Specifically aimed at Year 9 and 10 students in helping them to understand the world of work, skills in preparing a resume, interview skilling and setting goals to create a realistic future.

b) Success In The Workplace

An innovative workshop for Year 11 VCAL students to develop core employability skills in the areas of communication, teamwork and problem solving. The workshop aligns with the VCAL Personal Development Skills strand and covers aspects of meeting employer expectations, negotiation and conflict resolution skills and working in a team environment.

Indigenous Support Programs

In 2015, the BMLLEN continued to manage and develop a suite of projects to support engagement of indigenous students in Melton. The projects were:

a) Australian Indigenous Mentoring Experience (AIME)

The aim of this partnership is to improve the educational outcomes in Melton for indigenous students in Year 9-12 and provide them with the skills, opportunities, belief and confidence to finish school at the same rate as their peers. Also, to dramatically improve the chances of indigenous student’s finishing school and transitioning to University or further tertiary studies.

The project is a partnership between the BMLLEN, the Koorie Engagement Support Officer (KESO) for the South West DET office, Melton Secondary schools, the AIME foundation and RMIT to support Year 9-12 indigenous students from the Melton area. This involved Year 9-12 indigenous students from the schools attending 4 full day sessions at RMIT with their mentors from the university. The students and their AIME mentor maintained contact between the sessions through electronic communication means.

The Melton schools have recognised the importance of the project and included the responsibility for coordinating the AIME program into a nominated staff member’s leadership role. The DET Regional office, South West region, has a nominated KESO officer to support this program at Melton. The BMLLEN has provided project officer support. In 2015, 22 students from 4 Melton Secondary Colleges, participated in the AIME program

b) Koolin Balit Project

In 2014 Djerriwarrh Health Services, as a lead agency, was successful in gaining funding to support the implementation

of the Victorian Government’s Koolin Balit Strategy. The aim of the Koolin Balit project is to work in partnership with the local Aboriginal & Torres Strait Islander community and key local service providers to implement initiatives to support protective factors to reduce the uptake of high-risk behaviours, promote positive parenting, improve further education opportunities, and increase access to mental health, alcohol and other drug services. The Koolin Balit Project Working committee was formed to oversee the implementation of the project. Its membership comprises designated representatives from the Melton community and local agencies namely:

- Djerriwarrh Health Services
- Brimbank/Melton LLEN
- Aboriginal Literacy Foundation
- AFL Sports Ready
- Kirrip Aboriginal Corporation
- Melton City Council
- Health West
- DET South Western Regional office Koorie Education Support

The Melton Indigenous Study Assistance program initiative was developed and implemented by the Koolin Balit Project working committee in 2015. The program provides study assistance for Year 7-9 indigenous students at Melton Secondary College and exposes the students to indigenous role models and speakers that have achieved successful educational pathways.

The program is a pre-cursor to students moving into the Australian Indigenous Mentoring Experience [AIME] program at years 10-12. This provides a study assistance pathway for indigenous students throughout their secondary schooling years. In providing the opportunity for the indigenous students to be involved in these programs it reaffirms the expectation and belief that these indigenous students should be aiming to successfully complete Year 12 and move into further education & training fields. The key partners in the Study Assistance program are:

- Melton Secondary College
- AIME
- Koorie Education Support Officer [KESO] - DET South Western Victoria regional office
- Djerriwarrh Health Services
- Aboriginal Literacy Foundation
- Brimbank/Melton LLEN

c) Koorie Heritage Trust Visit

On 5 August, 42 Koorie students from 4 local primary schools (Melton West, Coburn, Kurunjang and Wedge Park) and 1 local secondary school (Staughton College) in Melton travelled to the new home of the Koorie Heritage Trust at Federation Square. The Koorie Heritage Trust focuses on promoting, celebrating and supporting Victorian Aboriginal people and culture.

With the support of the BMLLEN, the students were able to travel to the Koorie Heritage Trust by bus. Once there, the students explored the Koorie Heritage Trust, then walked along the Yarra river learning about the Kulin Nation for an ‘Urban Koorie Experience’. They tasted bush tucker from the saps of the gum tree, heard about dreamtime stories, learnt about the possum skin cloaks, handled artefacts and gained knowledge on how life was for the people of the Wurundjeri tribe.

The day was a great success and identified the importance of our Koorie children learning together about their culture as Aboriginal students and being able to celebrate this together. The schools involved need to be also recognised for making this day possible and supporting their Koorie students to feel a sense of pride in their identify as Aboriginal children.

Men's Shed Mentoring Program

In 2015 the BMLLEN were able to expand this popular and most valuable mentoring program. As well as the existing Melton Men's Shed program, we were able to develop a relationship with the new Taylors Hill Men's Shed. This allowed 4 mentoring programs per year. The program is designed for grade 6/year 7 students. During 2015 the following primary schools participated in the program:

- Taylors Hill Primary School
- Creekside P-9 College
- Melton West Primary School



Taylors Hill Men's Shed

The "sheddies" have generously given their time and materials needed to work with the students on this mentoring program. The students undertake a building/model project and learn new skills and expertise they would not normally have the opportunity to experience in their regular primary school program. The "sheddies" are able to share their knowledge and experience with the students and at the conclusion of the program students are presented with achievement certificates by their mentor. In 2015 the BMLLEN provided all students with a "Trainee Sheddie" apron.

