



Commissioner for Children and Young People
Western Australia

Annual
Report
2017-18



Reading the Annual Report

The Commissioner for Children and Young People Annual Report 2017–18 can be accessed in several different formats.

Online

The annual report is available as a PDF download from ccyp.wa.gov.au as a full report or can be viewed as individual sections:

- From the Commissioner (Executive summary)
- 2017–18 Snapshot
- About us
- Agency performance
- Significant issues impacting the agency
- Disclosures and legal compliance, including financial statements.

A children's version of the annual report, Face to Face, is available online.

Hard copy

Printed copies of the report can be viewed at:

Commissioner for Children and Young People

Ground floor, 1 Alvan Street, SUBIACO WA

Telephone: (08) 6213 2297

Country freecall: 1800 072 444

Email: info@ccyp.wa.gov.au

Web: ccyp.wa.gov.au

State Library of Western Australia

Alexander Library Building, Perth Cultural Centre
NORTHBRIDGE WA


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Alternative formats

On request, large print or copies of the annual report in an alternative format can be obtained from the Commissioner for Children and Young People.

Recognising Aboriginal and Torres Strait Islander people

The Commissioner for Children and Young People WA acknowledges the unique culture and heritage of our Aboriginal peoples and the contributions Aboriginal peoples have made and continue to make to Western Australian society. For the purposes of this publication, the term 'Aboriginal' is intended to encompass the diverse cultures and identities of the First Peoples of Western Australia and also recognises those of Torres Strait Islander descent who call Western Australia home.



“We need to focus on the youth, they are our future...”

**17 year-old
Nyikina
young person,
Kimberley
region**

Letter to Parliament

Hon. Kate Doust MLC
President of the Legislative Council

Hon. Peter Watson MLA
Speaker of the Legislative Assembly

Annual Report of the Commissioner for Children and Young People 2017-18

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 2018.

The 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
6 September 2018



“Family is important to me because they make me smile and laugh when I look at my family they make me happy inside.”

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From the Commissioner



Commissioner
Colin Pettit

My priority is that all Western Australian children and young people are heard, are healthy and safe, can reach their potential and are welcomed as valued members of the community.

This year we were pleased to celebrate the 10 year anniversary of the establishment of the office of the Commissioner for Children and Young People.

This significant milestone was celebrated by inviting children born in the same year as the Commissioner's role was established to share their thoughts on life at 10. Over 4,200 Year 4 students from 160 schools across Western Australia responded with artworks and insightful statements describing what was important to them, what concerns them and their views on life growing up in Western Australia. The artworks were showcased in a series of exhibitions across the State so the community had an opportunity to learn about how our children see the world around them.

The past year has seen the release of the findings from my School and Learning consultation which explored the factors that influence a student's level of engagement in school.

In what was our largest consultation to date, 1,812 students from 98 primary and secondary schools around the State and from all three educational sectors shared their views on the factors that influence their

engagement in learning. While the research found that schools are meeting the needs of most children and young people most of the time, Aboriginal students, students with long-term health issues or disability as well as male students in regional areas all need greater support to stay engaged at school.

School is a key influence on any child's life. It is a pathway to future employment and further education and all Western Australian children and young people should have the opportunity to benefit from early and ongoing engagement in learning. I will continue to work with legislators, agencies and educators to help ensure schools are adequately resourced to meet the needs of their students.

Another important initiative this year has been the Engaging with Aboriginal Children and Young People Toolkit. The toolkit aims to increase the opportunities for Aboriginal children and young people to participate in decision making about programs and

From the Commissioner

initiatives that affect them, and helps to address the gaps identified in our 2014 consultation with 1,271 young Aboriginal and Torres Strait Islander children and young people.

At the culmination of 10 years of the Commissioner for Children and Young People's office and consultation with over 11,000 children and young people in Western Australia, it is clear that more needs to be done to meet the needs of the State's most vulnerable children and young people.

A key focus of my office this year has been on improving the way we address the challenges facing our disadvantaged children and young people. Throughout 2018, I have been hosting the Vulnerability Speaker Series, a program of events featuring presentations from a variety of international, national and distinguished Western Australian leaders. The events have been bringing together government leaders, staff from government agencies and the community services sector, and academics to hear from vulnerable young people about their experiences and to explore how best to inform effective responses. I will continue to work closely with decision makers to improve responses for our children and young people.

The work of the Royal Commission into Institutional Responses to Child Sexual Abuse has highlighted the need for improved oversight to ensure the safety and wellbeing of children. My office has been monitoring and contributing to the work of the Royal Commission and has produced resources and held seminars to assist Western Australian agencies and community organisations working with children to implement child safe policies and practices. I strongly advocate that governments and leaders are ambitious and unflinching in their approach to accepting and implementing the Royal Commission's recommendations, acknowledging where we need to do better to protect and respond to children and young people and to resource these efforts accordingly.

I would like to recognise the valuable contributions from the Ambassadors for Children and Young People who provide support and guidance to my office and continue to support the children and young people in Western Australia. I also thank the small and very dedicated team at my office for their continued commitment throughout the 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.

2017-18 Snapshot

The Commissioner consulted with 3,159 Perth metropolitan and 1,414 regional children and young people throughout Western Australia

4,573
children and young people were consulted



203

representations were made

including **23 submissions**

on issues such as the Inquiry into Incarceration Rates of Aboriginal and Torres Strait Islander Peoples, Crimes Legislation Amendment (Sexual Crimes Against Children and Community Protection Measures) Bill 2017 provisions, and the Inquiry into availability of packaged liquor in Karratha.

Produced

23

publications



including:

- *Comments on the recommendations in the Royal Commission into Institutional Responses to Child Sexual Abuse Final Report and Criminal Justice Report*
- *Children and young people with harmful sexual behaviours*
- *Oversight of services for children and young people in Western Australia*
- *Speaking out about school and learning*
- *Discussion paper on children and young people's vulnerability.*

Established **two new Advisory Committees**

with young people from Bunbury and the Perth metropolitan area to inform the Commissioner's work on the wellbeing needs and experiences of lesbian, gay, bisexual, trans or intersex children and young people.

Led the **Australian Children's Commissioners and Guardians group**

to research and evaluate child protection practice frameworks and develop a benchmarking tool.



Conducted

24

seminars and forums

on issues such as vulnerability, harmful sexual behaviours and Child Safe Organisations WA.

Total cost of services was

\$3.17 million

Employed

13.35 staff
(full time equivalent)

WA children and young people

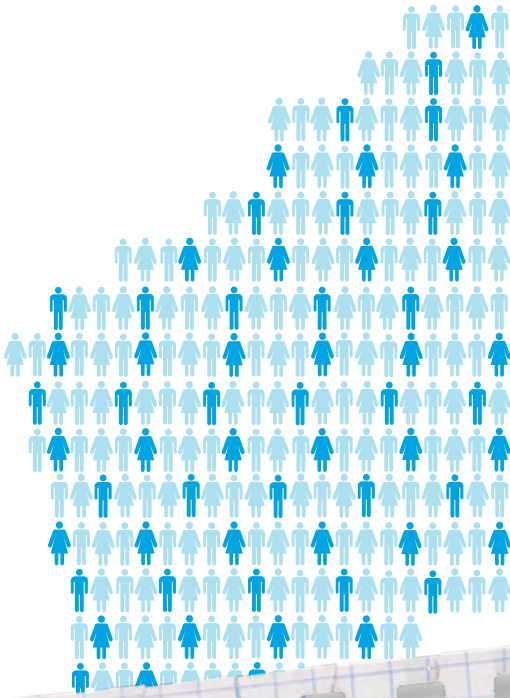


Approximately

593,000

children and young people live in Western Australia and make up 23 per cent of the State's population.

(Australian Bureau of Statistics, Australian Demographic Statistics, December 2017)

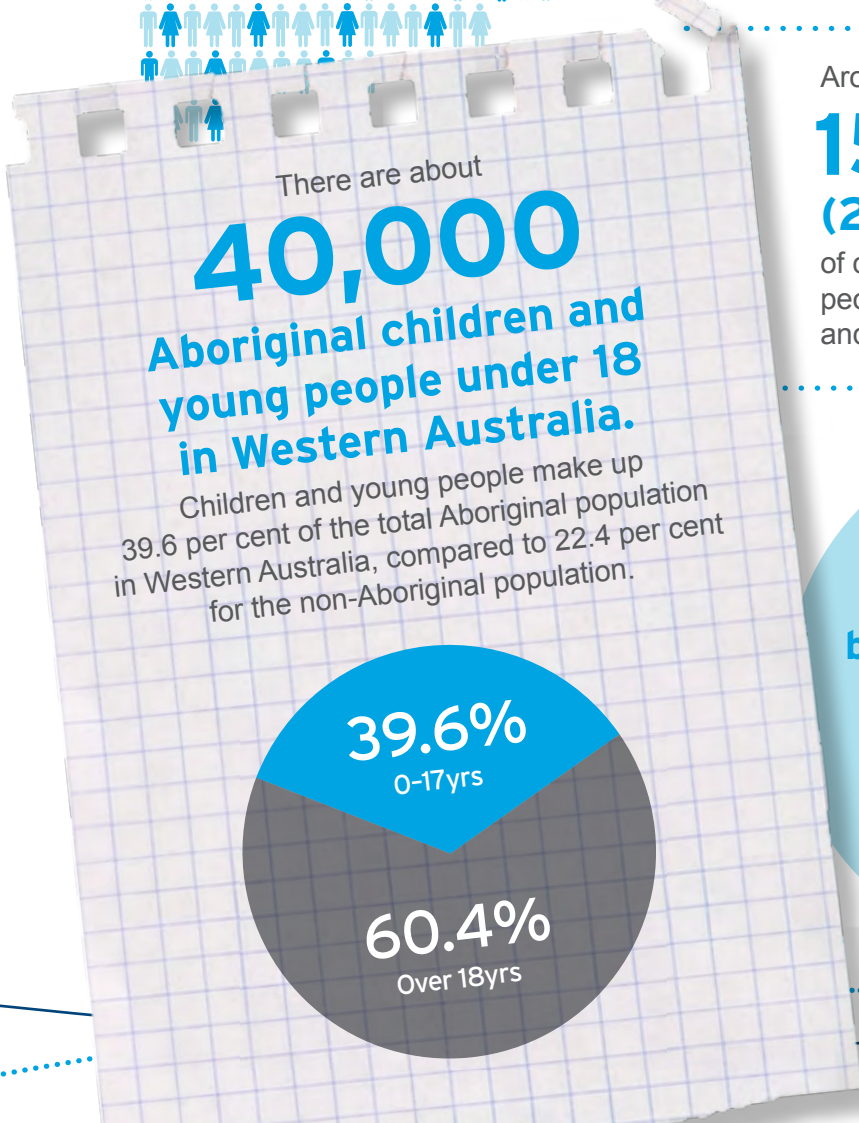
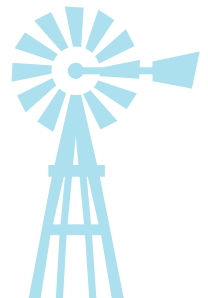


Around

153,000

(26 per cent)

of children and young people in WA live in regional and remote areas.



Case study

We Are 10

The We Are 10 project was created to celebrate the 10 year anniversary of the Commissioner's office and to promote the voices and contributions of children and young people.



The Commissioner invited Year 4 students from across Western Australia to create artwork and a short statement describing what was important to them, what concerns them and their views on life as they grow up.

From metropolitan Perth to Christmas Island through the Western Desert and south to Esperance – 4,276 students from 160 schools participated in We Are 10.

The students expressed that they greatly valued their emerging independence, their families, their friends and their local environment. Many were highly aware of social issues and raised concerns about the environment, homelessness and world issues, while others spoke about hardships they faced, including broken families.

The Commissioner held a series of exhibitions across Western Australia to showcase local children's artwork and views to the wider community where people could learn about what children need to thrive and the issues they face every day.

The main We Are 10 exhibition was displayed at the State Library of Western Australia and the large screen in the Perth Cultural Centre during the summer school holidays. With the support of local councils, a further 80 metropolitan and regional locations displayed local artworks.

The Commissioner published a report *We Are 10: Life through the eyes of 10 year-olds* to describe what children had to say through We Are 10, as well as a video for each of the eight regions of Western Australia that displayed the artwork of every participating child.

The project concluded with an exhibition of artworks at Parliament House where the Members of Parliament, including Premier Mark McGowan MLA, had the opportunity to read the views of the State's children and young people.

Artworks from the We Are 10 project are featured throughout this year's annual report, including the cover image.



"My friends are important to me at age ten because they are there when I need them and they care for me and I care for them."



"I love the freedom of being 10, mostly because I can go to places I couldn't go before. The city is a favourite place I would like to go."



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

respectful, inclusive, creative, positive, determined and independent

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.

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 made by children and young people to government agencies
- 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

About us

- 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.

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.

Colin Pettit, Commissioner for Children and Young People

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 his career 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 Western Australia.

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 four times in 2017-18. The Committee is chaired by the Hon. Dr Sally Talbot MLC.

More information about the Committee is available from the Parliament of Western Australia website.

About us

Commissioner's leadership team

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



Paula Campbell
Manager Engagement and Communication

Paula Campbell began her career as a journalist in NSW. She held a range of communication roles across government in the tourism, health and environment sectors before joining the Commissioner's office in 2014. Paula holds a Bachelor of Communication Studies.



