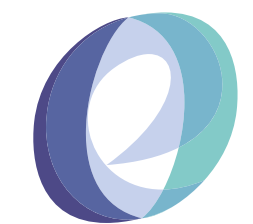




Annual Report 2017



OELLEN

ABOUT OELLEN

Our Vision

All young people in the outer east of Melbourne have access to education, training and employment opportunities.

Our Mission

To facilitate local partnerships that enable young people in OELLEN's region to be effectively engaged in school and to transition successfully into further education, training or employment.

Purpose

OELLEN exists to:



Drive solutions through partnerships in the community to improve outcomes for young people and connect them to opportunities via the development of real world skills, preparing them for the careers of the future.



Broker collaborative partnerships between local organisations that result in improved education and training outcomes for young people, in particular, those at risk of not making successful transitions.

Strategic Goals

OELLEN exists to:



Initiate local, coordinated and future focused approaches to work readiness, career learning and development for all young people based on a positive education approach.



Facilitate community actions that ensure all young people not maximising education and training opportunities are monitored and appropriately supported into meaningful education, training and employment options.



Develop and sustain an organisation that drives place-based, community strengthening and responsive initiatives informed by evidence and aligned to current and emerging community needs.

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OELLEN fosters the development of partnerships with and between many of its member organisations, including local industry and has developed initiatives and partnerships which have successfully engaged and supported young people in our region.



EXECUTIVE OFFICER'S REPORT

The Outer Eastern LLEN was established in 2001 to support the community to improve education, training and employment outcomes for young people 15 – 19 years of age. In 2017 OELLEN continues to broker opportunities to assist the local community to determine needs and priorities to address the transition of their youth through education and into post school options. Navigating the complexities of this journey is not easy for some young people. Compounding this is the changing nature of work and decline in many of the entry level opportunities. The challenges to determine where the jobs are now and into the future is complex and fluid and quality career education and pathways to engage our youth have always been given high importance in the OELLEN annual strategic planning.

OELLEN fosters the development of partnerships with and between many of its member organisations, including local industry and has developed initiatives and partnerships which have successfully engaged and supported young people in our region. Many of these are included in this annual report. These partnerships provide opportunities to increase the retention and engagement of our young people in school as they improve their knowledge of pathways around further education, training or employment.

We continue to promote collaboration across agencies and model this through participation in a number of networks and activities. An example of this is the OELLEN participation in the Outer Eastern Children and Youth Area Partnership (OEYACP) Co-Design Sprints aimed at improving outcomes for young people in out of home care.

VET enrolments continued to thrive in 2017 with Cultural and Recreation – Recreation once again the most popular VET subject along with Building and Construction and Hospitality, Tourism and Events (each making up 14% of enrolments).

VCAL enrolments remained high with boys outnumbering girls at each level and in each of the three LGA areas. Intermediate enrolments were the highest at 580, Senior were 548 and foundation 107. Yarra Ranges had the highest number of VCAL enrolments. Deakin University continues to attract the highest number of young people in the OELLEN Region who transition to higher education courses.

Yarra Ranges and KIOSC Tech schools have improved both teacher's and young people's knowledge of the importance of STEM. Much has been written about the value of STEM and the application to everyday living and future job prospects.

The Youth Initiative Providers Network (YIP) is a good example of how a group of community agencies can share good practice and collaborate around providing support for those not engaged in schooling. Young people aged from 15 -19 have been able to

engage in Federal and State funded initiatives designed to support transitions to employment or training. These programs provide structures to support young people to realise their potential.

The Outer Eastern Trade Training Alliance (OETTA) partnership is a group of school -based training initiatives developed to support access to quality training as part of senior school curriculum. In 2017 a success taster day with grade 5 students from local primary schools demonstrated the importance of introducing the idea careers earlier. This will be expanded in 2018.

The LLEN funding is now made up of two major contracts each delivered under separate formal arrangements with the Department of Education and Training, the Vulnerable Children's Unit contract focussing on less engaged young people both in schools and in community, and the Structured Workplace Learning program (SWL) supporting young people to engage in quality workplace opportunities with employers.

I would like to acknowledge the commitment and enthusiasm of the OELLEN Board who have contributed significantly to the successes achieved under the leadership of Rae Jamieson. Rae is retiring this year after serving on the Board since 2009. Her tireless support, guidance and encouragement to myself as well as her dedication to outcomes for young people in the region will be missed. We wish her well in the future.

I would also like to take the opportunity to acknowledge the input of our highly skilled and enthusiastic team of current staff members who have worked hard for the benefit of young people in our region and Kaz Erbs who left the team in July.

During the year we hosted a placement as part of Deakin University's Masters program. Jesse Boyd has proven to be an invaluable staff member who has continued in a new role we have established in Social Media. OELLEN looks forward to exciting ways to connect with our community in the future. Check out our new web site, facebook and twitter feeds.

In March the OELLEN office moved to the Lakeside Campus at Lilydale which was reopened after four years of closure. Our place in the local community continues to be enhanced by our location as part of a community hub.