To date, 8 primary schools and over 50 students have participated in this program. The BMLLEN is pleased to be a partner in this project and thank the "sheddies" for giving their time and support to the students and to our Project Officer, Robin Lockington, for brokering these valuable partnerships.

Brimbank/Melton Career & Pathways Teacher's Network

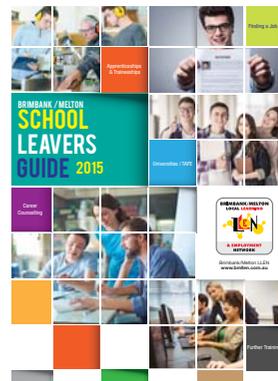
The BMLLEN supported the Brimbank/Melton Career & Pathways Teacher's Network again in 2015. The Network is open to Careers and MIPs teachers and counsellors from secondary schools in the Brimbank/Melton area. The aim of the Network is to provide a forum for Career & Pathways practitioners to meet, discuss and share resources and good practices with people from other schools along with representatives from tertiary institutions, employment service providers and invited speakers. The Careers Network (managed by Robin Lockington) met quarterly with 15 schools attending throughout the year and an average attendance of 13 Career & Pathway Coordinators per meeting.



Brimbank/Melton Career & Pathways Teacher's Network meeting

2015 Brimbank School Leavers Guide

The BMLLEN once again produced the School Leavers Guide, 5,000 of which were distributed to all secondary schools, government agencies, Job Active & DES providers and community organisations in the Brimbank/Melton area. To access a PDF of the guide visit the BMLLEN website and click on Publications/Resources tab. www.bmlen.com.au



2015 Brimbank/Melton School Leavers Guide

The guide is a 50 page, A5 booklet providing information and contact details for a range of pathways and services – Career Information, Employment, Apprenticeships and Traineeships, Courses – certified & non-certified, university access, useful websites/phone apps, A-Z telephone directory. We receive great, positive feedback on this booklet each year and we work hard to keep it self-funded via sponsorship.

Student Mapping Tool (SMT)

The Student Mapping Tool was developed by former BMLLEN employee, Doug Smith. The SMT is a spread sheet which schools are able to populate with data from the school CASES 21 administration program. Data such as student details, attendance, family information, testing and achievement results are easily transferred. Other specific student information can be added to the SMT, e.g. student support, suspensions, achievements, interventions etc.

The purpose of the SMT project is to improve the identification and transfer of information about vulnerable students as they transition from primary to secondary school and then to monitor and assist with the student's progress. The SMT can be used to:

- Transfer information efficiently
- Highlight factors which indicate increased risk of student disengagement
- Map programs and initiatives used within the school
- Monitor individual student progress and assistance required
- Map programs and initiatives being used within the school and monitor interventions being used
- Assist schools with reporting and student management

Late in 2014, the BMLLEN and St Albans Secondary College brokered a partnership to set up a transition network between 5 schools, using the SMT. St Albans Secondary College, St Albans East Primary School, University Park Primary School, St Albans Heights Primary School and St Albans Meadows Primary School all agreed to record and share transition data via the SMT. 2015 was the first year of operation with all training and support provided by Doug Smith and funded by the BMLLEN. The project will be offered to two other major feeder schools of St Albans Secondary College in the 2016 school year. If the offer is accepted, the 6 feeder primary schools in the project would be transferring data for approximately 75% of the year 7 intake at St Albans Secondary College.

Events

3rd Annual Brimbank Careers and Jobs Fair

The BMLLEN held the third Brimbank Careers and Jobs Fair on Wednesday 28 April 2015 at Club Italia in Sunshine. This year's event was supported by YouthNow Careers Excellence Centre and Apprenticeships Group Australia (AGA).

The Fair was well supported by 55 organisations representing universities/TAFE, registered training organisations, Job Services Australia providers, disability employment services and employers. Over 600 students from local Brimbank Secondary schools attended the Careers Fair throughout the day. Local service providers such as AMES and Brotherhood of St Laurence attended with clients from the programs they run. In addition, over 300 people from the local Brimbank area attended the event seeking information and guidance from the organisations present to assist them in finding job opportunities and courses to enable them to pursue career path prospects.

Since 2013, when the BMLLEN held the first Careers and Jobs Fair the number of organisations exhibiting and the attendance at the event has grown rapidly. This year the BMLLEN with the assistance of YouthNow conducted a formal review of the event. The outcome of the review strongly indicated that the participating organisations and attending schools rated the Careers and Jobs Fair very highly. Therefore it is planned that the BMLLEN will again in 2016 work towards gaining the funding and resources to hold a similar event in mid-2016.



3rd Annual 2015 Brimbank Careers and Jobs Fair held at Club Italia, Sunshine

Trade Training Expo – Western Edge Cluster

The Western Edge (WEC) VET Cluster held a Trade Training Centre Expo for Year 9 and 10 students on 31 July. The aim of the Expo was to give these students an insight into areas of trade they might be interested in pursuing in a lead up to their course counselling school-based activities.

