



Commissioner for Children and Young People
Western Australia

2013-14 Annual Report

NAVIGATE



Reading the Annual Report

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Online

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

- From the Commissioner (Executive summary)
- 2013–14 snapshot
- About us – overview of the Commissioner for Children and Young People
- Commissioner for Children and Young People – report on performance
- Significant issues impacting the agency
- Disclosures and legal compliance, including financial statements

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

Hard copy

Printed copies of the report can be viewed at the:

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

State Library of Western Australia
Alexander Library Building
Perth Cultural Centre
NORTHBRIDGE WA

Alternative formats

On request, large print or copies of the Annual Report in an alternate format can be obtained from the Commissioner for Children and Young People. Additionally, the 2013–14 Annual Report is available from the [publications section of the Commissioner's website](#).

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Letter to Parliament

Hon. Barry House MLC
President, Legislative Council

Hon. Michael Sutherland MLA
Speaker, Legislative Assembly

Annual Report of the Commissioner for Children and Young People 2013–14

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 2014.

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



Jenni Perkins
Acting Commissioner for Children and Young People Western Australia

26 August 2014



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From the Commissioner

Executive summary

I am pleased to present the 2013–14 Annual Report, being the seventh annual report of the Commissioner for Children and Young People.

The principal functions of the Commissioner for Children and Young People are broadly to:

- advocate for all children and young people with priority placed on 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;
- monitor the wellbeing of children and young people;
- promote community awareness and understanding about the wellbeing of children and young people;
- monitor trends in complaints made by children and young people to government agencies, and how agencies investigate complaints made by a child or young person;
- promote the participation of children and young people in decision making;
- consult with children and young people and their families throughout Western Australia;
- monitor and review laws, policies, programs and services affecting the wellbeing of children and young people; and
- conduct research and inquiries into any matter affecting the wellbeing of children and young people.

The work of the Commissioner for Children and Young People is informed by the views and opinions of children and young people and the best available knowledge and evidence of what works well.

Over the past 12 months, the office has consulted with over 1,600 children and young people. This included consulting with over 1,000 young people as a part of the youth health project, over 230 children and young people with disabilities on what is important to them, and over 260 children and young people on their experience of living in regional and remote Western Australia. The release of three new Speaking Out publications in 2013–14, on youth health, disability and living in regional and remote Western Australia, brings to the fore what is important and what needs to be done to improve the wellbeing of children and young people, in the words of children and young people themselves.



Acting Commissioner for
Children and Young People
Jenni Perkins

From the Commissioner

Face to Face, available on ccyp.wa.gov.au, provides an annual report specifically for children and young people which outlines how their views have influenced the Commissioner's work over the last 12 months.

Significant work has been undertaken over the past 12 months to complete edition two of the Commissioner's Wellbeing Monitoring Framework, which comprises the *State of Western Australia's Children and Young People* (based on 40 measures of wellbeing) and *Building Blocks* (documenting best practice and promising programs and services).

The Framework was developed to help agencies develop programs and services for children and young people based on the best available data and evidence. The reports collate data and information from various sources into one easily accessed resource. The second edition provides an expanded range of measures, and information on additional programs that have been shown to improve the wellbeing of children and young people. This project has involved a dedicated reference group with members from the government and non-government sectors, providing invaluable assistance with the selection of measures and facilitating access to a range of agency data and information. The reports highlight the importance of investing in program evaluation and good data collection to build the evidence base to support effective resource allocation in service delivery.

The Thinker in Residence initiative was established in 2011 to raise the profile and quality of debate about the wellbeing of children and young people. International expert in child resilience, Dr Michael Ungar visited Perth in May as the Commissioner's third Thinker in Residence, generating much discussion about the critical link between resilience and a child's wellbeing.

During his highly successful two week residency, Dr Ungar worked with parents, and staff and management from across government and non-government organisations, offering new perspectives on a community wide approach to building resilience in children and young people. Almost 2,000 people participated in the program, which included presentations across Perth and Kalgoorlie. One of the strengths of Dr Ungar's residency was his capacity to communicate equally successfully with parents, practitioners and policy makers.

On the basis of his research and observations Dr Ungar has identified nine things that all children need for a happy and healthy life, including structure, consequences, parent-child connections, many strong relationships, a powerful identity, a sense of control, a sense of belonging, life purpose and spirituality, fair and just treatment and physical and psychological safety. Significantly these nine protective factors mirror much of what young people themselves have consistently highlighted as important to their wellbeing as a part of the Commissioner's consultations.

From the Commissioner

The 2014 Thinker in Residence Program was supported by ten partner agencies and one of the important outcomes from the Thinker in Residence program is the facilitation of collaborative partnerships and a shared understanding across government, non-government and the private sector of what is needed to help collectively build resilience in children and young people.

I would like to acknowledge the significant contribution to the wellbeing of children and young people by Michelle Scott, the inaugural Commissioner for Children and Young People. Over the last six years, Ms Scott laid a strong foundation for the work of the office, tirelessly advocating for policies and programs to improve the wellbeing of children and young people, consulting and listening to children and young people throughout the state and supporting their participation in all matters that impact on their lives.

I would further like to recognise the knowledge, commitment and professionalism of staff which underpins the high standard and responsiveness of all that we do.



Jenni Perkins
Acting Commissioner for Children and Young People Western Australia



2014 Thinker in Residence Dr Michael Ungar presenting a seminar during his two week residency in May.

2013-14 Snapshot

Total actual expenditure \$3.093 million

16 staff (full time equivalent)

Located at 1 Alvan Street Subiaco

- Consulted or met with over 1,600 children and young people throughout Perth and regional WA
- Made over 90 representations including 20 submissions on important issues including reducing alcohol-related harm and online safety for children
- Established three Advisory Committees with young people from Stratton Edge, Quinns Baptist College and Mandurah Youth Centre
- Released a Position Statement on Youth Health which involved consultation with more than 1,000 young people aged 13 to 18 years across WA
- Held the third successful Thinker in Residence program, with Dr Michael Ungar, conducting more than 30 workshops, meetings and seminars with close to 2,000 attendees
- Completed the second edition of the two reports that comprise the Wellbeing Monitoring Framework, providing an overview of how children and young people are faring through 40 key measures of wellbeing and detailing 126 best practice and promising programs from throughout Australia
- Released *Speaking Out About Living in Regional and Remote Western Australia*, which involved consultations with more than 260 children and young people in regional WA
- Released *Speaking Out About Children and Young People With Disability* which involved 233 children and young people with disability
- Conducted 13 seminars attended by a total of 898 people
- There were 21,858 visitors to the website in 2013–2014.

- 
- Western Australia has more than **575,000** children and young people
 - Children and young people under 18 represent **23 per cent** of total population
 - There were more than **34,000 births** registered in WA in 2013, the largest number ever recorded in the state
 - Western Australia's population of children and young people is projected to almost **double** over the next 40 years
 - Around **36,000** children and young people in WA are Aboriginal and more than 40 per cent of the total population of Aboriginal people in WA are aged under 18 years

About Us

In this section:

Our hope for the future

Our goal

Our values

Our guiding principles

What we do

Our approach

Who is the Commissioner?

Who does the Commissioner report to?

The Commissioner's corporate executive

Corporate Structure

Ambassadors for Children and Young People

Our hope for the future

All children and young people are heard, are healthy and safe, reach their potential and are welcomed as valued members of the community.

Our goal

To improve the wellbeing of Western Australia's children and young people by working collaboratively with them, their families, the community and government.

Our values

We strive to be respectful, honest, inclusive, creative, positive, determined and independent.

Our guiding principles

As outlined in the *Commissioner for Children and Young People Act (2006)*:

- 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.



About Us

What we do

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

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

- advocates for children and young people
- promotes the participation of children and young people in decision making that affects their lives and encourages government and non-government agencies to include children and young people in decision making
- promotes and monitors the wellbeing of children and young people in the community
- monitors the way in which government agencies investigate or otherwise deal with complaints from children and young people
- monitors trends in complaints
- initiates and conduct 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
- promote public awareness and understanding of matters relating to the wellbeing of children and young people
- conducts, coordinates and sponsors research into matters relating to the wellbeing of children and young people
- consults with children and young people from a broad range of socio-economic backgrounds and age groups throughout Western Australia each year.

The Act requires the Commissioner to give priority to, and have a special regard to, 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 she may respond to issues that identify possible systemic matters which negatively affect the wellbeing of children and young people.

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.

- Schedule 1 clause 3 of the Act, which relates to Working with Children Checks, was not proclaimed as at 30 June 2013
- Section 64 of the Act requires the Minister to review the operation and effectiveness of the Act as soon as practicable after five years of operation. A review was conducted in early 2013 and the report of the review was provided by the Public Sector Commission to the Attorney General in May 2013.

(This Review was tabled in Parliament outside of the reporting period on August 20, 2014.)

About Us

Who is the Commissioner?

The Commissioner for Children and Young People WA is an independent advocate for the more than 575,000 children and young people under the age of 18 years living in Western Australia.

The first Commissioner for Children and Young People – Michelle Scott – was appointed in December 2007 and served until 9 December 2013.