Fiona Purcell

Fiona Purcell
Executive Officer



CHAIRPERSON'S REPORT

I've been involved with the OELLEN virtually since its inception and served on the Board since 2009. I was honoured to be elected to Chair the Board in 2011, a position I have held since that date. During this time, I have been delighted to serve with an extremely talented Board who have brought to the table knowledge and skills that have contributed to the direction and support of the fantastic work done under the guidance of our Executive Office Fiona Purcell. The time has come for me to hand over the baton and therefore this will be the final time that I present a report to this meeting.

The commitment of the Board is the backbone for the successful operations of the OELLEN and I extend my thanks to all members for their support.

The partnerships and programs established and supported by the OELLEN during my time on the board have been extensive. Some of the programs that stand out include:

- ***Coordination and support for a valuable research project into youth homelessness in the Yarra Valley,***
- ***The establishment and provision of forums for professional development and ongoing support for the VCAL providers,***
- ***Continual development of innovative projects with local schools to enhance students learning and to link their academic learning with the world of work***
- ***Working with schools and their teachers to introduce a Trauma Informed Approach through the Berry Street Education Model to their teaching practices to enable better learning outcomes for the more vulnerable and disadvantaged students.***
- ***The development of the first Work Inspiration project with Ringwood Secondary College and the Maroondah City Council which has been continually expanded to include more schools and other councils and organisations,***
- ***Continued successful running of the Structured Workplace Learning contract which goes from strength to strength.***
- ***The exciting changes to revamp our electronic presence and to bring the OELLEN into the present with communication and dissemination of information***

The OELLEN staff continue to think outside the square and develop new and exciting projects to support our member schools and students to transition to successful completion of their education and move into the world of work, and I am sure that this will continue.

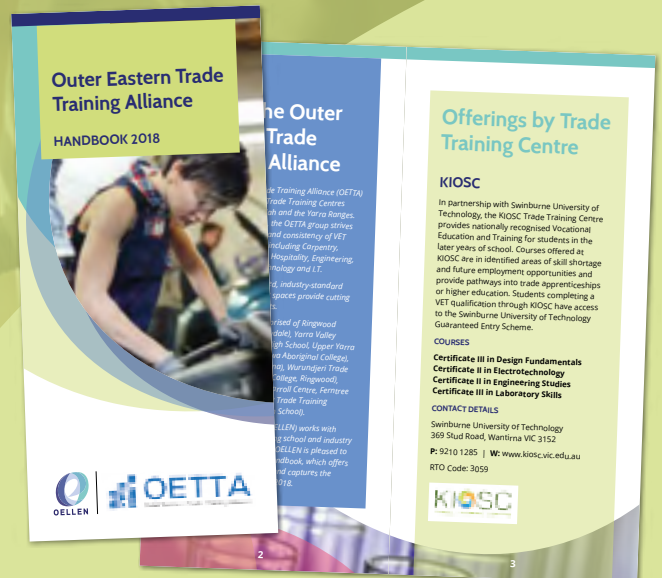
I would like to acknowledge the OELLEN Executive and the Finance and Audit Committee for their guidance in financial management, and especially Helene Rooks as Deputy Chair and Treasurer.

Finally, my thanks to the highly skilled and enthusiastic staff who work hard for the benefit of young people in our region under the guidance of Fiona Purcell. Without these fantastic people, none of our activities would be possible.

Rae Jamieson

Rae Jamieson
Chairperson





LLEN Case Study Sustainable Partnerships

The Outer Eastern Trade Training Alliance was first flagged in 2015 by the Outer Eastern Local Learning and Employment Network (OELLEN) to facilitate collaboration and support for quality educational provision in Trade Training Centres in Schools across the Outer East of Melbourne.

Having listened to the challenges being faced by individual Trade Training Centres, the OELLEN invited representatives from each centre to a meeting to discuss whether a collective response could be developed to overcome some of the issues.

It was anticipated that uptake of the invitation could be low due to the competitive market, however, representatives from most of the seven centres attended the inaugural meeting.

There was some initial reluctance to share much information, but despite this, there was unanimous agreement for the OELLEN to facilitate further meetings. From this, the Outer Eastern Trade Training Alliance (OETTA) was formed.

The collaboration continued to grow and the OELLEN facilitated a series of moderation/validation sessions for trainers in the Engineering courses, to promote sharing and consistency of course content and assessment. The sessions were attended by the Curriculum Maintenance Manager for Engineering. Feedback was so positive that the process was replicated for trainers in Hospitality and Building and Construction. The Moderation/Validation networks are now well established and no longer require facilitation by OELLEN, and their value for school VET trainers and providers has been recognised at a State level.

In 2017, collaboration through the Alliance went a step further, and with the support from the LLEN, a combined course guide was developed, printed and disseminated to schools.

STRUCTURED WORKPLACE LEARNING REPORT

The 31 Local Learning and Employment Networks (LLENs) across Victoria receive funding from the Victorian Government to deliver the Department of Education's Structured Workplace Learning (SWL) Service.