The seven schools from the cluster, Melton Secondary College, Melton Christian College, Melton Specialist School, Lakeview Senior College, Kurunjang Secondary College, Staughton College and Catholic Regional College Melton participated on the day.

Over 300 students visited Kurunjang Secondary College Electro technology, Melton Secondary College Hairdressing, Staughton College Building & Construction and Melton Catholic Regional College Engineering WEC Trade Training Centres.

At each site, students were given an introduction to the VET course requirements and Trade pathway they might pursue and a tour of the Trade Training facility. The student evaluations from the day indicated it was a success and an activity that should be offered to students each year. The BMLLEN has been a key partner in the establishment of the WEC Trade Training Centres and supported the Expo through providing the funding for the buses to take students to each centre.



Trade Training Expo – Western Edge Cluster

Youth Services Expo 2015

Over the last few years the BMLLEN have organised the annual Youth Services Expo, held at Victoria University Sunshine Convention Centre. With considerably reduced funding and capacity this year the BMLLEN was unable to conduct the event. This year the School Focused Youth Service (SFYS) comprising of Djerriwarrh Community & Education Services (DCES) and Good Shepherd Australia New Zealand have funded the event.

On 9 September 2015, service providers, youth services, school staff and students were able to access a range of Brimbank & Melton services at the Expo. It was also a valuable opportunity for professional networking for service providers.

Another key aim for the day was to launch the Brimbank & Melton Electronic Youth Services Directory. Both Council Youth Service areas have agreed to host the websites. This will allow 24 hour professional access by service providers and young people to gain information about the range of services available.

The BMLLEN has worked with the SFYS and both Council Youth Services over the last year to ensure that both the Youth Services Directory and the Youth Services Expo continue into the future.



Youth Services Expo 2015

Research

Research Project – Destination data of vulnerable groups

Over the last 3 years, the BMLLEN has engaged educational consultant, Mary Cahill, to map post school destinations of students from the most disadvantaged groups.

The research tracked destinations of all Year 12 Completers and Early School Leavers for:

- Indigenous students
- Refugee students
- Students with a disability

The research involved all 10 government secondary schools in Brimbank and Melton with a year 10-12 student enrolment and more recently (last 2 years) the 2 Special Schools (Jackson School and Melton Specialist School). The aggregated data will inform project planning into the future, in order to better support desirable destinations for the most vulnerable young people.

DESIRABLE DESTINATIONS		
Category	Year 12 Completers	Early School Leavers
Refugee	79%	46%
Indigenous	62%	58%
Students-Disability	79%	70%
State Average	82%	62%
N.B. "Desirable Destinations" defined as University, TAFE & further study, apprenticeship/traineeship or full-time employment		

The aggregated 2 year data for Special School student exits was completed early 2015, for 2013/2014 exit students.

DESIRABLE DESTINATIONS (All School Leavers)	
Certified Training	44.5%
Employment (part time or full time)	9.0%
Non-certified Training	36.0%
Other	10.5%

In summary, over 89% of students exiting the Special Schools were engaged in training or employment.

On Track Connect

The State-wide-LLEN Network entered into a funding agreement with DET to deliver the "On Track Connect" research. "On Track" is a Victorian Government initiative, launched in 2003, which is designed to ensure that young people are on a pathway to further education, training or employment after leaving school.

Each year during April to May, "On Track" surveys young people who left schools or other training organisations from years 10-12 in the preceding year. The survey is designed to provide information on post-school destinations, and to identify young people not in education, training or full-time employment. This data provides a better understanding of outcomes from education as well as assisting the government to improve pathways planning both centrally and at the local level.

"On Track Connect", as part of "On Track", aims to assist those young people who have left school and, at the time of the survey, are not studying or in full-time work.

In 2015, LLENs managed the implementation of "On Track Connect". Our role was to set up appropriate referral arrangements to provide advice to young people requesting further assistance about options for re-engagement with education, training or employment. LLENs also reported outcomes of the "On Track" connect process back to DET.

In Brimbank and Melton we contacted over 90 young people who exited school in 2014 to assist with their engagement and pathways planning.

Brimbank Grade 6/Year 7 Transition Research Project

Late in 2015, the BMLLEN commissioned Mary Cahill to undertake research on the transition of grade 6 students into year 7.

A report commissioned by LeadWest, "Education and Engagement in Melbourne's West", reported that 6% of 10 to 14 year olds are not in education. The BMLLEN undertook this research to see if there was an issue with students not transitioning from primary to secondary education. Our purpose was not to necessarily confirm the report findings but rather investigate the transition issues, if the data reflects that there is a problem with student transitions.

In order to undertake this research, the BMLLEN applied for and received DET research approval. Of the 36 government primary and secondary colleges in the Brimbank area, 30 principals consented to the research.

This project began in late 2015 with presentations to Principal Networks and research application and will conclude in April 2016 after all students have been tracked and accounted for. Initial information indicated 1,140 students from 24 Brimbank primary schools, entered 59 different secondary colleges. We anticipate the research findings will be available for the BMLLEN Annual General Meeting (9 May 2016).

Governance

The BMLLEN held its 2015 Annual General Meeting at WestWaters Hotel in Caroline Springs on Monday 4 May 2015 with approximately 21 people in attendance. Rose Lewanski, Chair of the BMLLEN, spoke to the Chair's Report in the Annual Report and a report by the Treasurer, Trish Heffernan, was also given.

