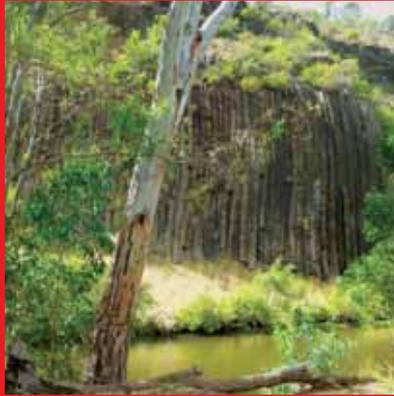




# ANNUAL REPORT



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

**2014**

# About the Bmlen

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 328,000 people and providing over 90 schools/100 campuses. (Refer to service delivery area maps in this report).

From 2002 to 2014 the LLEN's have been funded by the Victorian Department of Education and Early Childhood Development. From 2010-2014 funding was also provided to the LLEN network by the Commonwealth Government – "School Business Community Partnership Broker" program and included an expanded age cohort, 10-19 years old.

## Our Vision is that...

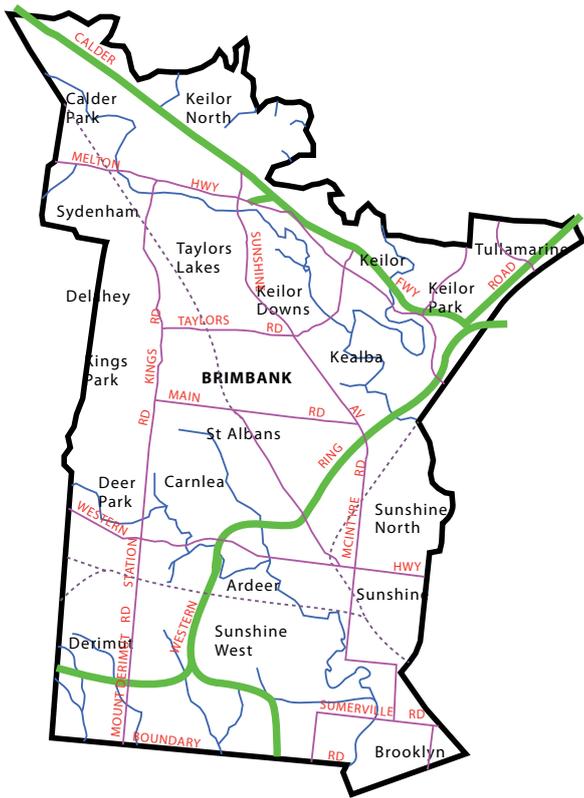
All young people in the Brimbank/Melton area are actively engaged in sustainable education, training or employment. The Brimbank/Melton LLEN works strategically with regional stakeholders to build on the benefits of combined effort and the values of collaboration and support of positive change. It aims to provide access to support for early school leavers or those facing other disadvantages 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

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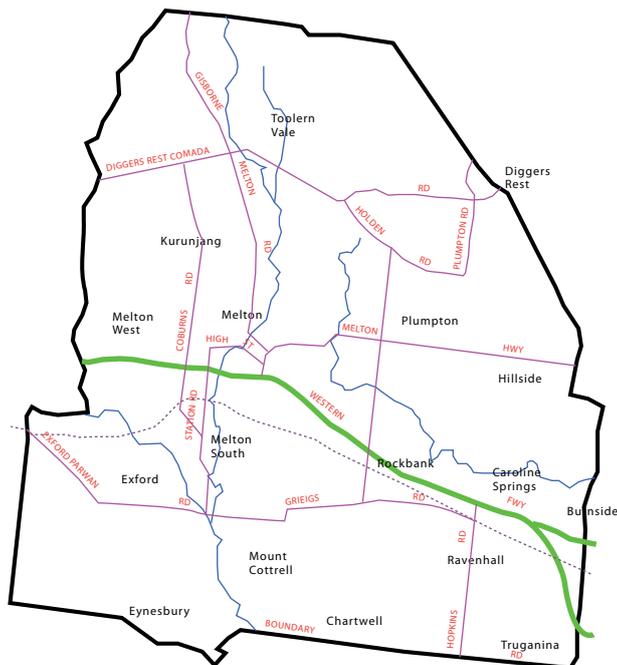
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# Service Delivery Area Maps



## BRIMBANK LGA MAP

Area		123 sq km
Population		193,590
Overseas born		46.7%
ATSI		0.4%
Employed Full Time		57.8%
Unemployment Rate		9.9%
SEIFA Index of Relative Disadvantage & Advantage (Vic)		3rd most disadvantaged LGA of 80
Schools	Primary	46
	Secondary (including P-9 and specialist)	15



## MELTON LGA MAP

Area		527 Sq km
Population		130,451
Overseas born		25.9%
ATSI		0.7%
Employed Full Time		62.7%
Unemployment Rate		7.5%
SEIFA Index of Relative Disadvantage & Advantage (Vic)		50th most disadvantaged LGA of 80
Schools	Primary	19
	Secondary (including P-9 and specialist)	13

# Chair & Executive Officer's Report

For the 2014 Annual Report we have decided to change our reporting format to now include a combined report from the Committee of Management (COM) Chair and the Executive Officer. The focus will be on governance, contract management, acknowledgement of partnerships, networks, COM and staff. The report will also provide an opportunity to consider our future work.

To complement previous Chair and Executive Officer reports, this annual report will also include a summary of projects and networks of the Brimbank/Melton Local Learning & Employment Network (BMLLEN) to deliver our strategic goals and implementation plan.

The BMLLEN COM, members, partners, stakeholders and staff can be proud of the level of engagement and outcomes for young people in our delivery area. We continue to develop strategies, projects and networks which deliver an enhanced environment for young people to achieve a positive pathway beyond secondary school.

## CONTRACTUAL AGREEMENT

2013 saw the end of our "Partnership Broker" contract (2010-2013) with combined Federal and State funding. In the latter part of 2013 the National Partnership Broker Network were able to negotiate a one year (2014) contract, primarily with the Federal Government. The State Government provided top-up funding to match our 2010-2013 funding levels. This one year funding agreement required two levels of reporting, both with different methods and timelines. The on-going two tier reporting requirements were a time consuming and challenging process. During the latter part of the contract period, the Federal Government informed all 107 National Partnership Brokers that funding will cease at the end of the 2014 year.

## SUSTAINABILITY AND FUTURE FUNDING

The Statewide LLEN Network of Chairs and Executive Officers developed a lobbying plan in an attempt to secure State Government funding for the Statewide LLEN Network to continue its fine work, as it had done since 2001. The outcome of the lobbying at State and local levels, with sitting and opposition members of parliament, was to secure pre-election promises from both Liberal and Labor parties.

Our current situation is a one year contract (2015) with a pledge of three more years (2016-2018). The BMLLEN funding was reduced by over 50% in the current contract. It is appropriate that the BMLLEN thank our local politicians for their valuable support of our lobbying program, i.e.

- Natalie Hutchins – Member for Sydenham
- Marlene Kairouz – Member for Kororoit
- Don Nardella – Member for Melton
- Cesar Melhem – Member for Western Metropolitan Region

## PARTNERSHIPS

Members, partners and stakeholders supporting the work of the BMLLEN are a critical part of the implementation of our strategic goals. During 2014, we had 130 registered members and the BMLLEN was a member or initiator of 28 networks. These networks comprised key stakeholders with interest in improving the environment to enhance positive outcomes by our desire to:

- Improve retention and educational outcomes for young people,

with a particular focus on identified disadvantaged groups

- Improve transition outcomes and the development of work ready skills in young people by brokering meaningful links between industry and schools
- Enhance the engagement and participation of parents and families in educational transitions and career development process
- Broker effective support services for disadvantaged young people and provide networking opportunities for service providers

For a list of networks, refer to the Implementation Plan in this report.