Jenni Perkins was appointed acting Commissioner for Children and Young People on 10 December 2013.

Ms Perkins has over 25 years of experience in social policy and community development across the not-for-profit sector and local and state government. With a degree in social work and a Masters in Public Policy, Jenni held senior executive positions with the Disability Services Commission before becoming director general of the Department for Communities in 2010.

As director general, her portfolio included youth, community services, seniors and women's interests and involved overseeing the state-wide delivery of parenting information and support services, regulating child care, and providing funding to the not-for-profit sector.

Who does the Commissioner report to?

The Commissioner is directly responsible to the Parliament of Western Australia. The Parliament established 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 her functions under the Act.

The Commissioner met with the Committee three times in 2013–14. The Committee was chaired by Ms Lisa Baker MLA.

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



Acting Commissioner Jenni Perkins with students of Kalgoorlie-Boulder Community High School.

About Us

The Commissioner's Corporate Executive

Caron Irwin **Executive Director**

Caron Irwin has worked with the Commissioner for Children and Young People since 2009. Caron has a degree in social work and started her career working in community based youth services. For the last 24 years Caron has held senior policy and management positions in State Government agencies with a focus and interest in children and young people, this includes nine years working for the Department of Culture and the Arts and four years as a member of the Corporate Executive at the Western Australian Museum.

Philippa Gardener **Manager Research and Projects**

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

Darren Gillespie **Manager Communication**

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

John Aquino **Manager Corporate Support**

John Aquino was the Manager Corporate Support from 1 July 2013 until 2 May 2014. In April 2014 the corporate support team was restructured. Philippa Gardener resumed management of the corporate support team in April 2014. A new position of Senior Finance Officer was created, incorporating the function of Chief Finance Officer.



From left to right, Philippa Gardener, Caron Irwin, Darren Gillespie and Jenni Perkins.

About Us

Corporate Structure

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



Ambassadors for Children and Young People

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

The Ambassadors work with the Commissioner to increase community awareness and understanding of factors which impact children and young people's wellbeing. Western Australia's Ambassadors for Children and Young People are:

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



Acting Commissioner Jenni Perkins and 2014 Thinker in Residence Dr Michael Ungar with Ambassadors for Children and Young People Professor Colleen Hayward AM, Associate Professor Ted Wilkes AO and June Oscar AO.

Agency Performance

In this section:

Performance Management Framework

Promoting children and young people's participation

- Major achievements in 2013-14

Influencing – policy, services, attitudes and outcomes

- Major achievements in 2013-14

Good governance and capacity

- Major achievements in 2013-14

Performance Management Framework

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



Kallum of Paraburdoo 'Maneuvering within the spider web of light'.
(Image credit: Jarred Seng)

Agency Performance

Desired outcome for the Commissioner for Children and Young People

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



Key Effectiveness Indicators

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

Service undertaken by the Commissioner for Children and Young People

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



Key Cost Efficiency Indicators

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

The strategic plan that outlines the work of the Commissioner is informed by the statutory obligations under the *Commissioner for Children and Young People Act 2006*. The activities undertaken by the Commissioner for Children and Young People in 2013–14 are reported in this section according to the Commissioner's Strategic Directions 2014.

Strategic Directions incorporates all key aspects of the agency's strategic and operational planning including vision statements, goals, key themes, outputs and a 12-month business plan, which is updated annually. The three main areas of work are:

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

Agency Performance

Promoting children and young people's participation

Objective

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

Key Strategies

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

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

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

Summary of participation activities

Table 1: Consultations conducted in this reporting period

	2009–2010	2010–2011	2011–2012	2012–2013	Target 2013–2014	Actual 2013–2014
Regional	11	9	18	8	10	17
Metropolitan	18	16	25	15	15	26
Total number of consultations	29	25	43	23	25	43

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

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

2008–2009	2009–2010	2010–2011	2011–2012	2012–2013	2013–2014
550	412	960	708	410	1,684

Agency Performance

Promoting children and young people's participation (continued)

Case Study: Consultation with children and young people with disability

“Us kids with disabilities are strong. I’m a 14 year old girl with dreams and hopes like any other 14 year old except I was wired in a different way. It doesn’t make me any less of a person. I’m just different, but aren’t we all unique?”

It is estimated that 8.3 per cent of children under the age of 14 years in Western Australia are living with disability.

In the last year, the Commissioner and her staff undertook extensive consultation with children and young people living with disability to provide an opportunity for them to speak out about issues that they felt were most important to them.

The consultation groups and online survey for this consultation collected the views of 233 children and young people with disability aged between six and 18 years, from diverse socio-economic and cultural backgrounds and locations.

A number of innovative and alternative methods were used to enable children and young people to participate, including art-based projects, iPads, symbol-based and picture-based communication, talking mats, participatory photography and working with interpreters, parents and carers.

The consultation provides an insight into the lives of children and young people with disability and the people and places that are important to them, their challenges and their hopes for the future.

A recurring message from the children and young people participating in the consultation was that their disability is just one part of their life. They spoke about their unique abilities, talent and potential and how they want these attributes to be recognised and to be known for who they are, as a whole person.

The key issues that children and young people talked about were love and support from their families; enjoying the company of their friends; wanting to be involved and included; wanting to participate in activities; being connected to the community; and a desire to be independent.

This important consultation was informed by a Reference Group and made available to the community through the publication of *Speaking Out About Disability*.



Rose and John working on artwork as part of the disability consultation project undertaken this year.

Agency Performance

Promoting children and young people's participation (continued)

Major achievements in 2013–14

Consultation with children and young people living in regional and remote WA

Each year the Commissioner consults with a broad range of children and young people, a particular focus in 2013–14 was speaking with children and young people living in regional and remote areas.

The Commissioner collaborated with AWESOME Arts to consult with children and young people from regional and remote communities in a fun and innovative way. Through the AWESOME Creative Challenge program, professional artists undertook two-week residencies in regional communities. The art experiences provided a creative and supportive environment for children and young people to express their views about their lives and communities. More than 260 children and young people aged from four to 16 years took part across 12 locations. The views of the children and young people who participated were documented in the publication *Speaking Out About Living in Regional and Remote WA*. This publication was promoted to the WA community, particularly organisations that have a role in providing services to children in regional areas.

Children and young people with disability

In November 2013 the Commissioner released *Speaking Out About Disability*, a report on consultation with WA children and young people with disability. Organisations with experience in engaging children and young people with disability consulted on behalf of the Commissioner, to find out from these children and young people what made their lives good and what they felt could be better. The consultation also had an online component to enable access to as many young people as possible. More than 230 children and young people from across WA were able to have their say in this survey.

The final report showed that children and young people with disability most wanted love and support from their families, and the opportunity to be included in activities. They did not want to be defined by their disability, and saw the value of education around disability to help dispel myths and misconceptions.

The release of the report was followed by a seminar on 'Involving children and young people with disability', which included presentations from an organisation which had been part of the consultation, and from two young people with disability who shared their stories with attendees. The seminar discussed some of the ways in which children and young people with disability could be included and enabled to have their views heard.



Isabella, Sue, Sarah and Mary share their thoughts as part of the children and young people with disability consultation project.

Agency Performance

Promoting children and young people's participation (continued)

Advisory committees

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

In December 2013 the four Advisory Committees appointed for the 2013 calendar year provided their 'Us and Our Community' reports to the Commissioner on the issues which are important to children and young people in their communities.

- The Sacred Heart Advisory Committee, a group of students from the Year 6 class, worked with a number of other schools in the City of Gosnells area to conduct a consultation with their peers about their community. The students made and produced a video talking about their findings.
- The Y2Y Advisory Committee was made up of young people who were part of a peer support and youth development program for children of parents with mental illness. The group is supported by Wanslea. The Y2Y Committee produced a video to de-stigmatise mental illness in the community, and to assist children of parents with mental illness and others in the community to speak openly about their experiences.
- The Katanning Senior High School Advisory Committee included students from Years 8 to 12. This Advisory Committee organised and held workshops with students from neighbouring schools to talk about bullying.

- The Rockingham Advisory Committee was made up of members of the City of Rockingham's Junior Council. The Advisory Committee ran a series of photography workshops which encouraged young people to photograph their favourite and least favourite places in the community, and to manipulate the photos to improve the way in which they saw those places.

“

Rockingham Junior Council:

I enjoyed sharing my thoughts during the meetings.

I liked being able to share my ideas and discuss other people's ideas. I also liked meeting some of the councillors.

The fact that our ideas could be made into a reality and we got the opportunity to change our city.

Y2Y:

I really enjoyed going to the 'Big Banter' and meeting the National Commissioner for Children and Young People, Megan Mitchell.

”

Agency Performance

Promoting children and young people's participation (continued)

The Commissioner has appointed three Advisory Committees for 2014 – the Quinns Baptist College Primary Extension Class, Stratton Edge, supported by Rise Network and City of Mandurah's Youth Centre. All three Committees have met with the Commissioner and her staff.

In April 2014 the Commissioner attended a presentation by the Quinns Advisory Committee on the findings of the first stage of their 'Us and Our Community' research project.