Graeme Brown, EO of the BMLLEN, gave the Executive Officer's Report focusing on the work of the BMLLEN throughout 2014 which had proved a challenging year due to contractual changes.

Guest Speaker on the night was Meri Ivanovski, Manager Community Transition Support (CTS). The CTS Project was funded by the former State Department of Human Services in 2013, with the contract awarded to a consortia of 7 LLENs in the North West of Melbourne. The objective of CTS is to improve education, employment and community participation outcomes for young people with a disability. Meri outlined the progress of the project and the role of the BMLLEN in the implementation of the contract scope.



BMLLEN Annual General Meeting May 2015

Acknowledgement and congratulations

[Kurunjang Secondary College student wins inaugural Lynne Kosky Memorial VCAL Scholarship:](#)

The Lynne Kosky Memorial VCAL scholarships are in memory of the late Victorian Minister for Education and Training in recognition of her efforts and determination to introduce the Victorian Certificate of Applied Learning (VCAL). Each year, 2 scholarships will be awarded to 2 Year 12 VCAL students that display excellence and perseverance in their VCAL studies. The scholarships of \$25,000 over 5 years are to support the recipient in their further studies, traineeship or apprenticeship pursuits.

We congratulate Gemma-Mae Stemp from Kurunjang Secondary College as an inaugural winner of the scholarship this year. Her College Principal, Sandra Eglezos, stated that Gemma-Mae has constantly demonstrated the college principles of perseverance, high expectations and respect and is a well-liked and admired student leader at the college.

[Sunshine College wins the prestigious Lindsay Thompson Education Excellence Award for 2015:](#)

The BMLLEN congratulates Sunshine College as the 2015 winner of the prestigious Lindsay Thompson Education Excellence Award. Sunshine College was presented with the award at the Victorian State Education Excellence Awards on 30 October by the Hon. Minister for Education, Mr James Merlino. The award is presented each year to a school in the state that has lead and demonstrated excellence in innovative approaches to teaching and learning. Sunshine College achieved the award this year for its mathematics program that is gaining recognition both nationally and internationally for its innovative approaches to the teaching and learning of mathematics.

IMPLEMENTATION PLAN 2015

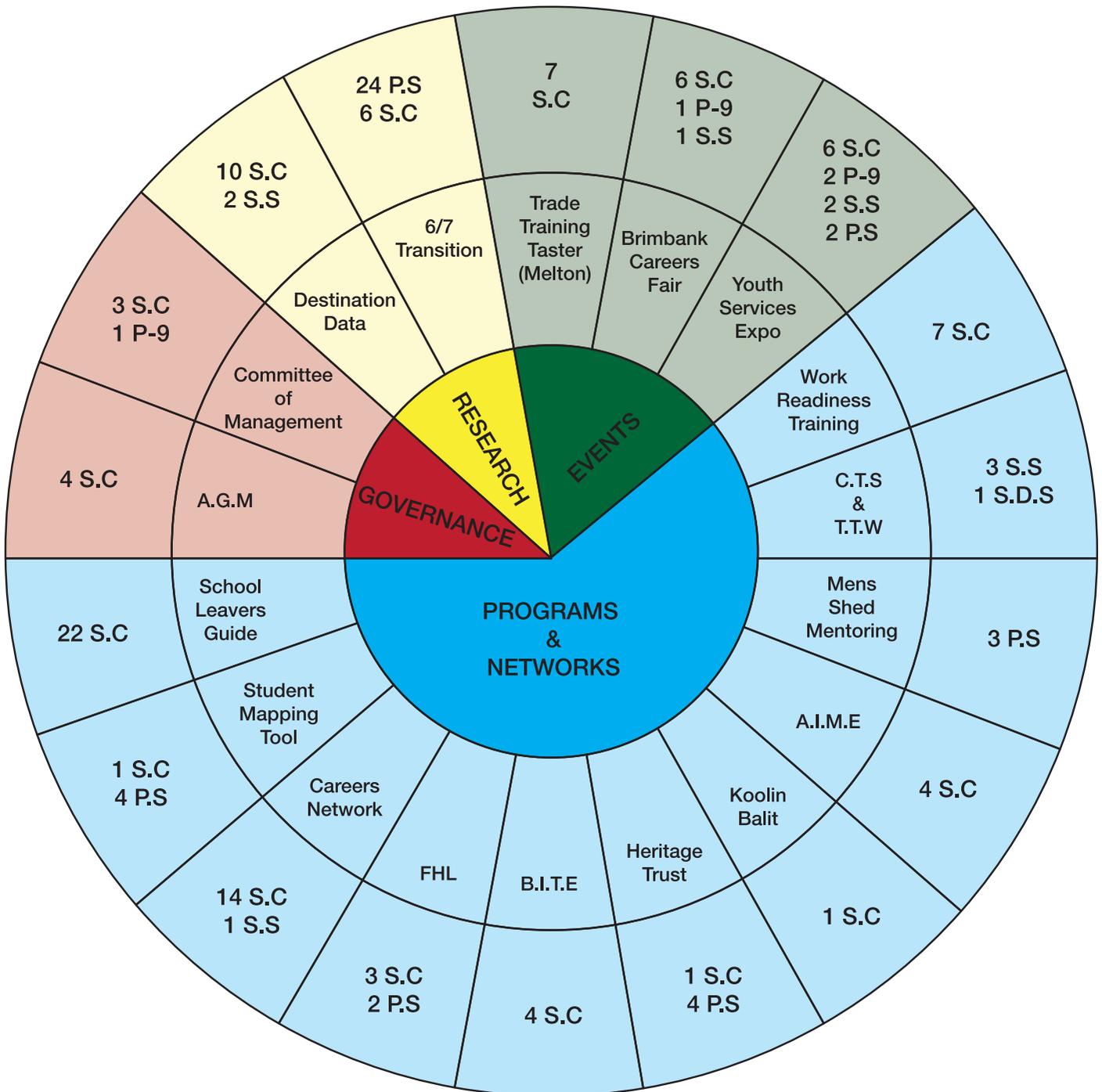
BMLLEN 2015 Contract: To Improve participation, engagement, attainment and transition outcomes of young people in the Brimbank & Melton LGA's.