## COMMITTEE OF MANAGEMENT (COM)

We would like to acknowledge and thank the BMLLEN COM for their commitment and valuable contribution over the past year. The COM membership categories (11 in all), allow for a diverse range of interest groups to be involved in the governance and management of the work of the BMLLEN (refer to COM 2014) later in this report.

Our annual nomination and election process takes place in March with confirmation agreed at the May AGM each year. In May 2014 we welcomed the following new members of the COM:

- Russell Bray – Federation University
- Joanne Mikhael – Apprenticeships Group Australia
- Damir Lendich – Brimbank City Council
- Matthew Wilson – Melton City Council
- Lesley Murray – Department of Human Services
- Michelle Marion – Department of Education & Early Childhood Development

We also acknowledge the work of outgoing members and thank them for their valued contributions:

- Daniel Jackson – Apprenticeships Group Australia
- Chris Kelly – Brimbank City Council
- Tennille Bradley – Melton City Council
- Elise Douglas – Department of Human Services
- Catherine Laffey – Federation University
- Kathleen Curry – Victoria University

## STAFF

The staff profile for 2014 was the same as 2013, i.e.

- Executive Officer – Graeme Brown
- Project Manager – Merrill Farmer
- Project Officer – Robin Lockington
- Office Manager – Lea Lucas

Unprecedented in the 13 year history of the BMLLEN, 2014 saw staff redundancy provision activated due to a significant funding reduction for 2015. This resulted in Merrill Farmer accepting redundancy. Both staff and the COM thanked and farewelled Merrill, wishing her well for the future.

The Chair and the Executive Officer recognise and thank the BMLLEN staff for their vision, leadership and efficiency, who collectively are passionate and dedicated to improving education and future outcomes for our young people.

## TOWARDS 2018

As indicated earlier in this report, the Statewide LLEN Network currently has a one year signed contract (2015) with a pre-election pledge of three additional years. Our 2015 contract has a focus on engaging business and industry with schools, promoting applied learning and supporting schools with careers related strategies that raise awareness and knowledge of career opportunities in growth industries, consistent with the Careers Curriculum Framework. Our work in 2015 will focus heavily on connecting Business, Industry, Training & Education (BITE) through our BMLLEN-BITE Exchange. The future is bright with a significant opportunity for the Statewide LLEN Network to negotiate a meaningful three year contract with the State Government to position the LLEN Network as a key broker in the policy and program development to assist young people to achieve positive transitions, pathways and outcomes.



Chair, BMLLEN  
**Rose Lewanski**

## ACKNOWLEDGEMENTS

Our 2014 contractual obligations required the BMLLEN to report to both the Federal government (Department of Education, Employment and Workplace Relations-DEEWR) and also the State government (Department of Education and Early Childhood Development-DEECD). We acknowledge and thank DEEWR contract management staff Nadia Bonollo and State Program Manager, Sam Fish. Also, our thanks go to DEECD Pathways & Participation Staff, Bronwen Heathfield, Teresa Durka and South West Region, Senior Project Officer, Ruth Barnes.



Executive Officer, BMLLEN  
**Graeme Brown**

# Implementation Plan Report

The purpose of this report is to provide a brief overview of the range of projects undertaken by the BMLLEN during 2014 to achieve our strategic goals. This report is to be read in conjunction with the "BMLLEN Implementation Plan" and the "School Participation Grid" both contained in this report. In addition to a range of projects/networks outlined in the Implementation Plan, the BMLLEN also undertook many events during 2014, i.e.

- Brimbank/Melton Youth Services Expo
- Brimbank Careers and Jobs Fair
- Learning Disability Workshop-Inclusive Technologies
- Futures Forum
- Parental Engagement Forums (Transition/Cyber Safety)
- Learning Disability Shortcourse Training

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

- Youth Services Directory
- School Leaver's Guide
- BMLLEN Information Booklet

Over the course of 2014 the BMLLEN staff were members/initiators of 28 networks and were responsible for development and initiation of 38 projects and consultancies. The involvement of the staff varied depending on the nature of the project and who was the lead agent. Involvement varied from initiation and responsibility for implementation to simply providing advice and sponsorship.

## SAMPLE PROJECT OUTLINES

**Goal 1: Improve retention and educational outcomes for young people with particular focus on identified disadvantaged groups**

### Brimbank Careers and Jobs Fair



Brimbank Careers and Jobs Fair, May 2014

On Wednesday 28 May 2014 the BMLLEN, with support from LeadWest, once again hosted the Brimbank Careers and Jobs Fair. The event was held at Club Italia in Sunshine from 9:30am until 3:00pm and aimed to provide information for students, young people and adults on:

- Careers and employment opportunities
- Employers
- Apprenticeships
- University and TAFE courses
- Local training providers

The event attracted over 1,100 attendees, doubling that of the 2013 attendance figure. Stallholders representing 48 organisations were present on the day, covering a wide range of organisation types including Job Service Australia providers, Registered Training organisations, Group Training organisations, universities, TAFEs and employers.

### Futures Forum

Victoria University's Sunshine Convention Centre was the setting for the 2014 BMLLEN Futures Forum. Seventy students from five schools in the Brimbank and Melton areas attended the Forum, which aimed to assist students in choosing their career destination pathway. Participant schools are listed below:

- Kurunjang Secondary College, Melton
- Melton Secondary College
- CaLM (Community and Learning Melton)
- Jackson School (Brimbank)
- Taylors Lakes Secondary College (Brimbank)

Andrew Smith, Regional Career Development Officer, Youth Pathways Transition Team (South Western region) from the Department of Education and Early Childhood Development, began the proceedings with his presentation which covered topics such as:

- What skills will be important in the future?
- How can I develop these skills?
- What are the options?
- How do I choose my subjects and course?
- Post school options
- Where can I get help?

Students then attended four workshops, each focusing on a different pathway:

**Workshop 1: Apprenticeships/ASBAs/Traineeships (Presented by Rachel Varalla from VECCI and Rachael Fisher from MEGT).**

**Workshop 2: Employability Skills (Presented by Nigel Phillips from Careers FastTrack).**

**Workshop 3: VCE/VCAL/VET (Presented by Maria Cox from YouthNow).**

**Workshop 4: Tertiary options (Presented by Kara Hodgson from Federation University).**

Guest speaker on the day was Mr Sam Riggio. Sam is the author of "Nothing To Fear but Fear Itself". After a horrific car accident in 1999 in which Sam suffered a spinal cord injury, he was told he'd never walk again. After constant frustration and feeling let down by the system, Sam went in search of answers to improve the quality of his life using Eastern Chinese



Guest Speaker Sam Riggio  
Futures Forum July 2014

Medicine traditions, natural therapy and weight training. What Sam discovered and how he taught himself to walk again after over six years in a wheelchair is an amazing story. Sam's speech was informative, thought provoking and uplifting. He shared his insights into overcoming trauma, achieving goals against all odds

and inspires the audience to achieve anything they want to. For further information about Sam Riggio visit: [www.samriggio.com](http://www.samriggio.com)

Feedback received from students about what were the key things they learnt on the day included:

- Never give up
- There are many different paths you can take in life
- The future is in my hands and I can do anything
- Hard work can push you to do what you want to achieve

### Indigenous Student Mentoring program-A.I.M.E

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 region DEECD office, Melton Secondary schools, the A.I.M.E. foundation and RMIT to support Year 9-12 indigenous students from the Melton area. It was agreed that Melton Secondary schools would become involved in the Year 9-12 AIME Outreach program based at RMIT. This involved Year 9-12 indigenous students from the schools attending four 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 DEECD Regional office South West region has a nominated KESO officer to support this program at Melton. The BMLLEN has provided project officer support and on behalf of the Partnership members has made an application to the Dept of Prime Minister and Cabinet for Parental and Community Engagement Program (PaCE) funding to employ a PaCE officer to engage and work with the indigenous parents and students at the Melton schools in further developing the AIME and other indigenous educational programs in the Melton area.