Also in April 2014 the Commissioner visited the City of Mandurah's Billy Dower Youth Centre as part of a regional visit to the Mandurah area. Impressed by the feedback from the young people and the staff of the Centre, the Commissioner invited the Youth Centre to become an Advisory Committee to her office for 2014. In June staff from the Commissioner's office met with a core group of seven young people to explore their ideas to consult with other young people and provide advice to the Commissioner on the views of young people in the Mandurah area. Further work is planned to implement the group's ideas in the second part of 2014.

In June 2014 the Commissioner visited the Stratton Edge Advisory Committee to celebrate the unveiling of the newly-decorated skate park and recreational area which they planned and created as part of their 'Us and Our Community' project.



Students from the Sacred Heart Primary School Advisory Committee with their feedback for the Commissioner.



Alix shares her story as part of the Y2Y Advisory Committee project.

Agency Performance

Promoting children and young people's participation (continued)

Regional visits

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

In 2013–14 the Commissioner undertook regional visits to Mandurah and Kalgoorlie. At both locations, the Commissioner spoke with children and young people about local issues and met with government and non-government service providers. Copies of regional visit reports are published on the Commissioner's website and distributed to stakeholders with whom the Commissioner met. Since 2008 the Commissioner has undertaken more than 40 regional consultation visits throughout the State.

Commissioner's regional consultation visits since 2007–08



Agency Performance

Promoting children and young people's participation (continued)

Promote participation guidelines

Section 20(d) of the Act requires the Commissioner to develop and promote guidelines regarding the participation of children and young people to encourage government and non-government organisations to involve children and young people in decisions which affect them.

In 2013–14 the Commissioner continued to promote the *Involving children and young people – participation guidelines*. In November a seminar was held to promote the guidelines with a particular focus on consulting with children and young people with disability.

Twenty five of the 30 people who attended the seminar returned feedback forms (83%). Asked whether overall, they were satisfied with the seminar, 100 per cent of attendees who completed the feedback form indicated 'yes'.

In this reporting period the Commissioner commenced work on a project to further develop the guidelines and provide organisations with information about how to establish advisory committees of children and young people. This project will be completed late 2014.

Table 3: Summary of feedback from the 'Involving children and young people with disability' seminar held on 28 November 2013

Statement	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	N/A
The information provided to me was professional and informative	52%	44%			4%	
The seminar increased my understanding of the Commissioner's participation guidelines and the processes used to effectively engage and involve children and young people with disability	36%	60%			4%	
The guest speakers provided relevant and practical examples of involving children and young people with disability in their work and projects	44%	48%	4%		4%	
				Yes		No
I intend to use the Commissioner's complaints guidelines in any future work that required the involvement of children and young people				22 (88%)		3 responses did not answer this question
Overall I was satisfied with the seminar				25 (100%)		

Agency Performance

Promoting children and young people's participation (continued)

Monitoring complaints made by children and young people

Sections 19(d) and 19(e) of the Act require the Commissioner to monitor the way in which government agencies investigate or otherwise deal with a complaint made by a child or young person and to monitor trends in complaints.

A seminar was held in November to promote the Commissioner's updated publication *Are you listening? Guidelines for making complaints systems accessible and responsive to children and young people*.

Thirty four of the 45 people who attended the seminar returned feedback forms. Asked whether overall, they were satisfied with the seminar, 100% of attendees who completed the feedback form indicated 'yes'.

The guidelines were updated in January 2013.

Table 4: Summary of feedback from the 'Making complaints systems accessible and responsive to children and young people' seminar held on 13 November 2013

Statement	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	N/A
The information provided to me was professional and informative	41%	59%				
The seminar increased my understanding of the Commissioner's complaints guidelines and the processes used to improve complaints systems	41%	56%	3%			
The guest speakers provided relevant and practical examples	29%	62%	6%	3%		
					Yes	No
I intend to use the Commissioner's complaints guidelines in any future work to review complaints systems					88%	3%
					1 person said 'maybe'	
Overall I was satisfied with the seminar					100%	

Agency Performance

Promoting children and young people's participation (continued)

In mid-2013 the Commissioner surveyed 28 government agencies to monitor trends in making complaints systems accessible and responsive to children and young people, the nature of complaints received from children and young people and their awareness and use of the guidelines.

Overall, the 2013 survey showed encouraging trends in the development of child-friendly complaints systems. While there is still room for improvement, a number of agencies are undertaking strategies to improve their recognition of children and young people as service users and ensure that they obtain their feedback and facilitate their ability to make complaints where necessary.

Table 5: Responses to the survey regarding complaints systems for children and young people 2010 and 2013

Monitoring complaints systems for children and young people				
	May 2010 (n 28)		September 2013 (n 28)	
Recognition of children and young people as service users (either directly or indirectly)	79% (n = 22)		100% (n = 28)	
Number of agencies who record separate data on complaints from children or young people ¹	29% (n = 8)		43% (n = 12)	
Method for receiving complaints ²	In person	79%	In person	85%
	Online	71%	Online	71%
	Email	71%	Email	92%
	Telephone	71%	Telephone	92%
	Letter	82%	Letter	100%
	SMS	N/A	SMS	7%
Agencies that take additional steps to invite complaints from children and young people (e.g. special brochures etc)	N/A		39% (n = 11)	
Agencies that reported using the <i>Are You Listening? Guidelines for making complaints systems accessible and responsive to children and young people</i>	10% (n = 3)		39% (n = 11)	

Note 1 – The survey questions were revised in 2013 to align with the required Australian Standards on complaints handling. Due to differences in the questions asked caution needs to be used in interpreting this response.

Note 2 – N/A refers to question not asked in previous survey.

Agency Performance

Promoting children and young people's participation (continued)

Table 6: Responses to the survey regarding number and nature of complaints made by children and young people 2010 and 2013

Monitoring trends in complaints made by children and young people		
	May 2010	September 2013
Number of complaints received from, or on behalf of, children and young people ¹	420	966
Number of complaints received directly from children and young people	N/A	47
Number of complaints received by an adult acting on behalf of a child or young person	N/A	919
Types of complaints	Service delivery Environmental concerns Staff conduct Communication with agency and staff Standard of facilities	Access to services & facilities Staff conduct Discrimination Lack of action on issues raised Poor communication Lack of information

Note 1 – This may reflect the increase in the number of agencies keeping separate data rather than an increase in complaints from children and young people.

Agency Performance

Promoting children and young people's participation (continued)

Perth International Arts Festival

Research has shown that the arts and creativity have a beneficial effect on children and young people's development and wellbeing. Sponsorship of this event is one way in which the Commissioner promotes and expands the opportunities children and young people have to participate in the arts.

Seven WA schools contributed to the 2014 Perth Festival finale, a symphony titled 'Between the Desert and the Deep Blue Sea'. The Commissioner supported the involvement of primary and high school students in this innovative musical production that involved them transforming sounds from their lives and communities into music using special computer software.

Along with other contributions, the students' music was submitted to Tod Machover, composer and professor at Massachusetts Institute of Technology's Media Lab, who crafted a symphony played live by the West Australian Symphony Orchestra. Children who had their contributions used in the symphony were recognised on the video display behind the orchestra when their music was being displayed. Many children and young people who provided musical contributions attended either the performance or the rehearsal, where they had the opportunity to speak to Tod Machover and the conductor.

A ticket allocation as part of the sponsorship enabled young people to attend a unique Perth Festival event. The Commissioner provided tickets to two of her Advisory committees – Y2Y and Rockingham Junior Council and in addition invited students from the WA Institute of Deaf Education to view the production *Not By Bread Alone*, a performance from Israel which involves deaf-blind performers and an interactive theatre experience, following the performance the young people met with the performers on stage.



Inglewood Primary School students who contributed to the 'Between the Desert and the Deep Blue Sea' symphony with teacher Peter Gilchrist at the Perth International Arts Festival.

Agency Performance

Promoting children and young people's participation (continued)

Children's Week 2013

Children's Week is an annual event celebrated in Australia during the fourth week in October and the Commissioner is involved in Western Australian activities that focus attention on the right of children to enjoy childhood and demonstrate their talents, skills and abilities.

During Children's Week 2013 the Commissioner held two fully-subscribed seminars at which Dr Michael Ungar spoke to more than 500 parents and community members. These events provided an opportunity to begin thinking about resilience prior to Dr Ungar's return to Perth in May 2014 as the Thinker in Residence. Six partner agencies including the Mental Health Commission, the departments for Child Protection and Family Support; Local Government and Communities; and Sport and Recreation, Nature Play WA and Outdoors WA supported the two seminars with Dr Ungar.