Through its online portal (www.workplacements.education.vic.gov.au), the SWL Service allows employers to offer industry placements for students, aligning these experiences with their VET and VCAL studies. The site makes it easy for students to browse local SWL opportunities and for teachers to then connect their students with the employers involved.

LLENs play a crucial role in making this possible, by bringing new employers into the program, helping employers to enhance the quality of the placements on offer and assisting schools in accessing these opportunities for their students.

In the first year of the SWL Program (2016), the Outer Eastern LLEN engaged over 100 local employers, ranging from small companies through to large nation-wide employers.

In 2017, this initial success was built upon further, with OELLEN growing the number of local employers engaged with the program to more than 170 workplaces in Knox, Maroondah and the Yarra Ranges. This growth saw nearly 200 students complete SWL placements locally in 2017.

In the Outer Eastern LLEN region (Knox, Maroondah and the Yarra Ranges), over 35 secondary schools received SWL assistance from OELLEN in 2017, allowing them to access and use the new SWL Portal to find placements. This number represented more than 80% of the secondary schools in the region.

Across Victoria in 2017, the LLEN Network collaboratively sourced over 3,500 industry opportunities for young people, with these real-world learning experiences being available to schools through the SWL Portal state-wide.

More than 2,700 of these opportunities were taken up by students across Victoria.

SWL placements make significant contributions to the vocational learning, employment outcomes and life skills of students by informing their pathway decisions, shaping their career trajectory, enhancing their VET training and building their confidence as people.

In 2017, the Outer Eastern LLEN was proud to secure a range of new SWL partnerships with larger employers, including Bowens, Box Hill Institute, Indimax Productions, Bunnings and Rapid Tune.

These fantastic industry partnerships follow on from those set up in 2016 (Knox Private Hospital, Villa Maria Homes, EACH and Myer), further reflecting the growth of the SWL program and the value that employers see in connecting with it.

Securing the support of these large employers in the region – with such strong capacity to support student placements – represented a very important achievement for OELLEN in 2017.

In 2017 OELLEN:



Offered 207 locally sourced SWL Positions to schools through the Structured Workplace Learning (SWL) Portal



Placed 197 students into Structured Workplace Learning placements through the SWL Portal



Assisted 95 employers in Knox, Maroondah and the Yarra Ranges to connect with schools and provide quality SWL placements for young people



Supported 44 secondary schools across Victoria in finding SWL Placements



Increased the capacity of 94 teachers across 35 schools in Knox, Maroondah and the Yarra Ranges by connecting them with industry



Provided SWL Portal training to 33 new teachers in Knox, Maroondah and the Yarra Ranges



SWL Case Study

One of the SWL Portal's great success stories in 2017 unfolded at Eastern Ranges School, a Ferntree Gully-based special needs school in Melbourne's outer East.

Catering to students with Autism Spectrum Disorder (ASD), Eastern Ranges is a growing school with an enthusiastic student group and a passionate staff. Among the student cohort is a VCAL class of approximately 20 young people. This class sees students undertaking industry experience and coursework (including VET) according to their individual skills, capacities, goals and interests.

Of all of the schools in the Outer Eastern LLEN region, Eastern Ranges School has been one of the most engaged with the new SWL Service, quickly arranging to have multiple school staff trained by OELLEN and then regularly providing students with opportunities to browse the SWL Portal.

Karen Gieschen, one of the key staff at the school in the VCAL and Careers space, has driven this approach for her team, with this passion bearing fruit in 2017 in the form of a multitude of successful SWL placements for students.

Historically, schools have found it very difficult to consistently and easily connect with employers for student work placement. This has been especially true for schools which focus on catering to students with additional needs.

Even more challenging for schools has been the task of ensuring that employers are cognisant of the ways in which these industry experiences align with the education and training of young people. In short: the task of providing quality Structured Workplace Learning. Staff at Eastern Ranges School have faced these obstacles in the past, and it is for this reason that Karen and her colleagues describe the SWL Portal, and the accompanying LLEN support, as 'an amazing resource' for her school and her students.

In 2017, Eastern Ranges School used the SWL Portal on 18 separate occasions to contact employers and explore potential SWL placements. From this, 11 students were then able to secure SWL placements at local Host employers in industries including Retail, Sport and Recreation, Hospitality, Business Administration and Horticulture.

Given the background of work placement at the school – and the unique needs of the student group – this was a truly remarkable achievement, and one that has been celebrated by students and teachers at the school.

Student feedback from these SWL placements is telling. Students comment that their 2017 SWL experiences have allowed them to develop a clearer plan for their careers, learn more about work environments, connect with new people, receive potential employment offers, learn about giving and receiving feedback in the workplace, become more confident in themselves and, importantly, develop new skills. All of these things have also contributed to a sense that students are happier, more mature, and more engaged.

