



Commissioner for Children and Young People
Western Australia



**Annual
Report
2015-16**

Reading the Annual Report

This Annual Report can be accessed in several formats.

Online

This Annual Report is available as a PDF download from www.ccyp.wa.gov.au as a full report or in its individual sections:

- From the Commissioner (Executive summary)
- 2015–16 snapshot
- About us – overview of the Commissioner for Children and Young People
- Commissioner for Children and Young People – report on performance
- Significant issues impacting the agency
- Disclosures and legal compliance, including financial statements.

Hyperlinks are included throughout the report and are [highlighted in blue and underlined](#).

Hard copy

Printed copies of the report can be viewed at the:

Commissioner for Children and Young People
Ground floor, 1 Alvan Street
SUBIACO WA 6008

State Library of Western Australia
Alexander Library Building
Perth Cultural Centre
PERTH WA 6000

Alternative formats

On request, large print or copies of this Annual Report in an alternative format can be obtained from the Commissioner for Children and Young People. Additionally, the 2015–16 Annual Report is available on the Commissioner's [website](#).

Contact

Commissioner for Children and Young People

Telephone: (08) 6213 2297

Country freecall: 1800 072 444

Email: info@ccyp.wa.gov.au

Web: www.ccyp.wa.gov.au



**"Listen to all
these ideas you're
getting to help make
good changes
for the future."**

16 year-old boy

Letter to Parliament

Hon. Barry House MLC
President, Legislative Council

Hon. Michael Sutherland MLA
Speaker, Legislative Assembly

Annual Report of the Commissioner for Children and Young People 2015–16

In accordance with section 61 of the *Financial Management Act 2006*, I hereby submit to Parliament for information the Annual Report of the Commissioner for Children and Young People for the year ending 30 June 2016.

This Annual Report has been prepared in accordance with the provisions of the *Financial Management Act 2006* and the *Commissioner for Children and Young People Act 2006*.



COLIN PETTIT

Commissioner for Children and Young People Western Australia

5 September 2016

Contents

Letter to Parliament	3
Contents	4
From the Commissioner	5
2015—16 Snapshot	7
About us	9
Agency performance	14
Performance Management Framework	14
Promoting children and young people's participation	15
Major achievements in 2015–16	17
Influencing – policy, services, attitudes and outcomes	27
Major achievements in 2015–16	30
Good governance and capacity	35
Major achievements in 2015–16	35
Formal submissions 2015—16	37
Significant issues impacting the agency	38
Disclosures and legal compliance	39
Financial Statements	42
Detailed Key Performance Indicators information	83
Ministerial Directives	87
Other Financial Disclosures	87
Governance Disclosures	89
Other Legal Requirements	89
Government Policy Requirements	92

"I think it's good
for someone to make
sure we kids aren't
forgotten about." "

9 year-old boy.

From the Commissioner

I am very pleased to present my first Annual Report as Western Australia's Commissioner for Children and Young People.

.....

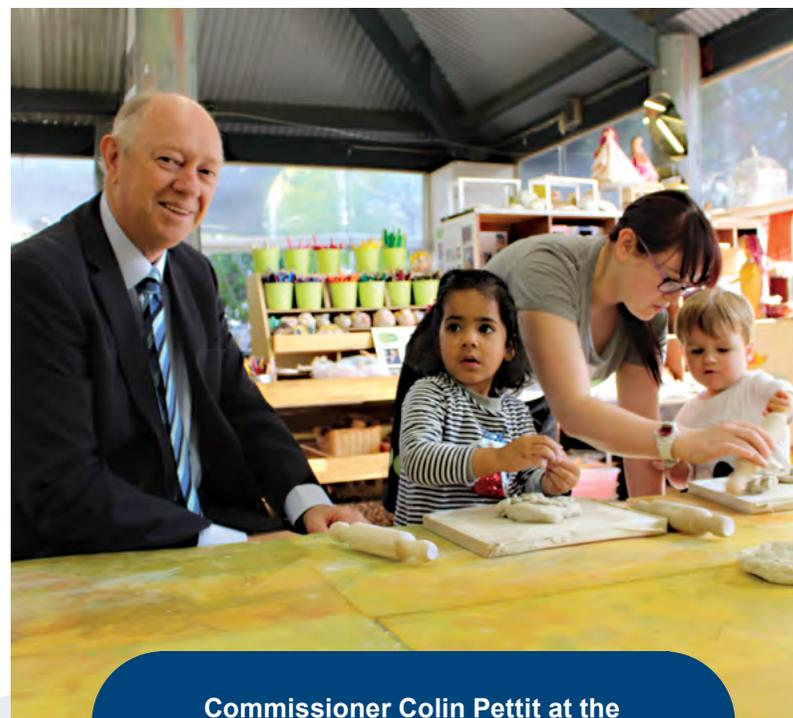
Since my appointment in November 2015 I have met many inspiring children and young people, their families and staff from organisations who both directly and indirectly care for and support our youngest citizens.

In my meetings with children of all ages around the state I have been struck by how many of them genuinely appreciate that the government appoints someone to act as an independent advocate for them and through whom they can have their voices heard.

One of my first priorities on appointment was to develop and release a strategic plan to guide my work and that of the office during my five-year term as Commissioner.

The plan is centred around prioritising the rights, voices and contributions of children and young people, monitoring and advocacy to strengthen wellbeing, and prioritising the needs of disadvantaged and vulnerable children and young people. It also describes my intent to work collaboratively with the community to ensure that the best interests of our almost 600,000 children and young people are paramount.

This report outlines the large body of work undertaken by the office in 2015–16. Many of the projects outlined in this report were initiated under the leadership of my predecessor Jenni Perkins and I acknowledge the significant contribution she has made to the office's growing body of evidence on the wellbeing of our children and young people.



Commissioner Colin Pettit at the Subiaco School of Early Learning.

From the Commissioner

In the last year the voices of many of our children and young people have been heard through consultations involving Aboriginal and Torres Strait Islander children and young people, and children from culturally and linguistically diverse backgrounds.

The current Royal Commission into Institutional Responses to Child Sexual Abuse has highlighted the vulnerability of children and young people and the need for proactive strategies and oversight to ensure their safety and wellbeing wherever they are. This year my office has undertaken a major program to promote child safe principles and practices to organisations to help build more robust systems for keeping our children safe.

We have commenced important consultations with children and young people in out-of-home care and those in contact with the youth justice system. Additionally, planning was undertaken for a major consultation with Western Australian school students on school and learning, aimed at finding out how we can best keep children and young people engaged in education. Reports on all three of these consultations will be released in 2016–17.

The Commissioner's office is staffed by a small but dedicated team who undertake a large volume of work on behalf of Western Australia's children and young people. I thank them for their work over the past year.



COLIN PETTIT
Commissioner for Children
and Young People Western Australia



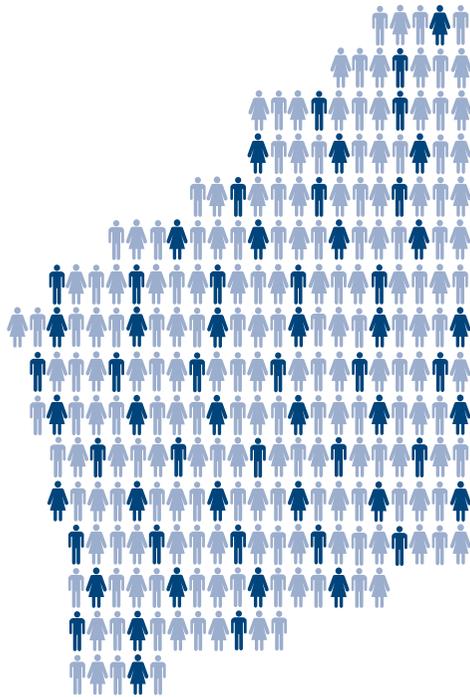
Face to Face,
available at ccyp.wa.gov.au,
provides an annual report
specifically for children and
young people on how their
views have influenced the
Commissioner's work over
the past year.

2015–16 Snapshot

- Consulted or met with 1,213 children and young people throughout Perth and regional Western Australia (WA).
- Made 85 representations, including 22 submissions on issues such as youth justice, children in out-of-home care, disability and education.
- Established two new Advisory Committees with young people from North Albany Senior High School and Swan View Senior High School.
- Tabled in the WA Parliament two major reports – “Listen To Us”: Using the views of *WA Aboriginal and Torres Strait Islander children and young people to improve policy and service delivery* and *Our Children Can’t Wait: Review of the implementation of recommendations of the 2011 Report of the Inquiry into the mental health and wellbeing of children and young people in WA*.
- Conducted 21 seminars and forums on issues such as bullying, hearing the voices of Aboriginal and Torres Strait Islander children and young people and child safe organisations.
- Produced 24 publications, including *Child Safe Organisations WA guidelines*, *Children from Culturally and Linguistically Diverse Backgrounds Speak Out* and two *This Is Me* booklets with profiles of Western Australian young people.
- Developed a five-year strategic plan to guide the work of the office until 2020.
- Total cost of services was \$3.161million.
- Employed 16.02 staff (full time equivalent).
- Established an updated website providing the community with more accessible information and data relating to the wellbeing of WA children and young people.



2015-16 Snapshot

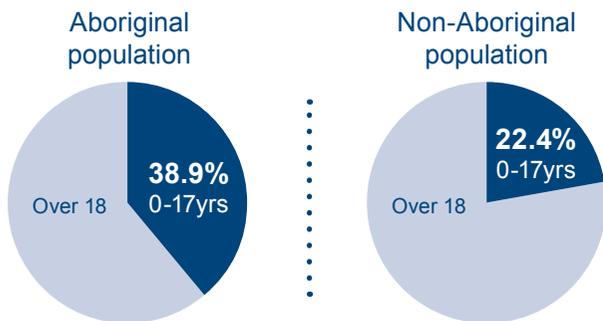


Western Australia has around **592,000** children and young people, who make up **23%** of the state's population.

There has been a **32.4% increase** in children aged 0 to 8 years living in WA in the last 10 years.

There were **35,335** births registered in WA during 2015.

Aboriginal children and young people



There are about **37,000 Aboriginal children and young people** in Western Australia. Children and young people make up 38.9% of the total Aboriginal population in Western Australia, compared to 22.4% for the non-Aboriginal population.

Around **150,000**, or **27%**, of children and young people in WA live in regional and remote areas.



Common countries of birth

Almost one in five (**18.4%**) children and young people in WA were born in a country other than Australia, with the most common countries of birth being the **United Kingdom (3.4%)**, **New Zealand (1.7%)**, **South Africa (1.3%)** and **India (0.5%)**.



About us

Our vision

That all children and young people are heard, are healthy and safe, reach their potential and are welcomed as valued members of the community and in doing so we build a brighter future for the whole community.

Our values

The office of the Commissioner for Children and Young People is committed to be collaborative with all stakeholders and ensure the values are core to all of our actions and work: respectful, inclusive, creative, positive, determined and independent.

What we do

The Commissioner's work is underpinned by the *Commissioner for Children and Young People Act 2006* (the Act).

The Act outlines the guiding principles, powers and functions of the office. In accordance with statutory obligations, the Commissioner:

- advocates for children and young people
- promotes the participation of children and young people in decision making that affects their lives and encourages government and non-government agencies to include children and young people in decision making
- promotes and monitors the wellbeing of children and young people in the community

- monitors the way in which government agencies investigate or otherwise deal with complaints from children and young people
- monitors trends in complaints
- initiates and conducts inquiries into any matter affecting the wellbeing of children and young people
- monitors, reviews and makes recommendations on laws, policies, programs and services affecting the wellbeing of children and young people
- promotes public awareness and understanding of matters relating to the wellbeing of children and young people
- conducts, coordinates and sponsors research into matters relating to the wellbeing of children and young people
- consults with children and young people from a broad range of socio-economic backgrounds and age groups throughout Western Australia each year.

The Act requires the Commissioner to give priority to, and have a special regard for, the interests and needs of Aboriginal and Torres Strait Islander children and young people and children and young people who are vulnerable or disadvantaged for any reason.

Under the Act, the Commissioner is not able to deal with complaints made by, or on behalf of, individuals, however he may respond to issues that identify possible systemic matters that negatively affect the wellbeing of children and young people more broadly.

About us

Our guiding principles

As outlined in the Act:

- children and young people are entitled to live in a caring and nurturing environment, protected from harm and exploitation
- the contributions made by children and young people to the community should be recognised for their value and merit
- the views of children and young people on all matters affecting them should be given serious consideration and taken into account
- parents, guardians, families and communities have the primary role in safeguarding and promoting the wellbeing of their children and young people and should be supported in carrying out this role.

Our approach

Our work has regard to the United Nations Convention on the Rights of the Child and is informed by the views and opinions of children and young people and the best available knowledge and evidence of what works well.

The Commissioner

Colin Pettit is the Commissioner for Children and Young People WA. He was appointed in November 2015 for a five-year term.

Colin has spent almost four decades working to improve the wellbeing of children and young people, particularly in delivering education services and programs to children and young people living in regional and remote areas of the state.

Colin has worked with children, young people, families and communities all over the state as a teacher and then principal in a number of regional schools, before holding the role of Executive Director Regional and Remote Education at the Western Australian Department of Education for three years.

Between 2010 and 2015, Colin was the Secretary of Education for the Tasmanian Department of Education. He is a former President of the Western Australian Primary Principals' Association and Deputy President of the Australian Primary Principals' Association.

Independence

The Commissioner is an independent statutory officer and reports directly to the Parliament of Western Australia. The Commissioner is able to table reports in the Parliament, conduct inquiries and require agencies to provide information on matters relating to children and young people's wellbeing.

The Parliament has a Joint Standing Committee on the Commissioner for Children and Young People to regularly consult with the Commissioner and monitor, review and report to Parliament on the Commissioner's exercise of his functions under the Act.

The Commissioner met with the Committee twice in 2015–16. The Committee was chaired by Ms Lisa Baker MLA.

On 16 June 2016 the Joint Standing Committee tabled its report *Everybody's Business: An examination into how the Commissioner for Children and Young People can enhance WA's response to child abuse*.

More information about the Committee is available from the [Parliament of Western Australia](#) website.

About us

The Commissioner's Corporate Executive

The office of the Commissioner for Children and Young People is divided into three main functions: policy and research, communication and engagement, and corporate support.

Trish Heath – Acting Director Policy and Research

Trish Heath has worked with the Commissioner's office since February 2009 as a Principal Policy Officer. Trish initially trained as a youth worker and prior to commencing with the Commissioner had an extensive work history in the alcohol and drug sector in training, policy and service management roles in both government and non-government agencies.

Darren Gillespie – Director Communication and Engagement

Darren Gillespie has worked with the Commissioner for Children and Young People since 2008. Darren has degrees in education and marketing and has 15 years of experience in corporate communication and public relations, for both the private and government sectors. This includes roles with the (then) departments of Conservation and Land Management, Justice (Court Services) and Corrective Services.

Caroline Brasnett – Acting Business Manager

Caroline Brasnett joined the Commissioner for Children and Young People in January this year, after 43 years with the Department of Education in a range of education and managerial roles both in schools, including deputy principal of Western Australia's second largest school, and in central administration with roles involving human resources, risk management, and copyright and intellectual property. This was followed by a year at the School Curriculum and Standards Authority.

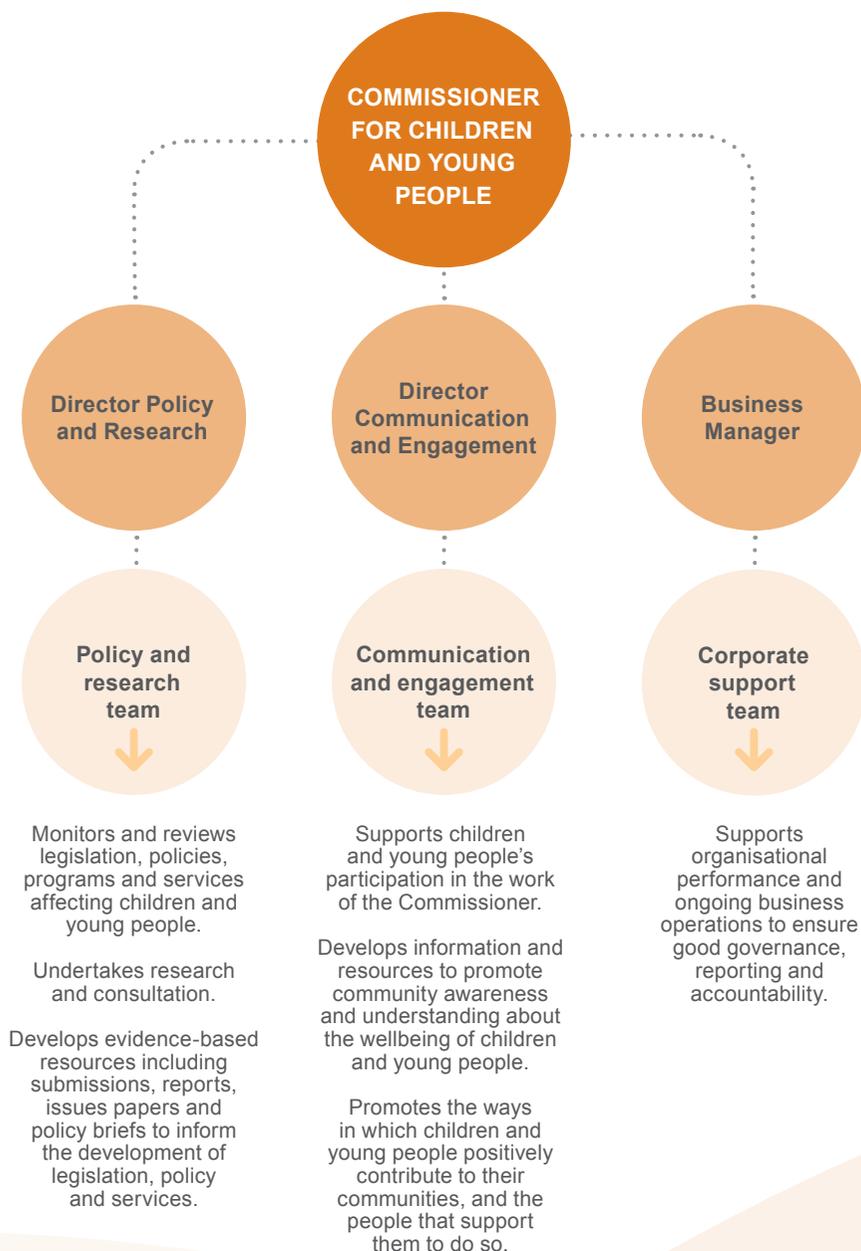
Philippa Gardener – Business Manager (on leave)

Philippa Gardener has worked with the Commissioner for Children and Young People since 2008. Philippa holds a Master of Business Administration and has considerable experience and interest in corporate governance and process improvement. Philippa has worked in a number of state government agencies, including 13 years with the Department of Housing, seven years with the Department of the Attorney General, three years with the Water Corporation and 12 months with the Office of the Public Sector Standards Commissioner.