Table 7: Summary of feedback from the Children's Week Information session for parents held on 21 October 2013

There were 224 responses from the 350 people who attended

Information session for parents	Strongly agree	Agree	Neither	Disagree	Strongly disagree	No response
1. The information provided at the seminar was professional and informative	76%	23%			1%	
2. The seminar provided me with information that was relevant to me	61%	36%		0.5%	0.5%	2%
			Yes	No	N/A	Unsure
3. Do you plan to seek more information or do anything as a result of this seminar?			68%	19%	13%	
4. Overall, I was satisfied with the seminar			99%		1%	

Agency Performance

Promoting children and young people's participation (continued)

Table 8: Summary of feedback from the Children's Week Information sessions for professionals held on 22 October 2013

There were 140 responses from the 190 people who attended

Information session for professionals	Strongly agree	Agree	Neither	Disagree	Strongly disagree	No response
1. The information provided at the seminar was professional and informative	79%	18%	1%		2%	
2. The seminar provided me with information that is relevant to the work of my agency	66%	27%	4%	1%	2%	
			Yes	No	N/A	Unsure
3. Do you plan to take any action at your workplace as a result of this seminar?			83%	9%	6%	2%
4. Overall, I was satisfied with the seminar			99%		1%	

The Commissioner also provided support to Meerilinga and the various activities organised by them, including attending the Children's Week Awards.

Agency Performance

Promoting children and young people's participation (continued)

Home Is Where the Heart Is

The Commissioner supported the art project and exhibition Home Is Where My Heart Is, coordinated by YACWA and Propel Youth Arts WA, for the sixth year. This project involved homeless young people of Perth and young artists producing moving and insightful images of what 'home' means for them. As part of the project, young emerging photographers assist young homeless people to take photographs that capture their interpretation of 'home'.

This project helps put the spotlight on the estimated 2,500 WA children and young people aged 0 to 18 years who are living without a permanent home.

Good Outcomes Awards

These awards, presented by the Mental Health Commission, celebrate individuals, groups, programs, services and partnerships across the government, private and community sectors that have made an outstanding contribution to mental health in Western Australia. The Commissioner sponsors the Dr Mark Rooney Award for improved outcomes in child and youth mental health.

The 2013 winner of this award was Youth Focus, a not-for-profit organisation providing a range of free mental health services to support vulnerable young people aged 12 to 25 and their families with the aim of preventing youth suicide, depression and self-harm.



Former Commissioner Michelle Scott presents a Good Outcomes Award to Warren Mahoney of Youth Focus.

Agency Performance

Influencing – policy, services, attitudes and outcomes

Objective

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

Key Strategies

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

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

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

Table 7: Number of representations in this reporting period

	2009–2010	2010–2011	2011–2012	2012–2013	Target 2013–2014	Actual 2013–2014
Representations	98	94	228	143	90	97

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

Table 8: Breakdown of representations in this reporting period

Representation type	Number
Submissions (including 3 comments on legislation)	20
Evidence to Parliamentary Committees & Inquiries	3
Issues papers	1
Publications (including policy briefs)	5
Speeches	8
Presentations	2
Opinion pieces	12
Forums and seminars	44
Support for research proposals	1
Community consultations	1
Total representations	97

Agency Performance

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

Case Study: Youth Health project

“Be kind and listen to our problem. We may be young but we have a voice too and we would like to voice it to get the help we need.”

More than 1,000 Western Australian children and young people had their say on youth health as part of a major consultation project undertaken by the Commissioner. Positive physical and mental health in young people can provide a strong foundation for lifelong wellbeing.

The youth health research project included the views of young people on their experiences accessing and using health services, consultation with health professionals and a review of research. The Commissioner engaged the Telethon Kids Institute and the Social Research Group to conduct the consultations with young people.

Young people expressed a holistic view of health that included physical, mental, emotional and social dimensions. They recognised the importance of nutrition, exercise, social and family relationships, education and work and avoiding harmful substances as important to their health.

Most young people relied on their parents for advice on health issues and to access services. Friends, siblings, teachers and school-based professionals also had a major role to play in providing information and facilitating care.

The internet is an important source of information, but some young people said that they preferred to interact with a real person.

There were generally positive experiences with health services, particularly those staffed by professionals trained to work with young people. Vulnerable and disadvantaged young people were less likely to feel positive about their experiences with health services overall.



The youth health consultation found that young people generally recognise the importance of exercise and social relationships as important for their health.



Agency Performance

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

Major achievements in 2013–14

Wellbeing Monitoring Framework

The Commissioner has a responsibility under section 19(c) of the Act to promote and monitor the wellbeing of children and young people generally. One of the tools the Commissioner uses to do this is the Wellbeing Monitoring Framework. The Wellbeing Monitoring Framework comprises two reports:

- *The State of Western Australia's Children and Young People* examines a range of measures of wellbeing classified under eight broad domains. Measures include statistical data, information on strategies and commentary on the measure itself as it applies to children and young people in Western Australia. The first edition of this report was tabled in Parliament in 2012, containing 33 measures. The second edition containing data and commentary on 40 measures was completed in 2013–14 and tabled in Parliament after this reporting period in July 2014.
- *Building Blocks: Best practice programs that improve the wellbeing of children and young people* uses the same eight domains of wellbeing to examine programs and services which can positively influence the wellbeing of children and young people. Programs and services are classified as best practice or promising. The first edition of the report, tabled in 2012, detailed 82 programs and services, and the second edition adds another 44 best and promising practice programs.

Thinker in Residence

The Commissioner established the Thinker in Residence initiative in 2011 to raise the profile and the quality of debate about the wellbeing of children and young people. The program was established with the intention that each year an internationally renowned expert would be invited to Western Australia for a short residency, with each residency focusing on a different issue that affects the wellbeing of children and young people.

International expert in child resilience Dr Michael Ungar visited Perth from 19 to 30 May 2014 as the Commissioner's 2014 Thinker in Residence. Dr Ungar is a Killam Professor of Social Work at Dalhousie University, Nova Scotia, Canada. He is the founder and Co-Director of the Resilience Research Centre and Director of the Children and Youth in Challenging Contexts Network.

During his two-week residency in Perth and Kalgoorlie, Dr Ungar worked with management and staff from government and non-government organisations, and parents, offering new perspectives on a community-wide approach to building resilience in children and young people, particularly those who were vulnerable and had complex needs.

Ten partner agencies supported the residency and contributed to the planning and delivery of the 30 residency events/meetings.

Almost 2,000 people attended the various residency events and meetings. Feedback provided was extremely positive, with many people reporting they were motivated to make positive changes at home or work as a result of the information provided by Dr Ungar. Dr Ungar's report on his residency was released after this reporting period.

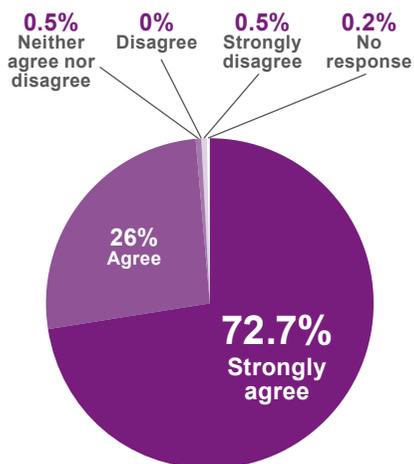
Agency Performance

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

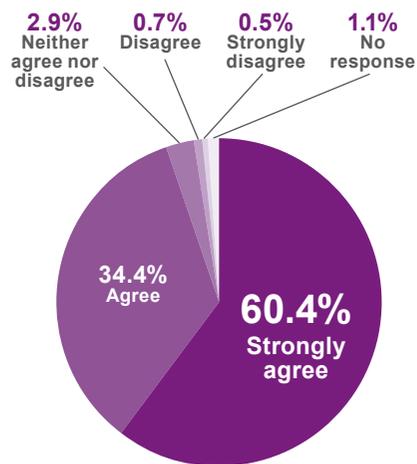
Summary of feedback from the participants in the 2014 Thinker in Residence program's professional events held from 19 to 30 May 2014

There were 553 responses from the 1,340 people who attended events for professionals

The information provided at this event was professional and informative



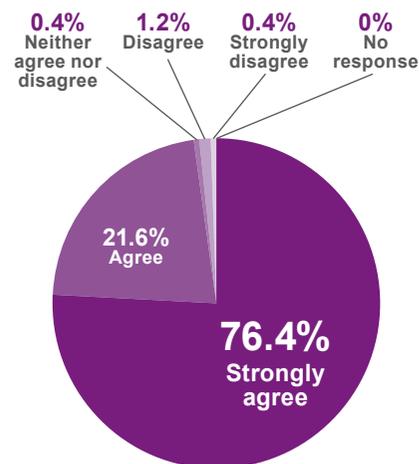
The seminar provided me with information that was relevant to the work of my agency



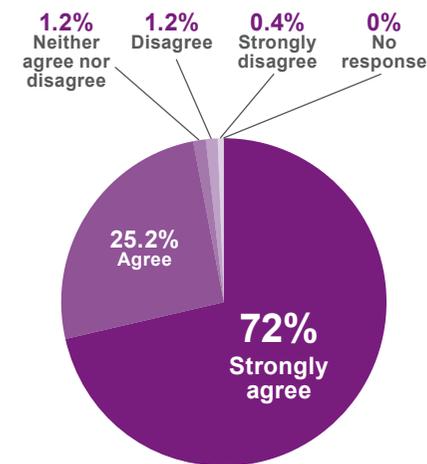
Summary of feedback from the participants in the 2014 Thinker in Residence program events for parents - held from 19 to 30 May 2014

There were 254 responses from the 450 parents who attended events for parents

The information provided at this event was professional and informative



The seminar provided me with information that was relevant to me as a parent/carer



	Yes	No	No response
Do you plan to take any action at your workplace as a result of the seminar?	81%	7.2%	9.9%

	Yes	No	No response
Has this seminar helped or encouraged you in any way?	97.2%	0.8%	2%

Note – Throughout the Residency a number of strategic meetings were also conducted, at these events feedback forms were not distributed.