### Transition to Independence (TTI)

This was a co-funded project between BMLLEN and Maribyrnong & Moonee Valley LLEN. The TTI project is a partnership initiative that targets vulnerable young people from migrant Sudanese communities. A community development and capacity building approach was adopted for this highly marginalised group. The need for the project was identified by:

- Public visibility and group nature of heavy alcohol consumption
- Recurrent contact and conflict with law enforcement
- Violence, serious accidents and preventable deaths that have involved young men in these communities
- Long term disengagement from education, training and/or employment

The cohort are mainly:

- Male, average age 21
- Born in South Sudan
- Lived in Australia for 6 to 10 years
- Live in Brimbank LGA
- Congregate in open spaces in Brimbank and Maribyrnong

With a case management approach and support of services

from the Visy Hub, the following outcomes were achieved over the last two years. In 2013:

- 18 young people participated in training
- 11 young people set pathway plans
- 24 young people commenced education, training or employment but have discontinued which reflects the extreme difficulties faced to engage such vulnerable young people

In 2014:

- 23 young people supported
- 6 young people employed
- 6 young people into education
- 2 young people linked to mentors

Given the changed funding arrangements, this project will not be supported in 2015.

**Goal 2: Improve transition outcomes and the development of work ready skills in young people, by brokering partnerships to create meaningful links between industry and schools**

### Work Readiness Programs

The BMLLEN has continued its work with schools, local government, industry bodies and community agencies to assist in developing the employability of young people in school or who are likely to leave school before completing Year 12. Two programs were developed, "Create My Future" and "Success In The Workplace" and were designed to be delivered seamlessly to Years 9-10 and 11-12, or either as a stand-alone program according to need. The aims of the program were:

- To develop an engaging curriculum program to meet the needs of young people transitioning from Years 9 to 10, 11-12, 12 to work or further study or generally school to work
- To develop a personal plan with students through an engaging career development program
- To increase the capacity of young people to access available employment opportunities through the systematic development of job readiness and employability skills
- To record outcomes and continuously improve the program. Develop a program that is able to be implemented consistently in schools or other educational institutions with positive measurable outcomes

The BMLLEN funded projects in 8 schools in Brimbank and Melton in 2013, 9 schools in 2012 and 4 schools in 2011. We built on the successful outcomes of this with a more highly developed program in 2014 to further refine the delivery and to continue to broaden the number of schools which will have participated in the project. The BMLLEN brokered partnerships with two career development organisations, Careers FastTrack and High Resolves, to deliver curriculum material not currently available to schools, to then be delivered in high quality one day workshops to young people in schools targeted as being most in need of employability skill development. A total of seven schools participated in the program in 2014.

### Corrections Training and Engagement (Certificate I-Vocational Preparation)

This trial project was a partnership between the BMLLEN, Capital City LLEN, Kangan Institute and Dame Phyllis Frost Centre. The program was designed and delivered by Kangan Institute and aimed to provide accredited education for young women offenders aged 18-25 years, located at Dame Phyllis Frost Centre. The innovative curriculum underpinning this program was designed to engage the participants, enhance

their learning outcomes and pathways for future study and employment. In addition, the program incorporated a range of learning based interventions for those young women with limited formal education and low literacy and/or numeracy skills and introduced them to a pathway of more challenging vocational studies. Again, given the changed funding arrangements, this project will not be supported in 2015.

### Community Transition Support CTS/ Ticket To Work (TTW)



**Parent Forum on Pathways for Young People with a Disability  
(Jackson School, St Albans)**

The CTS program is funded by DHHS and the contract is administered by a consortia of 7 LLEN's 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 four pilot schools of the 22 specialist schools in the North West.

The Jackson School Community Partnership Pilot Project completed its first year in 2014. The school has decided that they will continue in 2015. 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): 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 five schools in the West opting into the project. Our Melton Specialist School, Sunshine SDS 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. Such successful students will now be provided with an SBAT opportunity with a suitable employer.

**Goal 3: Enhance the engagement and participation of parents and families in education, transitions and career development processes through partnership brokerage**

### Student Leadership & Engagement – Melton Men's Shed

Re-engage Grade 5 and 6 boys who have been identified by their primary school as at risk of being disengaged from their schooling through a Hands on Learning program approach.

The project involved Grade 5 and 6 boys from locally selected primary schools in Melton attending the Melton Men's Shed to be mentored by "Sheddies" in designing and making a toolbox which each student got to keep. The program operated on a Monday afternoon over a 6 week period for each school in 2013 involving Coburn Primary School, Rockbank Primary School and

Exford Primary School. The Brimbank/Melton LLEN supported the program through establishing the partnership and providing seeding funding to support the teacher release required in accompanying the boys to the program each Monday. The Melton Men's shed provided the materials and expertise to work with the boys in making their completed toolbox and Certificate of Achievement at a celebratory morning tea held by the Melton Sheddies. In 2014, Brookside Primary School and Kororoit Creek Primary School were involved in the program.

### Parent Engagement Forums

The area of parent participation is the most difficult area to engage. Our Brimbank/Melton area hosts over 90 schools/100 campuses so engagement at an individual school level is inefficient. Our Implementation Plan allows for parent engagement forums on relevant issues or targeting specific groups.

Our annual "Successful Transition to Secondary School" workshops were presented by Angie Wilcock, a highly regarded speaker on transitions in education. Our forum was aimed at Grade 5 and 6 parents in preparing for a successful transition from primary to secondary for their child.

The BMLLEN also organised and sponsored three Cyber Safety parent forums in Melton, Caroline Springs and Sunshine. Susan McLean, an acknowledged expert in the field of cyber safety was



the presenter.

**Successful Transition to Secondary School Workshop,  
September 2014**

Parents from 24 schools attended the "Transition" forums and parents from 19 schools attended the "Cyber Safety" forums.

**Goal 4: Broker effective support services for disadvantaged young people and provide networking opportunities for service providers**

### Youth Services Expo



**Youth Services Expo (VU Sunshine Convention Centre March 2014)**

Once again the BMLLEN in partnership with Djerriwarrh Community Education Services and WCIG, hosted the 2014 Brimbank/Melton Youth Services Expo which was held on the morning of March 26 at Victoria University Sunshine Convention Centre. Over 100 people attended the Expo, including school

staff from Brimbank and Melton secondary schools and numerous service providers. Those services who hosted a table display appear below:

- Djerriwarrh Community & Education Services
- Both Brimbank and Melton City Councils
- Victoria Police
- EACH Employment
- WhiteLion
- Federation University
- CVGT
- Sunshine Youth Housing
- Women's Health West
- Victoria University
- Asylum Seekers Resource Centre
- Western Region Health Centre
- Karingal Training
- YouthNow
- MEGT
- Practical Outcomes
- Djerriwarrh Health Services
- MatchWorks
- Good Shepherd Youth & Family Service
- Apprenticeships Group Australia
- WPC Group
- Edmund Rice Community & Refugee Service
- Career Life College
- Centrelink
- Melbourne Citymission-Western
- Merrimu Services

A popular part of the Expo was the 2 Minute "Showcase Your Service" segment where service providers were given a very brief opportunity to describe their service to school staff and other service providers. This enabled those in the audience to target those providers they were interested in when the audience left the auditorium to visit the "market place".