Caroline Brasnett, Darren Gillespie, Commissioner Colin Pettit and Trish Heath form the Corporate Executive team.

About us



Ambassadors for Children and Young People

The Commissioner for Children and Young People has 14 Ambassadors for Children and Young People. The Ambassador initiative recognises eminent people living in Western Australia who have a significant role in the community and commitment to supporting children and young people and their families.

The Ambassadors work with the Commissioner to increase community awareness and understanding of factors that impact children and young people's wellbeing and where appropriate, provide support and guidance in the projects undertaken by the Commissioner and his staff. Western Australia's Ambassadors for Children and Young People are:

- | | |
|---------------------------------|------------------------------------|
| Winthrop Professor Donna Cross | Hon. Barbara Scott |
| Mrs Annie Fogarty AM | Professor Fiona Stanley AC |
| Professor Colleen Hayward AM | Dr Casta Tungaraza |
| Mrs Tonya McCusker AM | Associate Professor Ted Wilkes AO |
| Ms June Oscar AO | Mr David Wirrpanda |
| Professor Trevor Parry AM | Mr Russell Woolf |
| His Honour Judge Denis Reynolds | Winthrop Professor Stephen Zubrick |

Dr Casta Tungaraza was appointed as an Ambassador in early 2016 in recognition of her work to mentor and coach culturally and linguistically diverse young people in WA.

About us

Ambassadors for Children and Young People (continued)

Recent examples of the role the Ambassadors play in the work of the office include:

- a presentation from Winthrop Professor Donna Cross at the Commissioner's Children's Week forum (see [page 23](#))
- the support and community introductions from Ms June Oscar AO when the Commissioner visited Broome and Fitzroy Crossing to further his understanding of local children's issues
- an editorial published in *The West Australian* newspaper by Associate Professor Ted Wilkes AO in support of the Commissioner's findings from a consultation with Aboriginal and Torres Strait Islander children and young people (see [page 31](#))
- support provided by Professor Colleen Hayward AM to advocate on the findings of the report resulting from the consultation with Aboriginal children and young people, "*Listen To Us*", including presenting to a group of agency directors general
- additionally, Winthrop Professor Stephen Zubrick undertook an ethics review for the Commissioner's engagement in education project and Mrs Annie Fogarty AM contributed via the reference group for this project (see [page 33](#)).



Commissioner Colin Pettit meets with some of Western Australia's Ambassadors for Children and Young People.

Agency performance

Performance Management Framework

The Commissioner for Children and Young People's Performance Management Framework is consistent with the State Government goal of *Results-Based Service Delivery: Greater focus on achieving results in key service delivery areas for the benefit of all Western Australians*.

Desired outcome for the Commissioner for Children and Young People

The views and issues of children and young people are heard and acted upon.

Key Effectiveness Indicators

- The extent to which children and young people in various regions of the State are consulted.
- The extent to which issues impacting upon children and young people are identified through consultation and research.

Service undertaken by the Commissioner for Children and Young People

Consultation, research and promotion of the wellbeing of children and young people.

Key Cost Efficiency Indicators

- Average cost per consultation exercise with children and young people.
- Average cost of conducting research and consultation.

The strategic plan that outlines the work of the Commissioner is informed by the statutory obligations under the *Commissioner for Children and Young People Act 2006*. The activities undertaken by the Commissioner for Children and Young People in 2015–16 are reported in this section according to the Commissioner's strategic directions.

The strategic directions incorporate all key aspects of the agency's strategic and operational planning including vision statements, goals, key themes, outputs and a yearly business plan, which is updated annually. The three main areas of work for this reporting period are:

- Promoting children and young people's participation.
- Influencing – policy, services, attitudes and outcomes.
- Good governance and capacity.

The way forward

In June 2016 the Commissioner released a five-year strategic plan, *Our approach and priorities 2016-2020*. This document outlines the three key platforms that the work of the office will align to in the years ahead:

- Promoting the rights, voices and contributions of children and young people.
- Monitoring and advocacy to strengthen the wellbeing of all WA children and young people.
- Prioritising the needs of disadvantaged and vulnerable children and young people.

Agency performance

Promoting children and young people's participation

Objective

The work of the Commissioner is informed by the views of children and young people and the participation of children and young people is encouraged in activities and decision making about issues that affect their lives.

Key strategies

- Undertaking consultations in regional, remote and metropolitan Western Australia.
- Establishing Advisory Committees.
- Promoting participation guidelines and resources.
- Monitoring complaints made by children and young people.
- Reporting back to children and young people on what has happened.
- Promoting positive stories and images about the achievements of children and young people.

Key Performance Indicator 1.1 – Extent to which children and young people in various regions of the State are consulted

Consultation will comprise a number of discrete projects seeking the considered views of children and young people on a range of issues in various locations across the State of Western Australia.

Summary of participation activities

Table 1: Consultations conducted in this reporting period

	2011-12	2012-13	2013-14	2014-15	Target 2015-16	Actual 2015-16
Regional	18	8	17	25	10	20
Metropolitan	25	15	26	28	15	15
Total consultations	43	23	43	53	25	35

For more detailed information about Key Performance Indicators, see [page 83](#).

Table 2: Number of children consulted under the age of 18 years in this reporting period

2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
412	960	708	410	1,684	1,789	1,213

Agency performance

Promoting children and young people's participation (continued)



Case Study: *This Is Me*

One of the themes to arise in the Commissioner's consultation with more than 1,200 Aboriginal children and young people from across the state was that having good role models and people who they can look up to is important and helps them succeed with education and other aspects of their lives.

While these role models commonly include sports stars, community leaders and other well-known identities, often it is local young people themselves who are the more relevant and accessible role models.

The Commissioner responded to these views by creating a publication that allows Aboriginal children and young people to hear about other WA children and young people who are working hard to make a positive impact within their families and communities.

The publication, *This Is Me*, profiles 12 inspiring Aboriginal and Torres Strait Islander children and young people who participated in the Commissioner's original consultation project.

Each young person profiled spoke honestly and openly about their lives, the obstacles they have had to overcome and their goals for the future.

One of these profiles was published in the children's ED section of *The West Australian* and copies of *This Is Me* were sent to all Western Australian schools through the Department of Aboriginal



"Kids also need to know when to ask for help. If you go through life refusing support then you're not going to get very far."

Jay, 17 years old

Affairs' reconciliation program PALS, together with a teaching resource containing a range of reconciliation-focussed activities.

Feedback provided to the Commissioner's office indicates that the publication is a valuable reading and teaching resource for students of varying ages and backgrounds.

Due to the positive response to this collation of profiles, the initiative was continued for the Commissioner's consultation with culturally diverse children and young people.

A second *This Is Me* was produced containing the stories of 15 children and young people from diverse backgrounds, providing fresh insights into the challenges some children and young people face, their resilience and their belief in a bright future.

Agency performance

Major achievements in 2015–16

Consultation with children and young people from culturally and linguistically diverse (CALD) backgrounds

During 2015–16 the Commissioner undertook a project to consult children and young people from CALD backgrounds across WA about the opportunities and challenges in their lives and their access to support. A reference group and a literature review informed the project.

Many of the wellbeing needs of children and young people from CALD backgrounds are similar to other WA children and young people but research suggests they also face some unique challenges including language and cultural barriers or traumatic pre-migration experiences.

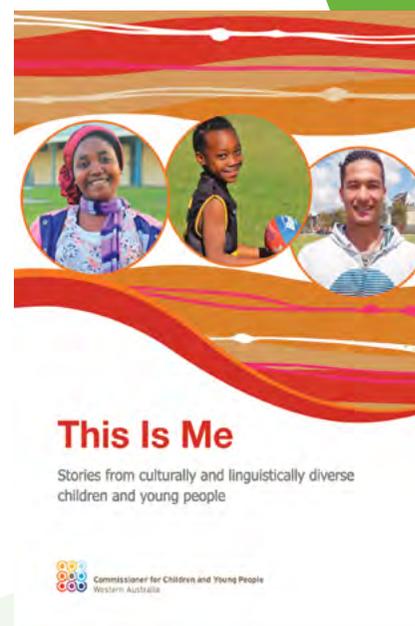
The Commissioner partnered with the Youth Affairs Council of Western Australia (YACWA) to support a group of CALD young people aged between 18 and 25 years to act as consultation 'peer leaders'. Following training, the peer leaders consulted with young people up to the age of 18 years in their local communities.

In addition, the Commissioner also asked children and young people under the age of 18 years and from refugee and migrant backgrounds to have their say in an online survey.

Almost 300 children and young people participated, sharing their experiences and views on the issues and opportunities they have had in their lives. Broad themes emerged from this consultation, including that the best things about living in Australia were family and friends, school, sport, freedom and opportunities. Making friends, learning English, racism and being separated from family were some of the main issues faced by refugee and migrant children and young people when settling into Australian life.

"My advice to other kids is to keep challenging yourself. Don't doubt yourself too much - everyone has to go through tough times to get where they need to."

Poster, 17 years old



"Thank you. Not many people ask us what we think."

7 year-old girl (Burma)

Agency performance

Promoting children and young people's participation (continued)

The report and other resources based on this consultation were released in February 2016 and a seminar on the findings was held in March 2016 for people working with CALD children across the government and non-government sectors. Approximately 180 people attended this seminar, with feedback received from 86 audience members reporting high levels of satisfaction with the seminar and the relevance the report had to their work.

Consultation with Aboriginal and Torres Strait Islander children and young people

In 2014–15 the acting Commissioner consulted 1,271 Aboriginal and Torres Strait Islander children and young people across WA to give them a voice on what is important to them, what they hope to do in the future and what help they need to get there.

The views expressed by these children and young people were the foundation of a landmark report, *"Listen To Us": Using the views of WA Aboriginal and Torres Strait Islander children and young people to improve policy and service delivery*, tabled in State Parliament in August 2015.

See [page 31](#) for more information on how the views of these Aboriginal and Torres Strait Islander children and young people are being used in influencing policy, services, attitudes and outcomes.

"This interview is the other positive experience for me because I think I'm very happy for you to ask me some questions and I can answer. I think if I answer these questions I could help other students like me who come from other countries to Australia. And my family is also very happy to let me do this interview. So I think this has been another positive experience for me."

17 year-old girl (China)

"Some Aboriginal kids get a fair go, some don't. What happens to the kids that don't get a fair go?"

8 year-old boy

Agency performance

Promoting children and young people's participation (continued)

Consultations with vulnerable children and young people

In recognition of the increased vulnerability of children who are placed in out-of-home care or in contact with the youth justice system, the Commissioner has undertaken specific consultations with these groups.

The out-of-home care consultation focuses on how children and young people raise concerns and access help and support. Working in partnership with the Department for Child Protection and Family Support and the CREATE Foundation, the consultation heard from nearly 100 children and young people. The findings from the consultation will be used to guide the Department's reform agenda and by the Commissioner to inform further advocacy work regarding children and young people in out-of-home care.

In a separate project, the Commissioner consulted 92 young people who have contact with the state's youth justice system. Working in collaboration with the Department of Corrective Services, the consultation focused on the factors that influence their involvement in offending activity and what works to address this behaviour and help them stay out of trouble. These young people were consulted through face-to-face interviews, phone interviews, small group discussion and art-based activities.

Ten family members were also interviewed to hear their views on what is helpful for families in this situation.

The findings from both of these consultations will be published in the second half of 2016.

Advisory Committees

The Commissioner's Advisory Committees provide children and young people with the opportunity to have their views heard and to speak with the Commissioner and his staff. The information and advice provided by the Advisory Committees helps to guide the work of the Commissioner.

In December 2015 the two Advisory Committees appointed for the 2015 calendar year provided their '*Us and Our Community*' reports to the Commissioner on issues that are important to them.

- **The School of Special Education Needs: Sensory Advisory Committee** was a group of 16 high school students from across the Perth metropolitan region who are deaf, deafblind, hard of hearing or have vision impairment. The committee looked at the impact of social media on the health and wellbeing of young people with a sensory loss. This survey was considered the first of its type with no previous research regarding the use of social media by children and young people with sensory disability identified.
- **The Wyndham District High School Student Leadership Team Advisory Committee** comprised 10 children from across the junior and senior years who were involved in community engagement at their school. The committee filmed around their town and discussed the positive and challenging aspects of life in the remote East Kimberley.

The reports from both of these committees are available on the Commissioner's [website](#).

Agency performance

Promoting children and young people's participation (continued)

The Commissioner called for expressions of interest for existing groups of young people to form advisory committees in 2016. Two groups were selected to be involved in a project on engaging children in education. The 2016 committees are:

- **Swan View Senior High School** – a group of 35 students from the school's Follow The Dream program.
- **North Albany Senior High School** – a group of 20 students from the student leadership group and the Rising Albany Yorgas program.

The students are working with the Commissioner throughout the year to look at what barriers children and young people face in education and the factors that support their learning. The feedback from these committees is informing the Commissioner's consultation on school and learning (see [page 33](#)).



Commissioner Colin Pettit with Swan View Senior High School Advisory Committee members.



North Albany Senior High School Advisory Committee members participate in a workshop.

Agency performance

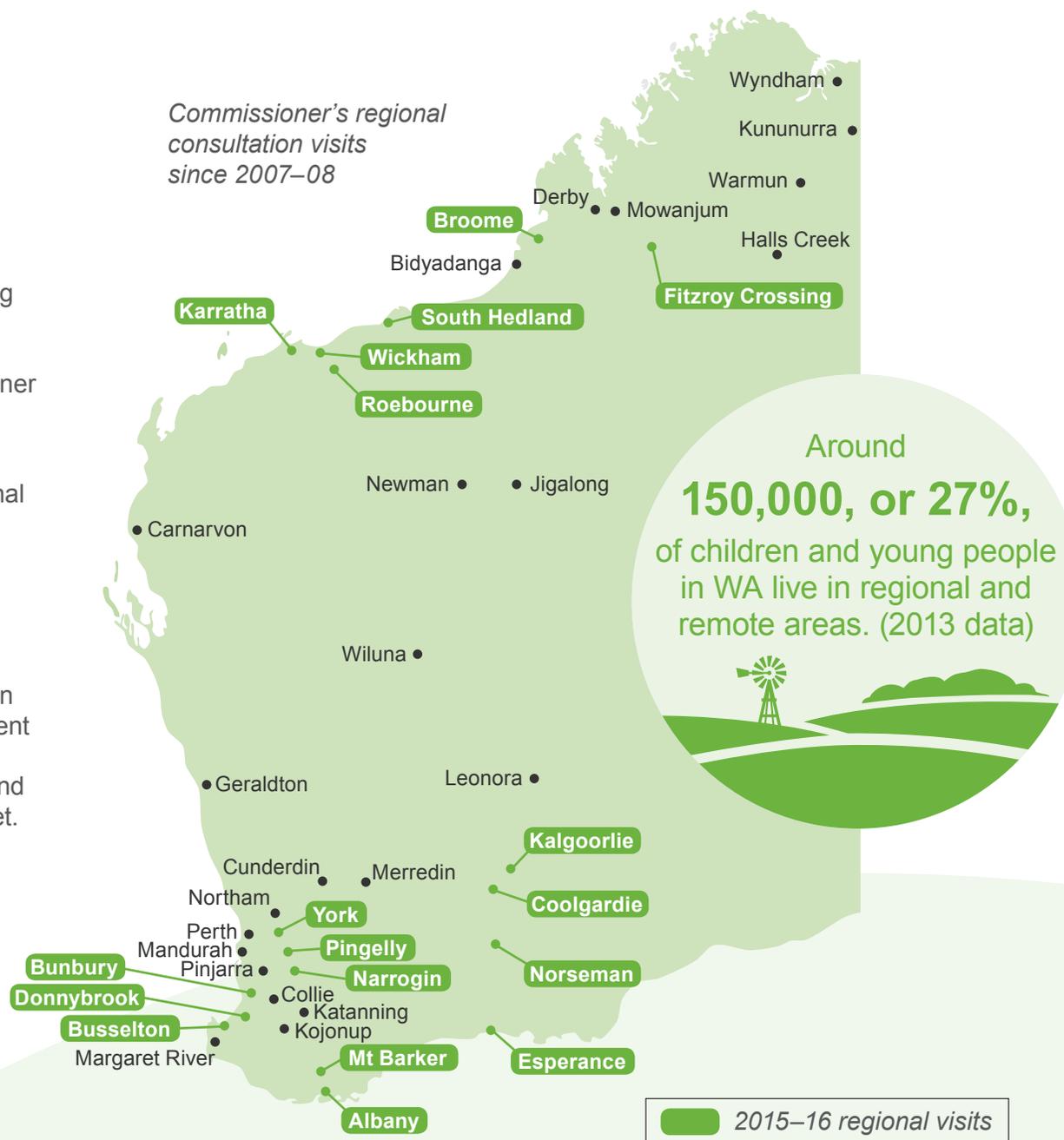
Promoting children and young people's participation (continued)

Regional visits

The Commissioner regularly visits regional and remote WA to provide an opportunity for children and young people living in these areas, as well as their families and those who work to support their wellbeing, to have their views heard. The information gained during these visits allows the Commissioner to promote better access to services for children and young people and their families living in regional WA.

In 2015–16 the Commissioner undertook a number of regional visits that included the following towns and communities: Donnybrook, Bunbury, Busselton, Esperance, Norseman, Kalgoorlie, Coolgardie, Broome, Fitzroy Crossing, York, Pingelly, Narrogin, Albany, Mt Barker, Karratha, Wickham, Roebourne and South Hedland.

On each regional visit, the Commissioner spoke with children and young people about local issues and met with government and non-government service providers. Copies of regional visit reports are published on the Commissioner's website and distributed to stakeholders with whom the Commissioner met. Since 2008 the Commissioner has undertaken more than 50 regional consultation visits throughout the state.



Agency performance

Promoting children and young people's participation (continued)

Monitoring complaints made by children and young people

Children and young people face unique barriers to raising concerns and making complaints. In January 2016 the Commissioner published the office's third report on complaints systems in government agencies.