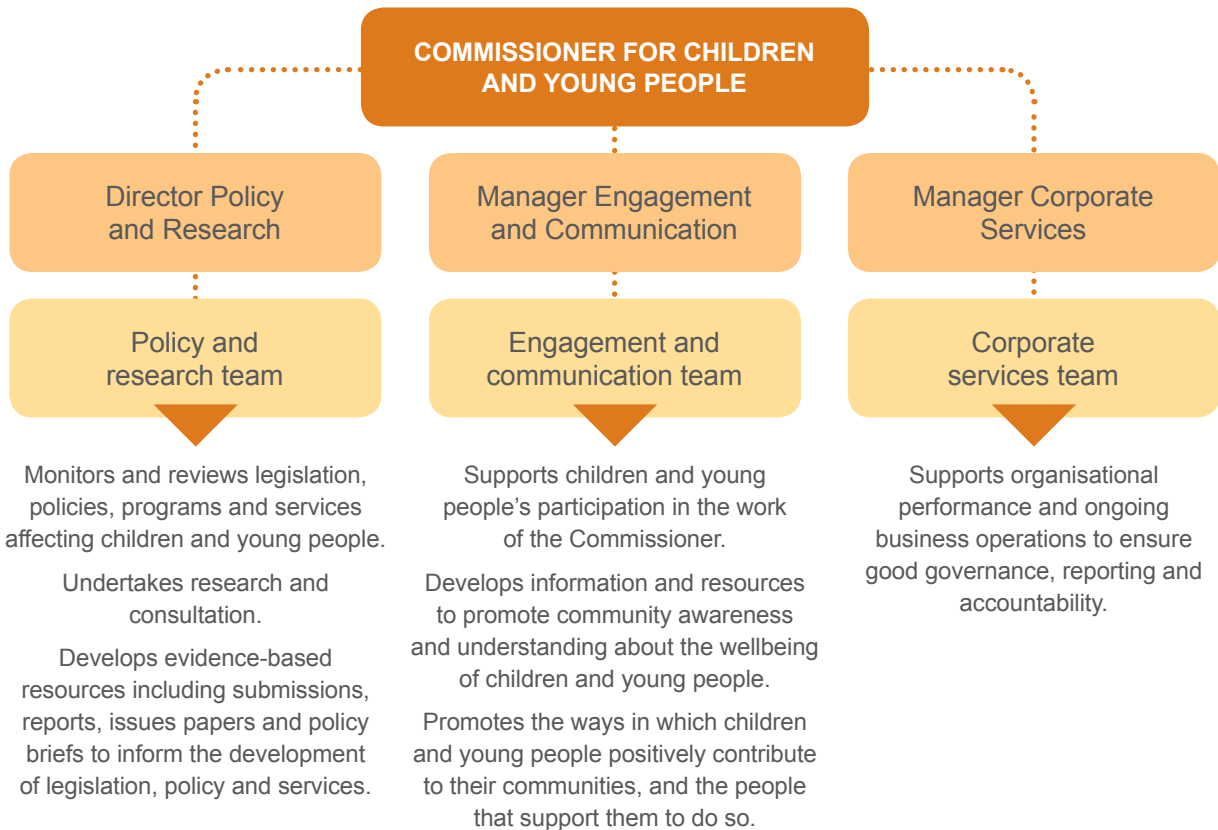
Trish Heath
Director Policy and Research

Trish Heath has worked with the Commissioner's office since February 2009, initially as a Principal Policy Officer. Trish 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.



Caroline Brasnett
Manager Corporate Services

Caroline Brasnett joined the Commissioner in 2016 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.



About us

Ambassadors for Children and Young People

The Commissioner for Children and Young People has 12 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
Mrs Annie Fogarty AM
Professor Colleen Hayward AM
Mrs Tonya McCusker AM
Ms June Oscar AO
Professor Trevor Parry AM
His Honour Judge Denis Reynolds
Hon. Barbara Scott OAM
Dr Casta Tugaraza
Mr David Wirrpanda
Mr Russell Woolf
Winthrop Professor Stephen Zubrick



Recent examples of the role the Ambassadors play in the work of the office include the development of the *Statement of Commitment to Western Australian Children and Young People* and presentations by Winthrop Professors Donna Cross (pictured above) and Stephen Zubrick at the Vulnerability Speaker Series.

In October 2017, Professor Fiona Stanley AC stepped down as an Ambassador, a role which she had held since 2008. The Commissioner acknowledges Professor Stanley's significant contributions to the office and the children and young people of Western Australia.



"Being 10 feels special because I'm growing up and have opportunities in life to invent. When I'm older, I'd like to construct a life-changing invention for the world."

About us

Performance management framework

The Commissioner for Children and Young People's Performance Management Framework is consistent with the State Government goal of *Strong Communities: Safe communities and supported families*.

Desired outcome for the Commissioner for Children and Young People

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

Service undertaken by the Commissioner for Children and Young People

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

Key Effectiveness Indicators

- 1.1 Extent to which children and young people in various regions of the State are consulted.
- 1.2 Extent to which issues impacting upon children and young people are researched, advocated and promoted.

- 1.3 Extent to which public awareness is engaged on issues impacting upon the wellbeing of children and young people.

Key Efficiency Indicators

- 2.1 Unit cost per child.
- 2.2 Unit cost per representation.

.....

New key performance indicators were introduced for the 2017-18 financial year that capture the contemporary work of the office in line with its core functions and objectives.

The revised key performance indicators report on the number of children and young people consulted, a broader range of representations and the public awareness raising activities undertaken by the office.

.....

Strategic plan

The Commissioner's strategic plan, *Our approach and priorities: 2016-2020*, outlines the broad focus areas of the Commissioner for Children and Young People and aims to both inform and engage the community in the work of the Commissioner.

The work of the office for this reporting period is outlined under the strategic plan's three key platforms:



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

Agency performance



Platform

1

Promoting the rights, voices and contributions of children and young people

Being aware of, understanding and acting to uphold the human rights of children and young people are fundamental to recognising and supporting children and young people as valued citizens of the community.

Major achievements in 2017-18

Engaging with Aboriginal Children and Young People Toolkit

This year the Commissioner launched the Engaging with Aboriginal Children and Young People Toolkit which outlines a process for establishing a long-term, sustainable commitment to working with Aboriginal children and young people and their communities.

In 2014 the Commissioner consulted 1,271 Aboriginal and Torres Strait Islander children and young people across Western Australia 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. A report of this consultation, *Listen To Us*, was tabled in the Western Australian Parliament in August 2015.

To address the gaps identified by young people in the consultation, the Commissioner has initiated several projects which aim to increase the opportunities for Aboriginal children and young people to have a say

and to see their culture and strengths reflected in the community.

The toolkit is designed to support Aboriginal children and young people by increasing opportunities for them to participate in decision making about programs and initiatives that affect them. The processes utilised by the toolkit are evidence-based and embedded in culturally secure practice.

The Commissioner consulted staff of key agencies concerning the purpose and structure of the resource and this information was used to develop the toolkit. The toolkit is a dynamic online resource which will continue to be updated with relevant case studies demonstrating the theory of the toolkit in practice. Since its launch in February 2018, the online toolkit has been viewed 1,165 times and the printable version has been downloaded 342 times.

In 2017-18 the Commissioner launched the Aboriginal Leadership Cross-Cultural Solutions program working with twelve Year 11 students. The program develops

1. Promoting the rights, voices and contributions of children and young people (continued)

their leadership and public speaking skills and provides a platform for them to share their views about the gaps and solutions in their communities with local and state level stakeholders.

The program works across mainstream and Aboriginal cultures to bring young people together with a common goal of making their community a better place to live for children and young people. It also addresses issues such as racism, lack of diversity in decision making, and building awareness and engagement with Aboriginal knowledge and leadership.

The Commissioner is developing a publication highlighting the stories of recognised and emerging Aboriginal leaders from a variety of backgrounds and professions. The publication aims to inspire young people in their future pathways and highlight the strength, capacity and diversity of Aboriginal leadership.

.....

“The things I would change would be the attitude towards my people by educating them better about my culture, language, traditions. This is because most people around here and [those] I go to school with assume rather than look at fact. They only look at the bad parts of our culture, such as crime rates, rather than good things, such as our traditions, cultures, athletes...”

.....

14 year-old Yamatji young person, Perth

.....



“My life at 10 is all about my family, my land and my education.”

Statement of Commitment to Western Australia’s Children and Young People

The Commissioner is committed to promoting the rights of children and young people, who all have the right to be safe, healthy, happy and learning. Everyone has a responsibility, including family, carers, the broader community and children and young people, to work together to deliver these rights.

The Commissioner has worked closely with the Ambassadors to develop a Statement of Commitment to Western Australia’s Children and Young People. The statement contains nine rights which sit across three domains of wellbeing – safe and supported, learning and participating, and healthy and connected.

Based on the United Nations Convention on the Rights of the Child and informed by conversations with Western Australian children and young people, the statement can be used to share and talk about children’s rights and to guide the community to uphold all children and young people’s rights. It also formalises the Commissioner’s obligation to monitor and promote the rights of children and young people in Western Australia.

The statement will be launched in Children’s Week in October 2018.



“The Lore takes care of my family and home. When I grow up I will do Lore like my brothers and my father.”

“My culture is who I am, it is a part of everything I do. It connects me to my family and makes me unique...”

17 year-old Jabirr Jabirr young person, Kimberley

Case study

School and Learning Consultation

In 2017–18 the Commissioner completed the School and Learning consultation which explored the factors that influence a student’s level of engagement in school and the complex interplay these factors have on each other and a student’s overall engagement.

For the research, the Commissioner’s office consulted 1,812 students from 98 primary and secondary schools around the State and from all three educational sectors in a range of surveys and workshops.

Two reports were tabled in the Western Australian Parliament in January 2018:

- *Speaking Out About School and Learning – The views of WA children and young people on factors that support their engagement in school and learning*
- *School and Learning Consultation – Technical Report*

Overwhelmingly students said that having teachers who were interested in their wellbeing, friends and positive relationships with other students, and families that were involved and interested in their education were the foundation to staying engaged at school.

Secondary to these were having a positive and supportive classroom environment, interesting and

relevant lessons, a say in decisions that affect them, feeling safe, having help to overcome issues and being mentally and physically well.

The research found that Western Australian schools were meeting the needs of most children and young people most of the time; however, Aboriginal students, students with long-term health issues or disability and male students in regional areas all needed greater support to stay engaged at school.

While most students recognised the value of their education, understood the importance of regular attendance, liked their school and felt part of their school community, 1 in 10 primary school students and 1 in 5 high school students indicated that they do not always feel safe in school, due to being concerned someone would hurt them or bully them.

To provide an opportunity for educators and parents to learn more about the findings and recommendations from the consultation, the Commissioner and his staff gave many speeches and seminars across Perth. A brochure for parents and carers was also published which outlines how they can help their children to be engaged at school.



“Friends help you feel accepted and also make the environment feel safer and more enjoyable/ comfortable.”

“When you learn something new – it’s like a new world or a new door to open.”

1. Promoting the rights, voices and contributions of children and young people (continued)

Advisory Committees

2017

The Commissioner's Advisory Committees provide children and young people with the opportunity to have their views heard by the Commissioner and his staff and contribute key projects.

The Commissioner's two 2017 Advisory Committees were appointed to assist the Commissioner's focus on supporting the mental health and wellbeing of children and young people through social media and technology, which involved the Commissioner's 2016-17 Thinker in Residence, mental health researcher Professor Jane Burns.

Both committees undertook activities to seek the views of their peers about what they think the biggest mental health issues are for young people in their community and the barriers they experience in using services.

The committees came up with a range of solutions to address mental health issues and barriers, as well as technological solutions. These ideas were developed into an app wireframe by a Telethon Kids Institute researcher.

- **North Metropolitan Advisory Committee** was a group of 16 young people aged 13 to 17 years from Girrawheen Senior High School, Sacred Heart College and Balga Senior High School in Perth.
- **Geraldton Advisory Committee** comprised a group of young people aged 13 to 17 years from Geraldton Senior College, John Willcock College, Nagle Catholic College and Strathalbyn Christian College.

The reports from both of these committees and summary videos of their work are available on the Commissioner's website.



2018

The Commissioner appointed two Advisory Committees for 2018 to inform the office's work on the wellbeing needs and experiences of lesbian, gay, bisexual, trans or intersex (LGBTI) children and young people.

The 2018 committees are:

- **Perth LGBTI Advisory Committee** – a group of 17 young people from metropolitan Perth aged 16 to 20 years (pictured above).
- **Bunbury Senior High School Advisory Committee** – a group of 18 young people between Year 8 and Year 12 who are members of their school's Diversity Group (pictured below left).

The committees have identified a range of issues affecting LGBTI children and young people in Western Australia including: the importance of creating inclusive schools and communities for LGBTI children and young people; the need to ensure LGBTI people are protected from bullying and discrimination; the importance of community understanding and awareness, particularly around trans and gender diverse children and young people; and ensuring that children and young people have access to the supports that they need.

To address these issues, the committees will be facilitating seminars for teachers, parents and students in Bunbury and Perth on understanding and supporting LGBTI students; developing a video resource for schools; and working with organisations to ensure that children and young people have access to LGBTI events and activities in Western Australia.



1. Promoting the rights, voices and contributions of children and young people (continued)

Regional visits

The Commissioner regularly visits regional and remote areas of Western Australia 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 areas of the State.

In 2017–18 the Commissioner undertook several regional visits that included the towns and communities of Newman, Meekatharra, Cue, Mount Magnet, Moora, Mullewa and Mandurah.

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.

The Commissioner also visited New Zealand in September 2017 and met with organisations involved in the welfare and advancement of children and young people, including New Zealand's Children's Commissioner Judge Andrew Becroft.

DigiMe

During the year the Commissioner developed and launched DigiMe, an online application that encourages Western Australian children and young people to create their cartoon-like digital image and make comment on an important topic.

DigiMe was created to provide children and young people with a fun way to have a say and have their views promoted in the community, which is an important function of the Commissioner's office.

The Commissioner promotes the young people's contributions on the office's website and social media.

DigiMe was developed with the help of over 100 children and young people who provided input about how DigiMe works, what encourages them to make comment and what makes the system safe.