At the Expo, the BMLLEN took the opportunity to launch the "2014 Youth Services Directory", a great resource for schools to access youth related services available in the Brimbank/Melton area.

## Festival for Healthy Living

The BMLLEN has been a leading partner in the Melton South Festival For Healthy Living Project this year.

The Festival for Healthy Living is a mental health and partnership initiative that builds the capacity of schools, families and communities to strengthen the mental health and social and emotional wellbeing of students through the arts. The Festival is an initiative of the Royal Children's Hospital Mental Health unit. The project was undertaken by the local schools in the area namely Melton South Primary school, Coburn Primary school, CaLM Link-Up school, Melton Secondary College and Staughton College.

The students in Years 5 – 8 at these schools worked with professional artists, health professionals and teachers to develop performance pieces, artwork and multimedia pieces exploring the everyday issues that young people face and how to deal with these issues.

The culmination of this was a joint schools performance day on October 31 2014 at Melton South Primary school, where

each school showcased their performance and work. Over 600 students were involved in the joint school event along with the artists that they had worked with throughout the year. The BMLLEN is proud to have been a lead partner in the initiation and implementation of this most worthwhile project in 2014.

## Specific Learning Differences

### Managing Dyslexia and other Specific Learning Differences – Short Course

The BMLLEN in partnership with the LD Network & Dyslexia Support Group West sponsored the delivery of the training program, Managing Dyslexia and other Specific Learning Differences, for parents, teachers and people who work with secondary school students with specific learning differences (SLD).

The two day program was conducted at Victoria University Sunshine Convention Centre on November 16 and 29. The course was delivered by Glyn Jones (Director, Dyslexia Management Services) and Deborah Zang (Director, LD Network).

The program consisted of three units of study covering the areas of Understanding & Managing Dyslexia and SLD, Building Resilience and Communication & Collaboration. The feedback from the 26 participants in the program was extremely positive, with particular comments applauding the excellent hands on and practical nature of the program.

## Disability Transition Support- Assistive Technologies



**Assistive Technologies Workshop**

The objective of this workshop was to support the engagement of young people with a disability in their education and employment environment.

In partnership with the LD Network and Dyslexia Support Group West, the BMLLEN sponsored a workshop on the use and application of Assistive Technologies for young people with learning disabilities. The three hour workshop looked at the range of Inclusive Technologies that can be used in schools, universities, workplaces and home that support people with learning disabilities in reading, writing, spelling and organisational skills.

The workshops were presented by Ms Jo Evans [M.Ed] *Giving the student a voice*, Cheryl Dobbs *writing support* and Charlotte Forwood [PhD] *Spelling, vocabulary and organisational skills*. This is the second year that the partnership organisations have organised this event with the number of participants doubling this year. Of the participants that attended the workshops, 50% were teachers and integration aides, 31% were parent and 19% were professionals that worked in the disability area. The participant evaluations from the workshop ranked the day overwhelmingly in the excellent-good categories.

# BMLLEN IMPLEMENTATION PLAN 2014

Goal 1	Goal 2	Goal 3	Goal 4
<p>Improve retention and educational outcomes for young people with particular focus on identified disadvantaged groups</p>	<p>Improve transition outcomes and the development of work ready skills in young people by brokering partnerships to create meaningful links between industry and schools</p>	<p>Enhance the engagement and participation of parents and families in educational transitions and career development processes through partnership brokerage</p>	<p>Broker effective support services for disadvantaged young people and provide networking opportunities for service providers</p>
<ul style="list-style-type: none"> <li>• VET Cluster Support- Brimbank &amp; Melton</li> <li>• Futures Forum (x1)</li> <li>• Career &amp; Pathways Networks (x2)</li> <li>• Melton Careers Expo</li> <li>• Brimbank Career and Jobs Fair</li> <li>• Western Edge Cluster, TTC</li> <li>• Melbourne West, TTC</li> <li>• Career Curriculum Framework Project</li> <li>• Indigenous Mentoring Programs                             <ul style="list-style-type: none"> <li>- AIME</li> <li>- Brahminy</li> </ul> </li> <li>• Try A Trade Days</li> <li>• Applied Learning Support &amp; Promotion                             <ul style="list-style-type: none"> <li>- VET-Melton promotion</li> <li>- Community VCAL</li> <li>- MAV/VCAL Numeracy Project</li> </ul> </li> <li>• Where are the jobs? - CDAA</li> <li>• SBAT Development &amp; Promotion                             <ul style="list-style-type: none"> <li>- Forum</li> </ul> </li> <li>• Transition to Independence</li> <li>• Collaborative Youth Transition Trial</li> <li>• VCE Revision Program</li> <li>• <b>DISADVANTAGED STUDENTS DATA PROJECT</b></li> <li>• <b>RESEARCH – DISENGAGED YOUTH</b></li> </ul>	<ul style="list-style-type: none"> <li>• Disability Transitions- Training &amp; Employment                             <ul style="list-style-type: none"> <li>- CTS</li> </ul> </li> <li>• SBAT Partnership Project                             <ul style="list-style-type: none"> <li>- Ticket To Work</li> <li>- Safe T Training</li> <li>- A Gesture</li> </ul> </li> <li>• Business/Education engagement</li> <li>• Teenage Mothers Re-Engagement</li> <li>• Talent Communities Employment Portal</li> <li>• Real Futures Generation – Beacon</li> <li>• Corrections Training &amp; Engagement</li> <li>• <b>CAREER PLANNING &amp; EMPLOYABILITY SKILLS PROGRAM</b></li> <li>• <b>WORK READINESS PROGRAMS</b></li> </ul>	<ul style="list-style-type: none"> <li>• Student Leadership &amp; Engagement                             <ul style="list-style-type: none"> <li>- Men's Shed</li> <li>- Youth Leadership- disadvantaged groups</li> </ul> </li> <li>• <b>HIGH RESOLVES</b></li> <li>• <b>PARENTAL ENGAGEMENT FORUMS</b> <ul style="list-style-type: none"> <li>- Transition</li> <li>- Careers &amp; Pathways (EPICC)</li> <li>- Cyber Safety</li> </ul> </li> <li>• <b>STUDENT AT RISK MAPPING PROJECT-(Melton Primary Schools &amp; Brimbank Cluster)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Youth Services Expo</li> <li>• Festival for Healthy Living</li> <li>• Disability Parent Support Forums                             <ul style="list-style-type: none"> <li>- Jackson School Project</li> <li>- Learning Disability Network</li> </ul> </li> <li>• School Focused Youth Service Project</li> <li>• <b>BRIMBANK YOUTH SECTOR LEADERS PROJECT</b></li> <li>• <b>DIRECTORIES &amp; GUIDES</b> <ul style="list-style-type: none"> <li>- Youth Services Directory</li> <li>- School Leavers Guide</li> <li>- BMLLEN Info booklet</li> <li>- SBAT Guide</li> </ul> </li> <li>• Caroline Springs Wellbeing Expo</li> </ul>
<b>NETWORKS</b>			
<ul style="list-style-type: none"> <li>• Brimbank Learning &amp; Employment Steering Committee</li> <li>• Brimbank Careers Network</li> <li>• Melton Careers Network</li> <li>• Western Edge TTC Network</li> <li>• Melbourne West TTC Network</li> <li>• Brimbank VET Cluster</li> <li>• Melton VET Cluster</li> <li>• Melton Careers Expo Planning Team (MCC)</li> <li>• Brimbank Careers &amp; Jobs Fair Planning Team</li> <li>• Indigenous Programs Planning Team (DEECD)</li> <li>• Melton Community Learning Board</li> <li>• Collaborative Youth Transition Trial</li> </ul>	<ul style="list-style-type: none"> <li>• Economic Development &amp; Life Long Learning (EDLL)</li> <li>• SBAT Reference Group</li> <li>• BITE Working Party</li> <li>• CTS North West Management Committee</li> <li>• CTS Action Team/Jackson Special School</li> <li>• Business &amp; Education Partnership</li> </ul>	<ul style="list-style-type: none"> <li>• CAP Working Party</li> <li>• Student Mapping Tool Network</li> </ul>	<ul style="list-style-type: none"> <li>• Melton Youth Advisory Network (MYAN)</li> <li>• Youthlinks (Brimbank)</li> <li>• Brimbank Social Justice Coalition</li> <li>• Social Inclusion, Life Long Learning (SILL)</li> <li>• Brimbank Youth Sector Leaders Group</li> <li>• St Albans Youth Services Network</li> <li>• FHL Steering Committee</li> <li>• Brimbank/Melton School Focused Youth Service</li> </ul>