The biennial survey monitors the way government agencies deal with complaints and the trends in complaints made by, or on behalf of, children and young people. The third report reveals a number of positive changes.

Improvements in the number of agencies that are implementing changes to make their complaints systems more accessible and helpful to children and young people are notable.

Increases to the range of methods available for children and young people to make complaints and the development of information about making a complaint targeted directly to children and young people were also a focus of improvements undertaken.

The number of agencies that have improved the way they record complaints from children and young people has also helped to monitor the trends in complaints.

The way children and young people are treated by agency staff, access to services and problems with communication or being kept informed have consistently been the most common complaints made by children and young people.

While the improvements are noted, further work to improve agencies' complaints mechanisms, particularly around the explanation of confidentiality requirements and in the recording of complaints data relating to children and young people, will provide a more robust system for encouraging children and young people to speak up when they have a concern or a complaint about matters that affect them.

In addition to the work promoting child safe organisations, the Commissioner has continued to promote the *Are you listening? Guidelines for making complaints systems accessible and responsive to children and young people*, to help government agencies and other organisations to improve their services and make their systems more child-friendly through the focus on children and young people seminars.

Staff from the Commissioner's office also assisted the Ombudsman of WA to develop strategies to make the Ombudsman's service more accessible to children and young people.



Children's Week artwork by Megan from St Munchin's Catholic School.

Agency performance

Promoting children and young people's participation (continued)

Children's Week 2015

Children's Week is an annual event celebrated in Australia during October. The Commissioner uses this week to highlight issues relating to children and young people and supports other community activities held during this week.

During Children's Week 2015 over 300 attendees joined the Commissioner and four presenters for a free public seminar on bullying and how to support children and young people's wellbeing. Winthrop Professor Donna Cross, psychologist Eileen Kuruckchi and Year 10 students Sam and Niamh presented their learnings on bullying behaviour and strategies for families.

Feedback from the 154 attendees who completed feedback forms was extremely positive. The breakdown of attendees is presented in the following table.

Table 3: Children's Week Seminar attendees – 27 October 2015

(Please tick box with reason you attended): I am a...		
Parent/carer <input checked="" type="checkbox"/>	I work with children and young people <input checked="" type="checkbox"/>	Other <input checked="" type="checkbox"/>
66.88% (103 of 154)	53.9% (83 of 154)	2.6% (4 of 154)

The Commissioner also provided support to Meerilinga in various Children's Week activities, including supporting and attending the Children's Week Awards. The Commissioner's Choice Art Award was won by Megan from St Munchin's Catholic School in Gosnells for her poster, depicting the theme of a child's 'right to discover'.

"An excellent seminar. Great to hear the different perspectives and also direct input from the teens - Sam and Niamh. I took away so many useful strategies."

Feedback from seminar attendee



Attendees at the Commissioner's bullying forum during Children's Week.

Agency performance

Promoting children and young people's participation (continued)

Commissioner for Children and Young People Participate Award

The Commissioner has sponsored the Participate Award, part of the WA Youth Awards program, since 2010.

The Award recognises a young person aged 12 to 17 years who has shown outstanding dedication to make a positive change in their community, and who has inspired other young people to get involved.

Emily Hardbottle was the recipient of the 2015 Commissioner for Children and Young People Participate Award.

Fifteen year-old Emily, from Santa Maria College, has displayed unwavering compassion and selflessness in her work to make a positive change in her community and to give young carers a voice.

As a carer for her younger sister Lauren who has spina bifida, Emily has dedicated herself to improving the lives of children with disability to create a more inclusive society, playing an instrumental role in the set-up of a new wheelchair basketball program in Melville.

The Commissioner also acknowledged the achievements of the three Participate Award finalists Danikka Calyon, Aaron Johnston and Shannieka Martino.



Commissioner Colin Pettit with Participate award winner Emily Hardbottle.

Agency performance

Promoting children and young people's participation (continued)

Good Outcomes Awards

The Mental Health Commission's Good Outcomes Awards celebrate individuals, groups and organisations across the government, private and community sectors that have made an outstanding contribution to mental health. Since 2011, the Commissioner has sponsored the Award for Improved Outcomes in Child and Youth Mental Health.

Street Connect, run by Anglicare WA, was the 2015 recipient of the award. Street Connect is a street-based outreach service that assists highly marginalised, vulnerable and often homeless young people, many of whom experience mental ill health. As well as providing mobile youth-friendly resources and information, Street Connect is involved in conducting emergency interventions and has developed collaborative relationships with hospitals, police, city rangers and local non-government services to produce strategies to reduce the severity of young people's mental illness.

Local Government Report Card Project Awards

The annual Local Government Report Card Project Awards are sponsored by the Public Health Advocacy Institute of WA (PHAIWA), Healthway and the WA Local Government Association with the aim of promoting and celebrating local governments that demonstrate outstanding commitment to building and maintaining environments that support the health of children and young people.

Sponsorship of the Children's Consultation award enables the Commissioner to recognise and promote high-quality consultation activities involving children and young people, and the benefits these create for children, young people and communities.

The City of Melville was the recipient of the 2015 Children's Consultation Category. The City of Melville was outstanding in its demonstration of ongoing consultation with children and young people.

"Adults have to start listening more to us kids, instead of just telling us what to do all the time."

16 year-old girl



Commissioner Colin Pettit with City of Melville staff at the Local Government Report card Project Awards.

Agency performance

Promoting children and young people's participation (continued)

Home Is Where My Heart Is

The Home Is Where My Heart Is program was established in 2008 and has been supported by the Commissioner for Children and Young People since 2011.

The program, coordinated by the Youth Affairs Council of Western Australia (YACWA), provides young people who have experienced homelessness with an opportunity to express themselves and have their views heard in the community via a public photographic exhibition.

In 2015, the exhibition was held in August with approximately 450 people attending. As part of his support for the program, the Commissioner hosts a morning tea to speak to participating young people about their experiences and views on homelessness.

The photographs and views of previous young participants from this annual program are on display in the Commissioner's office.

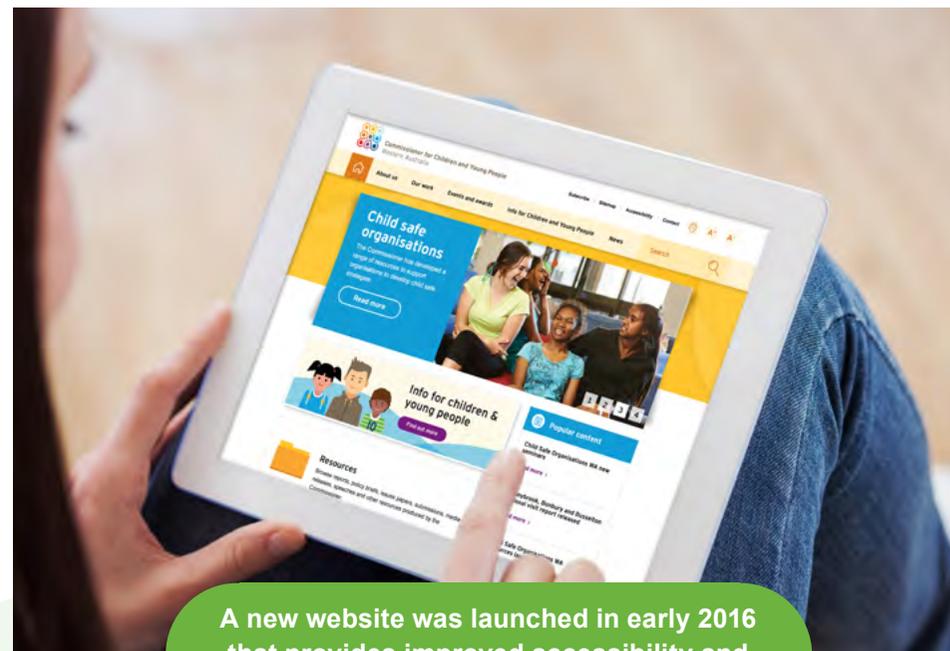
New online presence

The Commissioner launched a new website in early 2016 that provides improved accessibility and functionality for users and a dedicated section for children and young people.

This information for children and young people section of the website has publications, videos and stories about what children and young people in WA have been saying about important issues that affect them, and how the Commissioner has responded. This online space also presents young people with opportunities to participate in consultations and to share comments and feedback with the Commissioner.

Another key feature of the new website is Spotlight, where profiles of WA children and young people who are contributing positively to their communities are featured.

As well as meeting Web Content Accessibility Guidelines 2.0 Level AA, the website provides users with improved access to the office's key information and resources listed under key issues and topics relating to children and young people's wellbeing, such as mental health, early childhood, youth justice and social media.



A new website was launched in early 2016 that provides improved accessibility and functionality for users.

Agency performance

Influencing – policy, services, attitudes and outcomes

Objective

The Commissioner works to influence policy by engaging with government, non-government and private sector organisations to improve policies, laws and services that impact on the wellbeing of children and young people.

Key strategies

- Researching issues affecting children and young people’s wellbeing.
- Working collaboratively and cooperatively to improve policies, laws and services for children and young people.
- Research and consultation with a view to making a range of representations on policies, laws, services and programs to improve children and young people’s wellbeing.

Key Performance Indicator 1.2 – Extent to which issues impacting upon children and young people are identified through consultation and research

The Commissioner’s role includes analysis and interpretation of information collected through consultation and research processes to identify issues and trends affecting children and young people. The Commissioner is responsible for making representations and developing submissions that explore the impact of these issues and make recommendations to address them.

Table 4: Number of representations in this reporting period

	2011–2012	2012–2013	2013–2014	2014–2015	Target 2015–2016	Actual 2015–2016
Representations	228	143	97	89	90	85

For more detailed information about Key Performance Indicators, see [page 83](#).



Commissioner Colin Pettit and WA Young Person of the Year Preston Culbong meeting with Coolgardie Primary School students in the Goldfields.

Agency performance

Influencing – policy, services, attitudes and outcomes (continued)



Case Study: Children should feel safe and respected wherever they are

Children have the right to be properly cared for and to be protected from violence, abuse and neglect at all times and in all places (Convention on the Rights of the Child, Article 19).



In April 2016 the Commissioner released the Child Safe Organisations WA resources and seminar series to support WA organisations to systematically consider and implement strategies to ensure children and young people feel safe and respected wherever they are.

Child Safe Organisations WA is a long-term, strategic approach to improving the safety and protection of WA children and young people, developed in response to the work of the Royal Commission into Institutional Responses to Child Sexual Abuse and other inquiries both in Australia and overseas.

The resources are structured on nine domains that have been informed by an expert reference group, the available materials and frameworks of other jurisdictions, research, the work of the Royal Commission and the views of 365 children who took part in a consultation on this topic in 2014–15.

The resources are:

Child Safe Organisations WA: Guidelines – over-arching document outlining the nine domains, intended to assist a broad range of organisations become more child safe.

Child Safe Organisations WA: Self-Assessment and Review Tool – designed to be used with the guidelines to assess current organisational practices, recognise strengths, identify areas for further improvement and outline what still needs to be done.

Child Safe Organisations WA: In brief – designed to promote sharing of information within a workplace or with an organisation's stakeholders.

Agency performance

Influencing – policy, services, attitudes and outcomes (continued)



Case Study: Children should feel safe and respected wherever they are (continued)

Feeling safe and respected wherever you are – produced as a hardcopy handout and an online animation for organisations to use when discussing child safe messages with children and young people.

The resources aim to create child safe and friendly organisations across the community that value children, understand safety does not just happen and skilfully balance a safety focus with positive interactions and environments that contribute to the healthy development of children and young people.

The Commissioner's staff delivered seven Child Safe Organisations WA seminars between April and June 2016 attended by 165 people, with a state-wide program of seminars planned for the year ahead.

In addition a strategic briefing and roundtable with executives of government and non-government agencies was held by the Commissioner and Royal Commissioner Professor Helen Milroy. This important area of work now transitions into an ongoing program to provide information and support to government departments and community services to encourage use of the resources to strengthen and implement child safe strategies at all levels of their organisations.

"As the state's flagship contemporary dance company, Co3 have found the resources and training conducted by the Commissioner for Children and Young People as a welcome call to action that provide an in-depth and systematic review of practices in relation to child safety.

The strength of the resources is that they are practical and get you thinking; you are able to initiate a review in manageable steps, reflecting upon one aspect of your operations at a time. Since attending the CCYP-led training, a dialogue around child safety and friendliness has been opened at a governance level within Co3, and discussions have begun with colleagues working within the wider WA arts sector with the potential for more arts-specific training.

Co3 is definitely more confident to implement strategies in how we operate in terms of child safety at an executive level, and also have been prompted to think more deeply about the child-friendliness of the company."

Richard Longbottom,
Community Engagement Director, Co3

Agency performance

Major achievements in 2015–16

Child safe organisations

A suite of resources to aid Western Australian organisations in strengthening their child safe principles and practices was released in early 2016. The Child Safe Organisations WA resources, including guidelines, self-assessment tool and training manual, have been in development for two years (see case study on [page 28](#).)

Mental health and monitoring the implementation of the recommendations of the *Report of the Inquiry into Mental Health and Wellbeing of Children and Young People*

Mental health remains a consistent theme that impacts significantly on the wellbeing of children and young people across WA. In December 2015 the Commissioner tabled the report, *Our Children Can't Wait: Review of the implementation of recommendations of the 2011 Report of the Inquiry into the mental health and wellbeing of children and young people in WA*, in State Parliament.

The report detailed findings of a review of the implementation of recommendations of the 2011 *Report of the Inquiry into the mental health and wellbeing of children and young people* and includes 12 new recommendations. This review found that while there had been considerable activity and some major developments, significant gaps and challenges remained. Services and supports for children under the age of 12 years, Aboriginal children and young people, and children and young people who are vulnerable such as those in the justice or the out-of-home care systems require particular attention. Access to early intervention and treatment programs for those with mild to moderate mental illness was also identified as a gap in service. The Commissioner will continue to work with agencies to promote and monitor the implementation of the recommendations of both the initial Inquiry in 2011 and the new recommendations set out in the 2015 report.

Our Children Can't Wait recommendations

12 new recommendations were made under the areas of:

- Resource and planning priorities
- Investment in younger children
- Prevention and early intervention
- Parenting information and support
- Strengthening the capacity of schools
- Vulnerable children and young people



The Commissioner also facilitated the return to WA of former Thinker in Residence Dr Michael Ungar who ran a series of workshops for key agencies on building resilience in vulnerable children and young people, with a particular focus on those in the youth justice and out-of-home care systems.

Additional work in the area of mental health included a submission to the WA Parliament Standing Committee on Education and Health's Inquiry into Aboriginal Youth Suicides.

In Children's Week 2015 the Commissioner hosted a seminar, Addressing Bullying Behaviour in Children and Young People. The seminar was attended by almost 350 people and included presentations by Professor Donna Cross, psychologists and Cyber Savvy Ambassadors (see [page 23](#) for more information).

Agency performance

Major achievements in 2015–16 (continued)

Aboriginal children and young people

In August 2015 the acting Commissioner was joined by a group of Aboriginal students to table in State Parliament the consultation report “*Listen To Us*”: *Using the views of WA Aboriginal and Torres Strait Islander children and young people to improve policy and service delivery*.

The report is based on a consultation undertaken in 2014–15 involving 1,271 Aboriginal and Torres Strait Islander children and young people across WA, the largest single consultation to be completed by the Commissioner’s office to date and arguably the biggest consultation ever undertaken with Aboriginal children and young people in WA.

Listen To Us details eight key strategies in which more focused investment is required.

Two other publications from the consultation were released in August:

- ***Aboriginal and Torres Strait Islander children and young people speak out*** – a community report that focuses on the views of the children who took part in the consultation under five key themes; and
- ***This is Me: Aboriginal young people's stories*** – 12 Aboriginal children and young people tell their stories, in their own voice, about their lives and hopes for the future.

A briefing on the key findings and strategies from the consultation was held in late 2015 for senior executives across government whose agencies work directly with children and young people. Additionally almost 400 people from the non-government sector and broader community attended a seminar on the consultation findings in November 2015. Resources from this seminar have been made available online.

The Commissioner also made a submission to the WA Parliament Standing Committee on Education and Health’s Inquiry into Aboriginal Youth Suicides and released a public statement that a long-term approach must be maintained to address the deeply complex issues that some Aboriginal communities face that put children’s lives at risk.

In April 2016 the Commissioner attended the Kimberley Aboriginal Children in Care Committee’s forum. This two-day forum was led by Aboriginal organisations in partnership with the Department for Child Protection and Family Support, bringing together key stakeholders to discuss the over-representation of Aboriginal children in state care.



Young people assisted the Commissioner to table the *Listen to Us* report in State Parliament with clerks Patrick Cook and Clair Silva.

Agency performance

Major achievements in 2015–16 (continued)

Child protection

Protecting children and young people from harm should be every community's top priority. The Commissioner has continued to focus on advocacy work in the areas of family violence, access to services and supports for children and young people in out-of-home care, homelessness, and the need for early intervention and family support programs, particularly effective support for parents to provide nurturing and safe environments for children and young people.

Former Thinker in Residence Dr Michael Ungar returned to Perth to provide further support and training for people working with children in the out-of-home care system and also presented a workshop for foster parents to enable them to respond effectively to children who have experienced trauma.

The Royal Commission into Institutional Responses to Child Sexual Abuse has continued to highlight the appalling, life-long legacy of child sexual abuse. In addition to the Child Safe Organisations WA project, the Commissioner has provided evidence to the Royal Commission on a range of matters relating to the prevention, identification and management of child sexual abuse.

Youth justice

Young people's involvement in the criminal justice system is an ongoing priority for the office. The over-representation of Aboriginal children and young people in the youth justice system is of particular concern.

One of the 12 recommendations in the Commissioner's *Our Children Can't Wait* report supported the need for a forensic mental health service to provide relevant assessment, diagnosis and access to treatment for children and young people involved in the youth justice system. The Commissioner will continue to monitor action on this recommendation and advocate for such services to be implemented as a matter of priority.

In conjunction with other Australian Children's Commissioners and Guardians the Commissioner has authored a paper on human rights standards in youth detention facilities in Australia. The paper sets out the standards and current practices in relation to the use of restraint, disciplinary regimes and other specified practices and is intended to provide a discussion point for the development of policy and practice in youth justice detention facilities to support systems in complying with human rights obligations and provide appropriate environments for the young people who are detained.

The Commissioner provided a submission to the Australian Human Rights Commission on the Optional Protocol for the Convention Against Torture (OPCAT). In the submission the Commissioner supported the development of a National Preventative Mechanism to monitor the conditions of children and young people held in places of detention.