Since launching DigiMe, the Commissioner has received over 600 contributions from children and young people.

Children's Week 2017

Children's Week is a national celebration of children's rights, talents and citizenship, which is celebrated in Australia around Universal Children's Day in late October.

The Commissioner takes part in community celebrations during this week and also hosts initiatives to highlight issues relating to children and young people and their wellbeing.

In 2017 the Commissioner launched DigiMe at the Meerilinga's Family Fun Day at Whiteman Park, with 70 children and young people being the first in Western Australia to create their DigiMe.



1. Promoting the rights, voices and contributions of children and young people (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 making a positive change in their community and has inspired other young people to get involved.

The 2017 recipient of the Commissioner for Children and Young People Participate Award was Vincent Pettinicchio (pictured below), a Year 7 student who is on a mission to improve the quality of life of homeless people in Western Australia.

In 2013, at just seven years of age, Vincent was bullied at school. To help Vincent with the situation, his mum told him to think of doing something nice for someone else.

Vincent's idea was to provide homeless people with packs of toiletries and comfort items, inspired by the homeless people he saw on his walks with his grandparents.

In 2014 Vincent's Project for the Homeless was born. In his first year, Vincent delivered 364 packs to St Vincent de Paul. By 2016, more than 200 people came to help him pack, including more than 150 students from 10 different schools, and more than 1,000 packs were delivered as far as Paraburdoo, Northam and many locations around Perth.

It is estimated that his packs have helped around 4,000 people and his 10-year plan is to help 14,000 people.

Local Government Policy Awards

The annual Local Government Policy Awards are coordinated by the Public Health Advocacy Institute of WA, 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.

The Commissioner sponsors the Children's Consultation award which recognises and promotes high-quality consultation activities involving children and young people, and the benefits these create for children, young people and communities.

The Shire of Kalamunda was the 2017 Children's Consultation award recipient. The Shire engaged 450 local children and young people through face-to-face activities, online surveys and targeted feedback strategies to inform their Youth Plan, achieving results for the whole community.

The Shire of August-Margaret River also received a commendation for coordinating a range of innovative and interactive activities to ensure children and young people were heard and their views used to help inform their planning processes.



Agency performance

Platform

2

Monitoring and advocacy to strengthen the wellbeing of all WA children and young people

Supporting children and young people's healthy development recognises their place as equal citizens in our society and builds a brighter future for our State.

The challenges children and young people face continually evolve and need to be recognised and addressed by evidence-informed programs, policy and legislation. Monitoring children and young people's wellbeing and considering the latest research is essential to inform decision making and develop innovative approaches.

Major achievements in 2017-18

Child Safe Organisations

The Commissioner's Child Safe Organisations WA program promotes and supports the implementation of child safe principles and practices in organisations in Western Australia. The program aims to help agencies identify and manage any risks that affect the safety and wellbeing of children and young people, including physical and sexual abuse, bullying and accidental injury.

In 2017-18 the Commissioner's staff conducted seven whole-day, free seminars in Perth, attended by 155 participants. A total of 582 people have attended these seminars to date with continued positive feedback. The Commissioner has developed a range of resources, available on the office's website, to support organisations to develop child safe policies and practices.

The Commissioner fully supports the recommendations by the Royal Commission into Institutional Responses to Child Sexual Abuse with regard to child safe organisations, including the implementation of national standards that are externally monitored by an independent body. The child safe standards articulated by the Royal Commission align with the Commissioner's guidelines and resources.

Monitoring complaints made by children and young people

Children and young people face unique barriers to raising concerns and making complaints.

The biennial survey to monitor the way government agencies deal with complaints and the trends in complaints made by, or on behalf of, children and young people was deferred in 2017-18 due to Machinery of Government changes and will be undertaken during the second half of 2018.

Throughout the year the Commissioner's office has continued to promote the importance of child friendly complaints systems within all organisations through its Child Safe Organisations resources and seminars, and in the Commissioner's support of the Royal Commission into Institutional Responses to Child Sexual Abuse work and recommendations.

"When I tell an adult about a problem I want them to understand and listen to what I say and believe me."

**10 year-old
(Child Safe
Organisations
Consultation)**

Case study

Harmful sexual behaviours

Recognition and support of children and young people with harmful sexual behaviours is a priority due to the impact their behaviours have on themselves and the children they harm.

From the inception of the Commissioner's Child Safe Organisations seminars in 2016, professionals expressed concerns about the lack of appropriate responses to the harmful sexual behaviours of children and young people. This was further confirmed by concerns raised with the Commissioner by community members about individual situations.

In 2017 the Commissioner's team met with relevant government agencies and non-government service providers who identified several significant issues including:

- the lack of common definition, language or framework for understanding and responding to harmful sexual behaviours across agencies
- poor data available within agencies about children with harmful sexual behaviours
- inconsistent responses within agencies to children and young people with harmful sexual behaviours
- variations in the level of training; in some agencies training was minimal
- the quantity, quality and effectiveness of services available statewide.

The Commissioner's harmful sexual behaviours project aimed to improve the understanding of children and young people with harmful sexual behaviours and enhance responses to children and young people who may be harming themselves or others.

This project included mapping the existing services for children and young people who have been harmed and/or who display harmful sexual behaviours in Western Australia, and a review of the Royal

Commission into Institutional Responses to Child Sexual Abuse research reports, case studies, final report and recommendations relevant to harmful sexual behaviours.

Drawing on the findings of these activities and other research in the area, in June 2018 the Commissioner published the following reports:

- *Discussion paper – Children and young people with harmful sexual behaviours*
- *Western Australian service mapping report – Harmful sexual behaviours project*
- *A Continuum of Responses for Harmful Sexual Behaviours* – a report prepared for the Commissioner by the Australian Centre for Child Protection.

The Commissioner held a seminar to progress the discussion on improving policy, prevention and responses to harmful sexual behaviours. The seminar provided an opportunity for 96 leaders, policy makers and practitioners to hear from leading Australian experts in addressing harmful sexual behaviour in children and young people.

The Commissioner will be furthering the discussion with Western Australian leaders, policy makers and practitioners.

2. Monitoring and advocacy to strengthen the wellbeing of all WA children and young people (continued)

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 (pictured right) met in November 2017 and May 2018. The Commissioner hosted the May meeting in Perth.

As issues of national significance and common interest arise, ACCG members may decide to prepare a joint submission or paper. In 2017-18 the ACCG members signed a position paper calling on governments to take steps to ensure the rights of children and young people in youth justice detention are respected, defended and promoted. The ACCG released the 13-point *Statement on conditions and treatment in youth justice detention* which calls for measures to reduce reoffending by children and young people, bring Australian jurisdictions into line with relevant human rights standards, and ultimately improve community safety.

The ACCG also engaged the Australian Centre for Child Protection to provide an analysis of a range of child protection practice frameworks in terms of the principles and approaches to working with children and families. This work is published in the *Assessing the quality and comprehensiveness of child protection practice frameworks* report.



Monitoring and oversight of organisations that provide services to children

Following the 2016 report of the Joint Standing Committee on the Commissioner for Children and Young People, *Everybody's Business: An examination into how the Commissioner for Children and Young People can enhance WA's response to child abuse*, the Commissioner for Children and Young People undertook work to map the monitoring and oversight of services for children and young people in Western Australia.

In November 2017 the Commissioner published the *Oversight of services for children and young people in Western Australia* report.

The report reviewed Western Australia's current arrangements against best practice principles of oversight of services provided to children and young people to identify areas for improvement. It focused on six priority service areas: child protection, disability services, youth justice, mental health services, police custody and the education system.

It is clear that while Western Australia's independent oversight bodies do important work in a range of areas, further work is needed to ensure mechanisms are comprehensive and robust, the rights and wellbeing of children and young people are protected, and services are safe and fit-for-purpose.

The report makes a number of broad recommendations aimed at strengthening the State's independent oversight arrangements as they relate to children and young people.

2. Monitoring and advocacy to strengthen the wellbeing of all WA children and young people (continued)

Wellbeing Monitoring Framework

The Commissioner monitors and conducts research and consultations relating to the wellbeing of children and young people and uses this information to make recommendations for changes to policies and services that strengthen Western Australian children and young people's wellbeing.

In 2017–18 the Commissioner published a new *Profile of Children and Young People in Western Australia*. The report contains updated socio-demographic information based on existing data as at 2017 and can be used by agencies to assist them in allocating resources for children and young people across the State.

Further, the Commissioner consulted with Telethon Kids Institute's CoLab project to develop the Wellbeing Monitoring Framework – Indicators of Wellbeing, an evidence-based data collection framework that monitors specific measures of Western Australia's children and young people's wellbeing. Once complete, the framework will be available on the Commissioner's website and focus on data for core aspects of wellbeing for children and young people such as safety, health and learning. This resource will also take into account the Commissioner's numerous consultations with children and young people about what wellbeing means to them and what they need to have a good life.

Public commentary

The Commissioner works in a variety of ways to inform broad sectors of the community about issues affecting the wellbeing of the State's children and young people and encourage positive change.

During the year the Commissioner gave 51 speeches and presentations on a broad range of issues such as education, homelessness, Child Safe Organisations and the importance of listening to the views of children and young people. Examples of significant presentations include the Child Sexual Abuse Prevention Symposium, New North Education Initiative, WA Council of State School Organisations as well as briefings to the Western Australian Parliament.

The Commissioner makes public comment in the media where appropriate and in the best interests of the State's children and young people. In 2017–18 the Commissioner had three opinion pieces published in major media outlets on the subjects of education and vulnerable children and young people. The Commissioner also gave a range of interviews and comments to media on issues relating to children and young people's wellbeing.

In March 2018 the Commissioner was pleased to receive the Margaret McAleer Special Commendation and a Bronze Award for agencies with less than 100 full-time equivalent employees in the 33rd Annual WS Lonnie Awards. The Lonnie Awards are presented by the Institute of Public Administration Australia WA to recognise excellence and accountability in annual reporting.



"The most important thing to me is my family. My dad gives me kisses and hugs and takes me on bike rides. My mum packs my lunch and cuddles me goodnight and my sister plays with me."

Agency performance

Platform

3

Prioritising the needs of disadvantaged and vulnerable children and young people

A strong society is one that ensures its most vulnerable are provided with opportunities to contribute to that society. Ensuring the State's laws and policies actively support children and young people's wellbeing and respect their role as citizens sets the broader agenda for the community.

Assisting agencies to continually improve the opportunities and services for children and young people who present as vulnerable, disadvantaged or face additional inequities is an essential role of the office.

Major achievements in 2017-18

Child protection

In 2017-18 the Commissioner continued advocacy work in the areas of child safe organisations, harmful sexual behaviours, child protection practice frameworks, parents' rights and participation in child protection practice, and the Royal Commission into Institutional Responses to Child Sexual Abuse.

The Commissioner engaged Edith Cowan University to identify the barriers to reunification and provide recommendations to improve outcomes for mothers and their children. The *Report on the separation and reunification issues experienced by mothers with alcohol and other substance use issues* was published in November 2017.

In conjunction with other Australian Children's Commissioners and Guardians, the Commissioner engaged the Australian Centre for Child Protection to analyse and evaluate a range of child protection practice frameworks. This work is published in the report *Assessing the quality and comprehensiveness of child protection practice frameworks*.

Each of the research papers have been provided to the relevant government agency and Minister, and the Commissioner will monitor how the agency utilises the research to strengthen their workforce development, practice guidance and work with families.

Royal Commission into Institutional Responses to Child Sexual Abuse

The Commissioner has been monitoring and contributing to the work of the Royal Commission over its operation since 2013.

In December 2017, the Commissioner provided feedback and comment on the recommendations in the *Final Report* and the *Criminal Justice Report* to the Department of Premier and Cabinet who prepared the Western Australian State Government's response. The Commissioner's comments were published in June 2018 following the release of the State Government response.

The Commissioner continues to strongly advocate that governments and leaders accept and implement the recommendations to better to protect and respond to children and young people.

The Commissioner's office also has a number of initiatives in place and in progress that are relevant to the some of the recommendations:

- Child Safe Organisations
- Child friendly complaints mechanisms
- Harmful sexual behaviours in children and young people
- Institutional responses, reporting and oversight
- Advocacy and support.

Case study

Vulnerability Seminar Series

At the culmination of 10 years of the Commissioner for Children and Young People's office and consultation with over 11,000 young people in Western Australia, it is clear that more needs to be done to meet the needs of the State's most vulnerable children and young people.

In 2018 Commissioner's office interviewed young people who have experienced different kinds of adversity in their lives and published a video of their stories. The young people talked about the support that made a difference in their lives and how systems and services can better support vulnerable children and young people.

The Commissioner published a discussion paper to inform and challenge current thinking on factors that influence vulnerability, and how to best address the causes of adversity and reduce the impact on children and young people.

The discussion paper presents a unique perspective on vulnerability, through the voices of children and young people who clearly articulate what helps and hinders their development and wellbeing.

To progress the ideas set out in the discussion paper, the Commissioner hosted the Vulnerability Speaker Series which featured presentations from a variety of international, national and distinguished Western Australian leaders. The series brought together government leaders, staff from the community services sector, policy officers and academics to advance the

conversation on how to address the causes and outcomes of vulnerability among children and young people and inform effective strategic responses.

The first seminar in the Vulnerability Speaker Series in March 2018 explored the evidence to provide a better understanding of the underlying causes of vulnerability among children and young people in Western Australia. It featured two of the Commissioner's Ambassadors for Children and Young People – Winthrop Professors Stephen Zubrick and Donna Cross from the Telethon Kids Institute and Professor Alan Duncan from the Bankwest Curtin Economics Centre.

“...even though I was very young, I went through enough misery to last a lifetime. First we didn't have anywhere to live, after when I started school everybody teased me, I didn't have any friends, my accent was different, I was an outsider. I didn't belong.”