The 2017 Eastern Ranges story is just one example of what can happen when a school quickly and openly embraces a new initiative for their students. It is expected that these successes will be built upon in 2018, both in the lives of the students who take their next steps post-SWL, and in the broader school and community desire for strong school-to-industry engagement.

ACHIEVEMENTS, EVENTS & STATISTICS



Technology, Trades, Technicians Grade 5 STEM Taster Day

OELLEN worked in partnership with KIOSC, Ringwood Training and Yarra Valley Polytechnic to offer grade 5 students from local Primary schools the opportunity to visit and experience programs at the three Trade Training Centres. Over 400 students participated in a range of activities and learned basic skills in electronics, metal or woodwork and completed a project to take home. This activity raised awareness of potential career pathways and captured the interest of all the participating students.

VCAL Conference

OELLEN planned and organised a conference for VCAL teachers in conjunction with Stage 2 Quality Assurance day. 110 teachers and coordinators and 5 VCAA representatives attended and surveys indicated a very high level of satisfaction with the guest speakers and workshop presenters who covered a range of topics with a focus on Literacy, Numeracy, Personal Development and Work Related Skills.

VCAL Strategies for Teaching Students with Additional Needs PD

OELLEN organised a full-day professional learning workshop to skill VCAL teachers in identifying and responding to students with learning difficulties and disabilities. 43 teachers from schools, TAFE and Learn Local organisations attended from right across the Eastern Region. Surveys indicated 100% satisfaction that the information and strategies fully met their workshop expectations.

Work Inspiration

OELLEN collaborated with Maroondah City Council to implement two Work Inspiration Programs during Term 2. The programs engaged 30 students from Maroondah schools in an intensive 5-day program of personal development, career exploration and work experience. The students learned about jobs and skills for the future and were given opportunities to speak with council employees from a range of program areas about how they arrived at their career with the Council and the skills required for the job. Students also researched jobs, qualifications required and education providers offering those courses.



VCAL Induction Day

OELLEN planned and organised Professional Learning for 38 new VCAL teachers and Coordinators. This provided teachers with valuable information regarding assessment of outcomes, gathering evidence and preparing the Quality Assurance Template.

SWL Statewide Conference

November saw Victoria's broader network of 31 LLENs come together to focus on reviewing and enhancing the work done in Structured Workplace Learning. The statewide SWL conference, co-arranged by OELLEN, featured presentations from the Department of Education and the Victorian Curriculum and Assessment Authority. The day's workshops allowed the LLEN network to explore new ways of improving collaboration and sharing best-practice, with the over-arching goals being to provide more SWL opportunities to secondary school students and to further enhance the quality of those placements. It was great to see the expertise and passion for school-industry engagement that exists within the LLEN network on show.

Vocational Learning Online Network

OELLEN established an on-line Network for VCAL and VET teachers and trainers using Basecamp as a platform to enable teachers and coordinators to seek advice, share good practice, resources and achievements. 78 teachers have registered from across the Eastern Metropolitan Region.

Youth Initiative Providers Forum

A Forum for young people and parents was held in August to raise awareness of support services available to disengaged young people. This also increased educators and service providers' knowledge of other available services and eligibility requirements.

Lakeside Vibes Youth Initiative Providers Expo

A Youth Initiative Providers (YIP) Expo was held in National Youth Week in collaboration with the Yarra Ranges Council Youth Services Lakeside Vibes event. The aim of the Expo was to inform disengaged young people of the range of Government funded education and career programs available in the Outer Eastern Metropolitan Region.

SWL Breakfast

In March 2017, OELLEN held its first SWL (Structured Workplace Learning) Breakfast at Karralyka Centre in Ringwood. The morning saw more than 50 staff attend from local secondary schools, and also featured guest speakers from industry. Topics covered included strengthening school-industry engagement and further expanding the awareness of the new SWL Portal. Professional development for schools and employers and the sharing of local success stories in SWL helped to make the event a great success. A highlight was hearing from a recent Year 12 student, Jai Tyrrell, who had converted his Structured Workplace Learning placement into full time employment at Calgraphics in 2016. Thanks to all who joined us and helped to make it a great morning!



Disability Forum

In partnership with NDCO, Whitehorse, Knox and Monash City Council Metro Access and Gateway LLEN, OELLEN participated in the planning and implementation of an information forum for young people with disabilities and their carers to assist in the transition to further education, training or employment. 65 participants attended and received one-on-one support to develop a Strength Based Career Plan.