(Consultancies in upper case/bolded)

# School Participation Grid 2014

Goals & Programs Schools	Retention & Transition										Employability Skills			Parents, Transition & Careers Development		Integrated Support Services		Networks			
	Melbourne West T.T.C	Western Edge TTC	VET Cluster	Destination Mapping Project	Futures Forums	Melton VET Promotion	"Indigenous Support Programs (AIME)"	Publications AV	VCE Maths Revision Program (MAV)	Careers Expos Brimbank & Melton	Work Readiness Programs	Career Planning & Employ Skills Project	ASBA Partnerships	High Resolves	"Parent Forums (LD/Transition/ Cyber Safety)"	Youth Services Expo	Caroline Springs Wellbeing Expo	Directory & Guides	Festival For Healthy Living	Careers & Pathways	COM & AGM
<b>BRIMBANK - GOVERNMENT</b>																					
COPPERFIELD COLLEGE																					
	• Delahey																				
	• Sydenham																				
	• Kings Park																				
JACKSON SCHOOL																					
KEILOR DOWNS COLLEGE																					
ST ALBANS SECONDARY COLLEGE																					
SUNSHINE COLLEGE																					
	• Sunshine																				
	• Ardeer																				
	• North																				
	• West																				
Harvester Technical College																					
TAYLORS LAKES SECONDARY COLLEGE																					
VICTORIA UNIVERSITY SECONDARY COLLEGE																					
	• Brimbank																				
	• Deer Park																				
<b>BRIMBANK - CATHOLIC</b>																					
CATHOLIC REGIONAL COLLEGE - NORTH KEILOR																					
CATHOLIC REGIONAL COLLEGE - ST ALBANS																					
CATHOLIC REGIONAL COLLEGE - SYDENHAM																					
MARIAN COLLEGE																					
<b>BRIMBANK - INDEPENDENT</b>																					
SIRIUS COLLEGE (IBRAHIM DELLAL CAMPUS)																					
OVERNEWTON ANGLICAN COMMUNITY COLLEGE																					
	• Keilor																				
	• Taylors Lakes																				
<b>MELTON - GOVERNMENT</b>																					
BROOKSIDE P - 9 COLLEGE																					
CREEKSIDE P - 9 COLLEGE																					
KURUNJANG SECONDARY COLLEGE																					
LAKEVIEW SENIOR COLLEGE																					
MELTON SECONDARY COLLEGE																					
MELTON SPECIALIST SCHOOL																					
SPRINGSIDE P - 9 COLLEGE																					
STAUGHTON COLLEGE																					
CALM																					
<b>MELTON - CATHOLIC</b>																					
CATHOLIC REGIONAL COLLEGE - CAROLINE SPRINGS																					
CATHOLIC REGIONAL COLLEGE - MELTON																					
<b>MELTON - INDEPENDENT</b>																					
GILSON COLLEGE																					
MELTON CHRISTIAN COLLEGE																					
SOUTHERN CROSS GRAMMAR																					

## PRIMARY SCHOOL PARTICIPATION

With over 60 primary schools in the Brimbank/Melton area, the BMLLEN engagement strategy is via brokered partnerships, forums, workshops and sponsored Expo's. In 2014 the BMLLEN offered the following:

- Parent Engagement Forums (Transition & Cybersafety)
- Learning Disability Forum
- Festival For Healthy Living - Mental Health and Engagement
- Student Mapping Tool
- Men's Shed Mentoring Program
- 40 schools engaged with one or more projects with attendance at multiple events totalling 56.

# Event Publication Posters

## 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
- Train to Ginifer St and 10min walk to (Sunbury or Watergardens)

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

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

Proudly Sponsored by:

**YouthNow**  
Careers Excellence Centre  
Providing resources & support for all workers assisting or wanting to assist their clients or students with careers and transition support.  
Call Marka on 03 9361 9306 or mobile: 0420 169 531 or Email: careers@youthnow.org.au

**ACA**  
APPRENTICESHIPS GROUP AUSTRALIA  
1300 AGA 909 (242)  
ag@apprenticeships.com.au

**BRIMBANK/MELTON LOCAL LEARNING & EMPLOYMENT NETWORK**  
P: 03 9361 9306  
www.bmlen.com.au

## BRIMBANK / MELTON Information Booklet 2014

BRIMBANK / MELTON LOCAL LEARNING & EMPLOYMENT NETWORK

www.bmlen.com.au

brimbank / melton  
**school leavers guide**  
2014 - 2015

BRIMBANK/MELTON LOCAL LEARNING & EMPLOYMENT NETWORK

BRIMBANK / MELTON Local Learning & Employment Network  
www.bmlen.com.au

**YOUR GUIDE TO A SUCCESSFUL CAREER**

## Create My Future Workshop

**A ONE DAY WORKSHOP HELD AT YOUR SCHOOL FOR YEARS 9 AND 10 STUDENTS IN 2014 WHICH COVERS:**

- Understanding work and what employers want
- Resume-writing skills
- Job applications
- Outstanding interview skills
- Goal setting for a successful future

workshop by inspiring and engaging presenters  
workbook for students to complete during the  
will Farmer on 9361-9323 or Graeme Brown on  
will\_farmer@bmlen.com.au with your preferred  
students (maximum 25 students per workshop)  
discounted to \$550 for any Brimbank or Melton  
school

## Brimbank/Melton Local Learning & Employment Network

### Brimbank/Melton Futures Forum 2014

The Brimbank/Melton LLEN is conducting a "Futures Forum" for Year 9 & 10 students from Brimbank and Melton schools.  
The aim of the Forum is to raise awareness of the possible future pathways for young people and the requirements to achieve successful outcomes.  
The Futures Forum will raise the awareness of young people of the pathways available during and after secondary schooling.