Agency performance

Major achievements in 2015–16 (continued)

Disengagement from mainstream education

In 2015–16 work began on a major project that focuses on the factors that support children and young people’s engagement in school, learning and education.

This project has been informed by a literature review on student ‘disengagement’ undertaken by Telethon Kids Institute for the Commissioner and published in August 2015–16.

The project is supported by a Reference Group comprising representatives from all education sectors, academics and government and non-government agencies.

The Commissioner’s 2016 Advisory Committees are also providing advice – ensuring the development of this project is informed by children and young people.

The first phase of the project – the School and Learning Consultation – will be a state-wide survey that will ask children and young people about the factors that influence their engagement in school and learning. Students from Year 3 to Year 12 in schools from all education sectors and all regions of WA will be involved.

The information from the consultation will be published in the second half of 2016–17.

Children and young people with disability

The Commissioner has special regard for the needs of children and young people with disability throughout all of the work undertaken by the office, although some work specifically focuses on the needs of those with disability. In 2015 the School of Special Education Sensory Advisory Committee was appointed as one of the Commissioner’s Advisory Committees (see [page 19](#)). This Committee investigated the impact of social media on the health and wellbeing of young people with a sensory loss. The report of their survey highlighted the importance of social media citing benefits such as facilitating communication, fun and providing a level playing field for the participation of some children and young people with disability.

The Commissioner also made a number of submissions relating to the needs of children and young people with disability including commenting on the adequacy of support for students with disability in schools. In submissions and other advocacy work, such as meetings with key decision makers, the Commissioner draws on the views and ideas put forward by children and young people with disability gathered in consultations and meetings. In addition to the meetings with the Sensory Advisory Committee the Commissioner also met with children engaged with wheelchair basketball in Melville.

Agency performance

Major achievements in 2015–16 (continued)

Early childhood

Early childhood remains an ongoing area of work for the Commissioner's office as it is difficult to overstate the importance of establishing, during the first five years of life, a sound foundation for lifelong health and wellbeing.

The Commissioner was pleased to host, in conjunction with Child Australia, a roundtable discussion with early childhood expert Naomi Eisenstadt in August 2015. As the first director of the United Kingdom's Sure Start Unit, Ms Eisenstadt was responsible for delivering the government's commitment to education for three and four year-olds and the national child care strategy, along with extended services for families of school-aged children aimed at reducing the gap in outcomes for children living in disadvantaged areas.

Ms Eisenstadt spoke of her work and learnings in the UK and their relevance to some of the early childhood initiatives underway in WA that are based on collaborative and holistic service delivery models to better support vulnerable children and their families.

The Commissioner continues to meet with early years groups in both regional and metropolitan areas to hear about the issues affecting infants and young children and access to services and supports. Advocacy has particularly focused around the gaps in service provision in relation to mental health identified in the *Our Children Can't Wait* report.

Australian Children's Commissioners and Guardians Group (ACCG)

Every Australian State and Territory has a Child Guardian and/or Commissioner office, each guided by specific state legislation. Despite the differences in statutory function between these jurisdictions, the

Commissioners and Guardians collaborate where possible and meet twice a year to share information and plan joint advocacy projects.

The ACCG met in November 2015 and May 2016.

As issues of national significance and common interest arise, ACCG members may decide to prepare a joint submission or paper. In the last year this has included joint work regarding regulation of domestic and international surrogacy, and human rights issues in youth justice detention centres.

Social media

In August 2015 the Commissioner released a literature review on the impact of social media on the wellbeing of children and young people. Highlighting both the positive and negative impacts, the evidence presented in this report showed that social media had an impact on different aspects of young people's lives, including access to information on health and wellbeing, supporting learning, providing opportunity for leisure and recreation, and developing support networks. This was consistent with the information provided by the Sensory Advisory Committee's project outlined on [page 19](#).

The Commissioner has also made representations to the National e-Safety Commissioner on child-friendly complaints systems and to a Commonwealth Parliamentary Inquiry into the harm done to Australian children through access to pornography on the internet.

To progress work in this area the 2016–17 Thinker in Residence will focus on using social media to enhance children and young people's wellbeing.

Agency performance

Good governance and capacity

Objective

The Commissioner for Children and Young People will foster a professional working environment that values staff, sound research, evaluation and collaboration. Our work will be underpinned by a Governance Framework that ensures a work environment that is open, accountable and professional, incorporating compliance requirements and family-friendly work practices.

Key strategies

- Developing a workplace that is open and accessible to children and young people.
- Working within our Governance Framework to support human, physical, financial and information technology resources.
- Developing policies, procedures and systems to meet governance requirements and support open, accountable and professional work practices (as detailed in the Governance Framework).

Major achievements in 2015–16

Use of the Commissioner's office space by external groups

The Commissioner has always ensured that the office at 1 Alvan Street, Subiaco is both accessible and inviting to children and young people.

The Commissioner's meeting and board rooms are available for use outside of business hours and on weekends by agencies to hold consultations with children and young people aged under 18 years, and for meetings of advisory committees or similar groups, incorporating children and young people.

Table 5: Use of the Commissioner's meeting and board rooms

	2011–12	2012–13	2013–14	2014–15	2015–16
Number of meeting room bookings	201	230	263	92*	55

*meeting rooms reconfigured due to reduction in office space.

A new human resource management and payroll system

The contract for the current provision of human resource management and payroll expired at the end of the 2015–16 financial year. The Commissioner has been able to negotiate an agreement with the Department of Education WA for the provision of a payroll and human resource management service through Education's Human Resource Management Information System (HRMIS), which is fully web-enabled. The Commissioner's staff will be able to access HRMIS to view and/or update their personal details at any time of any day.

The office has undertaken a full audit of all employees' leave to ensure the successful transfer of accurate payroll and human resource reporting information.

Agency performance

Good governance and capacity (continued)

Internal audit

The contractual arrangement with Braxford Consulting to provide internal audit services continued for the 2015–16 financial year.

Internal audits were conducted on employee leave, asset management, contract management, and recruitment and selection procedures and processes. Apart from the audit of employee leave, no other major or significant issues were identified. The leave audit conducted showed discrepancies within the existing payroll system that were not uniform across employees. A full audit of all types of leave on all employees systematically corrected the errors found. All internal audit reports were tabled at the Commissioner's Corporate Executive team meetings, acting in its capacity as the Internal Audit Committee.

External Audit

The Office of the Auditor General completed its annual audit of the financial statements, controls and key performance indicators of the agency, all were considered appropriate. A draft Service Level Agreement with the Department of the Attorney General has been prepared regarding the provision of information and communication technologies (ICT) services, and the Commissioner commissioned Broadreach Consulting to prepare a draft ICT Strategic Plan for the years 2015–18 to identify the office's longer term ICT needs and how these can best be sourced.

Risk management

The management of risk and associated risk mitigation strategies continues to be a focus in 2015–16. A formal review of any identified corporate risks is incorporated into the monthly Corporate Executive meeting agenda, and in all project management reporting.

Financial management

A financial management report is provided for endorsement at all Corporate Executive meetings. The procurement policy is presently being updated to reflect changes made by the Department of Finance's Government Procurement Transformation program, whereby agencies manage their low value (under \$250,000), low risk procurement independently.

Formal submissions 2015–16

Formal submissions 2015–16

The following is a list of major submissions in 2015–16 and does not indicate all submissions or representations made by the Commissioner during the year. Some submissions made by the Commissioner may not be publicly available. All of the submissions listed below can be viewed on the [Commissioner's website](#).

Date	Title	Delivered to
1 June 2016	National Education Evidence Base	Australian Government Productivity Commission
30 May 2016	Implementation of Optional Protocol to the Convention Against Torture (OPCAT) in the context of Youth Justice Detention Centres	National Children's Commissioner
23 May 2016	Inquiry into building resilience and engagement for at-risk youth through sport and culture	Western Australian Parliament Community Development and Justice Standing Committee
3 May 2016	Inquiry into Aboriginal youth suicides	Western Australian Parliament Education and Health Standing Committee
11 April 2016	Earlier Intervention and Family Support Strategy Discussion Paper	Department for Child Protection and Family Support
24 February 2016	Inquiry – Harm being done to Australian children through access to pornography on the internet	Australian Government Senate Standing Committees on Environment and Communications
16 February 2016	Submission to Senate Select Committee on School Funding Investment	Australian Government Senate Select Committee on School Funding Investment
8 January 2016	Response to the Out-of-Home Care Reform Legislative Amendments Consultation Paper	Department for Child Protection and Family Support
27 October 2015	Inquiry into educational opportunities for Aboriginal and Torres Strait Islander students	Australian Government House of Representatives Standing Committee on Indigenous Affairs
18 August 2015	Inquiry into current levels of access and attainment for students with disability in the school system, and the impact on students and families associated with inadequate levels of support	Australian Government Senate Education and Employment Committees
1 July 2015	Review of the National Disability Advocacy Framework	Australian Government Department of Social Services

Significant issues impacting the agency

Royal Commission into Institutional Responses to Child Sexual Abuse

The Royal Commission into Institutional Responses to Child Sexual Abuse continues to highlight the need for greater attention to the risk of harm to children and young people attending organisations and activities outside of the home. The Commissioner's Child Safe Organisations project is leading the implementation of principles and practices that reduce the risk of harm occurring and improving the identification and response to harm where it does occur. This state-wide project will continue with a program of seminars in metropolitan and regional areas.

Engagement in education

The capacity to engage well in learning and achieve positive outcomes in education is central to the wellbeing of children and young people. The Commissioner's project on engaging in education will investigate children and young people's views on factors that influence their engagement in education and provide quantitative and qualitative data to influence policy and program development and a benchmark for future monitoring.

Growing number of Aboriginal children and young people in youth justice and out-of-home care systems

The growing number of Aboriginal children and young people in the youth justice and out-of-home care systems remains a significant issue. The significant proportion of Aboriginal children and young people in regional and remote areas requires greater attention to engaging and supporting children and young people beyond the metropolitan area. The voices of these vulnerable children and young people will be used to better direct policy and programs to improve outcomes.

Social media

The impact of social media continues to be a source of concern in relation to the safety and wellbeing of children and young people. The Commissioner's Thinker in Residence program for 2016–17 will bring together experts to consider the potential impacts, both positive and negative, of the role of social media in working with children and young people.

Future projects

Priorities for 2016–17 include reporting back to the community on the outcomes from consultations with children and young people in the youth justice and out-of-home care systems and a consultation with students from around the state on school and learning.

Further work around vulnerable children and young people and the factors impacting on their wellbeing, such as the court system and homelessness, will be undertaken in the coming year.

"Education is the main thing I worry about in my life because it determines your future."

14 year old girl

Disclosures and legal compliance

In this section:

Financial Statements	42
Detailed Key Performance Indicators information	83
Ministerial Directives	87
Other Financial Disclosures	87
Governance Disclosures	89
Other Legal Requirements	89
Government Policy Requirements	92



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

COMMISSIONER FOR CHILDREN AND YOUNG PEOPLE

Report on the Financial Statements

I have audited the accounts and financial statements of the Commissioner for Children and Young People.

The financial statements comprise the Statement of Financial Position as at 30 June 2016, the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Summary of Consolidated Account Appropriations and Income Estimates for the year then ended, and Notes comprising a summary of significant accounting policies and other explanatory information.

Opinion

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the financial position of the Commissioner for Children and Young People at 30 June 2016 and its financial performance and cash flows for the year then ended. They are in accordance with Australian Accounting Standards and the Treasurer's Instructions.

Commissioner's Responsibility for the Financial Statements

The Commissioner is responsible for keeping proper accounts, and the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the Treasurer's Instructions, and for such internal control as the Commissioner determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility for the Audit of the Financial Statements

As required by the Auditor General Act 2006, my responsibility is to express an opinion on the financial statements based on my audit. The audit was conducted in accordance with Australian Auditing Standards. Those Standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Commissioner's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Commissioner, as well as evaluating the overall presentation of the financial statements.

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

Page 1 of 3

7th Floor Albert Facey House 469 Wellington Street Perth MAIL TO: Perth BC PO Box 8489 Perth WA 6849 TEL: 08 6557 7500 FAX: 08 6557 7600

Disclosures and legal compliance

Report on Controls

I have audited the controls exercised by the Commissioner for Children and Young People during the year ended 30 June 2016.

Controls exercised by the Commissioner for Children and Young People are those policies and procedures established by the Commissioner to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions.

Opinion

In my opinion, in all material respects, the controls exercised by the Commissioner for Children and Young People are sufficiently adequate to provide reasonable assurance that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions during the year ended 30 June 2016.

Commissioner's Responsibility for Controls

The Commissioner is responsible for maintaining an adequate system of internal control to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of public and other property, and the incurring of liabilities are in accordance with the Financial Management Act 2006 and the Treasurer's Instructions, and other relevant written law.

Auditor's Responsibility for the Audit of Controls

As required by the Auditor General Act 2006, my responsibility is to express an opinion on the controls exercised by the Commissioner for Children and Young People based on my audit conducted in accordance with Australian Auditing and Assurance Standards.

An audit involves performing procedures to obtain audit evidence about the adequacy of controls to ensure that the Commissioner complies with the legislative provisions. The procedures selected depend on the auditor's judgement and include an evaluation of the design and implementation of relevant controls.

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

Report on the Key Performance Indicators

I have audited the key performance indicators of the Commissioner for Children and Young People for the year ended 30 June 2016.

The key performance indicators are the key effectiveness indicators and the key efficiency indicators that provide information on outcome achievement and service provision.

Opinion

In my opinion, in all material respects, the key performance indicators of the Commissioner for Children and Young People are relevant and appropriate to assist users to assess the Commissioner's performance and fairly represent indicated performance for the year ended 30 June 2016.

Commissioner's Responsibility for the Key Performance Indicators

The Commissioner is responsible for the preparation and fair presentation of the key performance indicators in accordance with the Financial Management Act 2006 and the Treasurer's Instructions and for such controls as the Commissioner determines necessary to ensure that the key performance indicators fairly represent indicated performance.

Auditor's Responsibility for the Audit of Key Performance Indicators

As required by the Auditor General Act 2006, my responsibility is to express an opinion on the key performance indicators based on my audit conducted in accordance with Australian Auditing and Assurance Standards.

An audit involves performing procedures to obtain audit evidence about the key performance indicators. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the key performance indicators. In making these risk assessments the auditor considers internal control relevant to the Commissioner's preparation and fair presentation of the key performance indicators in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the relevance and appropriateness of the key performance indicators for measuring the extent of outcome achievement and service provision.

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

Independence

In conducting the above audits, I have complied with the independence requirements of the Auditor General Act 2006 and Australian Auditing and Assurance Standards, and other relevant ethical requirements.

Matters Relating to the Electronic Publication of the Audited Financial Statements and Key Performance Indicators

This auditor's report relates to the financial statements and key performance indicators of the Commissioner for Children and Young People for the year ended 30 June 2016 included on the Commissioner's website. The Commissioner's management is responsible for the integrity of the Commissioner's website. This audit does not provide assurance on the integrity of the Commissioner's website. The auditor's report refers only to the financial statements and key performance indicators described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these financial statements or key performance indicators. If users of the financial statements and key performance indicators are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial statements and key performance indicators to confirm the information contained in this website version of the financial statements and key performance indicators.


GLEN CLARKE
DEPUTY AUDITOR GENERAL
Delegate of the Auditor General for Western Australia
Perth, Western Australia
7 September 2016

Disclosures and legal compliance

Certification of Financial Statements

For the year ended 30 June 2016.

The accompanying financial statements of the Commissioner for Children and Young People have been prepared in compliance with the provisions of the *Financial Management Act 2006* from proper accounts and records to present fairly the financial transactions for the financial year ending 30 June 2016 and the financial position as at 30 June 2016.

At the date of signing we were not aware of any circumstances which would render the particulars included in the financial statements misleading or inaccurate.



Christine Uren CPA
Chief Financial Officer
Commissioner for Children and
Young People Western Australia
5 September 2016



Colin Pettit
Accountable Authority
Commissioner for Children and
Young People Western Australia
5 September 2016

Disclosures and legal compliance

Financial Statements

Statement of Comprehensive Income for the year ended 30 June 2016

	Note	2016 \$	2015 \$
COST OF SERVICES			
Expenses			
Employee benefit expense	6.	2,066,569	1,889,342
Supplies and services	7.	783,218	865,017
Depreciation	8.	15,874	17,960
Accommodation expenses	9.	250,374	218,736
Other expenses	10.	45,497	123,369
Total cost of services		3,161,532	3,114,424
Income			
Revenue			
<i>Other revenue</i>	11.	938	2,441
Total Revenue		938	2,441
Total income other than income from State Government		938	2,441
NET COST OF SERVICES		3,160,594	3,111,983
Income from State Government	12.		
Service appropriation		3,082,000	2,962,000
Services received free of charge		158,574	152,418
Total income from State Government		3,240,574	3,114,418
SURPLUS/(DEFICIT) FOR THE PERIOD		79,980	2,435
OTHER COMPREHENSIVE INCOME		-	-
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		79,980	2,435

The Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Disclosures and legal compliance

Statement of Financial Position as at 30 June 2016

	Note	2016 \$	2015 \$
ASSETS			
Current Assets			
Cash and cash equivalents	22.	761,627	667,083
Restricted cash and cash equivalents	13. 22.	-	63,880
Receivables	14.	38,758	82,209
Total Current Assets		800,385	813,172
Non-Current Assets			
Amounts receivable for services	15.	434,000	434,000
Property, plant and equipment	16.	82,763	92,217
Intangible assets	17.	-	-
Total Non-Current Assets		516,763	526,217
TOTAL ASSETS		1,317,148	1,339,389
LIABILITIES			
Current Liabilities			
Payables	19.	89,103	182,258
Provisions	20.	178,315	184,456
Total Current Liabilities		267,418	366,714
Non-Current Liabilities			
Provisions	20.	86,965	89,890
Total Non-Current Liabilities		86,966	89,890
TOTAL LIABILITIES		354,384	456,604
NET ASSETS		962,765	882,785
EQUITY			
Contributed equity	21	420,000	420,000
Accumulated surplus/(deficit)		542,765	462,785
TOTAL EQUITY		962,765	882,785

The Statement of Financial Position should be read in conjunction with the accompanying notes.