16 year-old, Yugoslavia (Culturally and Linguistically Diverse children and youngpeople (CALD) Consultation)

“I think the biggest problem is caused at home and has a big impact on how children behave... I mean things such as family separation, violence... which causes depression and anger through us teenagers.”

14 year-old (Mental Health Consultation)

The second seminar in May 2018 explored the role of service providers in delivering effective, practical interventions to assist vulnerable children and young people. It featured New Zealand Children's Commissioner Judge Andrew Becroft and Co-Director at the Australian Centre for Child Protection Professor Leah Bromfield.

Each seminar was followed by a roundtable with key decision makers from government and non-government organisations to discuss how to strategically address the causes of vulnerability among children and young people in Western Australia.

In August 2018 the Commissioner will host a forum and roundtable to bring together Aboriginal people with an interest in developing Aboriginal-led solutions to the social and economic issues which lead to the overrepresentation of Aboriginal children and young people in vulnerability statistics. The forum will showcase prominent Aboriginal leaders with national and interstate perspectives on the challenges and solutions.

In November 2018 a final roundtable will be held with key decision makers to discuss how the strategies identified throughout the Vulnerability Speaker Series can be progressed.

Rio Tinto is Principal Partner of the Vulnerability Speaker Series in recognition of the importance of supporting vulnerable children and young people to reach their full potential.

“My mum and my dad were both drug addicts, my dad was in and out of jail my whole life, there was a lot of domestic violence and mental health issues in the home. So I think having all that in my background, it was really hard to sit down and concentrate at school. So I was never really at school ever, which I totally regret now.”

25 year old, (Discussion paper on children and young people's vulnerability)

7% of WA children and young people are **living in poverty**

Over 600 WA young people

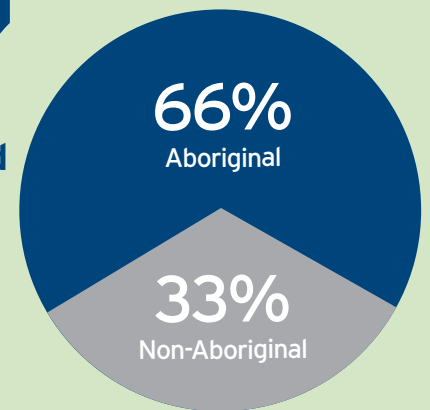
(15 to 24 years) presented to homelessness agencies in 2015-16



727

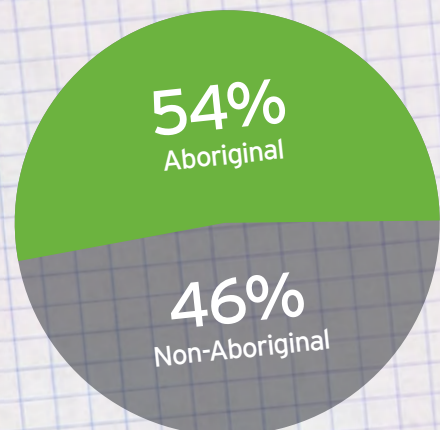
WA children and young people are under youth justice supervision

(community and detention) on an average day



4,795

children and young people are in **out-of-home care**



3. Prioritising the needs of disadvantaged and vulnerable children and young people (continued)

Homelessness in young people 15 years and under

Homelessness has a serious impact on young people's wellbeing, including poorer physical and mental health, difficulties in attending and learning in school, and increased exposure to risk of harm, leading to poorer life outcomes.

In the last year the Commissioner has worked in partnership with Edith Cowan University to research the pathways into homelessness and the services and supports needed to prevent and respond effectively to homelessness in young people aged 15 years and under who live independently from family.

The research captured the views of 15 young people about their experiences of homelessness, what services they used, what they found useful or unhelpful. The young people outlined five main pathways – abandonment or being told to leave home, removal from parents, fleeing family violence or abuse, family disintegration and family homelessness, and voluntary homelessness.

The project also gathered the perceptions of more than 30 Western Australian service providers about the strengths and limitations of existing services and suggestions for improvement.

Four linked reports that relate to this research were published and the Commissioner will use this information to make recommendations in relation to the policy and support needs of independent homeless young people 12–15 years.

Youth justice

Young people's involvement in the youth justice system is an ongoing priority for the Commissioner, with the over representation of Aboriginal young people of particular concern.

In 2017–18 the Commissioner undertook a project to map the oversight of services for children and young people in Western Australia. The project focused on six priority areas, including youth justice.

The *Oversight of services for children and young people in Western Australia* project report supports that while Western Australia's independent oversight bodies do important work in a range of areas, further work needs to be done to ensure mechanisms are comprehensive and robust, the rights and wellbeing of children and young people are protected, and services are safe and fit-for-purpose.

The Commissioner's recommendation on youth justice from the oversight mapping is that a robust, comprehensive system of oversight for all children and young people in the youth justice system be established and should include:

- access to an independent advocate to support children and young people to raise concerns about their treatment and support
- monitoring of the application of policy and practice
- monitoring of the outcomes for children and young people under the care and supervision of the youth justice system.

In November 2017, as part of the Australian Children's Commissioners and Guardians (ACCG) coalition, the Commissioner published the ACCG *Statement on conditions and treatment in youth justice detention*. The statement affirms the Commissioner's commitment to the fundamental principles of youth justice and articulates a set of positions to guide improvements in each jurisdiction.

3. Prioritising the needs of disadvantaged and vulnerable children and young people (continued)

It also promotes national consistency regarding the conditions and treatment in youth justice detention such as the use of restraint and disciplinary regimes. The statement upholds that, like all children and young people, those in youth justice detention have human rights that must be recognised, respected and promoted.

Formal submissions 2017–18

The following is a list of major submissions in 2017–18. The list does not indicate all submissions or representations made by the Commissioner during the year as some submissions may not be publicly available. All of the submissions listed below can be viewed on the Commissioner's website.

Date	Title	Delivered to
August 2017	Inquiry into Incarceration Rates of Aboriginal and Torres Strait Islander Peoples	Australian Law Reform Commission
September 2017	Sustainable Health Review	Western Australian Government
September 2017	Children and Young People consultation paper regarding access to justice issues	Law Council Justice Project
September 2017	Crimes Legislation Amendment (Sexual Crimes Against Children and Community Protection Measures) Bill 2017 provisions	Senate Legislation and Constitutional Committee
September 2017	Statutory Review of Part 5A of the <i>Community Protection (Offender Reporting) Act 2004 (WA)</i>	WA Police
November 2017	Submission to the Inquiry into availability of packaged liquor in Karratha	Director Liquor control and Arbitration, State Government
December 2017	WA Youth Strategy discussion paper (Better Choices: Youth in WA)	Department of Communities
January 2018	Inquiry into the Family Law Amendment (Family Violence and Other Measures) Bill 2017 and the Family Law Amendment (Parenting Management Hearings) Bill 2017	Legal and Constitutional Affairs Legislation Committee
January 2018	Consultation paper for the implementation of the National Code of Conduct for health care workers in Western Australia	Health and Disability Services Complaints Office (HaDSCO)
February 2018	Submission to the Federal Religious Freedom Review undertaken by the Expert Panel on Religious Freedom	Expert Panel on Religious Freedom

Agency performance

Actual results versus budget targets

Financial targets

	2018 Target ⁽¹⁾ (\$000)	2018 Actual (\$000)	Variation ⁽²⁾ (\$000)
Total cost of services (expense limit) (sourced from Statement of Comprehensive Income)	3,239	3,169	(70)
Net cost of services (sourced from Statement of Comprehensive Income)	3,236	3,140	(96)
Total equity (sourced from Statement of Financial Position)	962	502	(460)
Approved salary expense level	1,986	1,986	0

(1) As specified in the Budget Statements.

(2) Further explanations are contained in Note 8.7 Explanatory Statement to the Financial Statements.

Working cash targets

	2018 Target ⁽¹⁾ (\$000)	2018 Actual (\$000)	Variation ⁽²⁾ (\$000)
Agreed working cash limit (at Budget)	153	274	121

(1) As specified in the Budget Statements.

(2) Further explanations are contained in Note 8.7 Explanatory Statement to the Financial Statements.

Agency performance

Summary of key performance indicators

	2018 Target ⁽¹⁾	2018 Actual	Variation ⁽²⁾
<i>Outcome: The views and issues of children and young people are heard and acted upon:</i>			
Key effectiveness indicator: Extent to which children and young people in various regions of the State are consulted	1,500	4,573	3,073
Key efficiency indicator: Unit cost per child	\$507	\$180	(\$327)
<i>Outcome: The views and issues of children and young people are heard and acted upon:</i>			
Key effectiveness indicator: Extent to which issues impacting upon children and young people are researched, advocated and promoted	200	203	3
Key efficiency indicator: Unit cost per representation	\$12,395	\$11,545	(\$850)
<i>Outcome: The views and issues of children and young people are heard and acted upon:</i>			
Key effectiveness indicator: Extent to which public awareness is engaged on issues impacting upon the wellbeing of children and young people	2,100	6,381	4,281

(1) As specified in the Budget Statements.

(2) Explanations for the variations between target and actual results are presented in Detailed key performance indicators.

Significant issues impacting the agency



Royal Commission into Institutional Responses to Child Sexual Abuse

Actions to address the findings and 409 recommendations in the *Royal Commission into Institutional Responses to Child Sexual Abuse Final Report* published in late 2017 will be a strong focus for the Commissioner. The Commissioner will continue to promote the use of child safe policies and practices to Western Australian organisations through the Child Safe Organisations project and further work will be undertaken to understand and respond to children and young people with harmful sexual behaviours.

School and Learning Consultation

The Commissioner will continue to promote and work on the recommendations of the School and Learning Consultation reports that reflected the voices of children and young people and was tabled in Parliament in January 2018.

Wellbeing Monitoring Framework

Work will continue on the development of the online Wellbeing Monitoring Framework – Indicators of Wellbeing data framework which will be regularly updated to ensure relevant and timely data sharing. To complement this work, the Commissioner will explore the opportunity to develop a Student Health and Wellbeing Survey instrument in partnership with Telethon Kids Institute.



"I think we should help the homeless people like give them homes, money, food, clothes and all this stuff will make the homeless people have a better life."

Disclosures and legal compliance



Certification of financial statements

For the reporting period ended 30 June 2018

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 reporting period ended 30 June 2018 and the financial position as at 30 June 2018.

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

C. Uren
Chief Finance Officer
16 August 2018

C. Pettit
Accountable Authority
16 August 2018

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

**16 year-old,
Great Southern**

Financial statements



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

COMMISSIONER FOR CHILDREN AND YOUNG PEOPLE

Report on the Financial Statements

Opinion

I have audited the financial statements of the Commissioner for Children and Young People which comprise the Statement of Financial Position as at 30 June 2018, 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.

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the operating results and cash flows of the Commissioner for Children and Young People for the year ended 30 June 2018 and the financial position at the end of that period. They are in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions.

Basis for Opinion

I conducted my audit in accordance with the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Commissioner in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial statements. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibility of the Commissioner 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, the *Financial Management Act 2006* 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.

In preparing the financial statements, the Commissioner is responsible for assessing the agency's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Western Australian Government has made policy or funding decisions affecting the continued existence of the Commissioner.

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. The objectives of my audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Financial statements

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the agency's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Commissioner.
- Conclude on the appropriateness of the Commissioner's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the agency's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Commissioner regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on Controls

Opinion

I have undertaken a reasonable assurance engagement on the design and implementation of controls exercised by the Commissioner for Children and Young People. The controls exercised by the Commissioner 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 (the overall control objectives).

My opinion has been formed on the basis of the matters outlined in this report.

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 2018.

The Commissioner's Responsibilities

The Commissioner is responsible for designing, implementing and maintaining controls to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities are in accordance with the *Financial Management Act 2006*, the Treasurer's Instructions and other relevant written law.

Financial statements

Auditor General's Responsibilities

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the suitability of the design of the controls to achieve the overall control objectives and the implementation of the controls as designed. I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3150 *Assurance Engagements on Controls* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements and plan and perform my procedures to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the overall control objectives and the controls, necessary to achieve the overall control objectives, were implemented as designed.

An assurance engagement to report on the design and implementation of controls involves performing procedures to obtain evidence about the suitability of the design of controls to achieve the overall control objectives and the implementation of those controls. The procedures selected depend on my judgement, including the assessment of the risks that controls are not suitably designed or implemented as designed. My procedures included testing the implementation of those controls that I consider necessary to achieve the overall control objectives.

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

Limitations of Controls

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and implemented as designed, once the controls are in operation, the overall control objectives may not be achieved so that fraud, error, or noncompliance with laws and regulations may occur and not be detected. Any projection of the outcome of the evaluation of the suitability of the design of controls to future periods is subject to the risk that the controls may become unsuitable because of changes in conditions.

Report on the Key Performance Indicators

Basis for Qualified Opinion

The "Number of people attending events" measure for Key Effectiveness Indicator 1.3 is mainly based on estimated numbers attending events. Because the estimated numbers are based solely on observations by management attending events, which cannot be verified, I am unable to obtain sufficient appropriate audit evidence about whether this measure is fairly presented.

Qualified Opinion

I have undertaken a reasonable assurance engagement on the key performance indicators of the Commissioner for Children and Young People for the year ended 30 June 2018. The key performance indicators are the key effectiveness indicators and the key efficiency indicators that provide performance information about achieving outcomes and delivering services.

In my opinion, in all material respects, except for the effects of the matter described in the Basis for Qualified Opinion section of my report, 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 2018.

The 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 internal control as the Commissioner determines necessary to enable the preparation of key performance indicators that are free from material misstatement, whether due to fraud or error.