**Date:** Wednesday 23 July 2014  
**Time:** 10:00am - 2:15pm (Registration at 9:30)  
**At:** Victoria University  
Sunshine Convention Centre  
460 Ballarat Rd Sunshine

**Program Outline**

9:30 - 10:00	Registration
10:00 - 10:10	Welcome & Opening Address
10:10 - 10:25	Key Note Address - "Careers & Future Pathways" Andrew Smith, Department of Education and Early Childhood Development
10:30 - 11:00	1 <sup>st</sup> Workshop Rotation
11:00 - 11:20	MORNING TEA (provided)
11:25 - 12:25	2 <sup>nd</sup> and 3 <sup>rd</sup> Workshop Rotations
12:30 - 1:00	Guest Speaker - Sam Riggio
1:00 - 1:30	LUNCH (provided)
1:35 - 2:05	4 <sup>th</sup> Workshop Rotation
2:05 - 2:15	Thankyou & presentations

**Workshops**

Workshop 1	Apprenticeships/ASBA's/Traineeships
Workshop 2	Employability Skills
Workshop 3	VCE/VCA/VET
Workshop 4	Tertiary Options

Sam Riggio is the author of "Nothing To Fear but Fear Itself". After a horrific car accident in 1999 in which Sam suffered a spinal cord injury, he was told he'd never walk again. After constant frustration and feeling let down by the system, Sam went in search of answers to improve the quality of his life using Eastern Chinese Medicine traditions, natural therapy and weight training. What Sam discovered and how he taught himself to walk again after over six years in a wheelchair is an amazing story. Sam's speeches are informative, thought provoking and uplifting. He shares his insights into overcoming trauma, achieving goals against all odds and inspires the audience to achieve anything they want to.

## Successful Transition to Secondary School

**An Evening for Grade 5 and 6 Parents in preparing for a successful move to Secondary school.**

**MELTON**  
When: Tuesday 9<sup>th</sup> September 2014  
Time: 7.00pm to 8.30pm  
Where: Melton Library & Learning Hub, McKenzie St.  
Cost: FREE

**BRIMBANK**  
When: Wednesday 10<sup>th</sup> September 2014  
Time: 7.00pm to 8.30pm  
Where: Victoria University - Sunshine Convention Centre - Ballarat Rd.  
Cost: FREE

**WHAT'S IT ABOUT?**  
The session will present practical tips, advice and information to help you prepare and support your child in their move to Secondary School.

**WHO SHOULD ATTEND?**  
The session is aimed at parents and guardians of children in Grades 5 and 6.

**HOW TO REGISTER**  
Please register by **Wednesday 3<sup>rd</sup> September 2014** via email to lea.lucas@bmlen.com.au or call (03) 9361 9306

Advise your name and number attending along with the name of the primary school which your child attends.

**WHO WILL BE SPEAKING?**  
Angie Wilcock, a highly regarded expert and speaker on Transition in Education. Angie works with parents and schools across Australia. Her book, "The Transition Tightrope", is now available.

**LIMITED SPACES**

BRIMBANK/MELTON LOCAL LEARNING & EMPLOYMENT NETWORK

# Brimbank/Melton 2014 Youth Services Expo

The Brimbank/Melton LLEN, in conjunction with Djerriwarrh Community & Education Services in partnership with WCGI, will again host this unique networking opportunity for schools and service providers. In 2013 over 100 people attended the Expo with 30 providers making the Expo a table display. Make sure your organisation makes the most of this opportunity to engage with other service providers and both Brimbank and Melton Secondary and Primary schools staff.



You may also wish to register for the popular "Showcase Your Service" session, a brief 2 minute opportunity to promote your service.

**Date:** Wednesday 26 March 2014  
**Time:** 9:00am to 12:00noon (Registration from 8:40am)  
**At:** Victoria University, Sunshine Convention Centre  
 460 Ballarat Rd Sunshine  
 (Ticketed parking at front and rear of building - flat rate \$4 per day-change is required)

## Agenda

8:40am - 9:00am	Registration (tea and coffee on arrival)
9:00am - 9:30am	Welcome Graeme Brown, Executive Officer, Brimbank/Melton LLEN Debbie Collings, Operations Manager, Youth Connections (Djerriwarrh Community & Education Services) Speaker: Electronic Youth Directory "Showcase Your Service in 2 Minutes" session
9:30am - 10:30am	Brunch
10:30am - 10:50am	Information Sharing/Market Stalls
10:50am - 12:00noon	Information tables for service providers in order that schools and other service providers can network

### What next?

1. Register your attendance (see details below)
2. Indicate whether your organisation would like to host a table display.
3. Indicate whether you would like to participate in the "Showcase Your Service in 2 Minutes" session.

Please RSVP to Lea Lucas  
[lea.lucas@bmlen.com.au](mailto:lea.lucas@bmlen.com.au)  
 9361-9306  
 By Wednesday 19 March 2014

## Short Course

# Managing Dyslexia and other Specific Learning Differences

A 3-Unit Short Course delivered over 7.5 hours that will empower parents, teachers, aides and other professionals of secondary school students with Specific Learning Differences such as Dyslexia.

Written & Delivered by:

**Glyn Jones** Director, Dyslexia Management Services  
 & Social Work, Dip Arts

**Deborah Zang** Director, LD Network

### Unit 1: Understanding and Managing Dyslexia & other Specific Learning Differences (SLD).

This Unit focuses on helping attendees gain understanding and insight into some of the day-to-day challenges students with SLD experience in the classroom and at home. It will also provide practical, easy-to-implement strategies for home and at school that help address these challenges.

**Unit 2: Building Resilience.** This Unit looks at the emotional impact of SLD on young people, and their family members. We'll also discuss prerequisites for resilience building and introduce practical strategies for effective communication and facilitating healthy self-esteem.

**Unit 3: Bridging the Gap. Communicating and Collaborating.** This Unit provides an understanding of the importance of building a partnership between students, parents and schools. Attendees will also learn how to develop these partnerships and work closely as a team, including the role Student Support Groups and Individual Learning Plans play.

### Upcoming Course - Sunshine

**Units 1 & 2: Sat 15 Nov 10am - 3.30pm**  
**Unit 3: Sat 29 Nov - 10am - 12.30pm**

**Victoria Uni Sunshine Convention Centre**  
 Gate 1, 460 Ballarat Road, Sunshine

Cost: \$25/person; \$35 for both parents/carers;  
 \$5 Health Card Holders of Uni Students

### Certificates of Attendance provided!

**Book through TryBooking Today!**

Spaces are limited and booking is essential - so ensure your place today! To book log onto [www.trybooking.com/FZYT](http://www.trybooking.com/FZYT) if you do not have access to a computer please book by ringing Deborah on 03 9872 3366.

### Accessibility Requirements

The Sunshine Convention Centre has accessible parking and entrances, wheelchair ramps, automatic doors and accessible restrooms.

Please let us know if you require other accommodations such as large print materials, Braille, Auslan interpreters, captioning or any other specific needs by emailing Deborah on [info@ldnetwork.net.au](mailto:info@ldnetwork.net.au)



Cyber Bullying  
 Sexting  
 Learn The Lingo

## Growing Up Online

Presented By Susan McLean

"What Susan doesn't know about Cybersafety is not worth knowing."  
 Brilliant, dynamic and entertaining presentation!  
 (Dr Michael Carr-Gregg, Adolescent Psychologist)

**MELTON**  
 TUESDAY 7 OCTOBER 2014  
 MELTON LIBRARY & LEARNING HUB  
 31 McKenzie St Melton  
 From 7:00pm to 9:00pm

**CAROLINE SPRINGS**  
 WEDNESDAY 8 OCTOBER 2014  
 WESTWATERS HOTEL  
 10-20 Lake St  
 Caroline Springs  
 From 7:00pm to 9:00pm

**SUNSHINE**  
 THURSDAY 9 OCTOBER 2014  
 VICTORIA UNIVERSITY SUNSHINE CONVENTION CENTRE  
 460 Ballarat Rd Sunshine  
 From 7:00pm to 9:00pm