Disclosures and legal compliance

Statement of Changes in Equity for the year ended 30 June 2016

	Note	Contributed equity \$	Reserves \$	Accumulated surplus/(deficit) \$	Total equity \$
Balance at 1 July 2014		420,000	-	460,350	880,350
Profit/(loss)		-	-	2,435	2,435
Other comprehensive income		-	-	-	-
Total comprehensive income for the period		-	-	2,435	2,435
Transactions with owners in their capacity as owners:					
Capital contributions		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2015		420,000	-	462,785	882,785
Balance at 1 July 2015	21	420,000	-	462,785	882,785
Profit/(loss)		-	-	79,980	79,980
Other comprehensive income		-	-	-	-
Total comprehensive income for the period		-	-	79,980	79,980
Transactions with owners in their capacity as owners:					
Capital contributions		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2016		420,000	-	542,765	962,765

The Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Disclosures and legal compliance

Statement of Cash Flows for the year ended 30 June 2016

	Note	2016 \$	2015 \$
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		3,082,000	2,928,000
Net cash provided by State Government		3,082,000	2,928,000
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(2,146,381)	(1,835,493)
Supplies and services		(647,052)	(688,552)
Accommodation		(250,374)	(218,736)
GST payments on purchases		(91,291)	(104,568)
Other payments		(45,497)	(38,728)
Receipts			
GST receipts on sales		514	972
GST receipts from taxation authority		88,736	104,609
Other receipts		46,430	(44,225)
Net cash provided by/(used in) operating activities	22.	(3,044,915)	(2,824,721)
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of non-current physical assets		(6,420)	(96,634)
Net cash provided by/(used in) investing activities		(6,420)	(96,634)
Net increase/(decrease) in cash and cash equivalents		30,664	6,645
Cash and cash equivalents at the beginning of the period		730,963	724,318
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	22.	761,627	730,963

The Statement of Cash Flows should be read in conjunction with the accompanying notes.

Disclosures and legal compliance

Summary of Consolidated Account Appropriations and Income Estimates for the year ended 30 June 2016

	2016 Budget \$	2016 Actual \$	Variance \$	2016 Actual \$	2015 Actual \$	Variance \$
Delivery of Services						
Item 80 Net amount appropriated to deliver services	2,827,000	2,827,000	-	2,827,000	2,700,000	127,000
Amount Authorised by Other Statutes						
- <i>Salaries and Allowances Act 1975</i>	255,000	255,000	-	255,000	262,000	(7,000)
Total appropriations provided to deliver services	3,082,000	3,082,000	-	3,082,000	2,962,000	120,000
Capital						
Capital Appropriations	-	-	-	-	-	-
GRAND TOTAL	3,082,000	3,082,000	-	3,082,000	2,962,000	120,000
Details of Expenses by Services						
Consultation, research and promotion	3,262,000	3,161,532	(100,468)	3,161,532	3,114,424	47,108
Total Cost of Services	3,262,000	3,161,532	(100,468)	3,161,532	3,114,424	47,108
<i>Less total income</i>	-	(938)	(938)	(938)	(2,441)	1,503
Net Cost of Services	3,262,000	3,160,594	(101,406)	3,160,594	3,111,983	48,611
Adjustments	(180,000)	(78,594)	101,406	(78,594)	(149,983)	71,389
Total appropriations provided to deliver services	3,082,000	3,082,000	-	3,082,000	2,962,000	120,000
Capital Expenditure						
Purchase of non-current physical assets	-	(6,420)	(6,420)	(6,420)	(96,634)	90,214
Adjustments for other funding sources	-	6,420	6,420	6,420	96,634	(90,214)
Capital appropriations	-	-	-	-	-	-

Adjustments comprise movements in cash balances and other accrual items such as receivables, payables and superannuation.

Note 26 'Explanatory statement' provides details of any significant variations between estimates and actual results for 2016 and between the actual results for 2016 and 2015.

Disclosures and legal compliance

Notes to the Financial Statements for the year ended 30 June 2016

Note 1. Australian Accounting Standards

General

The Commissioner for Children and Young People's (hereafter CCYP for the purpose of the notes) financial statements for the year ended 30 June 2016 have been prepared in accordance with Australian Accounting Standards. The term 'Australian Accounting Standards' includes Standards and Interpretations issued by the Australian Accounting Standards Board (AASB).

CCYP has adopted any applicable, new and revised Australian Accounting Standards from their operative dates.

Early adoption of standards

CCYP cannot early adopt an Australian Accounting Standard unless specifically permitted by TI 1101 *Application of Australian Accounting Standards and Other Pronouncements*. Partial exemption permitting early adoption of AASB 2015-7 *Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities* has been granted. Aside from AASB 2015-7, there has been no early adoption of any other Australian Accounting Standards that have been issued or amended (but not operative) by CCYP for the annual reporting period ended 30 June 2016.

Note 2. Summary of significant accounting policies

(a) General statement

CCYP is a not-for-profit reporting entity that prepares general purpose financial statements in accordance with Australian Accounting Standards, the Framework, Statements of Accounting Concepts and other authoritative pronouncements of the AASB as applied by the Treasurer's instructions. Several of these are modified by the Treasurer's instructions to vary application, disclosure, format and wording.

The Financial Management Act 2006 and the Treasurer's instructions impose legislative provisions that govern the preparation of financial statements and take precedence over Australian Accounting Standards, the Framework, Statements of Accounting Concepts and other authoritative pronouncements of the AASB.

Where modification is required and has had a material or significant financial effect upon the reported results, details of that modification and the resulting financial effect are disclosed in the notes to the financial statements.

(b) Basis of preparation

The financial statements have been prepared on the accrual basis of accounting using the historical cost convention, except for land, building and infrastructure which have been measured at fair value.

The accounting policies adopted in the preparation of the financial statements have been consistently applied throughout all periods presented unless otherwise stated.

The financial statements are presented in Australian dollars and all values are rounded to the nearest dollar.

Note 3. 'Judgements made by management in applying accounting policies' discloses judgements that have been made in process of applying CCYP's accounting policies resulting in the most significant effect on amounts recognised in the financial statements.

Note 4. 'Key sources of estimation uncertainty' discloses key assumptions made concerning the future, and other key sources of estimation uncertainty at the end of the reporting period, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Disclosures and legal compliance

(c) Reporting entity

The reporting entity comprises CCYP.

Mission

The mission of CCYP is to improve the wellbeing of children and young people by working with them, their families, community and government in Western Australia. CCYP is predominantly funded by Parliamentary appropriations.

Service

1. Consultation, research and promotion of the wellbeing of children and young people.

As there is only one service provided by CCYP, the Schedule of Income and Expenses by service and the Schedule of Assets and Liabilities by service have not been prepared.

(d) Contributed equity

AASB Interpretation 1038 *Contributions by Owners Made to Wholly-Owned Public Sector Entities* requires transfers in the nature of equity contributions, other than as a result of a restructure of administrative arrangements, to be designated by the Government (the owner) as contributions by owners (at the time of, or prior to transfer) before such transfers can be recognised as equity contributions. Capital appropriations have been designated as contributions by owners by TI 955 *Contributions by Owners made to Wholly Owned Public Sector Entities* and have been credited directly to Contributed equity.

The transfers of net assets to/from other agencies, other than as a result of a restructure of administrative arrangements, are designated as contributions by owners where the transfers are non-discretionary and non-reciprocal.

(e) Income

Revenue recognition

Revenue is recognised and measured at the fair value of consideration received or receivable. Revenue is recognised for the major business activities as follows:

Provision of services

Revenue is recognised by reference to the stage of completion of the transaction.

Interest

Revenue is recognised as the interest accrues.

Service appropriations

Service Appropriations are recognised as revenues at fair value in the period in which CCYP gains control of the appropriated funds. CCYP gains control of appropriated funds at the time those funds are deposited to the bank account or credited to the 'Amounts receivable for services' (holding account) held at Treasury.

Net Appropriation Determination

The Treasurer may make a determination providing for prescribed receipts to be retained for services under the control of CCYP.

Gains

Realised or unrealised gains are usually recognised on a net basis. These include gains arising on the disposal of non current assets and some revaluations of non current assets.

Disclosures and legal compliance

(f) Property, plant and equipment

Capitalisation/expensing of assets

Items of plant and equipment costing \$5,000 or more are recognised as assets and the cost of utilising assets is expensed (depreciated) over their useful lives. Items of plant and equipment costing less than \$5,000 are immediately expensed direct to the Statement of Comprehensive Income (other than where they form part of a group of similar items which are significant in total).

Initial recognition and measurement

Plant and equipment is initially recognised at cost.

For items of plant and equipment acquired at no cost or for nominal cost, the cost is the fair value at the date of acquisition.

Subsequent measurement

Subsequent to initial recognition as an asset, historical cost is used for the measurement of plant and equipment. Items of plant and equipment are stated at historical cost less accumulated depreciation and accumulated impairment losses. CCYP does not hold any land, buildings or infrastructure assets.

Derecognition

Upon disposal or derecognition of an item of plant and equipment, any revaluation surplus relating to that asset is retained in the asset revaluation surplus.

Depreciation

All non-current assets having a limited useful life are systematically depreciated over their estimated useful lives in a manner that reflects the consumption of their future economic benefits.

Depreciation is calculated using the straight line method, using rates which are reviewed annually. Estimated useful lives for each class of depreciable asset are:



(g) Intangible assets

Capitalisation/expensing of assets

Acquisitions of intangible assets costing \$5,000 or more and internally generated intangible assets costing \$50,000 or more are capitalised. The cost of utilising the assets is expensed (amortised) over their useful life. Costs incurred below these thresholds are immediately expensed directly to the Statement of Comprehensive Income.

Intangible assets are initially recognised at cost. For assets acquired at no cost or for nominal cost, the cost is their fair value at the date of acquisition.

The cost model is applied for subsequent measurement requiring the asset to be carried at cost less any accumulated amortisation and accumulated impairment losses.

Disclosures and legal compliance

Amortisation for intangible assets with finite useful lives is calculated for the period of the expected benefit (estimated useful life which is reviewed annually) on the straight line basis. All intangible assets controlled by CCYP have a finite useful life and zero residual value.

The expected useful lives for each class of intangible asset are:

- (a) Software that is not integral to the operation of any related hardware



Computer software

Software that is an integral part of the related hardware is recognised as plant and equipment. Software that is not an integral part of the related hardware is recognised as an intangible asset. Software costing less than \$5,000 is expensed in the year of acquisition.

(h) Impairment of assets

Plant and equipment and intangible assets are tested for any indication of impairment at the end of each reporting period. Where there is an indication of impairment, the recoverable amount is estimated. Where the recoverable amount is less than the carrying amount, the asset is considered impaired and is written down to the recoverable amount and an impairment loss is recognised. Where an asset measured at cost is written down to recoverable amount, an impairment loss is recognised in profit or loss. As CCYP is a not for profit entity, unless an asset has been

identified as a surplus asset, the recoverable amount is the higher of an asset's fair value less costs to sell and depreciated replacement cost.

The risk of impairment is generally limited to circumstances where an asset's depreciation is materially understated, where the replacement cost is falling or where there is a significant change in useful life. Each relevant class of assets is reviewed annually to verify that the accumulated depreciation/amortisation reflects the level of consumption or expiration of the asset's future economic benefits and to evaluate any impairment risk from falling replacement costs.

Intangible assets with an indefinite useful life and intangible assets not yet available for use are tested for impairment at the end of each reporting period irrespective of whether there is any indication of impairment.

The recoverable amount of assets identified as surplus assets is the higher of fair value less costs to sell and the present value of future cash flows expected to be derived from the asset. Surplus assets carried at fair value have no risk of material impairment where fair value is determined by reference to market-based evidence. Where fair value is determined by reference to depreciated replacement cost, surplus assets are at risk of impairment and the recoverable amount is measured. Surplus assets at cost are tested for indications of impairment at the end of each reporting period.

(i) Leases

CCYP holds operating leases for its office building and motor vehicles. Operating leases are expensed on a straight line basis over the lease term as this represents the pattern of benefits to be derived from the leased property and motor vehicles.

Disclosures and legal compliance

(j) Financial instruments

In addition to cash, CCYP has two categories of financial instrument:

- Receivables; and
- Financial liabilities measured at amortised cost.

Financial instruments have been disaggregated into the following classes:

- Financial Assets
 - Cash and cash equivalents
 - Restricted cash and cash equivalents
 - Receivables
 - Amounts receivable for services
- Financial Liabilities
 - Payables.

Initial recognition and measurement of financial instruments is at fair value which normally equates to the transaction cost or the face value. Subsequent measurement is at amortised cost using the effective interest method.

The fair value of short-term receivables and payables is the transaction cost or the face value because there is no interest rate applicable and subsequent measurement is not required as the effect of discounting is not material.

(k) Cash and cash equivalents

For the purpose of the Statement of Cash Flows, cash and cash equivalent (and restricted cash and cash equivalent) assets comprise cash on hand and short-term deposits with original maturities of three months or less that are readily convertible to a known amount of cash and which are subject to insignificant risk of changes in value.

(l) Accrued salaries

Accrued salaries (see note 20 'Payables') represent the amount due to staff but unpaid at the end of the financial year. Accrued salaries are settled within a fortnight of the financial year end. CCYP considers the carrying amount of accrued salaries to be equivalent to its net fair value.

The accrued salaries suspense account consists of amounts paid annually into a suspense account over a period of 10 financial years to largely meet the additional cash outflow in each eleventh year when 27 pay days occur instead of the normal 26. No interest is received on this account.

(m) Amounts receivable for services (holding account)

CCYP receives funding on an accrual basis. The appropriations are paid partly in cash and partly as an asset (holding account receivable). The accrued amount receivable is accessible on the emergence of the cash funding requirement to cover leave entitlements and asset replacement.

Disclosures and legal compliance

(n) Receivables

Receivables are recognised at original invoice amount less an allowance for any uncollectible amounts (i.e. impairment). The collectability of receivables is reviewed on an ongoing basis and any receivables identified as uncollectible are written off against the allowance account. The allowance for uncollectible amounts (doubtful debts) is raised when there is objective evidence that CCYP will not be able to collect the debts. The carrying amount is equivalent to fair value as it is due for settlement within 30 days.

(o) Payables

Payables are recognised at the amounts payable when CCYP becomes obliged to make future payments as a result of a purchase of assets or services. The carrying amount is equivalent to fair value, as settlement is generally within 30 days.

(p) Provisions

Provisions are liabilities of uncertain timing or amount and are recognised where there is a present legal or constructive obligation as a result of a past event and when the outflow of resources embodying economic benefits is probable and a reliable estimate can be made of the amount of the obligation. Provisions are reviewed at the end of each reporting period.

Provisions – employee benefits

All annual leave and long service leave provisions are in respect of employees' services up to the end of the reporting period.

Annual leave

The liability for annual leave that is expected to be settled within 12 months after the end of the reporting period is recognised and measured at the undiscounted amounts expected to be paid when the liability is settled.

Annual leave that is not expected to be settled within 12 months after the end of the reporting period is recognised and measured at the present value of amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

When assessing expected future payments consideration is given to expected future wage and salary levels including non salary components such as employer superannuation contributions, as well as the experience of employee departures and periods of service. The expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

The provision for annual leave is classified as current liability as CCYP does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period.

Long service leave

The liability for long service leave that is expected to be settled within 12 months after the end of the reporting period is recognised and measured at the undiscounted amounts expected to be paid when the liability is settled.

Disclosures and legal compliance

Long service leave that is not expected to be settled within 12 months after the end of the reporting period is recognised and measured at the present value of amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

When assessing expected future payments consideration is given to expected future wage and salary levels including non salary components such as employer superannuation contributions, as well as the experience of employee departures and periods of service. The expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

Unconditional long service leave provisions are classified as current liabilities as CCYP does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period. Pre-conditional and conditional long service leave provisions are classified as non-current liabilities because CCYP has an unconditional right to defer the settlement of the liability until the employee has completed the requisite years of service.

Superannuation

The Government Employees Superannuation Board (GESB) administers public sector superannuation arrangements in Western Australia in accordance with legislative requirements. Eligibility criteria for membership in particular schemes for public sector employees vary according to commencement and implementation dates.

Eligible employees contribute to the Pension Scheme, a defined benefit pension scheme closed to new members since 1987, or the Gold State Superannuation Scheme (GSS), a defined benefit lump sum scheme closed to new members since 1995.

Employees commencing employment prior to 16 April 2007 who were not members of either the Pension Scheme or the GSS became non contributory members of the West State Superannuation Scheme (WSS). Employees commencing employment on or after 16 April 2007 became members of the GESB Super Scheme (GESBS). From 30 March 2012, existing members of the WSS or GESBS and new employees have been able to choose their preferred superannuation fund provider. CCYP makes contributions to GESB or other fund provider on behalf of employees in compliance with the *Commonwealth Government's Superannuation Guarantee (Administration) Act 1992*. Contributions to these accumulation schemes extinguish CCYP's liability for superannuation charges in respect of employees who are not members of the Pension Scheme or GSS.

The GSS is a defined benefit scheme for the purposes of employees and whole of government reporting. However, it is a defined contribution plan for agency purposes because the concurrent contributions (defined contributions) made by CCYP to GESB extinguishes the agency's obligations to the related superannuation liability.

CCYP has no liabilities under the Pension Scheme or the GSS. The liabilities for the unfunded Pension Scheme and the unfunded GSS transfer benefits attributable to members who transferred from the Pension Scheme, are assumed by the Treasurer. All other GSS obligations are funded by concurrent contributions made by CCYP to the GESB.

The GESB makes all benefit payments in respect of the Pension Scheme and GSS, and is recouped from the Treasurer for the employer's share.

Disclosures and legal compliance

Provisions – other

Employment on-costs

Employment on-costs, including workers' compensation insurance, are not employee benefits and are recognised separately as liabilities and expenses when the employment to which they relate has occurred. Employment on-costs are included as part of 'Other expenses' and are not included as part of CCYP's 'Employee benefits expense'. The related liability is included in 'Employment on-costs provision'.

(q) Superannuation expense

The superannuation expense in the Statement of Comprehensive Income comprises of employer contributions paid to the GSS (concurrent contributions) and other super funds.

(r) Assets and services received free of charge or for nominal cost

Assets or services received free of charge or for nominal cost that CCYP would otherwise purchase if not donated, are recognised as income at the fair value of the assets or services where they can be reliably measured. A corresponding expense is recognised for services received. Receipts of assets are recognised in the Statement of Financial Position.

Assets or services received from other State Government agencies are separately disclosed under Income from State Government in the Statement of Comprehensive Income.

(s) Joint operations

CCYP has interests in joint arrangements that are joint operations.

(t) Comparative figures

Comparative figures are, where appropriate, reclassified to be comparable with the figures presented in the current financial year.