Agency Performance

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

Mental health and monitoring the implementation of the recommendations of the Report of the Inquiry into the mental health and wellbeing of children and young people

In May 2011 the former Commissioner tabled in Parliament the report of her first Inquiry conducted under Section 19(f) of the Act. *The Report of the Inquiry into the mental health and wellbeing of children and young people* made 54 recommendations to improve children and young people's mental health and wellbeing.

In 2013–14 the final two of nine policy briefs based on information from this Inquiry were released:

- *Children and young people from culturally diverse and linguistically diverse communities* Policy Brief (September 2013)
- *Prevention and early intervention for mental health problems and disorders in children and young people* Policy Brief (November 2013).

Since 2011 the Commissioner has worked with the Mental Health Commission and other agencies to promote and monitor the implementation of the 54 recommendations. Significant progress has been made in many areas.

For example one of the Inquiry recommendations called for the review of the *Mental Health Act*. In 2013–14 the Commissioner monitored the progress of the Mental Health Bill 2013 and advocated for the best interests of children and young people to be taken into account in planning for the Bill's future implementation.

In addition the Commissioner made submissions to the National Mental Health Commission's 2014 National Review of Mental Health

Programmes and Services and the National Children's Commissioner's Inquiry into intentional self-harm and suicidal behaviour in children.

Since the Inquiry, there has been significant work undertaken by the Mental Health Commission, the Federal government and others to support the development of mental health services.

This includes recent work by the government to implement the recommendations of the *Review of the admission or referral to and the discharge and transfer practices of public mental health facilities/ services in Western Australia* completed in 2012 by Professor Bryant Stokes, including a commitment to develop a ten year plan for mental health services.

In their recent Report No 2 tabled in the WA Parliament, the Joint Standing Committee on the Commissioner for Children and Young People Finding 3 suggests:

'The Commissioner may wish to consider publishing stand-alone updates on the implementation of the recommendations of the report of the Inquiry into the mental health and wellbeing of children and young people in WA'. (p.15)

The Commissioner has determined that it is timely to undertake a comprehensive review of the implementation of the recommendations from the Inquiry and table a stand-alone report in the WA Parliament on progress to improve the mental health and wellbeing of children and young people.

A Reference Group has been established for this important review project and the Commissioner will undertake the review in the 2014–15 reporting period.



Agency Performance

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

Youth health

Positive physical and mental health in young people can provide a strong foundation for lifelong wellbeing. Research by the Commissioner, including consultations with young people, has identified opportunities to strengthen the focus on the distinct needs of young people in health policies and services.

In 2013–14 the Commissioner conducted the Youth Health project which included consulting young people about their views and experiences of health services, reviewing the evidence on good practice in policy and service delivery, and engaging with stakeholders.

The Telethon Kids Institute and the Social Research Group were contracted to conduct an online survey for young people, which attracted 1,057 respondents, and hold eight focus groups, with a total of 53 participants. The Telethon Kids Institute also produced a review of the literature on youth health. To obtain stakeholder views, the Commissioner engaged a wide variety of individuals and organisations in the health, government and community sectors.

In March 2014, the Commissioner released a *Position Statement on Youth Health*, which identifies opportunities to strengthen the focus on young people in health policies and services, encourage youth-friendly practices by health professionals, empower young people and their families with education and information, and develop quality evidence to guide future work. The Commissioner also released *Speaking Out About Youth Health*, a publication that captures the views of the young people consulted.

In June 2014, the Commissioner and the Telethon Kids Institute co-hosted a seminar for around 50 stakeholders, including representatives of health, government and community organisations, and clinicians, researchers and young people, to discuss priorities and next steps for youth health in WA.

Feedback from the position statement and seminars showed stakeholder support for a number of actions to improve policies, services and research, which will be explored further in the coming year.

Child-safe organisations

The Commissioner has initiated a project to promote the implementation of child-safe principles and practices that improve the prevention, identification and management of child abuse within organisations in WA. A Reference Group has been established to inform the project and a survey conducted to establish current practices in organisations in WA and what is required to enhance implementation of such practices. Further work will be undertaken in the coming year to develop resources and raise awareness of child-safe principles and practices in organisations.

In addition to the major projects listed above the Commissioner continued her advocacy and monitoring work in the following policy priority areas.



Agency Performance

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

Youth justice

Approximately 96 per cent of children and young people in Western Australia have little to no contact with the justice system, but for those who do it is important that they are treated fairly and given access to appropriate rehabilitation programs to reduce the likelihood of reoffending. Activities included:

- a speech to the Youth Legal Service in October 2013
- a submission on the Australian Human Rights Commission's Issues Paper: Access to Justice in the Criminal Justice System for People with Disability.

Early childhood

The first years of life are the key to children's growth and development for a healthy, happy childhood and a fulfilled adult life. In partnership with Child Australia, during 2013 Children's Week the Commissioner hosted a roundtable for key early childhood stakeholders with Professor Charles Pascal, an internationally recognised educator and Special Advisor to the Ontario Government on early learning.

Child protection

The Commissioner has an ongoing role in monitoring and commenting on legislation, policy and practice in relation to preventing and responding to child abuse and neglect. Activities included:

- a submission on legislative reform including the Law Reform Commission of WA's review on enhancing the laws on family and domestic violence

- a submission to the Royal Commission into Institutional Responses to Child Sexual Abuse on the prevention of sexual abuse of children in out of home care and on child-safe institutions
- a submission to the Senate Standing Committee on Community Affairs References Committee Inquiry into grandparents who take primary responsibility for raising their grandchildren.

Reducing alcohol-related harm

Alcohol consumption is a problem for the whole community and impacts significantly on children and young people's safety and wellbeing. Issues include the impact of Fetal Alcohol Spectrum Disorder on children who have been exposed to alcohol during pregnancy, children and young people exposed to alcohol-related violence in the home and the community, and the consumption of alcohol by young people under the age of 18 years. Activities included:

- a submission to the Australian Parliament's Standing Committee on Indigenous Affairs Inquiry into the harmful use of alcohol in Aboriginal and Torres Strait Islander communities.
- a new measure was added to the second edition of *The State of Western Australia's Children and Young People* report to monitor parental use of alcohol or other drugs to reflect the importance of this issue on children and young people's wellbeing.

Agency Performance

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

Aboriginal children and young people

The Commissioner is required under the Act to have special regard to the interests and needs of Aboriginal and Torres Strait Islander children and young people. While all of the Commissioner's consultations include Aboriginal children and young people, in early 2014 the Commissioner initiated a major project to specifically consult with Aboriginal children and young people across WA.

Planning for this project has been completed and the consultation will take place after this reporting period in late 2014.

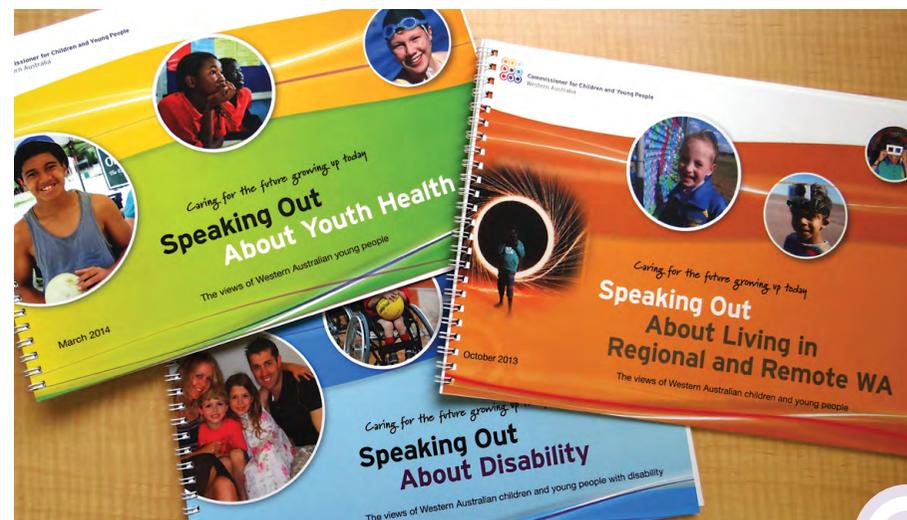
Children from Culturally and Linguistically Diverse backgrounds

Some children and young people from culturally and linguistically diverse backgrounds (CaLD) backgrounds may have a higher risk of having mental health problems and face additional barriers to accessing services and supports. Activities included:

- in September 2013 the Commissioner published a policy brief on the mental health and wellbeing of children and young people from a CaLD background, including those from a refugee background
- a submission to the Australian Human Rights Commission's National Inquiry into Children in Immigration Detention.