In preparing the key performance indicators, the Commissioner is responsible for identifying key performance indicators that are relevant and appropriate having regard to their purpose in accordance with Treasurer's Instruction 904 *Key Performance Indicators*.

Financial statements

Auditor General's Responsibility

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the key performance indicators. The objectives of my engagement are to obtain reasonable assurance about whether the key performance indicators are relevant and appropriate to assist users to assess the agency's performance and whether the key performance indicators are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements relating to assurance engagements.

An assurance engagement involves performing procedures to obtain evidence about the amounts and disclosures in the key performance indicators. It also involves evaluating the relevance and appropriateness of the key performance indicators against the criteria and guidance in Treasurer's Instruction 904 for measuring the extent of outcome achievement and the efficiency of service delivery. The procedures selected depend on my judgement, including the assessment of the risks of material misstatement of the key performance indicators. In making these risk assessments I obtain an understanding of internal control relevant to the engagement in order to design procedures that are appropriate in the circumstances.

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

My Independence and Quality Control Relating to the Reports on Controls and Key Performance Indicators

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory 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 2018 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.



CAROLINE SPENCER
AUDITOR GENERAL
FOR WESTERN AUSTRALIA
Perth, Western Australia
21 August 2018

Financial statements

Statement of comprehensive income

For the year ended 30 June 2018

	Notes	2018 \$	2017 \$
COST OF SERVICES			
Expenses			
Employee benefits expense	2.1	2,198,202	2,120,412
Supplies and services	2.2	632,709	743,719
Depreciation and amortisation expense	4.1.1	14,117	16,052
Accommodation expenses	2.2	290,201	336,093
Other expenses	2.2	33,330	32,091
Total cost of services		3,168,559	3,248,367
Income			
<i>Revenue</i>			
Other revenue	3.2	28,163	101,049
Total revenue		28,163	101,049
Total income other than income from State Government		28,163	101,049
NET COST OF SERVICES		3,140,396	3,147,318
Income from State Government			
Service appropriation	3.1	3,174,000	3,133,000
Services received free of charge	3.1	114,961	118,016
Total income from State Government		3,288,961	3,251,016
SURPLUS/(DEFICIT) FOR THE PERIOD		148,565	103,698
Other Comprehensive Income		—	—
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		148,565	103,698

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

Financial statements

Statement of financial position

As at 30 June 2018

	Notes	2018 \$	2017 \$
ASSETS			
Current Assets			
Cash and cash equivalents	6.1	273,799	862,922
Receivables	5.1	29,014	51,323
Total Current Assets		302,813	914,245
Non-Current Assets			
Restricted cash and cash equivalents	6.1	10,853	6,401
Amounts receivable for services	5.2	466,000	450,000
Plant and equipment	4.1	52,594	66,711
Total Non-Current Assets		529,447	523,112
TOTAL ASSETS		832,260	1,437,357
LIABILITIES			
Current Liabilities			
Payables	5.3	139,970	161,759
Employee related provisions	2.1	144,726	160,706
Total Current Liabilities		284,696	322,465
Non-Current Liabilities			
Employee related provisions	2.1	45,536	48,429
Total Non-Current Liabilities		45,536	48,429
TOTAL LIABILITIES		330,232	370,894
NET ASSETS		502,028	1,066,463
EQUITY			
Contributed equity	8.6	–	420,000
Accumulated surplus/(deficit)		502,028	646,463
TOTAL EQUITY		502,028	1,066,463

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

Financial statements

Statement of changes in equity

For the year ended 30 June 2018

	Notes	Contributed equity \$	Accumulated surplus/ (deficit) \$	Total equity \$
Balance at 1 July 2016	8.6	420,000	542,765	962,765
Surplus/(deficit)		–	103,698	103,698
Other comprehensive income		–	–	–
Total comprehensive income for the period		–	103,698	103,698
Balance at 30 June 2017		420,000	646,463	1,066,463
Balance at 1 July 2017				
Surplus/(deficit)	8.6	420,000	646,463	1,066,463
Other comprehensive income		–	148,565	148,565
Total comprehensive income for the period		–	148,565	148,565
Transactions with owners in their capacity as owners:				
Distributions to owners		(713,000)	–	(713,000)
Total		(293,000)	795,028	502,028
Transfer of debit balances to Accumulated Surpluses		293,000	(293,000)	–
Balance at 30 June 2018		–	502,028	502,028

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

Financial statements

Statement of cash flows

For the year ended 30 June 2018

	Notes	2018 \$	2017 \$
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		3,158,000	3,117,000
Distributions to owners		(713,000)	–
Net cash provided by State Government		2,445,000	3,117,000
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(2,218,118)	(2,168,900)
Supplies and services		(538,495)	(560,704)
Accommodation		(290,201)	(336,093)
GST payments on purchases		(86,906)	(97,623)
Other payments		(33,330)	(32,091)
Receipts			
GST receipts on sales		4,352	10,518
GST receipts from taxation authority		89,163	90,066
Other receipts		43,862	85,523
Net cash provided by/(used in) operating activities	6.2	(3,029,671)	(3,009,304)
Net increase/(decrease) in cash and cash equivalents		(584,671)	107,696
Cash and cash equivalents at the beginning of the period		869,323	761,627
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	6.1	284,652	869,323

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

Financial statements

Summary of consolidated account appropriations and income estimates

For the year ended 30 June 2018

	2018 Estimate \$	2018 Actual \$	Variance	2018 Actual \$	2017 Actual \$	Variance
Delivery of Services						
Item 45 Net amount appropriated to deliver services	2,822,000	2,919,000	97,000	2,919,000	2,878,000	41,000
- Salaries and Allowances Act 1975	255,000	255,000	-	255,000	255,000	-
Total appropriations provided to deliver services	3,077,000	3,174,000	97,000	3,174,000	3,133,000	41,000
GRAND TOTAL	3,077,000	3,174,000	97,000	3,174,000	3,133,000	41,000
Details of Expenses by Service						
Consultation, research and promotion	3,239,000	3,168,559	(70,441)	3,168,559	3,248,367	(79,808)
Total Cost of Services	3,239,000	3,168,559	(70,441)	3,168,559	3,248,367	(79,808)
Less Total Income	-	(28,163)	(28,163)	(28,163)	(101,049)	72,886
Net Cost of Services	3,239,000	3,140,396	(98,604)	3,140,396	3,147,318	(6,922)
Adjustments	(162,000)	33,604	195,604	33,604	(14,318)	47,922
Total appropriations provided to deliver services	3,077,000	3,174,000	97,000	3,174,000	3,133,000	41,000

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

Note 8.7 'Explanatory Statement' provides details of any significant variations between estimates and actual results for 2018 and between the actual results for 2018 and 2017.

Notes to the financial statements

1. Basis of preparation

Commissioner for Children and Young People (CCYP) is a WA Government entity and is controlled by the State of Western Australia, which is the ultimate parent. The entity is a not-for-profit entity (as profit is not its principal objective).

A description of the nature of its operations and its principal activities have been included in the 'Overview' which does not form part of these financial statements.

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 only responsible for delivering of one service – Consultation, research and promotion of the wellbeing of children and young people. All income, expenditure, assets and liabilities are in relation to the delivery of this service.

These annual financial statements were authorised for issue by the Accountable Authority of CCYP on 16 August 2018.

Statement of compliance

These general purpose financial statements have been prepared in accordance with:

1. The *Financial Management Act 2006 (FMA)*
2. The Treasurer's Instructions (**the Instructions or TI**)
3. Australian Accounting Standards (**AAS**) including applicable interpretations
4. Where appropriate, those **AAS** paragraphs applicable for notforprofit entities have been applied.

The *Financial Management Act 2006* and the Treasurer's Instructions (the Instructions) take precedence over AAS. Several AAS are modified by the Instructions to vary application, disclosure format and wording. 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.

Basis of preparation

These financial statements are presented in Australian dollars applying the accrual basis of accounting and using the historical cost convention. All values in the financial statements are rounded to the nearest dollar.

Judgements and estimates

Judgements, estimates and assumptions are required to be made about financial information being presented. The significant judgements and estimates made in the preparation of these financial statements are disclosed in the notes where amounts affected by those judgements and/or estimates are disclosed. Estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances.

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

Notes to the financial statements

(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.

2. Use of our funding

This section provides additional information about how CCYP's funding is applied and the accounting policies that are relevant for an understanding of the items recognised in the financial statements. The primary expenses incurred by CCYP in achieving its objectives and the relevant notes are:

	Notes	2018 \$	2017 \$
Employee benefits expenses	2.1(a)	2,198,202	2,120,412
Employee benefits provisions	2.1(b)	190,262	209,135
Other expenditure	2.2	956,240	1,111,903

2.1(a) Employee benefits expenses

Wages and salaries	1,755,546	1,803,565
Termination benefits	247,097	132,049
Superannuation – defined contribution plans ^(a)	161,404	171,224
Other related expenses	34,155	13,574
Total employee benefits expenses	2,198,202	2,120,412

(a) Defined contribution plans include West State Superannuation Scheme (WSS), Government Employees Superannuation Board Schemes (GESBs) and other eligible funds.

Wages and salaries: Employee expenses include all costs related to employment including wages and salaries, fringe benefits tax and leave entitlements.

Termination benefits: Payable when employment is terminated before normal retirement date, or when an employee accepts an offer of benefits in exchange for the termination of employment. Termination benefits are recognised when CCYP is demonstrably committed to terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after the end of the reporting period are discounted to present value.

Notes to the financial statements

Superannuation: The amount recognised in the Statement of Comprehensive Income comprises employer contributions paid to the WSS, the GESBs, or other superannuation funds.

The GESB and other fund providers administer 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.

2.1(b) Employee benefits provisions

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave for services rendered up to the reporting date and recorded as an expense during the period the services are *delivered*.

	2018 \$	2017 \$
Current		
Employee benefits provisions		
Annual leave ^(a)	98,255	81,048
Long service leave ^(b)	45,856	78,979
	144,111	160,027
Other provisions		
Employment on-costs ^(c)	615	679
	615	679
Total current employee benefits provisions	144,726	160,706
Non-current		
Employee benefits provisions		
Long service leave ^(b)	45,330	48,209
	45,330	48,209
Other provisions		
Employment on-costs ^(c)	206	220
	206	220
Total non-current employee benefits provisions	45,536	48,429
Total employee related provisions	190,262	209,135

Notes to the financial statements

Annual leave liabilities: 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:

	2018 \$	2017 \$
Within 12 months of the end of the reporting period	87,027	73,060
More than 12 months after the end of the reporting period	11,633	8,308
	98,660	81,368

The provision for annual leave is calculated at the present value of expected payments to be made in relation to services provided by employees up to the reporting date.

Long service leave liabilities: 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.

Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2018 \$	2017 \$
Within 12 months of the end of the reporting period	–	19,845
More than 12 months after the end of the reporting period	91,602	107,922
	91,602	127,768

The components of the long service leave liabilities are calculated at present value as CCYP does not expect to wholly settle the amounts within 12 months. The present value is measured taking into account the present value of expected future payments to be made in relation to services provided by employees up to the reporting date. These payments are estimated using the remuneration rate expected to apply at the time of settlement, 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.

Notes to the financial statements

Employment on-costs: The settlement of annual and long service leave liabilities gives rise to the payment of employment on-costs including workers' compensation insurance. The provision is the present value of expected future payments.

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 expenditure, Note 2.2 and are not included as part of CCYP's 'employee benefits expense'. The related liability is included in 'Employment on-costs provision.'

Employment on-costs provision	2018 \$	2017 \$
Carrying amount at start of period	899	1,145
Additional/(reversals of) provisions recognised	(78)	(246)
Carrying amount at end of period	821	899

Key sources of estimation uncertainty – long service leave

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.

Several estimates and assumptions are used in calculating CCYP's long service leave provision. These 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.

Any gain or loss following revaluation of the present value of long service leave liabilities is recognised as employee benefits expense.

Notes to the financial statements

2.2 Other expenditure

	2018 \$	2017 \$
Supplies and services		
Communications	41,433	34,425
Consultants and contractors	288,390	418,284
Consumables	101,466	108,584
Travel	37,998	83,390
Lease, rent and hire costs	40,398	27,949
Licence, fee and registration	7,393	6,591
Publications	66,598	35,748
Sponsorship	39,791	17,700
Other	9,242	11,048
Total supplies and services expenses	632,709	743,719
Accommodation expenses		
Lease rentals	273,290	268,870
Repairs and maintenance	5,169	56,175
Cleaning	11,742	11,048
Total accommodation expenses	290,201	336,093
Other expenses		
Internal and external audit fee	33,330	30,438
Other	–	1,654
Total other expenses	33,330	32,091
Total other expenditure	956,240	1,111,903

Supplies and services: Supplies and services are recognised as an expense in the reporting period in which they are incurred.

Accommodation expenses: Operating lease payments are recognised on a straight line basis over the lease term, as this represents the pattern of benefits to be derived from the leased property.

Repairs, maintenance and cleaning costs are recognised as expenses as incurred.

Other expenses: Other expenses represent the internal and external audit fees and security costs.

Notes to the financial statements

3. Our funding sources

How we obtain our funding

This section provides additional information about how CCYP obtains its funding and the relevant accounting policy notes that govern the recognition and measurement of this funding. The primary income received by CCYP and the relevant notes are:

	Notes	2018 \$	2017 \$
Income from State Government	3.1	3,288,961	3,251,016
Other revenue	3.2	28,163	101,049

3.1 Income from State Government

Appropriation received during the period:			
Service appropriation ^(a)		3,174,000	3,133,000
		3,174,000	3,133,000
Services received free of charge from other State government agencies during the period:			
Department of Justice		102,605	108,523
Department of Finance – Government Offices Accommodation		12,356	9,493
Total services received		114,961	118,016
Total income from State Government		3,288,961	3,251,016

(a) **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 in the bank account or credited to the 'Amounts receivable for services' (holding account) held at Treasury.