Note 3. Judgements made by management in applying accounting policies

The preparation of financial statements requires management to make judgements about the application of accounting policies that have a significant effect on the amounts recognised in the financial statements. CCYP evaluates these judgements regularly.

Operating lease commitments

The Commission has entered into a lease for a building used for office accommodation. It has been determined that the lessor retains substantially all the risks and rewards incidental to ownership. Accordingly, this lease has been classified as an operating lease.

Note 4. Key sources of estimation uncertainty

Key estimates and assumptions concerning the future are based on historical experience and various other factors that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year.

Long Service Leave

Several estimations and assumptions used in calculating CCYP's long service leave provision include expected future salary rates, discount rates, employee retention rates and expected future payments. Changes in these estimations and assumptions may impact on the carrying amount of the long service leave provision.

Disclosures and legal compliance

Note 5. Disclosure of changes in accounting policy and estimates

Initial application of an Australian Accounting Standard

CCYP has applied the following Australian Accounting Standards effective, or adopted, for annual reporting periods beginning on or after 1 July 2015 that impacted on CCYP.

AASB 2013-9	<p><i>Amendments to Australian Accounting Standards – Conceptual Framework, Materiality and Financial Instruments</i></p> <p>Part C of this Standard defers the application of AASB 9 to 1 January 2017. The application date of AASB 9 was subsequently deferred to 1 January 2018 by AASB 2014-1. CCYP has not yet determined the application or the potential impact of AASB 9.</p>
AASB 2014-8	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 (December 2014) – Application of AASB 9 (December 2009) and AASB 9 (December 2010) [AASB 9 (2009 & 2010)]</i></p> <p>This Standard makes amendments to AASB 9 <i>Financial Instruments</i> (December 2009) and AASB 9 <i>Financial Instruments</i> (December 2010), arising from the issuance of AASB 9 <i>Financial Instruments</i> in December 2014. CCYP has not yet determined the application or the potential impact of AASB 9.</p>
AASB 2015-3	<p><i>Amendments to Australian Accounting Standards arising from the Withdrawal of AASB 1031 Materiality</i></p> <p>This Standard completes the withdrawal of references to AASB 1031 in all Australian Accounting Standards and Interpretations, allowing that Standard to effectively be withdrawn. There is no financial impact.</p>
AASB 2015-7	<p><i>Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities [AASB 13]</i></p> <p>This Standard relieves not-for-profit public sector entities from the reporting burden associated with various disclosures required by AASB 13 for assets within the scope of AASB 116 that are held primarily for their current service potential rather than to generate future net cash inflows. It has no financial impact.</p>

Disclosures and legal compliance

Future impact of Australian Accounting Standards not yet operative

CCYP cannot early adopt an Australian Accounting Standard unless specifically permitted by TI 1101 *Application of Australian Accounting Standards and Other Pronouncements* or by an exemption from TI 1101. By virtue of a limited exemption, CCYP has early adopted AASB 2015-7 *Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities*. Where applicable, CCYP plans to apply these Australian Accounting Standards from their application date.

		Operative for reporting periods beginning on/after
AASB 9	<p><i>Financial Instruments</i></p> <p>This Standard supersedes AASB 139 <i>Financial Instruments: Recognition and Measurement</i>, introducing a number of changes to accounting treatments.</p> <p>The mandatory application date of this Standard is currently 1 January 2018 after being amended by AASB 2012-6, AASB 2013-9 and AASB 2014-1 <i>Amendments to Australian Accounting Standards</i>. CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2018
AASB 15	<p><i>Revenue from Contracts with Customers</i></p> <p>This Standard establishes the principles that CCYP shall apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer. CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2018
AASB 16	<p><i>Leases</i></p> <p>This Standard introduces a single lessee accounting model and requires a lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value. CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2019
AASB 1057	<p><i>Application of Australian Accounting Standards</i></p> <p>This Standard lists the application paragraphs for each other Standard (and Interpretation), grouped where they are the same. There is no financial impact.</p>	1 Jan 2016

Disclosures and legal compliance

		Operative for reporting periods beginning on/after
AASB 2010-7	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Int 2, 5, 10, 12, 19 & 127]</i></p> <p>This Standard makes consequential amendments to other Australian Accounting Standards and Interpretations as a result of issuing AASB 9 in December 2010.</p> <p>The mandatory application date of this Standard has been amended by AASB 2012-6 and AASB 2014-1 to 1 January 2018. CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2018
AASB 2014-1	<p><i>Amendments to Australian Accounting Standards</i></p> <p>Part E of this Standard makes amendments to AASB 9 and consequential amendments to other Standards. It has not yet been assessed by CCYP to determine the application or potential impact of the Standard.</p>	1 Jan 2018
AASB 2014-3	<p><i>Amendments to Australian Accounting Standards – Accounting for Acquisitions of Interests in Joint Operations [AASB 1 & 11]</i></p> <p>CCYP establishes Joint Operations in pursuit of its objectives and does not routinely acquire interests in Joint Operations. Therefore, there is no financial impact on application of the Standard.</p>	1 Jan 2016
AASB 2014-4	<p><i>Amendments to Australian Accounting Standards – Clarification of Acceptable Methods of Depreciation and Amortisation [AASB 116 & 138]</i></p> <p>The adoption of this Standard has no financial impact for the Model Department as depreciation and amortisation is not determined by reference to revenue generation, but by reference to consumption of future economic benefits.</p>	1 Jan 2016
AASB 2014-5	<p><i>Amendments to Australian Accounting Standards arising from AASB 15</i></p> <p>This Standard gives effect to the consequential amendments to Australian Accounting Standards (including Interpretations) arising from the issuance of AASB 15. The mandatory application date of this Standard has been amended by AASB 2015-8 to 1 January 2018. CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2018
AASB 2014-7	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 (December 2014)</i></p> <p>This Standard gives effect to the consequential amendments to Australian Accounting Standards (including Interpretations) arising from the issuance of AASB 9 (December 2014). CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2018

Disclosures and legal compliance

		Operative for reporting periods beginning on/after
AASB 2014-9	<p><i>Amendments to Australian Accounting Standards – Equity Method in Separate Financial Statements [AASB 1, 127 & 128]</i></p> <p>This Standard amends AASB 127, and consequentially amends AASB 1 and AASB 128, to allow entities to use the equity method of accounting for investments in subsidiaries, joint ventures and associates in their separate financial statements. CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2016
AASB 2014-10	<p><i>Amendments to Australian Accounting Standards – Sale or Contribution of Assets between an Investor and its Associate or Joint Venture [AASB 10 & 128]</i></p> <p>This Standard amends AASB 10 and AASB 128 to address an inconsistency between the requirements in AASB 10 and those in AASB 128 (August 2011), in dealing with the sale or contribution of assets between an investor and its associate or joint venture. CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2016
AASB 2015-1	<p><i>Amendments to Australian Accounting Standards – Annual Improvements to Australian Accounting Standards 2012–2014 Cycle [AASB 1, 2, 3, 5, 7, 11, 110, 119, 121, 133, 134, 137 & 140]</i></p> <p>These amendments arise from the issuance of International Financial Reporting Standard Annual Improvements to IFRSs 2012–2014 Cycle in September 2014, and editorial corrections. CCYP has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2016
AASB 2015-2	<p><i>Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, 101, 134 & 1049]</i></p> <p>This Standard amends AASB 101 to provide clarification regarding the disclosure requirements in AASB 101. Specifically, the Standard proposes narrow-focus amendments to address some of the concerns expressed about existing presentation and disclosure requirements and to ensure entities are able to use judgement when applying a Standard in determining what information to disclose in their financial statements. There is no financial impact.</p>	1 Jan 2016
AASB 2015-6	<p><i>Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities [AASB 10, 124 & 1049]</i></p> <p>The amendments extend the scope of AASB 124 to include application by not-for-profit public sector entities. Implementation guidance is included to assist application of the Standard by not-for-profit public sector entities. There is no financial impact.</p>	1 Jul 2016

Disclosures and legal compliance

		Operative for reporting periods beginning on/after
AASB 2015-8	<p><i>Amendments to Australian Accounting Standards – Effective Date of AASB 15</i></p> <p>This Standard amends the mandatory effective date (application date) of AASB15 Revenue from Contracts with Customers so that AASB 15 is required to be applied for annual reporting periods beginning on or after 1 January 2018 instead of 1 January 2017. CCYP has not yet determined the application or the potential impact of AASB 15.</p>	1 Jan 2017
AASB 2015-10	<p><i>Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 & 128</i></p> <p>This Standard defers the mandatory effective date (application date) of amendments to AASB 10 & 128 that were originally made in AASB 2014-10 so that the amendments are required to be applied for annual reporting periods beginning on or after 1 January 2018 instead of 1 January 2016. CCYP has not yet determined the application or the potential impact of AASB 2014-10.</p>	1 Jan 2016
AASB 2016-2	<p><i>Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107</i></p> <p>This Standard amends AASB 107 Statement of Cash Flows (August 2015) to require disclosure that enable users of financial statements to evaluate changes in liabilities arising from financing activities, including both changes arising from cash flows and non-cash changes. There is no financial impact.</p>	1 Jan 2017
AASB 2016-3	<p><i>Amendments to Australian Accounting Standards – Clarifications to AASB 15</i></p> <p>This Standard clarifies identifying performance obligations, principal versus agent considerations, timing of recognising revenue from granting a licence, and, provides further transitional provisions to AASB 15. CCYP has not yet determined the application or the potential impact.</p>	1 Jan 2018

Disclosures and legal compliance

Note 6. Employee benefits expense	2016	2015
	\$	\$
Wages and salaries ^(a)	1,873,730	1,685,379
Superannuation – defined contribution plans ^(b)	178,347	190,205
Other related expenses	14,492	13,758
	2,066,569	1,889,342

(a) Includes the value of the fringe benefit to the employee plus the fringe benefits tax component, leave entitlements including superannuation contribution component.

(b) Defined contribution plans include West State, Gold State, GESB Super Scheme and other eligible funds.
Employment on-costs expenses such as workers' compensation insurance are included at note 10 'Other expenses'.
Employment on-costs liability is included at note 20 'Provisions'.

Note 7. Supplies and Services

Communications	38,458	31,696
Contractors and consultants	394,383	495,428
Consumables	105,433	196,339
Travel	60,529	36,723
Lease, rent and hire costs	23,758	26,307
Licence, fee and registration	15,195	26,363
Publication	102,644	25,414
Advertisement	1,625	2,656
Sponsorship	39,334	23,655
Other	1,859	436
	783,218	865,017

Disclosures and legal compliance

Note 8. Depreciation	2016	2015
	\$	\$
Depreciation		
Computer equipment	5,832	1,935
Furniture, fixtures and fittings	6,963	15,284
Office equipment	3,079	741
Total depreciation	15,874	17,960

Note 9. Accommodation expenses

Lease rentals	227,720	204,080
Repairs and maintenance	12,188	3,444
Cleaning	10,466	11,212
	250,374	218,736

Note 10. Other expenses

Internal and external audit fee	44,713	36,640
Loss on de-recognition of furniture & fittings (see Note 16)	-	84,641
Other	785	2,088
	45,497	123,369

Note 11. Other revenue

Employee Contributions	938	2,441
	938	2,441

Disclosures and legal compliance

Note 12. Income from State Government	2016	2015
	\$	\$
Appropriation received during the period:		
Service appropriations ^(a)	3,082,000	2,962,000
	3,082,000	2,962,000
Services received free of charge from other state government agencies during the financial year period ^(b)		
Determined on the basis of the following estimates provided by agencies:		
Department of the Attorney General – Corporate Services	149,332	143,580
Department of Finance – Government Accomodation	9,242	8,838
	158,574	152,418
	3,240,574	3,114,418

(a) Service appropriations fund the net cost of services delivered. Appropriation revenue comprises a cash component and a receivable (asset). The receivable (holding account) comprises the depreciation expense for the year and any agreed increase in leave liability during the year.

(b) Assets or services received free of charge or for nominal cost are recognised as revenue at fair value of the assets and/or services that can be reliably measured and which would have been purchased if they were not donated. Contribution of assets or services in the nature of contributions by owners are recognised direct to equity.

Note 13. Restricted cash and cash equivalents

Current		
Accrued salaries suspense account ^(a)	0	63,880
	0	63,880
Non-Current		
Accrued salaries suspense account ^(a)	-	-
	0	0

(a) Fund held in the suspense account used only for the purpose of meeting the 27th pay in a financial year that occurs every 11 years.

Disclosures and legal compliance

Note 14. Receivables	2016	2015
	\$	\$
Current		
Receivables	1,174	46,666
GST Receivable	37,584	35,543
Total current	38,758	82,209
Total receivables	38,758	82,209

Note 15. Amounts receivable for services (Holding Account)

Current	-	-
Non-current	434,000	434,000
	434,000	434,000

Represents the non-cash component of service appropriations. It is restricted in that it can only be used for asset replacement or payment of leave liability.

Note 16. Plant and equipment

Computer hardware		
At cost	31,896	25,476
Accumulated depreciation	(21,632)	(15,800)
	10,264	9,676
Office equipment		
At cost	36,056	36,056
Accumulated depreciation	(24,483)	(21,404)
	11,573	14,652
Furniture, fixtures and fittings		
At cost	324,630	324,630
Accumulated depreciation	(263,704)	(256,741)
	60,926	67,889
	82,763	92,217

Disclosures and legal compliance

Reconciliation

Reconciliations of the carrying amounts of plant and equipment at the beginning and end of the reporting period are set out in the table below:

	Computer Hardware	Office Equipment	Fixtures & Fittings	Total
2016	\$	\$	\$	\$
Carrying amount at start of year	9,675	14,652	67,890	92,217
Assets purchased	6,420	-	-	6,420
Assets disposed	-	-	-	0
Depreciation	(5,832)	(3,079)	(6,964)	(15,875)
Carrying amount at end of year	10,264	11,573	60,926	82,763
2015	\$	\$	\$	\$
Carrying amount at start of year	-	-	98,185	98,185
Assets purchased	11,611	15,393	69,630	96,634
Assets disposed	-	-	-	0
Loss on de-recognition of furniture, fixtures and fittings			(84,641)	(84,641)
Depreciation	(1,935)	(741)	(15,284)	(17,960)
Carrying amount at end of year	9,675	14,652	67,890	92,217

Disclosures and legal compliance

Note 17. Intangible assets	2016	2015
	\$	\$
Computer software		
At cost	15,086	15,086
Accumulated amortisation	(15,086)	(15,086)
Carrying amount at end of period	-	-

Note 18. Impairment of assets

There were no indications of impairment to plant and equipment or intangible assets at 30 June 2016.

CCYP held no goodwill or intangible assets with an indefinite useful life during the reporting period.

At the end of the reporting period there were no intangible assets not yet available for use.

All surplus assets at 30 June 2016 have either been classified as assets held for sale or written-off.

Note 19. Payables

Current		
Trade payables	32,086	58,251
Accrued expenses	57,017	53,260
Accrued salaries	-	62,771
Accrued superannuation	-	7,976
Total current	89,103	182,258

Disclosures and legal compliance

Note 20. Provisions	2016	2015
	\$	\$
Current		
<i>Employee benefits provision</i>		
Annual leave ^(a)	96,837	83,993
Long service leave ^(b)	80,728	99,677
	177,565	183,670
<i>Other provisions</i>		
Employment on-costs ^(c)	750	786
	750	786
	178,315	184,456
Non-current		
<i>Employee benefits provision</i>		
Long service leave ^(b)	86,571	89,481
	86,571	89,481
<i>Other provisions</i>	395	409
Employment on-costs ^(c)	395	409
	86,966	89,890

(a) Annual leave liabilities have been classified as current as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

Disclosures and legal compliance

Note 20. Provisions (continued)	2016	2015
	\$	\$
Within 12 months of the end of the reporting period	94,170	80,571
More than 12 months after the end of the reporting period	3,048	3,753
	97,218	84,323

(b) Long service leave liabilities have been classified as current where there is no unconditional right to defer settlement for at least 12 months after the end of reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

Within 12 months of the end of reporting period	40,548	50,066
More than 12 months after the end of the reporting period	127,514	139,955
	168,062	190,022

(c) The settlement of annual and long service leave liabilities gives rise to the payment of employment on-costs including worker's compensation insurance. The provision is the present value of expected future payments.

Movements in other provisions

Movements in each class of provisions during the financial year, other than employee benefits, are set out below.

Employment on-cost provision		
Carrying amount at start of period	1,195	1,028
Additional provisions recognised	(50)	167
Carrying amount at end of period	1,145	1,195

Disclosures and legal compliance

Note 21. Equity

The Government holds the equity interest in CCYP on behalf of the community. Equity represents the residual interest in the net assets of CCYP.

	2016 \$	2015 \$
Contributed equity		
Balance at start of period	420,000	420,000
Contributions by owners		
Capital appropriation	-	-
Total contributions by owners	-	-
Balance at end of period	420,000	420,000
Accumulated surplus/(deficit)		
Balance at start of period	462,785	460,350
Changes in accounting policy or correction of prior period errors	-	-
Result for the period	79,980	2,435
Income and expense recognised directly to equity	-	-
Balance at the end of period	542,765	462,785
Total Equity at end of period	962,765	882,785

Disclosures and legal compliance

Note 22. Notes to the Statement of Cash Flows

Reconciliation of Cash

Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

	2016 \$	2015 \$
Cash and cash equivalents	761,627	667,083
Restricted cash and cash equivalents	-	63,880
	761,627	730,963

Reconciliation of net cost of services to net cash flows provided by/(used in) operating activities

Net cost of services	(3,160,594)	(3,111,983)
Non-cash items:		
Depreciation (Note 8 'Depreciation')	15,874	17,960
Loss on de-recognition of furniture, fixtures and fittings (Note 10 'other expense')	-	84,641
Resources received free of charge (Note 12 'Income from State Government')	158,574	152,418
(Increase)/decrease in assets:		
Current receivables ^(a)	45,493	(46,665)
Increase/(decrease) in liabilities:		
Current payables ^(a)	(93,155)	39,413
Current provisions	(6,141)	43,061
Non-current provisions	(2,924)	(4,579)
Net GST receipts/(payments) ^(b)	(2,041)	1,013
Change in GST in receivables/payables ^(c)		
Net cash provided by/(used in) operating activities	(3,044,914)	(2,824,721)

(a) Note that the Australian Taxation Office (ATO) receivable/payable in respect of GST and the receivable/payable in respect of the sale/purchase of non-current assets are not included in these items as they do not form part of the reconciling items.

(b) This is the net GST paid/received, i.e. cash transactions.