Publications

All publications produced in 2013–14 are available online at www.cyp.wa.gov.au



The series of 'Speaking Out About...' continued in 2013–14 with three new editions.

Agency Performance

Good governance and capacity

Objective

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

Key strategies

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

Major achievements in 2013–14

Our Space

The Commissioner is required under the Act to encourage government and non-government agencies to seek the participation of children and young people appropriate to their age and maturity.

One of the ways the Commissioner does this is to ensure that the office at 1 Alvan Street, Subiaco is accessible and inviting to children and young people. The Commissioner's 'Our Space' meeting rooms are available for use seven days and evenings a week by children and young people and those organisations working with children and young people.

Case Study: Office of the Auditor General timeliness of payments audit

In early 2014, the Commissioner for Children and Young People was one of ten agencies selected by the Office of the Auditor General in its review of the timeliness of payments to suppliers of good and services to government agencies.

The objective of the audit was to determine whether agencies are paying suppliers on time. There were two lines of inquiry:

- have agencies developed procedures and controls for ensuring that payments are made on a timely basis?
- are agencies making payments to suppliers on a timely basis?

Of the agencies audited, the Commissioner for Children and Young People was the only organisation rated as "good" across both lines of inquiry, highlighting the effectiveness of the agency accounts payable policies, systems and processes implemented following the transition out of the Office of Shared Services.

Agency Performance

Good governance and capacity (continued)

Table 13: Use of Our Space meeting rooms

	2010–2011	2011–2012	2012–2013	2013–2014
Number of Our Space meeting room bookings	148	201	230	263

Internal audit

A contractual arrangement with Braxford Consulting to provide internal audit services continued into 2013–14. The Corporate Executive team formally endorsed the Strategic Audit Plan 2012–13 to 2014–15 in December 2012. The plan has been developed to reflect the Commissioner for Children and Young People’s risk profile, the recent transition from the Office of Shared Services and previous feedback from the Office of the Auditor General. Audits conducted throughout 2013–14 were in relation to budget and budgetary controls, contract management, fraud and key personnel risks.

Risk management

Management of risk and risk mitigation strategies remained a focus in 2013–14. A formal review of identified corporate risks is incorporated into the monthly Corporate Executive meeting agenda and the Commissioner is continuing to refine the Business Continuity Plan.

Customer services

A review of the customer service charter and incoming telephone call policy was undertaken to ensure external parties contacting the office can do so within defined service standards. The agency received no internal complaints during the reporting period.

Fleet management

A review was undertaken into fleet requirements and the decision was made to relinquish the Commissioner for Children and Young People pool vehicle. This reduction is a result of staff making better use of public transport facilities to support a more environmentally friendly approach to work related travel.

Financial management

A number of internal financial policies were reviewed to take into account learnings arising following the transition out of the Office of Shared Services into a stand alone operating environment. Policies in relation to internal purchasing, credit cards, delegations and petty cash were all updated to reflect contemporary requirements and improve financial management and accountability.

Formal Submissions 2013-14

Formal submissions 2013–14

Submissions can be viewed on the [Commissioner's website](#).

This is a list of the major submissions in 2013–14 and does not indicate all submissions or representations made by the Commissioner during 2013–14.

Date	Title	Delivered to
18 July 2013	Australian Communications and Media Authority – Contemporary Community Safeguards Inquiry issues paper	Australian Communications and Media Authority
1 August 2013	WA Interagency, Statewide Implementation Plan for the Fetal Alcohol Spectrum Disorder Model of Care and Supporting Framework	Fetal Alcohol Spectrum Disorder Project Control Group, Child and Youth Health Network, Department of Health
6 August 2013	Inquiry into options for addressing the issue of sexting by children and young people under 18	Senate Select Committee on Cyber Safety inquiry into the issue of sexting, The Senate, Parliament of Australia
13 August 2013	Access to justice in the criminal justice system for people with disability	Disability Discrimination Commissioner – Australian Human Rights Commission
13 September 2013	Evidence (Visual Recordings of Interviews with Children) Amendment Regulations 2012	Director General Department for Child Protection and Family Support
10 October 2013	Royal Commission into Institutional Responses to Child Sexual Abuse – Issues Paper 3: Child Safe Institutions	Royal Commission into Institutional Responses to Child Sexual Abuse
16 October 2013	ACCG Joint Submission – Royal Commission into Institutional Responses to Child Sexual Abuse – Issues Paper 3: Child Safe Institutions	Royal Commission into Institutional Responses to Child Sexual Abuse
14 October 2013	Office of Multicultural Interests Strategic Plan 2014–16	Office of Multicultural Interests
25 October 2013	Royal Commission into Institutional Responses to Child Sexual Abuse – Issues Paper 4: Preventing sexual abuse of children in out of home care	Royal Commission into Institutional Responses to Child Sexual Abuse
8 November 2013	Disruptive Behaviour Management policy – substantive equality review	Department of Housing

Formal Submissions 2013-14

Date	Title	Delivered to
6 December 2013	<i>Evidence Act 1906 (WA)</i> – Proposed reforms to protect children and other vulnerable witnesses	Department of the Attorney General
19 December 2013	Mandatory Testing for Diseases Bill 2013 – Draft Bill	WA Police
1 February 2014	Enhancing laws concerning family and domestic violence – Law Reform Commission reference	Law Reform Commission
25 February 2014	Inquiry into grandparents who take primary responsibility for raising their grandchildren	Standing Committee on Community Affairs – References Committee The Senate, Parliament of Australia
5 March 2014	Enhancing online safety for children – public consultation	Department of Communications, Commonwealth Government
28 March 2014	Review of organisations under the <i>Equal Opportunity Act 1984</i>	Public Sector Commission
11 April 2014	2014 National Review of Mental Health Programmes and Services	National Mental Health Commission
15 April 2014	Inquiry into the harmful use of alcohol in Aboriginal and Torres Strait Islander communities	House of Representatives Standing Committee on Indigenous Affairs
26 May 2014	National Inquiry into Children in Immigration Detention 2014	Australian Human Rights Commission
29 May 2014	Intentional self-harm and suicidal behaviour in children	National Children's Commissioner



Significant Issues Impacting The Agency

Review of the Commissioner for Children and Young People Act 2006

The functions of the Commissioner for Children and Young People under the *Commissioner for Children and Young People Act 2006* (the Act) are broad and wide-ranging with regard to advocating for children and young people and promoting and monitoring their wellbeing. Within available resources, the Commissioner works in cooperation with and consults with other government and non-government agencies to enhance and monitor the wellbeing of children and young people. As outlined under Section 20(1)(e) this includes taking reasonable steps to avoid the duplication of functions performed by other government agencies.

The terms of reference for the review of the Act in 2013 (conducted by the Public Sector Commission) included examination of what amendments to the Act would be necessary to enable the Commissioner to operate as a 'one stop shop' for any complaint concerning child abuse, as per recommendation 2 of the Inquiry into St Andrew's Hostel. Under Section 19(d) of the Act, the Commissioner has the function to 'monitor the way in which a government agency investigates or otherwise deals with a complaint made by a child or young people and the outcome of that complaint'; and further under Section 19(e) 'to monitor the trends in complaints made by children and young people to government agencies'. Section 23 clarifies that the Commissioner is not to deal with individual cases. In performing these functions, a key part of the Commissioner's work is to promote child friendly complaints systems and participation guidelines; working with agencies to improve their complaints systems; monitoring government agencies with regard to their investigation and management of complaints; and trends in the complaints made by children and young people.

An expansion of the role of the Commissioner in relation to complaints needs to be considered in the context of not duplicating the role and existing responsibilities of other agencies in receiving and referring child abuse disclosures; the need for approaches to be child friendly and accessible; and the impact on the allocation of resources for the Commissioner to undertake existing functions under the Act.

Child-safe and child friendly organisations

One of the guiding principles under the Act is that 'children and young people are entitled to live in a caring and nurturing environment and to be protected from harm and exploitation'. The Royal Commission into Institutional Responses to Child Sexual Abuse released an issues paper 'Creating Child Safe Institutions' in August 2013. Working with Children Checks are only one aspect of keeping children safe from abuse. Child-safe organisations demonstrate a commitment to promoting a culture where the safety, wellbeing and participation of children and young people is reflected in the policies and day-to-day practices at all levels of the organisation. This can include staff and volunteer codes of conduct; child friendly complaints processes; and mechanisms that support the participation of children so that children and young people are able to express concerns about safety or disclose harm. The Commissioner has commenced a project to promote and support the implementation of child-safe principles and practices in organisations in WA.