Service appropriations fund the net cost of services delivered. Appropriation revenue comprises the following:

- Cash component; and
- A receivable (asset).

The receivable (holding account – note 5.2) comprises of the budgeted depreciation expense for the year.

3.2 Other Revenue

Sponsorship		25,000	98,000
Employee contributions		3,163	3,049
		28,163	101,049

Revenue is recognised and measured at the fair value of consideration received or receivable.

Notes to the financial statements

4. Key assets

Assets CCYP utilises for economic benefit or service potential

This section includes information regarding the key assets CCYP utilises to gain economic benefits or provide service potential. The section sets out both the key accounting policies and financial information about the performance of these assets:

	Notes	2018 \$	2017 \$
Plant and equipment	4.1	52,594	66,711
Total key assets		52,594	66,711

4.1 Plant and equipment

	Computer Hardware \$	Office Equipment \$	Furniture, fixtures & fittings \$	Total \$
Year ended 30 June 2017				
1 July 2016				
Opening gross carrying amount	31,896	36,056	324,630	392,582
Accumulated depreciation	(21,633)	(24,483)	(263,704)	(309,819)
Carrying amount at 1 July 2016	10,263	11,573	60,926	82,762
Depreciation	(6,010)	(3,079)	(6,963)	(16,051)
Carrying amount at 30 June 2017	4,253	8,495	53,963	66,711
Year ended 30 June 2018				
1 July 2017				
Opening gross carrying amount	18,031	15,894	69,630	103,555
Accumulated depreciation	(13,778)	(7,399)	(15,667)	(36,844)
Carrying amount at 1 July 2017	4,253	8,495	53,963	66,711
Depreciation	(4,075)	(3,079)	(6,963)	(14,117)
Carrying amount at 30 June 2018	178	5,416	47,000	52,594

Initial recognition

Items of property, plant and equipment, costing \$5,000 or more are measured initially at cost. Where an asset is acquired for no or nominal cost, the cost is valued at its fair value at the date of acquisition. Items of property, plant and equipment and infrastructure costing less than \$5,000 are immediately expensed direct to the Statement of Comprehensive Income.

Notes to the financial statements

Subsequent measurement

Subsequent to initial recognition of 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.

4.1.1 Depreciation and impairment

Charge for the period

	2018 \$	2017 \$
Depreciation		
Computer hardware	4,075	6,010
Furniture fixtures and fittings	6,963	6,963
Office equipment	3,079	3,079
Total depreciation for the period	14,117	16,052

As at 30 June 2018 there were no indications of impairment to plant and equipment.

Finite useful lives

All plant and equipment 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 generally calculated on a straight line basis, at rates that allocate the asset's value, less any estimated residual value, over its estimated useful life. Typical estimated useful lives for the different asset classes for current and prior years are included in the table below:

Asset	Useful life: years
Office equipment	5 years
Computer hardware	3 years
Furniture fixtures and fittings	10 years

The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period, and adjustments should be made where appropriate.

Impairment

There were no indications of impairment to CCYP's plant and equipment assets at 30 June 2018.

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

CCYP held no surplus assets at 30 June 2018.

Notes to the financial statements

5. Other assets and liabilities

This section sets out those assets and liabilities that arose from CCYP's controlled operations and includes other assets utilised for economic benefits and liabilities incurred during normal operations:

	Notes	2018 \$	2017 \$
Receivables	5.1	29,014	51,323
Amounts receivable for services	5.2	466,000	450,000
Payables	5.3	(139,970)	(161,759)

5.1 Receivables

Current			
Receivables		–	16,500
GST receivable		28,014	34,623
Other receivable		1,000	200
Total current		29,014	51,323
Total receivables		29,014	51,323

CCYP does not hold any collateral or other credit enhancements as security for receivables.

Receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

5.2 Amounts receivable for services (Holding Account)

Non-current	466,000	450,000
Balance at end of period	466,000	450,000

Amounts receivable for services represent the non-cash component of service appropriations. It is restricted in that it can only be used for asset replacement.

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 asset replacement.

Notes to the financial statements

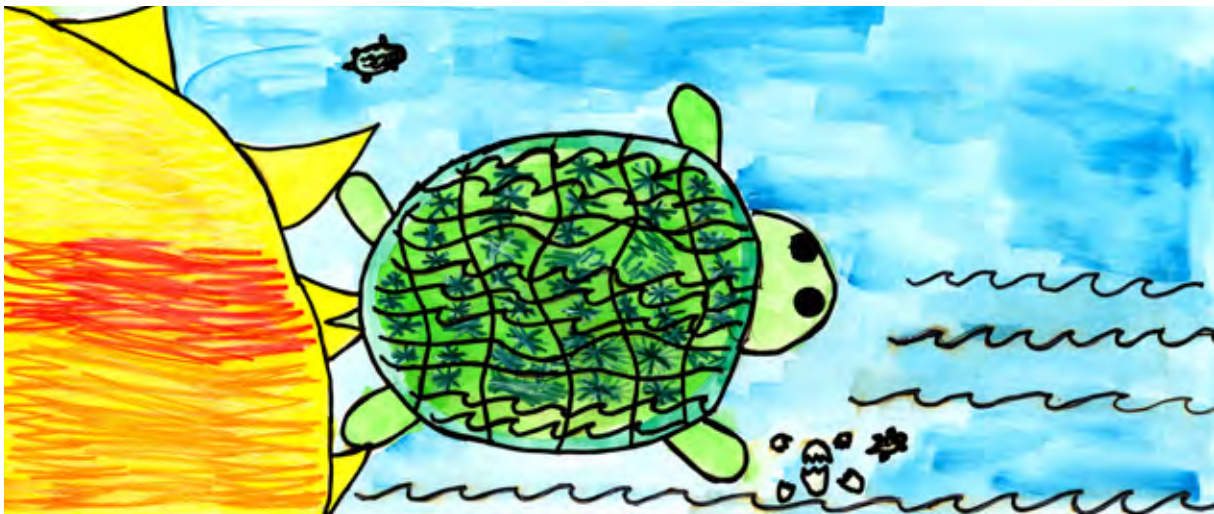
5.3 Payables

	2018 \$	2017 \$
Current		
Trade payables	48,607	39,741
Payables to the ATO	31,104	58,840
Accrued expenses	53,646	55,522
Accrued salaries	6,039	6,992
Accrued superannuation	574	664
Total current	139,970	161,759

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.

Accrued salaries represent the amount due to staff but unpaid at the end of the reporting period. Accrued salaries are settled within a fortnight of the reporting period end. CCYP considers the carrying amount of accrued salaries to be equivalent to its fair value.

The accrued salaries suspense account (See Note 6.1) 'Restricted cash and cash equivalents') consists of amounts paid annually, from CCYP's appropriations for salaries expense, into a Treasury suspense account to meet the additional cash outflow for employee salary payments in reporting periods with 27 pay days instead of the normal 26. No interest is received on this account.



"My favourite thing to do on Christmas Island is to watch the sunset and watch the baby turtles hatch."

Notes to the financial statements

6 Cash and cash equivalents

6.1 Reconciliation of cash

	Notes	2018 \$	2017 \$
Cash and cash equivalents		273,799	862,922
Restricted cash and cash equivalents		10,853	6,401
– Accrued salaries suspense account ^(a)		–	–
Balance at end of period		284,652	869,323

(a) Funds held in the suspense account for the purpose of meeting the 27th pay in a reporting period that occurs every 11th year. This account is classified as noncurrent for 10 out of 11 years.

For the purpose of the statement of cash flows, cash and cash equivalent (and restricted cash and cash equivalent) assets comprise cash at bank.

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

	Notes	2018 \$	2017 \$
Net cost of services		(3,140,396)	(3,147,318)
Non-cash items			
Depreciation and amortisation expense	4.1.1	14,117	16,052
Resources received free of charge	3.1	114,961	118,016
(Increase)/decrease in assets			
Current receivables ^(a)		15,700	(15,526)
Increase/(decrease) in liabilities			
Current payables ^(a)		(21,789)	72,656
Current provisions		(15,980)	(17,608)
Non-current provisions		(2,894)	(38,537)
Net GST receipts/(payments) ^(b)		6,610	2,961
Net cash provided by/(used in) operating activities		(3,029,671)	(3,009,304)

(a) Note that the Australian Taxation Office (ATO) receivable/payable in respect of 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.

Notes to the financial statements

6.3 Commitments

6.3.1 Non-cancellable operating lease commitments

	2018 \$	2017 \$
Commitments for minimum lease payments are payable as follows:		
Within 1 year	233,356	226,419
Later than 1 year and not later than 5 years	109,622	328,566
Balance at end of period	342,978	554,985

The totals represented for non-cancellable operating lease commitments are GST inclusive.

Operating leases are expensed on a straight line basis over the lease term as this represents the pattern of benefits derived from the leased properties.

CCYP holds operating leases for its office building and two motor vehicles.



“Now that I am ‘10’ years old, I have higher expectations and more responsibilities. I have found that when you’re 10 you have to work a lot harder to get what you want, but that’s how I like it!”

Notes to the financial statements

7. Risks and Contingencies

This note sets out the key risk management policies and measurement techniques of CCYP.

	Note
Financial risk management	7.1
Contingent assets and liabilities	7.2

7.1 Financial risk management

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.

(a) Summary of risks and risk management

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 asset is the gross carrying amount of those assets inclusive of any allowance for impairment as shown in the table Note 7.1(c) 'Ageing analysis of financial assets' and Note 5.1 '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 monitors receivable balances 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 as there were no receivables other than the holding account and GST.

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 drawdown 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 affect CCYP's income or the value of its holdings of financial instruments. Market risk comprises three types of risk; currency risk, interest rate risk and other price risk.

CCYP does not trade in foreign currency and is not materially exposed to currency 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.

Notes to the financial statements

(b) Categories of financial instruments

The carrying amounts of each of the following categories of financial assets and financial liabilities at the end of the reporting period are:

	2018 \$	2017 \$
Financial assets		
Cash and cash equivalents	273,799	862,922
Restricted cash and cash equivalents	10,853	6,401
Receivables ^(a)	467,000	466,700
Total financial assets	751,652	1,336,023
Financial liabilities		
Payables	139,970	161,759
Total financial liability	139,970	161,759

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



"I like living in the country because you can have bonfires and play around in the trees and paddocks. You can also learn to drive. And, when you wake up you always can smell something fresh in the air."

Notes to the financial statements

(c) Ageing analysis of financial assets

	Carrying amount	Not past due and not impaired	Past due but not impaired					Impaired financial assets
			Up to 1 month	1-3 months	3 months to 1 year	1-5 years	More than 5 years	
	\$	\$	\$	\$	\$	\$	\$	
2018								
Cash and cash equivalents	273,799	273,799	-	-	-	-	-	
Restricted cash and cash equivalents	10,853	10,853	-	-	-	-	-	
Receivables ^(a)	1,000	1,000	-	-	-	-	-	
Amounts receivable for services	466,000	466,000	-	-	-	-	-	
	751,652	751,652	-	-	-	-	-	
2017								
Cash and cash equivalents	862,922	862,922	-	-	-	-	-	
Restricted cash and cash equivalents	6,401	6,401	-	-	-	-	-	
Receivables	16,700	16,700	-	-	-	-	-	
Amounts receivable for services	450,000	450,000	-	-	-	-	-	
	1,336,023	1,336,023	-	-	-	-	-	

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

Notes to the financial statements

(d) 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			Maturity dates				\$	
			Fixed interest rate	Variable interest rate	Non-interest bearing	Nominal amount	Up to 1 month	1-3 months	3 months to 1 year		1-5 years
2018	%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Financial assets											
Cash and cash equivalents	-	273,799	-	-	273,799	273,799	273,799	-	-	-	-
Restricted cash and cash equivalents	-	10,853	-	-	10,853	10,853	10,853	-	-	-	-
Receivables ^(a)	-	1,000	-	-	1,000	1,000	1,000	-	-	-	-
Amounts receivable for services	-	466,000	-	-	466,000	466,000	-	-	-	-	466,000
		751,652	-	-	751,652	751,652	285,652	-	-	-	466,000
Financial liabilities											
Payables	-	139,970	-	-	139,970	139,970	139,970	-	-	-	-
		139,970	-	-	139,970	139,970	139,970	-	-	-	-

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

Notes to the financial statements

(d) Liquidity Risk and Interest Rate Exposure (continued)
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	
2017	%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Financial assets												
Cash and cash equivalents	-	862,922	-	-	862,922	862,922	862,922	-	-	-	-	-
Restricted cash and cash equivalents	-	6,401	-	-	6,401	6,401	6,401	-	-	-	-	-
Receivables ^(a)	-	16,700	-	-	16,700	16,700	16,700	-	-	-	-	-
Amounts receivable for services	-	450,000	-	-	450,000	450,000	-	-	-	-	-	450,000
		1,336,023	-	-	1,336,023	1,336,023	886,023	-	-	-	-	450,000
Financial liabilities												
Payables	-	161,759	-	-	161,759	161,759	161,759	161,759	-	-	-	-
		161,759	-	-	161,759	161,759	161,759	161,759	-	-	-	-

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

Notes to the financial statements

(e) 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.

7.2 Contingent assets and liabilities

CCYP has no contingent assets or liabilities for the 2017/18 financial year.

8. Other disclosures

This section includes additional material disclosures required by accounting standards or other pronouncements, for the understanding of this financial report.

	Notes
Events occurring after the end of the reporting period	8.1
Future impact of Australian standards issued not yet operative	8.2
Key management personnel	8.3
Related party transactions	8.4
Remuneration of auditors	8.5
Equity	8.6
Explanatory statement	8.7

8.1 Events occurring after the end of the reporting period

CCYP had no events occurring after the end of the reporting period that impact on the financial statements.