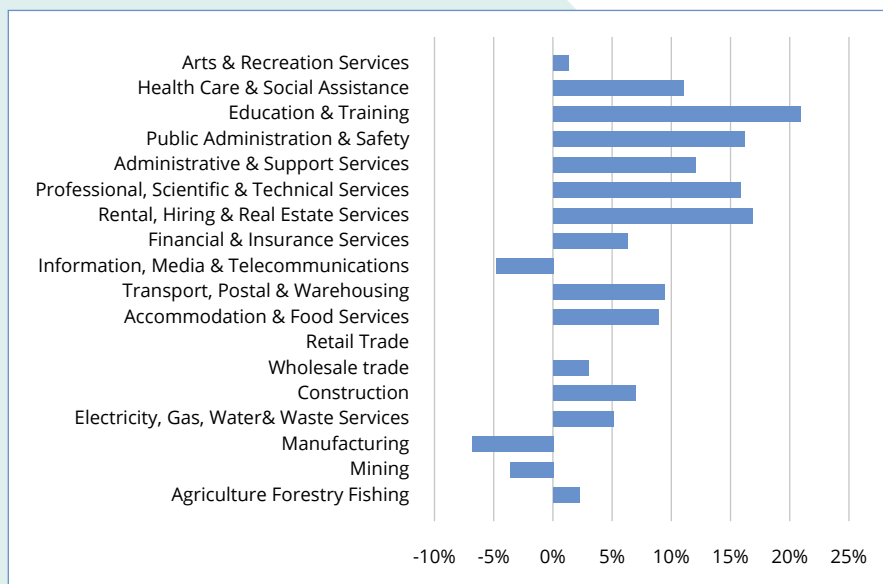


It is predicted that 'Education & Training' will see a 20% growth in employment by 2022.

This data shows Melbourne's Outer Eastern suburbs projected employment growth to May 2022*.

According to these projections 'Mining', 'Manufacturing' and 'Information, Media & Telecommunications' will see a decline in employment rates.

Data from Australian Government Labour Market Information Portal.

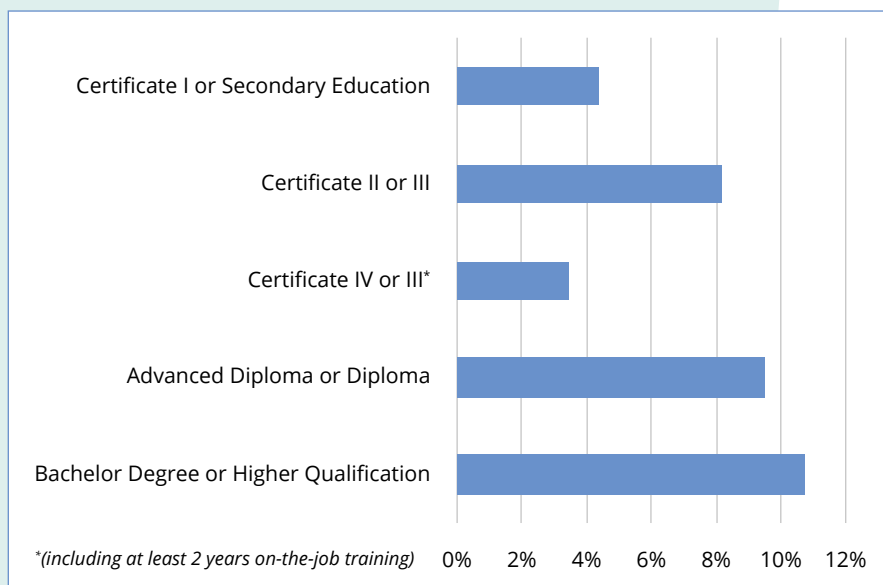


All levels of education will see an employment rate increase by 2022.

This data shows the projected employment growth by skill level to May 2022*.

According to these projections there will be a 10% growth in employment of those with Bachelor Degrees or higher education by 2020.

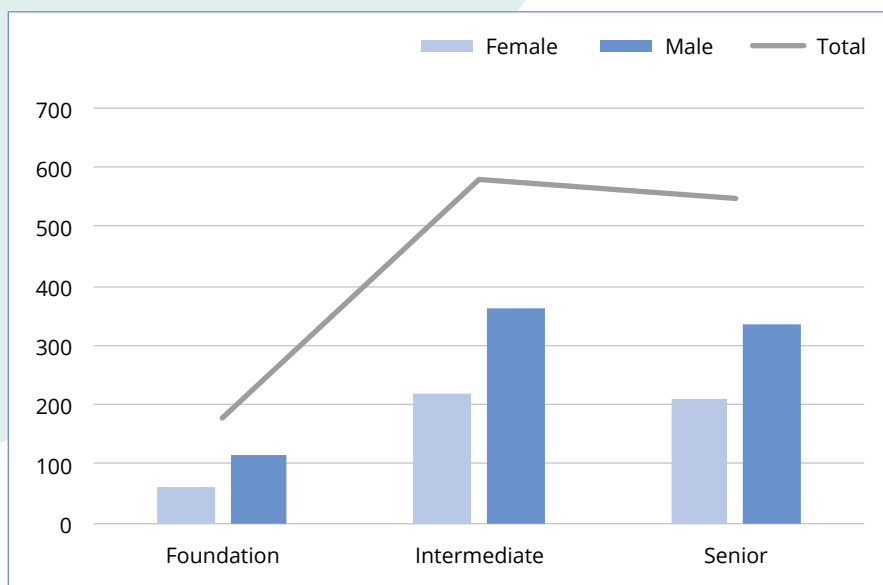
Data from Australian Government Labour Market Information Portal.