(c) This reverses out the GST in receivables and payables.

Disclosures and legal compliance

Note 23. Commitments

The commitments below are inclusive of GST where relevant.

Non cancellable operating lease commitments

	2016 \$	2015 \$
Commitments for minimum lease payment are payable as follows:		
Within 1 year	218,663	186,420
Later than 1 year and not later than 5 years	525,140	622,290
	743,803	808,710

The non cancellable operating leases represent CCYP's property lease and leases on its motor vehicles. The property lease is a non-cancellable lease with a term expiring 30 November 2019. There is a fixed 3.5% increase in rent rates at the end of each lease year.

The motor vehicle lease is a non-cancellable lease, with lease payments monthly. New vehicle leases are negotiated at the end of this period, the number of vehicle leases being subject to State Fleet imposed agency vehicle caps.

The above figures are inclusive of GST.

Note 24. Contingent liabilities and contingent assets

Contingent liabilities

The CCYP has no contingent liabilities for the financial year 2015–16.

Contingent assets

The CCYP has no contingent assets for the financial year 2015–6.

Note 25. Event occurring after the end of the reporting period.

There were no events occurring after the end of the reporting period that impact on the financial statements.

Disclosures and legal compliance

Note 26. Explanatory Statement

All variances between original budget and actual results for 2016 and between the actual results for 2016 and 2015 are shown below. Narratives are provided for selected major variances, which are generally greater than:

- 5% and \$63,000 for the Statements of Comprehensive Income Statement and Cash Flow Statement; and
- 5% and \$26,000 for the Statement of Financial Position

	Variance Note	Original Budget 2016 \$	Actual 2016 \$	Actual 2015 \$	Variance between original budget and actual \$	Variance between actual results for 2016 and 2015 \$
Statement of Comprehensive Income (Controlled Operations)						
Employee benefits expense	1,A	2,291,000	2,066,569	1,889,342	(224,431)	177,227
Supplies and services	2,B	520,000	783,218	865,017	263,218	(81,799)
Depreciation and amortisation expense		22,000	15,874	17,960	(6,126)	(2,086)
Accommodation expenses		305,000	250,374	218,736	(54,626)	31,638
Other expenses	3,C	124,000	45,497	123,369	(78,503)	(77,872)
Total cost of services		3,262,000	3,161,532	3,114,424	(100,468)	47,108
Income						
<i>Revenue</i>						
Other revenue		-	938	2,441	938	(1,503)
Total Revenue		-	938	2,441	938	(1,503)
NET COST OF SERVICES		3,262,000	3,160,594	3,111,983	(101,406)	48,611
Income from State Government						
Service appropriation		3,082,000	3,082,000	2,962,000	-	120,000
Services received free of charge		180,000	158,574	152,418	(21,426)	6,156
Total income from State Government		3,262,000	3,240,574	3,114,418	(21,426)	126,156
SURPLUS/(DEFICIT) FOR THE PERIOD		-	79,980	2,435	79,980	77,545
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		-	79,980	2,435	79,980	77,545

Disclosures and legal compliance

Note 26. Explanatory Statement (continued)

	Variance Note	Original Budget 2016 \$	Actual 2016 \$	Actual 2015 \$	Variance between original budget and actual \$	Variance between actual results for 2016 and 2015 \$
Statement of Financial Position (Controlled Operations)						
ASSETS						
Current Assets						
Cash and cash equivalents		639,000	761,627	667,083	122,627	94,544
Restricted cash and cash equivalents		0	0	63,880	0	(63,880)
Receivables		37,000	38,758	82,209	1,758	(43,451)
Total Current Assets		676,000	800,385	813,172	124,385	(12,787)
Non-Current Assets						
Restricted cash and cash equivalents		47,000	-	-	(47,000)	-
Amounts receivable for services		434,000	434,000	434,000	-	-
Property, plant and equipment		69,000	82,763	92,217	13,763	(9,454)
Total Non-Current Assets		550,000	516,763	526,217	(33,237)	(9,454)
TOTAL ASSETS		1,226,000	1,317,148	1,339,389	91,148	(22,241)

Disclosures and legal compliance

Note 26. Explanatory Statement (continued)

	Variance Note	Original Budget 2016 \$	Actual 2016 \$	Actual 2015 \$	Variance between original budget and actual \$	Variance between actual results for 2016 and 2015 \$
LIABILITIES						
Current Liabilities						
Payables	4,D	18,000	89,103	182,258	71,103	(93,155)
Provisions	5	140,000	178,315	184,456	38,315	(6,141)
Other current liabilities	6	126,000	-		(126,000)	-
Total Current Liabilities		284,000	267,418	366,714	(16,582)	(99,296)
Non-Current Liabilities						
Payables						
Provisions		94,000	86,966	89,890	(7,034)	(2,924)
Other non-current liabilities					-	-
Total Non-Current Liabilities		94,000	86,966	89,890	(7,034)	(2,924)
TOTAL LIABILITIES		378,000	354,384	456,604	(23,616)	(102,220)
NET ASSETS		848,000	962,764	882,785	114,764	79,979
EQUITY						
Contributed equity		407,000	420,000	420,000	13,000	-
Accumulated surplus/(deficit)		441,000	542,765	462,785	101,765	79,980
TOTAL EQUITY		848,000	962,765	882,785	114,765	79,980

Disclosures and legal compliance

Note 26. Explanatory Statement (continued)

	Variance Note	Original Budget 2016 \$	Actual 2016 \$	Actual 2015 \$	Variance between original budget and actual \$	Variance between actual results for 2016 and 2015 \$
Statement of Cash Flows (Controlled Operations)						
CASH FLOWS FROM STATE GOVERNMENT						
Service appropriation		3,082,000	3,082,000	2,928,000	-	154,000
Net cash provided by State Government		3,082,000	3,082,000	2,928,000	-	154,000
CASH FLOW FROM OPERATING ACTIVITIES						
Payments						
Employee benefits	7,E	(2,291,000)	(2,146,381)	(1,835,493)	(144,619)	310,888
Supplies and services	8	(394,000)	(647,052)	(688,552)	253,052	(41,500)
Accommodation		(305,000)	(250,374)	(218,736)	(54,626)	31,638
GST payments on purchases	9		(91,291)	(104,568)	91,291	(13,277)
Other payments	10	(222,000)	(45,497)	(38,728)	(176,503)	6,769
Receipts						
GST receipts on sales			514	972	514	(458)
GST receipts from taxation authority		130,000	88,736	104,609	(41,264)	(15,873)
Other receipts	F		46,430	(44,225)	46,430	90,655
Net cash provided by/(used in) operating activities		(3,082,000)	(3,044,915)	(2,824,721)	37,085	(220,194)
CASH FLOWS FROM INVESTING ACTIVITIES						
Payments						
Purchases of non-current assets	G		(6,420)	(96,634)	(6,420)	90,214
Net cash provided by/(used in) investing activities		-	(6,420)	(96,634)	(6,420)	90,214
Net increase/(decrease) in cash and cash equivalents		-	30,664	6,645	30,664	24,019
Cash and cash equivalents at the beginning of the period		686,000	730,963	724,318	44,963	6,645
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD		686,000	761,627	730,963	75,627	30,664

Disclosures and legal compliance

Major Variance Narratives (Controlled Operations)

Major variances between original budget and actual result 2016

1. Employee benefits was \$224,431 less than the original budget. This is due to staffing assumptions made at the time of the budget and did not accommodate for a new Commissioner or the impact of the public sector recruitment freeze.
2. Supplies and services exceeded the original budget by \$263,218. This is due to the classifications of expenditures and assumptions made at the time of the budget. This over budget item is partially offset by underspends in accommodation and other expenses.
3. Other expenses was \$78,503 less than the original budget. Again this is due to classifications of expenditures and assumptions made at the time of the budget. CCYP's total cost of services is within 97% of the original budget.
4. Payables is \$71,103 more than the original budget. This is due to increased accruals for expenditure and trade creditors not foreseen at the time of the budget preparation.
5. Provisions is \$38,315 more than the original budget. Provisions include non-cash end of year adjustment to long service leave which is difficult to budget for with the actual calculation performed at the end of the financial year.
6. There was no other current liabilities for CCYP during 2016 as there was no accrued salaries. The original budget did not recognise the 27th pay implications.
7. The variance is explained in note 1 above.
8. The variance is explained in note 2 above.
9. GST payments on purchases was mis-categorised into other payments at the time the original budget was prepared.
10. The variance is explained in note 3 above.

Disclosures and legal compliance

Major Variance Narratives (Controlled Operations)

Major variances between actual results for 2016 and 2015

- A. Employee benefits increased by \$177,227 from the 2014–15 financial year. This is due to employment of a Principal Policy Officer Child Safe, some temporary staff re-allocation in the Corporate Services section, Award increases and step increments for some employees.
- B. Supplies and services decreased by \$81,799 from the 2014–15 financial year. This is due to in the 2014–15 financial year, two major projects were undertaken which involved engaging a large number of groups to do consultations on behalf of CCYP.
- C. Other expenses decreased by \$77,872 which is due to the loss on de-recognition of furniture and fittings during the 2014–15 financial year.
- D. Payables is \$93,155 less than 2014–15 financial year. This is due to accrued salaries and super in the 2014–15 financial year and no accruals in 2015–16 because of the 27th pay.
- E. Employee benefits increased by \$310,888 from the 2014–15 financial year. This is due to reasons mentioned in variance A and also the cash implication of the 27th pay.
- F. Other receipts increased by \$90,655 from the 2014–15 financial year. During the 2015–16 financial year other receipts included monies received from two other government agencies for employees that transferred.
- G. Purchases of non-current assets decreased from 2014–15 financial year. This is because fixtures and fittings that were capitalised in this financial year (outcome of CCYP's lease for business premises being re-negotiated.) CCYP purchased only one IT infrastructure asset during the 2015–16 financial year.

Note 27. Financial instruments

(a) Financial risk management objectives and policies

Financial Instruments held by CCYP are cash and cash equivalents, restricted cash and cash equivalents, receivables and payables. CCYP has limited exposure to financial risks. CCYP's overall risk management program focuses on managing the risks identified below.

Credit risk

Credit risk arises when there is the possibility of CCYP's receivables defaulting on their contractual obligations resulting in financial loss to CCYP.

The maximum exposure to credit risk at the end of the reporting period in relation to each class of recognised financial assets is the gross carrying amount of those assets inclusive of any allowance for impairment, as shown in the table at note 27(c) 'Financial instruments disclosures' and note 14 'Receivables'.

Credit risk associated with CCYP's financial assets is minimal because the main receivable is the amounts receivable for services (holding account). For receivables other than government, CCYP trades only with recognised, creditworthy third parties. CCYP has policies in place to ensure that services are made to customers with an appropriate credit history. In addition, receivable balances are monitored on an ongoing basis with the result that CCYP's exposure to bad debts is minimal. At the end of the reporting period there were no significant concentrations of credit risk.

Disclosures and legal compliance

Liquidity risk

Liquidity risk arises when CCYP is unable to meet its financial obligations as they fall due.

CCYP is exposed to liquidity risk through its trading in the normal course of business.

CCYP has appropriate procedures to manage cash flows including drawdowns of appropriations by monitoring forecast cash flows to ensure that sufficient funds are available to meet its commitments.

Market risk

Market risk is the risk that changes in market prices such as foreign exchange rates and interest rates will effect CCYP's income or the value of its holdings of financial instruments. CCYP does not trade in foreign currency and is not materially exposed to other price risks. CCYP is not exposed to interest rate risk because all other cash and cash equivalents and restricted cash are non-interest bearing and CCYP has no borrowings.

(b) Categories of financial instruments

In addition to cash, the carrying amounts of each of the following categories of financial assets and financial liabilities at the end of the reporting period are:

	2016 \$	2015 \$
Financial Assets		
Cash and cash equivalents	761,627	667,083
Restricted cash and cash equivalents	-	63,880
Receivables ^(a)	435,174	480,666
Financial Liabilities		
Payables	89,103	182,258

(a) The amount of receivables excludes GST recoverable from the ATO (statutory receivable).

Disclosures and legal compliance

(c) Financial instrument disclosures

Credit risk

The following table details CCYP's maximum exposure to credit risk and the ageing analysis of financial assets. CCYP's maximum exposure to credit risk at the end of the reporting period is the carrying amount of the financial assets as shown below. The table discloses the ageing of financial assets that are past due but not impaired and impaired financial assets. The table is based on information provided to senior management of CCYP.

CCYP does not hold any collateral as security or other credit enhancements relating to the financial assets it holds.

Aged analysis of financial assets

	Carrying Amount \$	Not past due and not impaired \$	Past due but not impaired				More than 5 years \$	Impaired financial assets \$
			Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$		
2016								
Cash and cash equivalents	761,627	761,627	-	-	-	-	-	-
Restricted cash and cash equivalent	-	-	-	-	-	-	-	-
Receivables ^(a)	1,174	1,174	-	-	-	-	-	-
Amount receivable for services	434,000	434,000	-	-	-	-	-	-
	1,196,801	1,196,801	-	-	-	-	-	-
2015								
Cash and cash equivalents	667,083	667,083	-	-	-	-	-	-
Restricted cash and cash equivalent	63,880	63,880	-	-	-	-	-	-
Receivables ^(a)	46,666	46,666	-	-	-	-	-	-
Amount receivable for services	434,000	434,000	-	-	-	-	-	-
	1,211,629	1,211,629	-	-	-	-	-	-

(a) The amount of receivables excludes the GST recoverable from the ATO (statutory receivable).

Disclosures and legal compliance

Liquidity risk and interest rate exposure

The following table details CCYP's interest rate exposure and the contractual maturity analysis of financial assets and financial liabilities. The maturity analysis section includes interest and principal cash flows. The interest rate exposure section analyses only the carrying amounts of each item.

Interest rate exposure and maturity analysis of financial assets and financial liabilities

	Weighted Average Effective Interest Rate %	Carrying Amount \$	Interest rate exposure			Nominal Amount \$	Maturity Dates				
			Fixed interest rate \$	Variable interest rate \$	Non-Interest Bearing \$		Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$
2016											
Financial Assets											
Cash and cash equivalents		761,627	-	-	761,627	761,627	761,627	-	-	-	-
Restricted cash and cash equivalent		-	-	-	-	-	-	-	-	-	-
Receivables ^(a)		1,174	-	-	1,174	1,174	1,174	-	-	-	-
Amount receivable for services		434,000	-	-	434,000	434,000	-	-	-	-	434,000
		1,196,801	-	-	1,196,801	1,196,801	762,801	-	-	-	434,000
Financial Liabilities											
Payables		89,103	-	-	89,103	89,103	89,103	-	-	-	-
		89,103	-	-	89,103	89,103	89,103	-	-	-	-
2015											
Financial Assets											
Cash and cash equivalents		667,083	-	-	667,083	667,083	667,083	-	-	-	-
Restricted cash and cash equivalent		63,880	-	-	63,880	63,880	63,880	-	-	-	-
Receivables ^(a)		46,666	-	-	46,666	46,666	74	44,942	1,650	-	-
Amount receivable for services		434,000	-	-	434,000	434,000	-	-	-	-	434,000
		1,211,629	-	-	1,211,629	1,211,629	731,037	44,942	1,650	-	434,000
Financial Liabilities											
Payables		182,258	-	-	182,258	182,258	182,258	-	-	-	-
		182,258	-	-	182,258	182,258	182,258	-	-	-	-

(a) The amount of receivables excludes the GST recoverable from the ATO (statutory receivable).

Disclosures and legal compliance

Interest rate sensitivity analysis

None of CCYP's financial assets and liabilities at the end of the reporting period are sensitive to movements in interest rates. Movements in interest rates would therefore have no impact on CCYP's surplus or equity.

Fair values

All financial assets and liabilities recognised in the Statement of Financial Position, whether they are carried at cost or fair value, are recognised at amounts that represent a reasonable approximation of fair value unless otherwise stated in the applicable notes.

Note 28. Remuneration of senior officers

The number of senior officers whose total fees, salaries, superannuation, non-monetary benefits and other benefits for the financial year, fall within the following bands are:

\$	2016	2015
0 – 10,000	1	-
60,001 – 70,000	1	-
80,001 – 90,000	-	1
90,001 – 100,000	1	-
120,001 – 130,000	-	1
130,001 – 140,000	-	1
150,001 – 160,000	1	-
160,001 – 170,000	1	-
170,001 – 180,000	2	1
250,001 +	-	1

	2016 \$	2015 \$
Cash remuneration received	749,839	781,973
Annual leave and long service leave accruals	46,841	44,394
Other benefits	34,518	41,562
Total remuneration of senior officers	831,198	867,929

Disclosures and legal compliance

Note 29. Remuneration of auditor

Remuneration paid or payable to the Auditor General in respect of the audit for the current financial year is as follows:

	2016 \$	2015 \$
Auditing the accounts, financial statements and key performance indicators	22,600	24,300

Note 30. Related bodies

CCYP has reported no related bodies for the financial year 2015–2016.

Note 31. Affiliated bodies

CCYP has reported no affiliated bodies for the financial year 2015–2016.

Disclosures and legal compliance

Certification of Key Performance Indicators

I hereby certify that the Key Performance Indicators are based on proper records, are relevant and appropriate for assisting users to assess the Commissioner for Children and Young People's performance, and fairly represent the performance of the Commissioner for Children and Young People for the financial year ended 30 June 2016.



COLIN PETTIT

Accountable Authority

Commissioner for Children and Young People Western Australia

5 September 2016

Disclosures and legal compliance

Detailed Key Performance Indicators information

The Commissioner for Children and Young People's Key Performance Indicators were approved by the Government's Outcome Structure Review Group on 7 April 2009.

Commissioner for Children And Young People Approved Outcome Based Management Structure

Government Goal

Results based service delivery.
Greater focus on achieving results in key service delivery areas for the benefit of all Western Australians.

Agency Level Desired Outcome(s)

The views and issues of children and young people are heard and acted upon.

Service

Consultation, research and promotion of the wellbeing of children and young people.

Key Effectiveness Indicators

- 1.1 The extent to which children and young people in various regions of the State are consulted.
- 1.2 The extent to which issues impacting upon children and young people are identified through consultation and research.

Key Cost Efficiency Indicators

- 2.1 Average cost per consultation exercise with children and young people.
- 2.2 Average cost of conducting research and consultation.

Key Effectiveness Indicator 1

Extent to which children and young people in various regions of the State are consulted.

Description

It is a responsibility of the Commissioner to consult with children and young people and the scope and goals for this are set out in the Act and the Strategic Plan.