8.2 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. Where applicable, CCYP plans to apply the following Australian Accounting Standards from their application date.

Notes to the financial statements

		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>.</p> <p>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. The mandatory application date of this Standard is currently 1 January 2019 after being amended by AASB 20167.</p> <p>CCYP's income is principally derived from appropriations which will be measured under AASB 1058/ AASB 1004. The application of the standard has no financial impact.</p>	1 Jan 2019
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.</p> <p>CCYP has not quantified the potential impact of the standard. CCYP has noncancellable operating leases commitments of \$342,978 at 30 June 2018. The application of standard will result in an increase in recognised assets and liabilities, a shift in lease expense classification from operating expenses to financing costs and amortisation and more lease expenses recognised in the early periods of a lease, and less in the later periods.</p>	1 Jan 2019

Notes to the financial statements

		Operative for reporting periods beginning on/after
AASB 1058	<p><i>Income of Not-for-Profit Entities</i></p> <p>This Standard clarifies and simplifies the income recognition requirements that apply to notforprofit (NFP) entities, more closely reflecting the economic reality of NFP entity transactions that are not contracts with customers. Timing of income recognition is dependent on whether such a transaction gives rise to a liability or other performance obligation (a promise to transfer a good or service), or a contribution by owners, related to an asset (such as cash or another asset) received by an entity. CCYP's income is principally derived from the appropriation. The application of this standard has no financial impact.</p>	1 Jan 2019
AASB 1059	<p><i>Service Concession Arrangements: Grantors</i></p> <p>This Standard addresses the accounting for a service concession arrangement (a type of public private partnership) by a grantor that is a public sector entity by prescribing the accounting for the arrangement from the grantor's perspective. Timing and measurement for the recognition of a specific asset class occurs on commencement of the arrangement and the accounting for associated liabilities is determined by whether the grantee is paid by the grantor or users of the public service provided. CCYP does not have any public private partnerships. The application of this standard has no financial impact.</p>	1 Jan 2019
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. The application of this standard has no financial impact.</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. Appendix E has been superseded and CCYP was not permitted to early adopt AASB 9. The application of this standard has no financial impact.</p>	1 Jan 2018

Notes to the financial statements

		Operative for reporting periods beginning on/after
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 20158 to 1 January 2018. The application of this standard has no financial impact.</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
AASB 2015-8	<p><i>Amendments to Australian Accounting Standards Effective Date of AASB 15</i></p> <p>This Standard amends the mandatory application date of AASB 15 to 1 January 2018 (instead of 1 January 2017). It also defers the consequential amendments that were originally set out in AASB 2014-15. There is no financial impact arising from this Standard.</p>	1 Jan 2018
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 when the deferred AASB 15 becomes effective from 1 January 2019.</p>	1 Jan 2018
AASB 2016-7	<p><i>Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-for-Profit Entities</i></p> <p>This Standard defers, for not-for-profit entities, the mandatory application date of AASB 15 to 1 January 2019, and the consequential amendments that were originally set out in AASB 2014-5. There is no financial impact arising from this standard.</p>	1 Jan 2018

Notes to the financial statements

		Operative for reporting periods beginning on/after
AASB 2016-8	<p><i>Amendments to Australian Accounting Standards – Australian Implementation Guidance for NotforProfit Entities</i></p> <p>This Standard inserts Australian requirements and authoritative implementation guidance for not-for-profit entities into AASB 9 and AASB 15. This guidance assists not-for-profit entities in applying those Standards to particular transactions and other events. The application of this standard has no financial impact.</p>	1 Jan 2019

8.3 Key management personnel

CCYP has determined key management personnel include, the Commissioner, senior officers of CCYP and Cabinet Ministers. CCYP does not incur expenditures to compensate Ministers and therefore no disclosure is required. The disclosure in relation to Ministers compensation may be found in the *Annual Report on State Finances*.

The total fees, salaries, superannuation, non-monetary benefits and other benefits for senior officers of CCYP for the reporting period are presented within the following bands:

Compensation band (\$)	2018	2017
280,001 – 290,000	1	–
270,001 – 280,000	–	1
230,001 – 240,000	1	–
160,001 – 170,000	–	1
150,001 – 160,000	1	–
140,001 – 150,000	–	1
130,001 – 140,000	1	1
	\$	\$
Short-term employee benefits	530,277	355,313
Post-employment benefits	56,101	285,212
Other long-term benefits	69,616	75,173
Termination benefits	162,559	–
Total compensation of senior officers	818,553	715,698

Total compensation includes the superannuation expense incurred by CCYP in respect of senior officers. No senior officers are members of the Pension Scheme.

Notes to the financial statements

8.4 Related party transactions

CCYP is a wholly owned and controlled entity of the State of Western Australia. In conducting its activities, CCYP is required to pay various taxes and levies (such as Transfer Duty and Licensing Duty) to the State and entities related to State. The payment of these taxes and levies, is based on the standard terms and conditions that apply to all tax and levy payers.

Related parties of CCYP include:

- all senior officers and their close family members, and their controlled or jointly controlled entities;
- all Cabinet Ministers and their close family members, and their controlled or jointly controlled entities; and
- other departments and public sector entities, including related bodies included in the whole of government consolidated financial statements;
- associates and joint ventures, that are included in the whole of government consolidated financial statements; and
- the Government Employees Superannuation Board (GESB).

All related party transactions have been entered into on an arm's length basis.

Significant transactions with Government-related entities

Significant transactions include:

- Income from State Government (Note 3.1);
- Contributed equity (Note 8.6);
- services received free of charge from the Department of Justice (Note 3.1);
- superannuation payments to GESB \$161,404 (2017:\$171,224) (Note 2.1(a));
- lease rentals payments accommodation and fleet leasing to the Department of Finance \$295,739 (2017:\$290,071) (Note 2.2);
- commitments for future lease payments to the Department of Finance (Note 6.3.1);
- insurance payments to the Insurance Commission and RiskCover fund \$15,116 (2017:\$12,548) (Note 2.2);
- Remuneration for services provided by the Auditor General (Note 8.5).

Significant transactions with other related parties

No significant transactions were conducted with other related parties.

Notes to the financial statements

8.5 Remuneration of auditors

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

	2018 \$	2017 \$
Auditing the accounts, financial statements controls, and key performance indicators	23,130	22,900

8.6 Equity

Contributed equity		
Balance at start of period	420,000	420,000
<i>Contributions by owners</i>	–	–
Total contributions by owners	–	–
<i>Distributions to owners</i>	(713,000)	–
Net contributed equity	(293,000)	–
Transfer of debit balances to Accumulated Surpluses	293,000	–
Balance at end of period	–	420,000

8.7 Explanatory statement (Controlled Operations)

All variances between estimates (original budget) and actual results for 2018, and between the actual results for 2018 and 2017 are shown below. Narratives are provided for key major variances, which are generally greater than:

- 5% and \$65,000 for the Statements of Comprehensive Income and Cash Flows, and
- 5% and \$26,000 for the Statement of Financial Position.

Notes to the financial statements

8.7.1 Statement of Comprehensive Income Variances

	Variance note	Estimate 2018 \$	Actual 2018 \$	Actual 2017 \$	Variance between estimate and actual \$	Variance between actual results for 2018 and 2017 \$
Expenses						
Employee benefits expense		2,266,000	2,198,202	2,120,412	(67,798)	77,790
Supplies and services	1,A	470,000	632,709	743,719	162,709	(111,010)
Depreciation and amortisation expense		16,000	14,117	16,052	(1,883)	(1,935)
Accommodation expenses		320,000	290,201	336,093	(29,799)	(45,892)
Other expenses	2	167,000	33,330	32,091	(133,670)	1,239
Total cost of services		3,239,000	3,168,559	3,248,367	(70,441)	(79,808)
Income						
<i>Revenue</i>						
Other revenue	B	3,000	28,163	101,049	25,163	(72,886)
Total Revenue		3,000	28,163	101,049	25,163	(72,886)
NET COST OF SERVICES		3,236,000	3,140,396	3,147,318	(95,604)	(6,922)
Income from State Government						
Service appropriation		3,077,000	3,174,000	3,133,000	97,000	41,000
Services received free of charge		159,000	114,961	118,016	(44,039)	(3,055)
Total income from State Government		3,236,000	3,288,961	3,251,016	52,961	37,945
SURPLUS/(DEFICIT) FOR THE PERIOD		-	148,565	103,698	148,565	44,867
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		-	148,565	103,698	148,565	44,867

Notes to the financial statements

8.7.2 Statement of Financial Position Variances

	Variance note	Estimate 2018 \$	Actual 2018 \$	Actual 2017 \$	Variance between estimate and actual \$	Variance between actual results for 2018 and 2017 \$
ASSETS						
Current Assets						
Cash and cash equivalents	3,C	762,000	273,799	862,922	(488,201)	(589,123)
Receivables		39,000	29,014	51,323	(9,986)	(22,309)
Total Current Assets		801,000	302,813	914,245	(498,187)	(611,432)
Non-Current Assets						
Restricted cash and cash equivalents		–	10,853	6,401	10,853	4,452
Amounts receivable for services		466,000	466,000	450,000	–	16,000
Plant and equipment		50,000	52,594	66,711	2,594	(14,117)
Total Non-Current Assets		516,000	529,447	523,112	13,447	6,335
TOTAL ASSETS		1,317,000	832,260	1,437,357	(484,740)	(605,097)

Notes to the financial statements

8.7.2 Statement of Financial Position Variances (continued)

	Variance note	Estimate 2018 \$	Actual 2018 \$	Actual 2017 \$	Variance between estimate and actual \$	Variance between actual results for 2018 and 2017 \$
LIABILITIES						
Current Liabilities						
Payables		32,000	139,970	161,759	107,970	(21,789)
Provisions	4	178,000	144,726	160,706	(33,274)	(15,980)
Other current liabilities	5	58,000	–	–	(58,000)	–
Total Current Liabilities		268,000	284,696	322,465	16,696	(37,769)
Non-Current Liabilities						
Payables		–	–	–	–	–
Provisions	6	87,000	45,536	48,429	(41,464)	(2,893)
Other non-current liabilities		–	–	–	–	–
Total Non-Current Liabilities		87,000	45,536	48,429	(41,464)	(2,893)
TOTAL LIABILITIES		355,000	330,232	370,894	(24,768)	(40,662)
NET ASSETS		962,000	502,028	1,066,463	(459,972)	(564,435)
EQUITY						
Contributed equity		420,000	–	420,000	(420,000)	(420,000)
Accumulated surplus/ (deficit)		542,000	502,028	646,463	(39,972)	(144,435)
TOTAL EQUITY		962,000	502,028	1,066,463	(459,972)	(564,435)

Notes to the financial statements

8.7.3 Statement of Cash Flows Variances

	Variance note	Estimate 2018 \$	Actual 2018 \$	Actual 2017 \$	Variance between estimate and actual \$	Variance between actual results for 2018 and 2017 \$
CASH FLOWS FROM STATE GOVERNMENT						
Service appropriation		3,061,000	3,158,000	3,117,000	97,000	41,000
Distributions to owners	7	–	(713,000)	–	(713,000)	(713,000)
Net cash provided by State Government		3,061,000	2,445,000	3,117,000	(616,000)	(672,000)
CASH FLOWS FROM OPERATING ACTIVITIES						
Payments						
Employee benefits		(2,266,000)	(2,218,118)	(2,168,900)	47,882	(49,218)
Supplies and services	8	(311,000)	(538,495)	(560,704)	(227,495)	22,209
Accommodation		(320,000)	(290,201)	(336,093)	29,799	45,892
GST payments on purchases	9	–	(86,906)	(97,623)	(86,906)	10,717
Other payments	10	(252,000)	(33,330)	(32,091)	218,670	(1,239)
Receipts						
GST receipts on sales		–	4,352	10,518	4,352	(6,166)
GST receipts from taxation authority		88,000	89,163	90,066	1,163	(903)
Other receipts	11	–	43,863	85,523	43,863	(41,660)
Net cash provided by/(used in) operating activities		(3,061,000)	(3,029,672)	(3,009,304)	31,328	(20,368)

Notes to the financial statements

8.7.3 Statement of Cash Flows Variances (continued)

Variance note	Estimate 2018 \$	Actual 2018 \$	Actual 2017 \$	Variance between estimate and actual \$	Variance between actual results for 2018 and 2017 \$
Net increase/(decrease) in cash and cash equivalents	–	(584,671)	107,696	(584,671)	(692,367)
Cash and cash equivalents at the beginning of the period	762,000	869,323	761,627	107,323	107,696
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	762,000	284,652	869,323	(477,348)	(584,671)

Major Estimate and Actual (2018) Variance Narratives

- Supplies and services exceeded the estimate by \$162,709. This is due to the classifications of expenditures and assumptions made at the time of the budget.
- Other expenses was \$133,670 less than the estimate. Again this is due to classifications of expenditures and assumptions made at the time of the budget. CCYP's total cost of services was within 2% of the estimate.
- Cash and cash equivalents was \$488,201 less than the estimate. This was because of the Department of Treasury's Cash Management Policy where a pre-determined amount of funds had to be returned to the Consolidated Revenue Account.
- Provisions (current liabilities) is \$33,274 less than the estimate. This is due to long service leave paid out to two employees who terminated CCYP.
- CCYP had no other current liabilities in 2018. The variance is related to mis-classification at the time the estimate was prepared.
- Provisions (non-current liabilities) was \$41,464 less than the estimate. Provisions are for long service leave which are based on assumptions which are CCYP's best estimates of the variables at the time. The calculation that will determine the ultimate cost of providing these post-employment benefits is performed at the end of the financial year. CCYP actively manages its leave liability and is well within its leave liability cap.
- CCYP returned \$713,000 to the Consolidated Revenue Account (see variance 3).