BMLLEN 2015 Contract: To Improve participation, engagement, attainment and transition outcomes of young people in the Brimbank & Melton LGA's.			
School/Industry Partnerships & Workplace Learning	Applied Learning	Career Development Pathways & Transitions	OUTSIDE CONTRACT DELIVERABLES Student Engagement & Retention
2015 IMPLEMENTATION PLAN			
	<ul style="list-style-type: none"> ▪ Brimbank VET Cluster ▪ Western Edge VET Cluster ▪ VET Promotion (Melton) ▪ VET Taster (Try A Trade) ▪ VCAL Showcase ▪ VCAL Promotion ▪ SBAT Promotion <ul style="list-style-type: none"> - Safe T Training - A Gesture - Service Crew - Ticket To Work - AGA - CVGT - Integrity Business College 	<ul style="list-style-type: none"> ▪ Careers Expo & Jobs Fair-Brimbank ▪ Careers Expo (Melton) ▪ CTS Jackson Project ▪ Pathways Promotion ▪ Ticket to Work ▪ Work Readiness Programs ▪ LD Network (Inclusive Technologies) ▪ School Leavers Guide 	<ul style="list-style-type: none"> ▪ AIME ▪ Men's Shed ▪ Melton FHL ▪ Koolin Balit Project ▪ Teenage Mother's Re-engagement Project (Brimbank & Melton) ▪ VCE Revision Program ▪ BYSLG ▪ Student Mapping Tool (Brimbank) ▪ Destination Data Research Project ▪ Wellbeing Expo (Caroline Springs) ▪ 6/7 Transition Research
PROJECTS			
	<ul style="list-style-type: none"> ▪ MCC - E.D.L.L. ▪ BCC - Economic Development ▪ M.C.L.B. ▪ BLESC 	<ul style="list-style-type: none"> ▪ Careers & Pathways Network (Brimbank & Melton) ▪ Careers Expo Planning Group ▪ CTS Management Committee ▪ LD Network ▪ Jackson School Action Team 	<ul style="list-style-type: none"> ▪ AIME Planning Team ▪ Men's Shed Project Team ▪ FHL Steering Committee ▪ Koolin Balit Project Team ▪ BYSLG ▪ SMT Project Team ▪ Youthlinks ▪ MYAN ▪ BLESC
PARTNERSHIPS & NETWORKS			
		<ul style="list-style-type: none"> ▪ Brimbank Careers & Jobs Fair (D Collings) ▪ School Leavers Guide (D Collings) ▪ On Track Connect (D Collings) 	<ul style="list-style-type: none"> ▪ Destination Data Research Project (M Cahill) ▪ SMT Project-(Brimbank-D Smith) ▪ 6/7 Transition Research (M Cahill)
CONSULTANCIES			

SCHOOL PARTICIPATION GRAPHIC

The following graphic represents school participation in a range of events, programs, networks, research and governance activities of the Brimbank/Melton LLEN.

All activities were either organised, managed, supported or sponsored by the BMLLEN to assist the achievement of our contract goals.



LEGEND

- S.C - Secondary College
- P-9 - Prep to Year 9 College
- P.S - Primary School
- S.S - Special School Setting
- S.D.S - Special Developmental School



ANNUAL REPORT



BRIMBANK/MELTON
LOCAL LEARNING &
EMPLOYMENT NETWORK INC

2014

Apprenticeships & Traineeships

Finding a Job

Universities / TAFE

Career Counselling

Further Training



Brimbank/Melton LLEN
www.bmlen.com.au

BRIMBANK / MELTON
SCHOOL LEAVERS
GUIDE 2015



Brimbank/Melton Local Learning & Employment Network Inc

BITE EXCHANGE HANDBOOK

(Business Industry Training & Education)




EVENTS & TRAINING

highresolves
COUNCIL CITIZENSHIP AND LEADERSHIP PROGRAM



Success in the Workplace

Helping VCAL students to succeed at work

The Success in the Workplace workshop helps Year 11 VCAL students develop work-readiness skills in communication, teamwork and conflict resolution. These skills can assist them to perform better as an employee and more effectively deal with challenges they face in a workplace. Key topics include:

- Understanding your personal communication style and working to your strengths as an employee
- Understanding and meeting employer expectations
- Negotiation and problem-solving skills to avoid or resolve conflict and overcome challenges
- Working effectively to solve problems in a team environment.