Consultation will comprise a number of discrete projects, involving the Commissioner (or the staff of the office, or a consultant/contractor employed to act on the Commissioner's behalf) seeking the considered views of children and young people on a range of issues in various locations across the state of Western Australia.

Table 6: Consultations conducted in this reporting period

	2011– 2012	2012– 2013	2013– 2014	2014– 2015	Target 2015– 2016	Actual 2015– 2016
Regional	18	8	17	25	10	20
Metropolitan	25	15	26	28	15	15
Total	43	23	43	53	25	35

Disclosures and legal compliance

Notes

Note 1 – This is the seventh year of reporting on the KPI determined by the Government’s Outcome Structure Review Group on 7 April 2009.

Note 2 – The increase in the number of consultations conducted with children and young people in 2015–16 (35) compared with 2015–16 Budget (25) is due to increased activity by the newly appointed Commissioner to consult with children and young people, particularly in regional areas to guide planning for his term of office.

Note 3 – It is prescribed in the Act that the Commissioner for Children and Young People consult with children and young people. Section 19(n) requires the Commissioner to consult with children and young people from a broad range of socio-economic backgrounds and age groups throughout Western Australia each year.

Note 4 – The Commissioner and/or the staff of the office will consult with children and young people to increase awareness about the role of the Commissioner and to ensure the views and opinions of children and young people are heard and acted upon.

Note 5 – The Commissioner uses the information from consultations to inform his work – to advocate for children and young people (Section 19(a)) and to promote and monitor the wellbeing of children and young people (Section 19(c)). This is achieved by including the views of children and young people in representations and submissions and by promoting public awareness and understanding of matters that impact on the wellbeing of children and young people (Section 19(h)).

Note 6 – Within the resources of this office it is achievable to undertake 25 consultations annually, and the number of children and young people consulted with, and the research, knowledge and capacity of the office will aggregate over time.

Note 7 – One consultation conducted on-line was counted as metropolitan as the location of the participants is not known.

Key Effectiveness Indicator 2

Extent to which issues impacting upon children and young people are identified through consultation and research.

Description

The Commissioner’s role includes analysis and interpretation of information collected through consultation and research processes to identify issues and trends affecting children and young people. The Commissioner is responsible for making representations and developing submissions that explore the impact of these issues and make recommendations to address them.

Table 7: Number of representations in this reporting period

	2011–2012	2012–2013	2013–2014	2014–2015	Target 2015–2016	Actual 2015–2016
Representations	228	143	97	89	90	85

Representations include submissions; reports; responses to Government inquiries and initiatives, responses to Parliamentary committees and reviews; appearance before Parliamentary inquiries and committees; submissions on draft or proposed legislation; presentations; published issues papers and reports; opinion pieces; forums and seminars; support for research proposals; and community consultations.

Disclosures and legal compliance

Table 8: Breakdown of representations in this reporting period

Type of Representation	2011–2012	2012–2013	2013–2014	2014–2015	2015–2016
Submission	69	65	20	27	22
Comments on legislation *	11	12	3	5	3
Evidence before Parliamentary Committee	3	6	3	5	4
Issues paper	3	4	0	0	0
Publications (including policy briefs)	23	11	6	19	24
Speeches	25	19	8	12	7
Presentations	8	6	2	8	5
Opinion pieces	15	12	12	4	2
Forums and seminars	74	16	44	13	21
CCYP support for research proposals	3	0	1	0	0
Community consultations	5	4	1	1	0
Total representations	228	143	97	89	85

* Comments on legislation are provided by submission and are therefore not counted in the totals for representations

Notes

Note 1 – This is the seventh year of reporting on the KPI determined by the Government’s Outcome Structure Review Group on 7 April 2009.

Note 2 – The lower number of submissions compared to the previous year is due to the transfer to a new Commissioner and additional time spent consulting with children and young people to inform representations.

Note 3 – The Commissioner uses information from consultations, meetings, research and reports to inform his work i.e. to advocate for children and young people (Section 19(a)) and to promote and monitor the wellbeing of children and young people (Section 19(c)). This is done by including the views of children and young people, their families and other key stakeholders and the results of research and reports in representations/submissions and by promoting public awareness and understanding of matters that impact on the wellbeing of children and young people (Section 19(h)).

Note 4 – Section 19 of the Act contains a number of functions that require the Commissioner to allocate resources to make representations and prepare submissions (Section 19(d), (e), (f), (g), (h), (i), (k), (l)).

Note 5 – The table above does not include the many strategic meetings that are conducted by the Commissioner and/or the staff of the office. Strategic meetings are held with Ministers, Directors General, Senior Officer Working Groups, community leaders and major stakeholders. Strategic meetings are often used to fulfil the functions as outlined in the Act.

Disclosures and legal compliance

Key Cost Efficiency Indicators

Consultation, research and the promotion of the wellbeing of children and young people are a responsibility of the Commissioner for Children and Young People and the scope and goals for this are prescribed in the *Commissioner for Children and Young People Act 2006*.

Table 9: Efficiency indicators in this reporting period

Efficiency Indicators	2011–2012	2012–2013	2013–2014	2014–2015	Target 2015–2016	Actual 2015–2016
2.1 Average Cost per Consulting Exercise with Children and Young People	\$24,501	\$37,395	\$17,831	\$16,485	\$39,190	\$39,875
2.2 Average Cost of Conducting Research and Consultation	\$9,991	\$15,412	\$23,985	\$25,177	\$25,358	\$20,775

Notes

Note 1 – This is the seventh year of reporting on the KPI determined by the Government’s Outcome Structure Review Group on 7 April 2009.

Note 2 – Target is based on original budget.

Note 3 – The decrease in Average Cost of Conducting Research and Consultation in the 2015–16 Budget compared to the 2015-16 Actual is due to the lower number of representations and lower cost associated with the representation.

Disclosures and legal compliance

Ministerial Directives

Except under Section 26 of the *Commissioner for Children and Young People Act 2006* the Commissioner is not subject to direction by a Minister, or any other person in the performance of his functions.

There were no directions under Section 26 of the Act in 2015–16.

Other Financial Disclosures

Board and Committee Remuneration

The Commissioner for Children and Young People does not have any State Boards or Committees as defined in the Premier's Circular 2010/02 – State Government Boards and Committees.

Employment and Industrial Relations

At 30 June 2016, the Commissioner for Children and Young People employed 20 staff, the equivalent of 16.02 full-time employees (FTE). There is one vacant position that has not been counted in this figure.

One staff member was released on secondment in May to the end of December 2016, and two staff members were seconded in to cover staff on maternity/parental leave. The recruitment freeze on public sector staffing from December 2015 to 12 May 2016 impacted on the Commissioner's office as the office was unable to appoint the recommended applicant for the position of Aboriginal Community Engagement Officer until the freeze lifted.

Table 10: Staff summary at 30 June 2016

Staff type	Number of staff (FTE)		2015–2016 Gender	
	Number	FTE	Male	Female
Full-time permanent	6	6	1	5
Full-time contract	3	3	2	1
Part-time permanent	8	5.22	0	8
Part-time contract	0	0	0	0
LWOP permanent	1	0	0	1
Seconded in	2	1.8	0	2
Total	20	16.02	3	17



Disclosures and legal compliance

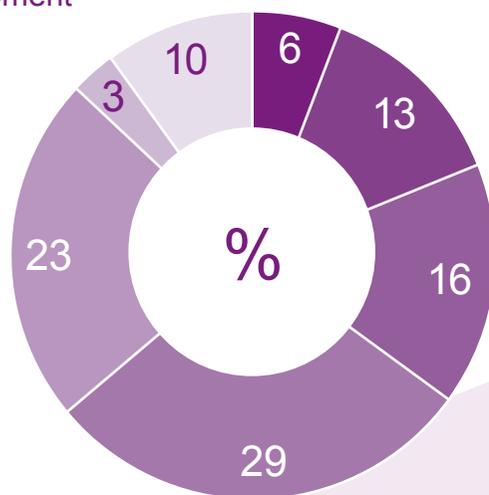
Staff development

Staff training and development continues to be a high priority for the Commissioner. All staff participate in three Performance Appraisal and Development (PAD) agreement sessions with their line manager throughout the year. The PAD sessions provide a framework for planning, developing, reviewing and appraising the work of individual staff members with reference to the Commissioner's strategic directions, *Our approach and priorities 2016 – 2020* and the Commissioner's annual business/operational plan. The public sector's Capability Frameworks, Capability profile: levels 1–6 and the Leadership Capability profiles (level 7 to class 4) are also used as part of the appraisal process.

The Commissioner's staff have attended a range of professional development seminars/conferences and training associated with corporate governance, finance and procurement, human resource management and information, communication and technology, and research skills development throughout the year.

CCYP staff professional development

- Conference/seminar relating to young people
- Corporate
- Finance and procurement
- HR
- ICT
- Research skills development
- Staff information



Worker's compensation

There were no worker's compensation claims in 2015–16. The Commissioner's Injury Management Policy was reviewed in April 2016 to reflect the current structure of the Office, and recent training in injury management and procedures that was attended by the Senior Finance Officer and Manager Corporate Services. The changes were approved by the Corporate Executive and communicated to staff. The policy is included in the induction pack for new employees and available at all times to staff through the office's electronic document management system.

The Commissioner's office complies with the *Workers Compensation and Injury Management Act 1981* and Public Sector Commissioner's Circular 2012/05 and ensures any work-related injuries are managed and reported in accordance with these requirements.

The Hazard Identification Checklist and quarterly inspections have continued during 2015–16 with the latest inspection being held in May 2016. The results of these inspections are tabled at Corporate Executive meetings, and any findings or issues addressed immediately.

Disclosures and legal compliance

Governance Disclosures

The Commissioner has no Governance Disclosures to make.

Contracts with Senior Officers

At the date of reporting, no senior officers, or firms of which senior officers are members, or entities in which senior officers have substantial interests, had any interests in existing or proposed contracts with the Commissioner for Children and Young People other than normal contracts of employment of service.

Unauthorised use of credit cards

The Commissioner's office has had no unauthorised use of Western Australian Government Purchasing Cards (credit cards).

Other Legal Requirements

Expenditure on advertising, market research, polling and direct mail

In accordance with s175ZE of the *Electoral Act 1907*, the Commissioner for Children and Young People incurred the following expenditure in advertising, market research, polling, direct mail and media advertising:

Table 11: Expenditure on advertising, market research, polling and direct mail

	Total Expenditure	Organisation	Amount
Advertising agencies	Nil		Nil
Market research organisations	Nil		Nil
Polling organisations	Nil		Nil
Direct mail organisations	Nil		Nil
Media advertising organisations		Adcorp	\$1,475

Total expenditure for 2015–16 was \$1,475 for a Mental Health Week supplement advertisement in *The West Australian* in September. There was no other expenditure in this area.

Disability Access and Inclusion Plan

The Commissioner for Children and Young People's Disability Access and Inclusion Plan 2013–2016 was approved by the Corporate Executive in May 2013.

The comprehensive plan addresses requirements of public authorities under the Disability Services Act 1993, as well as access and inclusion requirements under the *WA Equal Opportunity Act 1984* and the Federal *Disability Discrimination Act 1992* (DDA).

The Disability Access and Inclusion Plan 2013–2016 is available to all staff. It forms part of the Commissioner's standard induction information and is available in the records management system of the Commissioner's office and on the website.

The Commissioner's new website launched in early 2016 complies with the WA Government Website Accessibility Policy and meets Web Content Accessibility Guidelines 2.0 Level AA.

The Commissioner for Children and Young People notes the Government's six desired outcomes for people with disabilities and is committed to ensuring these are incorporated and addressed in all operations.

Disclosures and legal compliance

Disability Access and Inclusion Plan (continued)

The office's outcomes for children and young people with disability are as follows:

- The services of, and any events organised by, the Commissioner for Children and Young People identify children and young people with disability as a priority group, consult with them and seek their active participation.
- Children and young people with disability have equal opportunity to make complaints to the Commissioner for Children and Young People.
- Children and young people with disability have equal opportunity to participate in any public consultation by the Commissioner for Children and Young People.
- Access to the buildings and other facilities of the Commissioner for Children and Young People is designed to meet the special needs of children and young people with disability.
- Children and young people with disability have access to information from the Commissioner for Children and Young People in a suitable format.
- Children and young people with disability receive equal service from the staff of the Commissioner for Children and Young People.

Compliance with Public Sector Standards and ethical codes

The Commissioner for Children and Young People has a strong commitment to promoting integrity in official conduct and is committed to achieving high standards of monitoring and ensuring compliance with the Public Sector Standards, the Western Australian Public Sector Code of Ethics and the office's Code of Conduct. The Corporate Executive, which includes the Commissioner, leads and promotes these standards within the office.

The office has policies, procedures and processes that support the application of:

1. the WA Public Sector Code of Ethics
2. the WA Public Sector Standards in Human Resources Management
3. the Commissioner's Code of Conduct and Management of Conflict of Interest Policy
4. a family-friendly workplace.

During 2015–16 the Commissioner held regular staff meetings where any matters relevant to Public Sector Standards could be raised and discussed.

Disclosures and legal compliance

Compliance with Public Sector Standards

The Commissioner has established procedures to ensure compliance with s31(1) of the *Public Sector Management Act 1994* and organised for an internal audit of the Office's recruitment and selection procedures and processes by an external agency. The internal audit found no discrepancies in the Commissioner's recruitment and selection procedures.

No Breach of Standard Claims were lodged in the current reporting period.

Compliance with the Western Australia Public Sector Code of Ethics

There has been no evidence of non-compliance with the Public Sector Code of Ethics.

Compliance with the Commissioner for Children and Young People Code of Conduct

The Commissioner's Code of Conduct was reviewed during 2016, and two new versions were created, one for the Commissioner's website and one for internal staff use.

There has been no evidence of non-compliance with the Commissioner's Code of Conduct. There were no public interest disclosures about the activities of the Commissioner's office.

Recordkeeping Plan

The Commissioner's Recordkeeping Plan and its supporting documents (including the functional Retention and Disposal Schedule, Business Classification Scheme and Recordkeeping Policies and Procedures) were developed in accordance with Section 19 of the *State Records Act 2000* and approved by the State Records Office in December 2014.

The office of the Commissioner for Children and Young People has operated an electronic document records management system, with very limited storage of hard copy documents, since the commencement of operations in 2007–08.

Every member of the Commissioner's staff is responsible for ensuring they are aware of, and comply with, the recordkeeping standards outlined in the *State Records Act 2000*.

The Commissioner's Records Awareness Training program is an important whole of agency professional development instrument. All staff are provided with self-paced online training modules in both recordkeeping standards and in the electronic document records management system. The online training is mandatory for all staff.

New staff are provided access to the training at induction and also meet with the Records Management Administrator to learn their recordkeeping responsibilities as a government officer.

Recordkeeping information and procedures are also included in induction packs.

Disclosures and legal compliance

Government Policy Requirements

Substantive equality

The Commissioner for Children and Young People is not represented on the Strategic Management Council but supports the intent and substance of the Policy Framework for Substantive Equality.

Reconciliation Action Plan

The Commissioner for Children and Young People's Reconciliation Action Plan 2016–2018 was in draft form at 30 June 2016, awaiting final endorsement by Reconciliation Australia. The plan contains strategies and actions to deliver realistic, achievable and measurable actions that support Aboriginal and Torres Strait Islander children and young people.

All work undertaken by the Commissioner for Children and Young People is underpinned by the legislative requirement to have special regard for Aboriginal and Torres Strait Islander children and young people, which ensures that the principles identified within the Reconciliation Action Plan are integrated into all office procedures and practices. These include:

- acknowledgement of traditional ownership in all speeches by the Commissioner in 2015–16
- staff awareness training integrated into the Performance Appraisal and Development System
- all submissions to the Corporate Executive are reviewed to consider and identify any implications for Aboriginal and Torres Strait Islander children and young people

- any consultations conducted by or on behalf of the Commissioner for Children and Young People must include young Aboriginal people or their representatives where appropriate
- occasionally organisations that represent or work with Aboriginal children and young people are invited to speak to the Commissioner's staff to promote a greater understanding of issues
- display of art by young Aboriginal people in the Commissioner's office.



The Commissioner's consultations often include art-based workshops. Some of the artworks created by children and young people are displayed in the Commissioner's office.

Disclosures and legal compliance

Occupational safety, health and injury management

The Commissioner for Children and Young People and staff have a strong commitment to occupational safety and health and injury management. A monthly occupational safety and health report is a standing agenda item at the Corporate Executive meetings.

There are formal and informal mechanisms in place for consultation with the Commissioner's staff on occupational safety and health matters:

- All staff are issued with the Occupational Safety and Health (OSH) policy and procedures during their induction process, and an officer conducts a one-to-one discussion on these procedures
- The OSH policy is easily accessible for reference by staff at all times on the office's document management system
- All work stations have posters regarding office ergonomics and 10 easy office moves to remind staff about posture and movement
- Health and safety issues are discussed at staff meetings as issues arise
- New employees and existing employees (when required) are given a workplace ergonomic assessment to ensure that their work station set-up and posture are conducive to best practice
- Standing office desks have been provided to staff on request
- Three staff members have attended first aid training
- Two staff members have attended training on injury management.

An Occupational Health and Safety Audit of the Commissioner for Children and Young people was conducted in May 2012, within the office review period. All items identified in the audit as requiring action have since been implemented.

The Commissioner's office has an injury management policy that documents how the office complies with the *Workers Compensation and Injury Management Act 1981* and Public Sector Commissioner's Circular 2012/05. This ensures that any work-related injuries are managed and reported in accordance with these requirements. The policy was updated in 2016 to reflect the injury management training that two staff members attended. CCYP staff have access to this document through the records management system. Should any injury occur requiring staff to be away from work, a proactive return-to-work program will be developed in accordance with the Act.

There have been no critical incidents to report for the 2015–16 year.

Table 12: Occupational safety and health data in this reporting period

Indicator	2013–2014	2014–2015	Target 2015–2016	Actual 2015–2016
Number of fatalities	0	0	0	0
Lost time injury/disease (LTI/D) incidence rate	0	0	0	0
Lost time injury severity rate	0	0	0	0
Percentage of injured workers returned to work within 28 days	N/A	N/A	N/A	N/A
Percentage of managers trained in occupational safety, health and injury management responsibilities	100%	100%	80%	80%

The Commissioner for Children and Young People WA

Ground floor, 1 Alvan Street
SUBIACO WA 6008

Telephone: (08) 6213 2297
Country freecall: 1800 072 444

Email: info@ccyp.wa.gov.au
Web: www.ccyp.wa.gov.au