Significant Issues Impacting The Agency

Aboriginal children and young people

In performing the functions under the Act, the Commissioner must give priority to and have special regard to, the interests and needs of Aboriginal and Torres Strait Islander children and young people. Almost 40 per cent of Western Australia's Aboriginal population are children and young people under the age of 18 years. While many Aboriginal and Torres Strait Islander children are doing well, supported by family and contributing positively to the community, there continues to be significant disparities in outcomes for Aboriginal children and young people and their counterparts across a range of indicators. This is highlighted in the Commissioner's Wellbeing Monitoring Framework, which brings together information on a range of wellbeing indicators and best practice examples to support improved outcomes for children and young people. In 2014–15 a priority for the Commissioner will be to consult with Aboriginal children and young people across Western Australia about what is important to them, their hopes and dreams for the future and what they need to do well.



The consultation on regional and remote living involved a range of creative activities with AWESOME Arts. (Image credit: Jarred Seng)

Disclosures and Legal Compliance

In this section:

Financial Statements

Detailed Key Performance Indicators information

Ministerial directives

Other financial disclosures

Governance disclosures

Other legal requirements

Government policy requirements



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

COMMISSIONER FOR CHILDREN AND YOUNG PEOPLE

Report on the Financial Statements

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

The financial statements comprise the Statement of Financial Position as at 30 June 2014, 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.

Commissioner's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the financial position of the Commissioner for Children and Young People at 30 June 2014 and its financial performance and cash flows for the year then ended. They are in accordance with Australian Accounting Standards and the Treasurer's Instructions.

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Disclosures and Legal Compliance

Report on Controls

I have audited the controls exercised by the Commissioner for Children and Young People during the year ended 30 June 2014.

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

Commissioner's Responsibility for Controls

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

Auditor's Responsibility

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

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

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

Opinion

In my opinion, 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 2014.

Report on the Key Performance Indicators

I have audited the key performance indicators of the Commissioner for Children and Young People for the year ended 30 June 2014.

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

Commissioner's Responsibility for the Key Performance Indicators

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

Auditor's Responsibility

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

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

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

Opinion

In my opinion, 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 2014.

Independence

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

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

This auditor's report relates to the financial statements and key performance indicators of the Commissioner for Children and Young People for the year ended 30 June 2014 included on the Commissioner's website. The Commissioner's management is responsible for the integrity of the Commissioner's website. This audit does not provide assurance on the integrity of the Commissioner's website. The auditor's report refers only to the financial statements and key performance indicators described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these financial statements or key performance indicators. If users of the financial statements and key performance indicators are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial statements and key performance indicators to confirm the information contained in this website version of the financial statements and key performance indicators.



GLEN CLARKE
DEPUTY AUDITOR GENERAL
Delegate of the Auditor General for Western Australia
Perth, Western Australia
5 August 2014

Disclosures and Legal Compliance

Certification of Financial Statements.

For the year ended 30 June 2014

The accompanying financial statements of the Commissioner for Children and Young People have been prepared in compliance with the provisions of the *Financial Management Act 2006* from proper accounts and records to present fairly the financial transactions for the financial year ending 30 June 2014 and the financial position as at 30 June 2014.

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



Christine Uren CPA
Chief Financial Officer

Commissioner for Children and
Young People Western Australia

26 August 2014



Jenni Perkins
Accountable Authority

Commissioner for Children and
Young People Western Australia

26 August 2014

Disclosures and Legal Compliance

Financial Statements

Statement of Comprehensive Income for the year ended 30 June 2014

	Note	2014 \$	2013 \$
COST OF SERVICES			
Expenses			
Employee benefit expense	6	1,714,955	1,880,289
Supplies and services	7	861,735	625,173
Depreciation	8	60,619	74,750
Accommodation expenses	9	414,444	399,139
Grants and subsidies	10	5,600	17,455
Other expenses	11	35,951	67,252
Total cost of services		3,093,304	3,064,058
Income			
<i>Revenue</i>			
Other revenue	12	75,472	1,794
Total Revenue		75,472	1,794
Total income other than income from State Government		75,472	1,794
NET COST OF SERVICES		3,017,832	3,062,264
Income from State Government	13		
Service appropriation		2,891,000	2,854,000
Services received free of charge		171,948	171,275
Total income from State Government		3,062,948	3,025,275
SURPLUS/(DEFICIT) FOR THE PERIOD		45,116	(36,989)
OTHER COMPREHENSIVE INCOME		-	-
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		45,116	(36,989)

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

Disclosures and Legal Compliance

Statement of Financial Position as at 30 June 2014

	Note	2014 \$	2013 \$
ASSETS			
Current Assets			
Cash and cash equivalents	23	677,221	739,805
Receivables	15	36,556	43,184
Total Current Assets		713,777	782,989
Non-Current Assets			
Restricted cash and cash equivalents	14, 23	47,097	47,097
Amounts receivable for services	16	400,000	285,000
Property, plant and equipment	17	98,185	158,803
Intangible assets	18	-	-
Total Non-Current Assets		545,282	490,900
TOTAL ASSETS		1,259,059	1,273,889
LIABILITIES			
Current Liabilities			
Payables	20	142,845	108,492
Provisions	21	141,395	223,621
Total Current Liabilities		284,240	332,113
Non-Current Liabilities			
Provisions	21	94,469	106,542
Total Non-Current Liabilities		94,469	106,542
TOTAL LIABILITIES		378,709	438,655
NET ASSETS		880,350	835,234
EQUITY			
Contributed equity	22	420,000	420,000
Accumulated surplus/(deficit)		460,350	415,234
TOTAL EQUITY		880,350	835,234

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

Disclosures and Legal Compliance

Statement of Changes in Equity for the year ended 30 June 2014

	Note	Contributed equity \$	Reserves \$	Accumulated surplus/(deficit) \$	Total equity \$
Balance at 1 July 2012	22	420,000	-	452,223	872,223
Changes in accounting policy or correction of prior period errors		-	-	-	-
Restated balance at 1 July 2012		420,000	-	452,223	872,223
Profit/(loss)		-	-	(36,989)	(36,989)
Other comprehensive income		-	-	-	-
Total comprehensive income for the period		-	-	(36,989)	(36,989)
Transactions with owners in their capacity as owners:					
Capital contributions		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2013		420,000	-	415,234	835,234
Balance at 1 July 2013		420,000	-	415,234	835,234
Profit/(loss)		-	-	45,116	45,116
Other comprehensive income		-	-	-	-
Total comprehensive income for the period		-	-	45,116	45,116
Transactions with owners in their capacity as owners:					
Capital contributions		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2014		420,000	-	460,350	880,350

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

Disclosures and Legal Compliance

Statement of Cash Flows for the year ended 30 June 2014

	Note	2014 \$	2013 \$
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		2,776,000	2,781,000
Net cash provided by State Government		2,776,000	2,781,000
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(1,795,309)	(1,946,111)
Supplies and services		(699,585)	(498,047)
Accommodation		(414,444)	(399,139)
Grants and subsidies		(5,600)	(17,455)
GST payments on purchases		(71,332)	(97,979)
Other payments		(35,951)	(67,252)
Receipts			
GST receipts on sales		3,515	3,601
GST receipts from taxation authority		88,027	88,027
Other receipts		92,095	20,398
Net cash provided by/(used in) operating activities	23	(2,838,584)	(2,913,957)
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of non-current physical assets		-	-
Net cash provided by/(used in) investing activities		-	-
Net increase/(decrease) in cash and cash equivalents		(62,584)	(132,957)
Cash and cash equivalents at the beginning of the period		786,902	919,859
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	23	724,318	786,902

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

Disclosures and Legal Compliance

Summary of Consolidated Account Appropriations and Income Estimates for the year ended 30 June 2014

	2014 Budget \$	2014 Actual \$	Variance \$	2014 Actual \$	2013 Actual \$	Variance \$
Delivery of Services						
Item 80 Net amount appropriated to deliver services	2,630,000	2,630,000	-	2,630,000	2,619,000	11,000
Amount Authorised by Other Statutes						
– <i>Salaries and Allowances Act 1975</i>	243,000	261,000	18,000	261,000	235,000	26,000
Total appropriations provided to deliver services	2,873,000	2,891,000	18,000	2,891,000	2,854,000	37,000
Capital						
Capital Appropriations	-	-	-	-	-	-
GRAND TOTAL	2,873,000	2,891,000	18,000	2,891,000	2,854,000	37,000
Details of Expenses by Services						
Consultation, research and promotion	3,095,000	3,093,304	(1,696)	3,093,304	3,064,058	29,246
Total Cost of Services	3,095,000	3,093,304	(1,696)	3,093,304	3,064,058	29,246
<i>Less total income</i>	-	(75,472)	(75,472)	(75,472)	(1,794)	(73,678)
Net Cost of Services	3,095,000	3,017,832	(77,168)	3,017,832	3,062,264	(44,432)
Adjustments	(222,000)	(126,832)	95,168	(126,832)	(208,264)	81,432
Total appropriations provided to deliver services	2,873,000	2,891,000	18,000	2,891,000	2,854,000	37,000
Capital Expenditure						
Purchase of non-current physical assets	-	-	-	-	-	-
Adjustments for other funding sources	-	-	-	-	-	-
Capital appropriations	-	-	-	-	-	-

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

Note 27 'Explanatory statement' provides details of any significant variations between estimates and actual results for 2014 and between the actual results for 2014 and 2013.