Program Summary

Delivered By: The workshop is delivered by High Resolves, a not-for-profit, educational initiative with ten years of experience in developing 21st Century skills that are critical for success in today's workplace. High Resolves is working in 120 schools nationally and has worked with nearly 100,000 students across Australia to date.

Duration and Group Size: The workshop runs for approximately four hours over a single day and is designed for groups of up to 30 students.

Style: The workshop is delivered through highly interactive simulations and activities.

Workshop Fee: \$1,250 plus GST.

How do I get my students involved?

To express interest in 2015 delivery or to find out more, please contact Terry Robb on: tr@highresolves.org or (03) 9671 7079

THE CREATE MY FUTURE WORKSHOP



A ONE DAY WORKSHOP FOR YEARS 9 to 12 STUDENTS

- Understanding work and what employers want
- Complete a self-audit of employment readiness
- Resume-writing skills
- Job applications
- Outstanding interview skills
- Establish a personal development plan
- Complete a self-audit of employability skills
- Goal setting for a successful future
- FREE templates and resources for ongoing MIPS development

Professionally presented in an interactive workshop by inspiring and engaging presenters

Program includes a comprehensive workbook for students to complete during the day and keep for the future. All elements of the workshop can be utilised for the students' MIP folders and further developed throughout the year. Templates and other resources provided to students and staff.

Presenters: from Careers Fast Track see: www.careersfasttrack.com.au

For more information - Robin Lockington on 9361-9323 or Graeme Brown on 9361-9324
Email: Robin.Lockington@bmlen.com.au with your preferred dates for 2015, and number of students (max 25 students per workshop)

COST: Normally \$1100 special offer via BMLLEN \$990 per workshop

**2015
Brimbank / Melton
YOUTH SERVICES EXPO**

Introducing the Brimbank and Melton Online Youth Directories

Visit the following Council websites to access the Directory
www.melton.vic.gov.au
www.brimbankyouth.com



**BMLLEN
Annual General Meeting
4 May 2015**

**BRIMBANK/MELTON
LOCAL LEARNING
& EMPLOYMENT
NETWORK**



**MEN'S SHED
TAYLORS HILL
MENTORING PROGRAM**









3rd ANNUAL BRIMBANK CAREERS AND JOBS FAIR

Information for students, young people and adults on:

- Careers and Employment Opportunities
- Employers
- Apprenticeships
- University and TAFE courses
- Local training providers

How do I get there?

- FREE Parking
- Bus 408 from Sunshine and St Albans Train Stations
- Train to Ginifer Station and 10min walk to venue (Sunbury or Watergardens line)

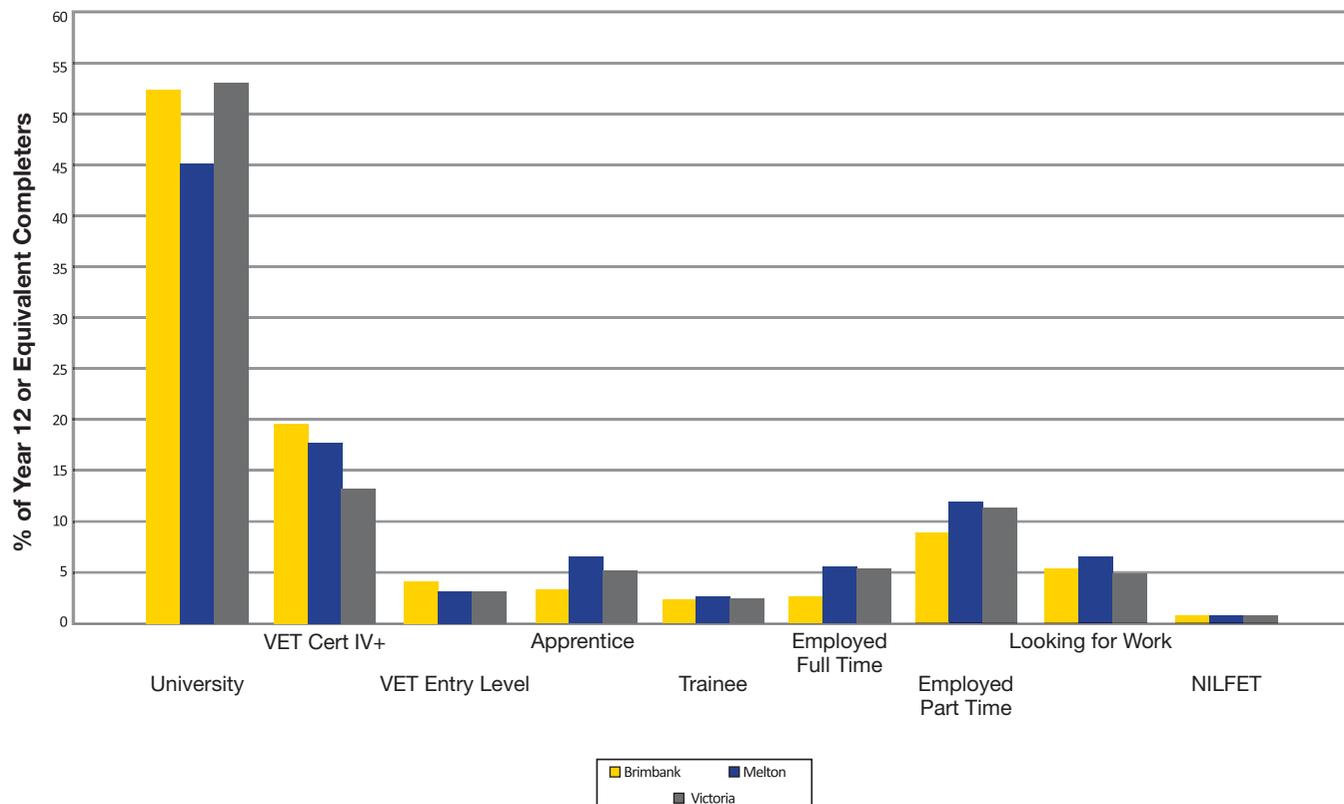
when
Wednesday
29th April 2015
9:30am - 3:00pm