Far more male students were enrolled in VCAL than female students.

This data shows a total of 1,306 students were enrolled in VCAL in 2016.

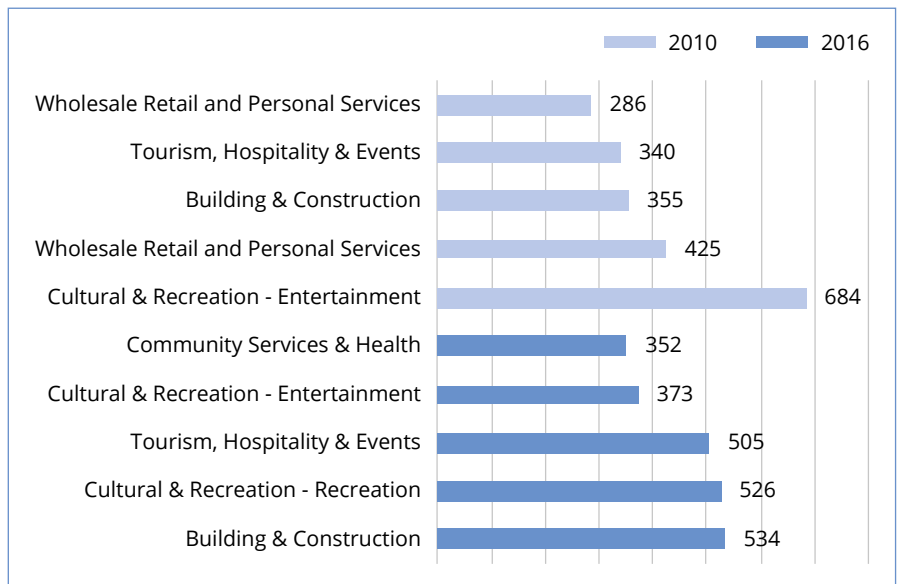
The biggest margin between male and female students was at the foundation level, with only 62 female enrolments to the 116 males.



VET enrolments increased from 3568 in 2010 to 4081 in 2016.

This data shows the five most popular VET subjects in 2016 compared to the five most popular VET subjects in 2010.

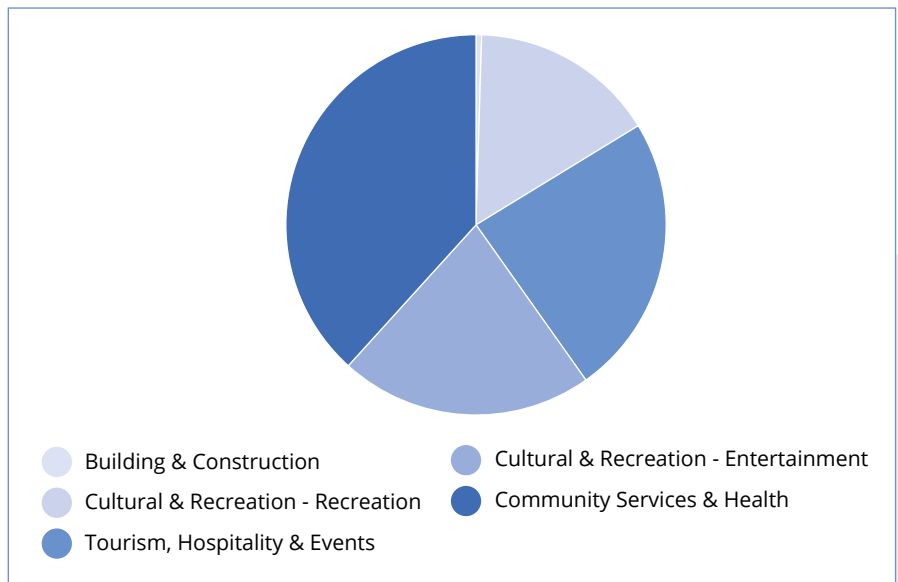
In 2016, 'Community Services & Health' joins the top five, while 'Wholesale Retail and Personal Services' is excluded.



In 2016, 40% of the total VET enrolments were female.