Notes to the financial statements

Major Estimate and Actual (2018) Variance Narratives (continued)

- 8) This variance is explained in note 1 above. (supplies and services).
- 9) GST payments on purchases was mis-categorised into other payments at the time the estimate was prepared.
- 10) Other payments was \$218,670 less than the estimate. This is due to the classifications and assumptions made at the time of the budget. This is partially offset by the GST payments on purchases. (see variance 9).
- 11) Other receipts was \$43,863 more than the estimate. This is due to a contribution received from an external provider towards the Vulnerable Speaker Series event hosted by the Commissioner and the actual receipt of contributions from two of the contributors to the Australian Centre for Child Protection national research paper (invoiced during the 2017 financial year).

Major Actual (2018) and Comparative (2017) Variance Narratives

- A) Supplies and services decreased by \$111,010 from the 2017 financial year. This is mainly due to a payment to the Australian Centre for Child Protection for a national research paper during the 2017 financial year.
- B) Other revenue decreased by \$72,886 from the 2017 financial year. In 2017, CCYP received contributions from other State's Children's Commissioners to fund research conducted by the Australian Centre for Child Protection.
- C) This variance is explained in note 3 above.



"I really like reading books and spending time outside with nature and animals. I don't like when I see rubbish everywhere."

Notes to the financial statements

Audited key performance indicators

For the year ended 30 June 2018

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 2018.



Colin Pettit
Accountable Authority
16 August 2018



"I love being in WA because you get to go onto your farm and have some fresh air, you get to garden, go through the bush and see, ride and feed your animals."

Detailed key performance indicators information

The Commissioner for Children and Young People's key performance indicators were approved by Treasury on 4 July 2017 to apply from the 2017-18 annual reporting period. The new KPIs were introduced to better reflect the work of the Commissioner's office as it has evolved since the office was established in 2007.

Commissioner for Children And Young People Approved Outcome Based Management Structure

Government Goal

Strong Communities: Safe communities and supported families.

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 Extent to which children and young people in various regions of the State are consulted.
- 1.2 Extent to which issues impacting upon children and young people are researched advocated and promoted.
- 1.3 Extent to which public awareness is engaged on issues impacting upon the wellbeing of children and young people.

Key Efficiency Indicators

- 2.1 Unit cost per child.
- 2.2 Unit cost per representation.

Key Effectiveness Indicator 1.1

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 a broad range of children and young people throughout WA each year. The scope and goals for this are set out in the *Commissioner for Children and Young People Act 2006* 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 both metropolitan and regional locations across Western Australia.

Detailed key performance indicators information

Target 2017-18

1500 children and young people consulted

Number of children and young people consulted 1 July 2017 – 30 June 2018 by regional and metropolitan

Regional	Metropolitan	Total number of children and young people consulted
1414	3159	4573

Notes

Note 1 – Due to the new KPI structure comparative information is not available for previous years.

Note 2 – The number of children and young people consulted in the 2017-18 financial year exceeded the Target due to a higher than expected response rate to the We Are 10 consultation. This was a one-off event for the 10th anniversary of the Commissioner's office and will not be repeated in the 2018-19 financial year.

Key Effectiveness Indicator 1.2

Extent to which issues impacting upon children and young people are researched, advocated and promoted.

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 that explore the impact of these issues and advocate for, and promote the views of children and young people and what is in the best interests of their wellbeing. The new KPI structure reported for the first time in this reporting period has made changes to the methodology for counting representations. These changes have expanded the category of 'opinion piece' to include a broader range of media articles, and includes 'strategic advocacy meetings'. These changes were made to better reflect the contemporary work of the Commissioner's office as the role has developed since its inauguration in 2007. The Target number of representations for 2017-18 was increased from 100 to 200 to reflect the increased items.

Detailed key performance indicators information

Target 2017-18

200 representations

Number of representations

Type of Representation	Number of Representations	
	2016-17	2017-18
Reporting period		
Submissions	20	23
Publications ³	17	23
Evidence before Parliamentary Inquiries and Committees	2	5
Speeches and Presentations ³	24	51
Media articles and opinion pieces ^{1,3}	4	28
Forums and seminars ⁴	47	24
Strategic advocacy meetings ²	n/a	33
CCYP support for research proposals	1	1
Community consultations	10	15
TOTAL	125	203

Notes

Note 1 – In 2016-17 only opinion pieces were counted. Under the new KPI structure in 2017-18 media articles includes opinion pieces and other media items. The number of media items in addition to opinion pieces for 2016-17 is not available.

Note 2 – This is the first year that the Commissioner has reported on Strategic Advocacy Meetings under the new KPI structure so comparative information is not available for this item.

Note 3 – The number of publications, speeches and presentations and media articles has increased in this reporting period in response to the release of the School and Learning Consultation reports.

Note 4 – The number of forums and seminars was reduced as the Thinker in Residence program was not held in this reporting period.

Detailed key performance indicators information

Key Effectiveness Indicator 1.3

Extent to which public awareness is engaged on issues impacting upon the wellbeing of children and young people.

Description

This is the first time that this Indicator has been included as a KPI. The Commissioner's role includes the raising of public awareness of matters that impact on children and young people's wellbeing. In fulfilling this role the Commissioner aims to reach a broad range of audiences in both metropolitan and regional areas and monitors the achievement of the office through the number of people attending events, children informed/engaged, the number of publications downloaded from the website and the number of news articles viewed.

Targets 2017-18

- People attending events = 2100 (1500 metro/600 regional)
- Number of children informed/engaged = 200 metro/100 regional
- Website publication downloads = 4000
- Website news items viewed = 10,000 (unique viewers minus home page views)

Data for 2017-18			Total
Number of people attending events [#]	metro	6009	6381
	regional	372	
Number of children informed/engaged	metro	90	90
	regional	0	
Number of individual website downloads/news items			
Number of publications downloaded from website			18825
Number of news articles viewed on the CCYP website			8266

[#] The number of people attending events is divided into estimated and verified numbers. Total numbers given above are combined. Of the totals provided 847 (metro) and 282 (regional) attendees can be verified by the Commissioner for Children and Young People.

Notes

Note 1 – This is the first year of reporting on the revised KPIs approved by Department of Treasury. Due to limited comparative information for previous years the targets set are estimates only and will be refined in forward years as trends become apparent.

Note 2 – Metropolitan numbers of people attending may include people from regional areas. Numbers recorded for regional people attending are where events are held in regional locations or where participants join by video conference from regional locations.

Detailed key performance indicators information

Note 3 – Number of news articles viewed on the CCYP website does not include news home page views or event information.

Note 4 – The number of children informed/engaged does not include those who were counted as consulted under KEI 1.1.

Key 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*.

Key efficiency indicators in this reporting period

Key Efficiency Indicators	Target 2017-18	Actual 2017-18
2.1 Unit cost per child	\$507	\$180
2.2 Unit cost per representation	\$12,395	\$11,545

Notes

Note 1 – The unit cost per child was less than the 2017-18 target. This is because the number of consultations was more than the target. The increase in number of children and young people consulted was due to the We Are 10 consultation that received a significantly higher response rate than expected. This consultation was a one-off event to celebrate the 10th anniversary of the Commissioner's office and will not be repeated in the 2018-19 financial year.

Note 2 – Due to the new KPI structure comparative information is not available for previous years.

Good governance

Internal audit

The contractual arrangement with Braxford Consulting to provide internal audit services continued for the 2017–18 financial year.

Internal audits were conducted on procurement compliance and financial operations compliance.

No high risks requiring urgent management attention were noted in respect of current procedures and compliance with the current government reporting requirement.

Risk management

The management of risk and associated risk mitigation strategies continued to be a focus in 2017–18. A formal review of any identified corporate risks (e.g. human resources, integrity and conduct, ICT governance including cyber security) is incorporated into the monthly Corporate Executive meeting agenda and in all templates for project management.

Financial management

A monthly financial management report is provided for endorsement at all Corporate Executive meetings. The Financial Management Manual has been reviewed and updated by the Commissioner's Chief Finance Officer as is required on an annual basis.

Policies and procedures

The policies and procedures are reviewed, updated regularly and added to the Commissioner's Corporate Governance Framework. The Commissioner is presently developing an LGBTI Inclusion policy, and has developed a Safe Spaces – Family and Domestic Violence Policy in line with WA State Government Premier's Circular. A Leave Policy providing guidance to all staff regarding their taking and clearing of annual and long service leave was developed.

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 2017–18.

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 2018, the Commissioner for Children and Young People employed 16 staff, the equivalent of 13.35 full-time employees (FTE) which is a decrease in staff from the previous year.

Staff summary at 30 June 2018

Staff type	Number of staff (FTE)		2017–18 gender	
	Number	FTE	Male	Female
Full-time permanent	6	6	0	6
Full-time contract	2	2	1	1
Part-time permanent	5	3.38	0	5
Part-time contract	3	1.97	0	3

In 2017–18 one staff member took a Voluntary Targeted Separation Scheme for Public Sector Renewal 2017 under regulation 16 of the Public Sector Management Redeployment and Redundancy) Regulations 2014, and one other staff member's position was abolished through a review of the structure and functions of positions in the office.

The average tenure for the Commissioner's staff is 6.6 years, compared to 8.7 years for the WA public sector entities. 68.8% of the Commissioner's workforce has been working at the entity for less than five years, this compares to 46.1% WA public sector wide.

Females comprised 93.8% of the Commissioner's workforce compared to 72.4% within the Western Australian public sector entities.

The Commissioner's office has a younger workforce profile compared to the WA public sector; 50% of its employees are aged 45 and over (52/1% WA public sector wide) and 12.55% are aged 55 and over (26% WA public sector wide).

The Commissioner's office does not have any employees working in regional areas.

Staff development

Staff training and development continues to be a high priority for the Commissioner. All staff participate in 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.

Other financial disclosures

Monies spent for professional development for the Commissioner's staff was over \$26,000 for the 2017-18 financial year, this represents an average amount of \$1,600 per staff member. The Commissioner's staff have attended a range of professional development seminars/conferences and training associated with corporate governance, freedom of information, finance and procurement, human resource management and information, social media, communication and technology. All staff attended the Opening Closets LGBTI training by Living Proud (the main LGBTI training provider in Perth) to build capacity of staff to support LGBTI children and young people's needs and to be inclusive in Commissioner's office practices and processes.

In relation to Occupational Safety and Health, nearly all staff received updated training in the use of a defibrillator conducted by St John Ambulance.

Conferences/seminars specific to the work of the office of the Commissioner for Children and Young People that were attended by the Commissioner's staff included:

- Sexual and Gender Diversity and Mental Health
- PSC/ANZOG SES Workshop with Dr Scott Douglas – Collaborating to solve wicked problems: the case of child protection
- 2017 CREATE Conference Sydney
- Mental Health, Housing and Homelessness Event
- Alternative Dispute Resolution for Professionals
- Child Sexual Abuse Prevention
- Youth Futures WA Engagement forum
- 2018 Australian Early Development Census National Conference
- Birthing on Noongar Boodjar Research Symposium
- WACOSS Early Years Forum.

Worker's compensation

There were no worker's compensation claims in 2017-18. 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 2017-18 with the latest inspection being held in June 2018. The results of these inspections are tabled at Corporate Executive meetings, and any findings or issues addressed immediately.

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.

Other legal requirements

Expenditure on advertising, market research, polling and direct mail

Section 175ZE of the *Electoral Act 1907* requires public agencies to report details of expenditure to organisations providing services in relation to advertising, market research, polling, direct mail and media advertising. The agency has not incurred expenditure of this nature.

The Commissioner for Children and Young People's Disability Access and Inclusion Plan 2016–2020 was revised during 2016 and endorsed by the Corporate Executive and the Disabilities Services Commission.

The Disability Access and Inclusion Plan 2016–2020 is available to all staff. The plan 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.

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:

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

During 2017–18 the Commissioner held regular staff meetings where any matters relevant to Public Sector Standards could be raised and discussed.

There are standing items on the Corporate Executive Agenda that refer to Related Party Disclosures, Conflict of Interest, Integrity and Conduct matters and ICT Governance issues.

Compliance with Public Sector Standards

The Commissioner has established procedures to ensure compliance with s31(1) of the *Public Sector Management Act 1994*.

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

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

In accordance with section 19 of the *State Records Act 2000* and State Records Commission Standard 2, (Principle 6) the Commissioner's office has a Recordkeeping Plan that provides an accurate reflection of how recorded information is created and managed within the organisation and which must be complied with by the Commissioner's staff.

Government policy requirements

Substantive equality

The Commissioner for Children and Young People is not required to implement the Government's Policy Framework for Substantive Equity but supports the intent and substance of the Policy Framework for Substantive Equality.

Reconciliation Action Plan

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 2017-18
- 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 is currently working to finalise a new Innovate Reconciliation Action Plan to continue to review and improve the practice of the office.

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. Occupational safety and health is a standing item on the monthly Corporate Executive meeting agenda and on the monthly staff meeting agenda. A new occupational safety and health staff representative has recently been appointed. Workplace safety hazard inspections are conducted every three months and are tabled at Corporate Executive meetings for notation.

As well as the measures indicated above 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 ten easy office moves to remind staff about posture and movement
- Health and safety issues are discussed at staff meetings as issues arise
- Standing office desks have been provided to all staff who have requested them
- Four staff members have attended first aid training.

Government policy requirements

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. 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 2017-18 year.

Occupational safety and health data in this reporting period

Measure	2015-2016	2016-2017	Target 2017-2018	Actual 2017-2018
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 13 weeks and (ii) 26 weeks	0	0	0	0
Percentage of managers trained in occupational safety, health and injury management responsibilities	80%	100%	100%	100%

Commissioner for Children and Young People WA

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**“I love being ten
because I have lots
of friends. I like going
to school because
I see my friends
every day.”**