where
Club Italia
128 - 152 Furlong Road
Sunshine 3020
(Next to Sunshine Hospital)

FREE ENTRY

2015 ON TRACK DATA

Destinations of 2014 Year 12 or Equivalent Completers



Desirable Destination Data Year 12 or Equivalent Completers 2014

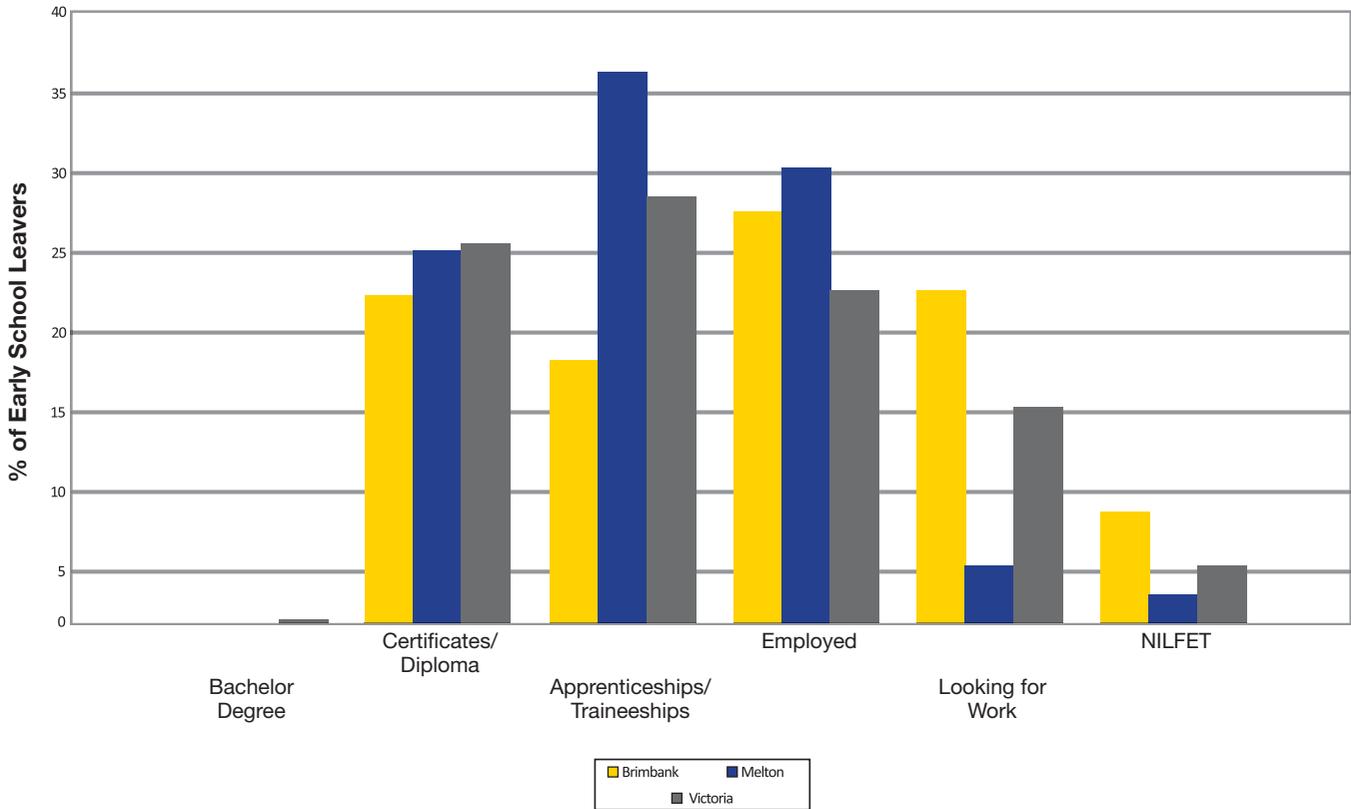
Area	University %	Vet Cert IV+ %	Vet Entry Level %	Apprenticeships %	Traineeships %	Employment Full Time	Total %
Brimbank	52.4	19.5	4.2	3.5	2.1	2.7	84.4
Melton	45.3	17.7	3.1	6.4	2.5	5.8	80.8
Victoria	53.2	13.3	3.1	5.1	2.4	5.5	82.6