BOOKINGS ESSENTIAL - LIMITED SPACES

TO BOOK CONTACT LEA LUCAS:  
 Email: [lea.lucas@bmlen.com.au](mailto:lea.lucas@bmlen.com.au) OR Call: 9361.9306 to secure your place  
[www.cybersafetysolutions.com.au](http://www.cybersafetysolutions.com.au)

## highresolves

GLOBAL CITIZENSHIP AND LEADERSHIP PROGRAM

# Success in the Workplace



### Employability Skills Workshop for Year 11 VCAL students

*Success in the Workplace* is an innovative new workshop for Year 11 VCAL students to develop core employability skills in the areas of **communication, teamwork and problem solving** that will assist them to more effectively deal with the scenarios and challenges they will encounter in the workplace. Aligning with the VCAL Personal Development Skills Strand, the workshop develops an awareness in students about:

- Employers' expectations of behaviour
- Challenges they may face in a workplace
- Their personal leadership style and strengths as an employee
- Global citizenship and ethical behaviour in the workplace and beyond

Students learn to:

- Negotiate and problem solve to avoid and resolve conflict
- Work effectively in a team
- Solve problems when working in teams
- Be resilient when faced with challenges
- Develop personal objectives to succeed as an employee



### Success in the Workplace Summary

**Delivered By:** The program is delivered by *High Resolves*, a not-for-profit, non-religious educational initiative with nine-years experience in developing 21st Century skills that are critical for success in today's workplace. High Resolves is working in more than 110 schools nationally and has worked with over 80,000 students across Australia to date.

**Duration and Group Size:** The program runs for approximately four hours over a single day and is designed for groups of up to 30 Year 11 students.

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

**Pricing:** The school fee for *Success in the Workplace* is \$1,100 inc. GST. To assist schools to participate, the Brimbank/Melton Local Learning and Employment Network (LLEN) is offering five fifty-percent fee subsidies for schools in the Melton and Brimbank areas during 2014.

### How do I get my school involved?

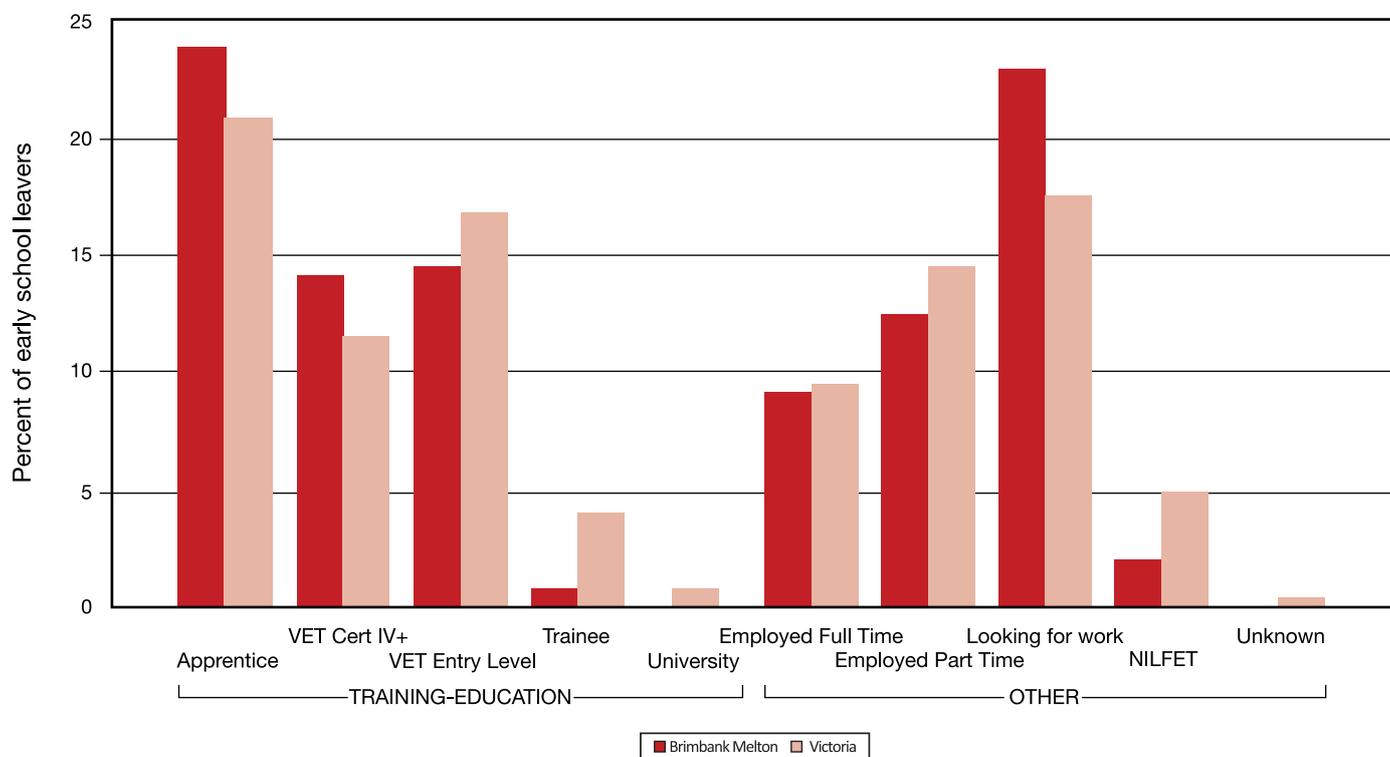
The *Success in the Workplace* workshops will be limited to five schools during Term 3 2014.

To express interest, or to arrange a meeting at your school, please contact Terry Robb on:

[tr@highresolves.org](mailto:tr@highresolves.org) or  
 (03) 9671 7079

# 2013 On Track Report - Destinations of 2013 early school leavers

Brimbank Melton LLEN and Victoria



## Successful destination data for early school leavers - 2013

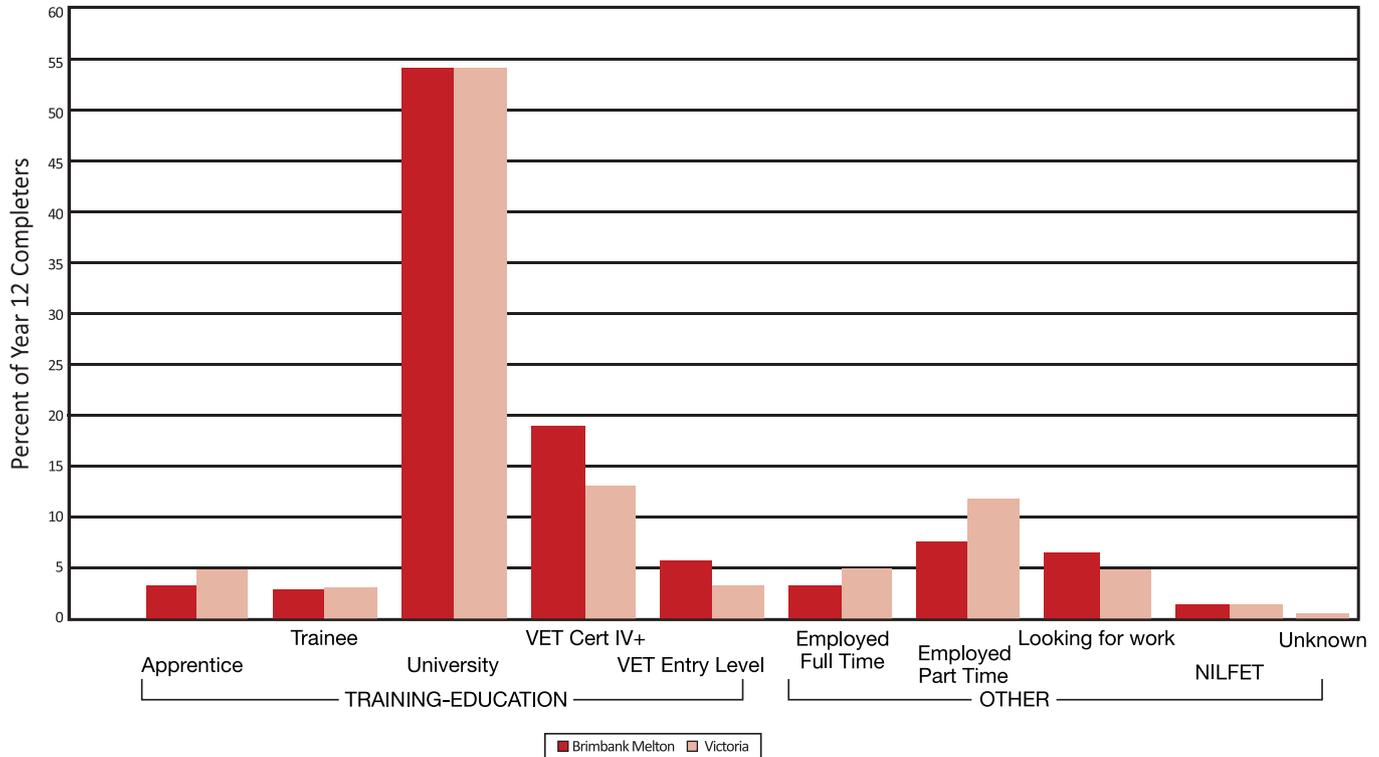
Area	Vet Cert IV+ %	Vet Entry Level %	Apprenticeships %	Traineeships %	Employment Full Time %	Total %
<b>Brimbank</b>	14.5	16.1	22.6	0	9.7	62.9
<b>Melton</b>	13.4	13.4	25.4	1.5	9.0	62.7
<b>Victoria</b>	11.2	16.9	21.1	4.0	9.4	62.6

### NB – The balance of early school leavers are either:

- Working part-time
- Looking for work
- Not in labour force, education or training [NILET]

# 2013 On Track Report - Destinations of 2013 Year 12 or equivalent completers:

Brimbank Melton LLEN and Victoria



## Successful destination data for early school leavers - 2013

Area	University %	Vet Cert IV+ %	Vet Entry Level %	Apprenticeships %	Traineeships %	Employment Full Time	Total %
<b>Brimbank</b>	56.9	18.6	5.2	2.9	1.6	1.8	87.0
<b>Melton</b>	48.2	18.1	5.8	4.4	3.3	4.1	83.9
<b>Victoria</b>	54.3	12.4	3.6	4.7	2.3	5.1	82.4

### NB – The balance of Year 12 completers are either:

- Working part-time
- Looking for work
- Not in labour force, education or training [NILET]

# Brimbank/Melton Local Learning & Employment Network Inc

## COMMITTEE OF MANAGEMENT 2014

Membership Category		Organisation	Current Member/s
1	Schools (4)	Kurunjang Secondary College Copperfield Secondary College Marian College Brookside P-9 College	Sandra Eglezos (2013) Tony Simpson (2014) Ray Pisani (2014) Phonse Crawford (2014)
2	TAFE Institutes or Universities with TAFE sectors (1)	Victoria University TAFE	Kathleen Curry (2013)
3	Adult, Community Education organisations; (2)	Djerriwarrh Community & Education Services (DCES) AMES	Trish Heffernan (2013)  Heather Weaver (2013)
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 (2013)
5	Trade Unions (1)		1 vacancy
6	Employer/Peak employer organisations / Regional employer organisations and employment agencies.(2)	Greater Melton Chamber of Commerce  Apprenticeships Group Australia	Tom Dickson (2013)  Daniel Jackson (2013)
7	Local Governments (2)	Brimbank City Council Melton City Council	Damir Lendich (2014) Matthew Wilson (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 and Early Childhood Development (DEECD)  Department of Human Services	Anne Fox (2013)  Lesley Murray (2013)
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 (2013)
11	Nominated by the Committee who shall be a Community Member or a person associated with an Organisational Member (1)		1 vacancy

# Brimbank/Melton Local Learning & Employment Network Inc

## BALANCE SHEET AS AT 31 DECEMBER 2014

	<u>2014</u>	<u>2013</u>
	\$	\$
<b>CURRENT ASSETS</b>		
NAB Bank Account	244,958	142,083
Petty Cash	200	200
Term Deposit	102,329	129,229
Grants Receivable	0	10,189
Gst Receivable	0	3,219
<b>Total Current Assets</b>	<u>347,487</u>	<u>284,920</u>
<b>NON CURRENT ASSETS</b>		
Office Furniture & Equipment	49,731	49,731
Office Furniture & Equipment Accum Depn	-49,730	-49,730
<b>Total Non Current Assets</b>	<u>1</u>	<u>1</u>
<b>TOTAL ASSETS</b>	<u>347,488</u>	<u>284,921</u>
<b>Current Liabilities</b>		
Nab Credit Card	0	2,420
Trade & Other Creditors	0	20,118
Provision for Employee Entitlements	11,205	39,558
Payroll Liabilities	14,248	16,674
Gst Payable	18,099	0
Provision for Long Service Leave	11,655	11,655
<b>TOTAL LIABILITIES</b>	<u>55,207</u>	<u>90,425</u>
<b>NET ASSETS</b>	<u>292,281</u>	<u>194,496</u>
<b>represented by</b>		
<b>EQUITY</b>		
Retained Earnings b/fwd	206,151	276,685
Net Income( Loss) for the Year	86,130	-70,534
<b>TOTAL EQUITY</b>	<u>292,281</u>	<u>206,151</u>

# Brimbank/Melton Local Learning & Employment Network Inc

## INCOME & EXPENDITURE STATEMENT FOR YEAR ENDED 31 DECEMBER 2014

	<u>2014</u>	<u>2013</u>
	\$	\$
<b>INCOME</b>		
Grant Funding - DEECD	209,883	547,053
Brimbank Career For Jobs Fair	0	42,500
Grant Funding -DEEWR	489,401	0
Melton FHL	39,500	0
Interest Income	3,262	5,923
Other Income	12,091	0
<b>TOTAL INCOME</b>	<u>754,137</u>	<u>595,476</u>
less		
<b>EXPENDITURE</b>		
Advertising	5,236	6,063
Audit Fees	9,000	9,000
Bank Fees	1,204	928
Depreciation	0	0
Employment Expenses	322,244	324,122
Insurance	1,665	2,430
IT Support	887	868
Legal & Accounting	14,650	12,241
Meetings & Conference Expenses	2,311	3,389
Office Expenses	4,844	3,918
Postage	462	551
Project Expenses	278,915	263,538
Rent	16,243	17,248
Subscriptions	1,089	862
Telephone	1,605	1,705
Travel & Parking Expenses	4,844	4,503
Vehicles & Maintenance	2,604	3,124
Motor Vehicle Allowance	0	11,520
Minor Equipment	204	0
<b>Total Expenses</b>	<u>668,007</u>	<u>666,010</u>
<b>Net Income ( Loss ) for the Year</b>	<u>86,130</u>	<u>-70,534</u>

# Auditor's Statement

## 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 31<sup>st</sup> December 2014. 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 31<sup>st</sup> December 2014 and of the results of its operations and its cash flow for the year then ended.

Dated at Melbourne this 19<sup>th</sup> day of February 2015.

  
.....(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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