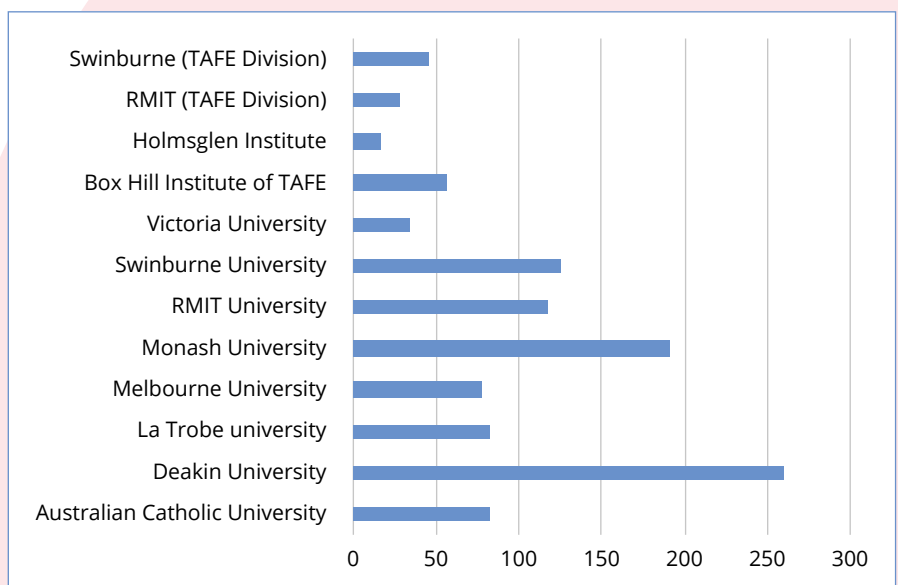
This data shows the percentage of female students among the top 5 VET subjects in 2016.

Females held 80% of the enrolments in 'Community Services & Health', and only 1% of the enrolments in 'Building & Construction'.



Deakin University received the most enrolments from students in the Outer Eastern region in 2016.

This data shows the distribution of students, from the outer eastern region, who left school and began further study at a University in 2016.



*Department of Jobs and Small Business Projections

FINANCIAL REPORT

Income and expenditure statement for the year ended 31 December 2017

INCOME	Notes	2017	2016
Government Grants		586,166	542,982
Interest		5,564	7,333
Other Income		13,184	29,961
		604,914	580,276
EXPENDITURE		2017	2016
Accounting fees		3,975	3,920
Audit fees		4,080	5,482
Bank Charges		209	180
Depreciation expense		6,662	5,102
Assets written off		7,144	-
Utilities expense		1,148	3,014
Advertising and promotion		493	523
Administration and other expenses		126,670	89,494
Rental expense on operating leases		24,868	41,997
Salaries and wages - Superannuation		33,128	36,925
Salaries and wages		345,846	402,473
TOTAL EXPENDITURE		554,223	574,399
Current year operating (deficit)/surplus before income tax		50,691	5,877
Income tax expense	1 (a)		
Net current year operating (deficit)/surplus after income tax		50,691	5,877
Other comprehensive income	8	2,943	1,963
TOTAL OPERATING SURPLUS & COMPREHENSIVE INCOME		53,634	7,839
RETAINED SURPLUS AT THE BEGINNING OF THE FINANCIAL YEAR		274,585	266,746
RETAINED SURPLUS AT THE END OF THE FINANCIAL YEAR		328,219	274,585

FINANCIAL REPORT

Assets and liabilities statement as at 31 December 2017

CURRENT ASSETS	Notes	2017	2016
Cash and cash equivalent	4	410,399	583,012
Deposit and Bond	2	2,356	8,744
Prepayments		7,234	8,810
TOTAL CURRENT ASSETS		419,989	600,566
NON CURRENT ASSETS			
Property, plant and equipment	3	38,630	16,639
TOTAL NON CURRENT ASSETS		38,630	16,639
TOTAL ASSETS		458,619	617,205
CURRENT LIABILITIES			
Accounts payable and other payables	5	10,913	8,602
Grant in advance		-	177,177
GST payable & PAYG withheld		(585)	21,792
Provisions for employee benefits		120,070	135,047
TOTAL CURRENT LIABILITIES		130,398	342,618
TOTAL LIABILITIES		130,398	342,618
NET ASSETS		328,221	274,587
MEMBERS' FUNDS			
Members contribution		2	2
Retained surplus		328,219	274,585
TOTAL MEMBERS' FUNDS		328,221	274,587

Statement of cash flows

CASH FLOWS FROM OPERATING ACTIVITIES	Notes	2017	2016
Receipts from Government Grants		408,989	720,159
Receipts from customers		13,184	27,166
Interest received		5,564	7,333
Payments to suppliers of goods and services		(173,544)	(128,456)
Payments to or for benefits of employees		(391,008)	(422,639)
Net cash provided by (used in) operating activities	7	(136,815)	203,563
CASH FLOWS FROM INVESTING ACTIVITIES			
Net cash provided by (used in) property, plant and equipment		(35,798)	
Net cash provided by (used in) investing activities		(35,798)	
Net increase/(decrease) cash held		(172,613)	203,563
Cash at beginning of year		583,012	379,449
Cash at end of year	4	410,399	583,012

FINANCIAL REPORT

Notes to the financial statements for the year ended 31 December 2017

Note 1: Summary of significant accounting policies

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act Reform Act 2012. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of this financial report.

a. Income Tax

No provision for income tax has been raised as the entity is exempt from income tax under the Income Tax Assessment Act 1997.

b. Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

c. Impairment of Assets

At the end of each reporting period, the committee reviews the carrying amounts of its tangible and to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the income and expenditure statement.

d. Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the

end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled. Employee benefits include annual leave, Redundancy pay and long service leave provided after seven years' service.

e. Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

f. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

g. Accounts Receivable and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivable expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

h. Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

If conditions are attached to the grant that must be satisfied before the association is eligible to receive the contribution, recognition of the grant as revenue will be deferred until those conditions are satisfied.