Other Destination Data

Area	Employment or Part Time %	Looking for Work %	NILFET%	Total %
Brimbank	9.1	5.4	1.1	15.6
Melton	12.0	6.2	1.0	19.2
Victoria	11.5	4.9	1.0	17.4

2015 ON TRACK DATA

Destination of 2014 Early School Leavers



Destination Data for Early Schools Leavers - 2014

Area	Bachelor Degree %	Certificates/ Diplomas%	Apprenticeships/ Traineeships %	Employed %	Looking For Work %	NILFET %	Total %
Brimbank	-	22.8	17.7	27.8	22.8	8.9	100.0
Melton	-	25.0	36.1	30.6	5.5	2.8	100.0
Victoria	0.9	25.8	28.2	23.7	15.6	5.5	99.7

BALANCE SHEET

BRIMBANK/MELTON LOCAL LEARNING & EMPLOYMENT NETWORK INC.

BALANCE SHEET AS AT 31 DECEMBER 2015

	<u>2015</u>	<u>2014</u>
	\$	\$
CURRENT ASSETS		
NAB Bank Account	57,704	244,958
Petty Cash	200	200
Term Deposit	25,972	102,329
Grants Receivable	165,367	0
Gst Receivable	4,416	0
Total Current Assets	<u>253,659</u>	<u>347,487</u>
NON CURRENT ASSETS		
Office Furniture & Equipment	49,731	49,731
Office Furniture & Equipment Accum Depn	-49,730	-49,730
Total Non Current Assets	<u>1</u>	<u>1</u>
TOTAL ASSETS	<u>253,660</u>	<u>347,488</u>
Current Liabilities		
Provision for Employee Entitlements	17,625	11,205
Payroll Liabilities	7,532	14,248
Gst Payable	0	18,099
Provision for Long Service Leave	5,235	11,655
TOTAL LIABILITIES	<u>30,392</u>	<u>55,207</u>
NET ASSETS	<u>223,268</u>	<u>292,281</u>
represented by		
EQUITY		
Retained Earnings b/fwd	292,281	206,151
Net Income(Loss) for the Year	-69,013	86,130
TOTAL EQUITY	<u>223,268</u>	<u>292,281</u>

INCOME AND EXPENDITURE SHEET

BRIMBANK/MELTON LOCAL LEARNING & EMPLOYMENT NETWORK INC.

INCOME & EXPENDITURE STATEMENT FOR YEAR ENDED 31 DECEMBER 2015

	<u>2015</u>	<u>2014</u>
	\$	\$
INCOME		
Grant Funding - DEECD	277,728	209,883
Grant Funding -DEEWR	0	489,401
Melton FHL	26,700	39,500
Interest Income	3,697	3,262
Other Income	19,924	12,091
TOTAL INCOME	<u>328,049</u>	<u>754,137</u>
less		
EXPENDITURE		
Advertising	7,032	5,236
Audit Fees	2,500	9,000
Bank Fees	667	1,204
Depreciation	0	0
Employment Expenses	267,636	322,244
Insurance	1,715	1,665
IT Support	613	887
Legal & Accounting	11,266	14,650
Meetings & Conference Expenses	2,733	2,311
Office Expenses	490	4,844
Postage	408	462
Project Expenses	83,443	278,915
Rent	11,000	16,243
Subscriptions	2,015	1,089
Telephone	890	1,605
Travel & Parking Expenses	1,954	4,844
Vehicles & Maintenance	2,245	2,604
Minor Equipment	455	204
Total Expenses	<u>397,062</u>	<u>668,007</u>
Net Income (Loss) for the Year	<u><u>-69,013</u></u>	<u><u>86,130</u></u>

Brimbank/Melton Local Learning and Employment Network Inc.

Independent Auditors Report to the members of Brimbank/Melton Local Learning and Employment Network Inc.

Scope:

We have audited the Financial Statements of Brimbank/Melton Local Learning and Employment Network Inc. (the "Association") comprising Statement of Financial Position, Statement of Financial Performance and Cash Flow Statement as set out on the attached pages for the year ended 31st December 2015. The Committee is responsible for the financial statements. We have conducted an independent audit of these financial statements in order to express an opinion on them to the members.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements, so as to present a view, which is consistent with our understanding of the Association's financial position, the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion:

In our opinion, the Financial Statements present fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements the financial position of Brimbank/Melton Local Learning and Employment Network Inc. as at 31st December 2015 and of the results of its operations and its cash flow for the year then ended.

Dated at Melbourne this 13th day of January 2016.



.....(signed)

EUGENE ODACHOWSKI

REGISTERED COMPANY AUDITOR (Reg No: 9182)

Unit 7, 617-643 Spencer Street, West Melbourne VIC 3003

Telephone No: (03) 9376 3455

Facsimile No: (03) 9329 5747



***Brimbank/Melton
Local Learning & Employment Network Inc***

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Telephone: (03) 9361 9306 Facsimile: (03) 9361 9399 Email: admin@bmlen.com.au
www.bmlen.com.au***