All revenue is stated net of the amount of goods and services tax (GST).

i. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

j. Accounts Payable and Other Payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

NOTE 2: DEPOSIT AND BOND	2017	2016
Rental Bond	2,156	8,544
Other Deposit	200	200
	2,356	8,744
NOTE 3: PROPERTY, PLANT AND EQUIPMENT	2017	2016
Computer Equipment	60,930	60,930
Additions	29,348	
Written off/Disposal	(54,729)	
Less accumulated depreciation	(9,204)	(58,747)
	26,345	2,183
Office Equipment	20,092	20,093
Written off/Disposal	(7,211)	
Less accumulated depreciation	(10,974)	(16,366)
	1,907	3,727
Furniture and Fittings	33,593	33,594
Additions	6,451	
Written off/Disposal	(17,414)	
Less accumulated depreciation	(12,252)	(22,865)
	10,378	10,729
	38,630	16,639
NOTE 4: CASH AND CASH EQUIVALENTS	2017	2016
Cash at Banks	410,212	582,985
Cash on hand	187	27
Total cash and cash equivalents	410,399	583,012
NOTE 5: ACCOUNTS PAYABLE AND OTHER PAYABLES	2017	2016
Sundry Creditors	3,173	1,875
Credit Card	2,815	2,105
Superannuation Fund Payable	4,925	4,622
	10,913	8,602
NOTE 6: PROVISIONS FOR EMPLOYEE BENEFITS	2017	2016
Provision for Annual Leave	34,910	56,093
Provision for Long Service Leave	44,345	39,723
Provision for Redundancy Pay	40,815	39,231
	120,070	135,047

NOTE 7: CASH FLOW INFORMATION	2017	2016
Reconciliation of Net Cash Provided by Operating Activities to Operating Surplus		
Operating Surplus	53,634	7,839
Non-cash flows in deficit from ordinary activities		
Depreciation	6,662	5,102
Loss on assets sales/written off	7,144	-
Changes in assets and liabilities		
Decrease/(increase) receivables/prepaid	7,965	(2795)
Increase/(decrease) in grants advance	(177,177)	177,177
Increase/(decrease) in other creditors	2,311	1,443
Increase/(decrease) provision for leave	(14,977)	(3,550)
Increase/(decrease) in GST & PAYG Withheld payable	(22,377)	18,347
Net cash used by operating activities	(136,815)	203,563
NOTE 8: OTHER COMPREHENSIVE INCOME		
Other comprehensive income relates to prior year employee's annual leave provision		

Statement by Board of Directors

The board has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the board the financial report as set out on pages 1 to 7:

1. Presents a true and fair view of the financial position of Outer Eastern Local Learning and Employment Network Inc as at 31 December 2017 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Outer Eastern Local Learning and Employment Network Inc will be able to pay its debts as and when they fall due.

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



Board Chair



Treasurer

Dated this 21st day of March 2018

Auditor's independence declaration under section 307c of the corporations act 2001 to members of Outer Eastern Local Learning and Employment Network Inc.

I declare that, to the best of my knowledge and belief, during the year ended 31 December 2017 there have been:

- a) No contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
- b) No contraventions of any applicable code of professional conduct in relation to the audit.



Geoffrey B Johnson
Of Rucker DWC Pty Ltd
Chartered Accountants
Mitcham VIC

Dated: 5 Feb 2018

Board Members

Coopted Members

Chair: Rae Jamieson

Director: Mark Heuston, Croydon Community School

Local Government

Director: Nicole Hunter / Lou Zarro, Knox City Council

Director: Adam Cooper, Maroondah City Council

Director: Tania Asper/Helen Ruddell, Yarra Ranges Council

Other Community Agencies & Organisations

Treasurer: Helene Rooks, VALA

Director: Tim Pitt, EACH

Director: Anthony Raitman (Resigned), DET

Schools

Director: Bronwyn Harcourt, Croydon Community School

Director: Rosina Fotia, Lilydale Heights College

Tafe Institutes

Director: Sharon Rice, Swinburne

ACFE Organisations

Director: Janet Claringbold, MDLC

Other Education & Training Organisations

Secretary: Jo Priest, MEGT

Employers

Director: Cam Greenwood, Monsta Surf

Koorie Groups

Director: Lea Jones, Swinburne

Community Members

Director: Louisa Ellum (Resigned)

Staff

Executive Officer: Fiona Purcell

Project Officers: Cherie Messerle & Kaz Erbs (Left in July 2017)

Linking Schools to Industry: Cheryl Barr, Sharon Neal & Steve Merry

Office Manager: Debra Ceko

Research Officer: Jesse Boyd



**Outer Eastern Local Learning
& Employment Network**

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