Disclosures and Legal Compliance

Notes to the Financial Statements for the year ended 30 June 2014

Note 1. Australian Accounting Standards

General

The Commissioner for Children and Young People's (hereafter CCYP for the purpose of the notes) financial statements for the year ended 30 June 2014 have been prepared in accordance with Australian Accounting Standards. The term 'Australian Accounting Standards' includes Standards and Interpretations issued by the Australian Accounting Standards Board (AASB).

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

Early adoption of standards

CCYP cannot early adopt an Australian Accounting Standard unless specifically permitted by TI 1101 *Application of Australian Accounting Standards and Other Pronouncements*. There has been no early adoption of Australian Accounting Standards that have been issued or amended (but not operative) by CCYP for the annual reporting period ended 30 June 2014.

Note 2. Summary of significant accounting policies

(a) General statement

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

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

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

(b) Basis of preparation

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

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

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

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

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

Disclosures and Legal Compliance

(c) Reporting entity

The reporting entity comprises CCYP.

Mission

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

Services

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

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

(d) Contributed equity

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

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

(e) Income

Revenue recognition

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

Provision of services

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

Interest

Revenue is recognised as the interest accrues.

Service appropriations

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

Net Appropriation Determination

The Treasurer may make a determination providing for prescribed receipts to be retained for services under the control of CCYP. In accordance with the determination specified in the 2013–2014 Budget Statements, CCYP retained \$75,472 in 2014 (\$1,794 in 2013).

Gains

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

Disclosures and Legal Compliance

(f) Property, plant and equipment

Capitalisation/expensing of assets

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

Initial recognition and measurement

Plant and equipment is initially recognised at cost.

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

Subsequent measurement

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

Derecognition

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

Depreciation

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

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

Office equipment	Computer hardware	Furniture fixtures and fittings
5 years	3 years	10 years

(g) Intangible assets

Capitalisation/expensing of assets

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

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

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

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

Disclosures and Legal Compliance

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

Software ^(a)
3 years

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

Computer software

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

(h) Impairment of assets

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

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

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

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

(i) Leases

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

Disclosures and Legal Compliance

(j) Financial instruments

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

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

Financial instruments have been disaggregated into the following classes:

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

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

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

(k) Cash and cash equivalents

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

(l) Accrued salaries

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

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

(m) Amounts receivable for services (holding account)

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



Disclosures and Legal Compliance

(n) Receivables

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

(o) Payables

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

(p) Provisions

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

Provisions – employee benefits

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

Annual leave

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

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

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

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

Long service leave

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

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



Disclosures and Legal Compliance

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

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

Superannuation

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

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

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

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

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

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

Disclosures and Legal Compliance

Provisions – other

Employment on costs

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

(q) Superannuation expense

The superannuation expense in the Statement of Comprehensive Income comprises of employer contributions paid to the GSS (concurrent contributions), the WSS, and the GESBS. The employer contribution paid to the GESB in respect of the GSS is paid back into the Consolidated Account by the GESB.

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

Assets or services received free of charge or for nominal cost that can be reliably measured are recognised as income at fair value. Where the resource received represents a service that CCYP would otherwise pay for a corresponding expense is recognised. Receipts of assets are recognised in the Statement of Financial Position.

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

(s) Comparative figures

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

Note 3. Judgements made by management in applying accounting policies

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

Operating lease commitments

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

Note 4. Key sources of estimation uncertainty

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

Long Service Leave

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

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Note 5. Disclosure of changes in accounting policy and estimates

Initial application of an Australian Accounting Standard

CCYP has applied the following Australian Accounting Standards effective for annual reporting periods beginning on or after 1 July 2013 that impacted on CCYP.

AASB 13	<p><i>Fair Value Measurement</i></p> <p>This Standard defines fair value, sets out a framework for measuring fair value and requires additional disclosures for assets and liabilities measured at fair value. There is no financial impact.</p>
AASB 119	<p><i>Employee Benefits</i></p> <p>This Standard supersedes AASB 119 (October 2010), making changes to the recognition, presentation and disclosure requirements. The Authority assessed employee leave patterns to determine whether annual leave is a short-term or other long-term employee benefit. The resultant discounting of annual leave liabilities that were previously measured at the undiscounted amounts is not material.</p>
AASB 1048	<p><i>Interpretation of Standards</i></p> <p>This Standard supersedes AASB 1048 (June 2012), enabling references to the Interpretations in all other Standards to be updated by reissuing the service Standard. There is no financial impact.</p>
AASB 2011-8	<p><i>Amendments to Australian Accounting Standards arising from AASB 13 [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 & 1038 and Int 2, 4, 12, 13, 14, 17, 19, 131 & 132]</i></p> <p>This Standard replaces the existing definition and fair value guidance in other Australian Accounting Standards and Interpretations as the result of issuing AASB 13 in September 2011. There is no financial impact.</p>
AASB 2011-10	<p><i>Amendments to Australian Accounting Standards arising from AASB 119 (September 2011)[AASB 1, 8, 101, 124, 134, 1049 & 2011-8 and Int 14]</i></p> <p>This Standard makes amendments to other Australian Accounting Standards and Interpretations as a result of issuing AASB 119 in September 2011. The resultant discounting of annual leave liabilities that were previously measured at the undiscounted amounts is not material.</p>
AASB 2012-2	<p><i>Amendments to Australian Accounting Standards – Disclosures – Offsetting Financial Assets and Financial Liabilities [AASB 7 & 132]</i></p> <p>This Standard amends the required disclosures in AASB 7 to include information that will enable users of an entity's financial statements to evaluate the effect or potential effect of netting arrangements, including rights of set-off associated with the entity's recognised financial assets and recognised financial liabilities, on the entity's financial position. There is no financial impact.</p>
AASB 2012-5	<p><i>Amendments to Australian Accounting Standards arising from Annual Improvements 2009-11 Cycle [AASB 1,101, 116, 132 & 134 and Int 2]</i></p> <p>This Standard makes amendments to the Australian Accounting Standards and Interpretations as a consequence of the annual improvements process. There is no financial impact.</p>

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AASB 2012-6	<p><i>Amendments to Australian Accounting Standards – Mandatory Effective Date of AASB 9 and Transition Disclosures [AASB 9, 2009-11, 2010-7, 2011-7 & 2011-8]</i></p> <p>This Standard amends the mandatory effective date of AASB 9 Financial Instruments to 1 January 2015 (instead of 1 January 2013). Further amendments are also made to numerous consequential amendments arising from AASB 9 that will now apply from 1 January 2015. There is no financial impact.</p>
AASB 2012-9	<p><i>Amendment to AASB 1048 arising from the Withdrawal of Australian Int 1039</i></p> <p>The withdrawal of Int 1039 Substantive Enactment of Major Tax Bills in Australia has no financial impact for the Department during the reporting period and at balance date. Measurement of tax assets and liabilities continues to be measured in accordance with enacted or substantively enacted tax law pursuant to AASB 112.46-47.</p>
AASB 2012-10	<p><i>Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments [AASB 1, 5, 7, 8, 10, 11, 12, 13, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049 & 2011-7 and Int 12]</i></p> <p>The Standard introduces a number of editorial alterations and amends the mandatory application date of Standards for not-for-profit entities accounting for interests in other entities. There is no financial impact.</p>
AASB 2013-9	<p><i>Amendments to Australian Accounting Standards – Conceptual Framework, Materiality and Financial Instruments.</i></p> <p>Part A of this omnibus Standard makes amendments to other Standards arising from revisions to the Australian Accounting Conceptual Framework for periods ending on or after 20 December 2013. Other Parts of this Standard become operative in later periods. There is no financial impact for Part A of the Standard.</p>

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*. Consequently, CCYP has not applied early any of the following Australian Accounting Standards that have been issued that may impact CCYP. Where applicable, CCYP plans to apply these Australian Accounting Standards from their application date.

		Operative for reporting periods beginning on/after
Int 21	<p><i>Levies</i></p> <p>This Interpretation clarifies the circumstances under which a liability to pay a government levy imposed should be recognised. There is no financial impact for the Authority at reporting date.</p>	1 Jan 2014

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		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 was amended to 1 January 2017. The Authority has not yet determined the application or the potential impact of the Standard.</p>	
AASB 10	<p><i>Consolidated Financial Statements</i></p> <p>This Standard, issued in August 2011, supersedes AASB 127 <i>Consolidated and Separate Financial Statements</i> and Int 112 <i>Consolidation – Special Purpose Entities</i>, introducing a number of changes to accounting treatments.</p> <p>Mandatory application of this Standard was deferred for not-for-profit entities by AASB 2012-10 <i>Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments</i>. The adoption of the new Standard has no financial impact for the CCYP as it does not impact accounting for related bodies and the Authority has no interests in other entities.</p>	1 Jan 2017
AASB 11	<p><i>Joint Arrangements</i></p> <p>This Standard, issued in August 2011, supersedes AASB 131 <i>Interests in Joint Ventures</i>, introduces new principles for determining the type of joint arrangement that exists, which are more aligned to the actual rights and obligations of the parties to the arrangement.</p> <p>Mandatory application of this Standard was deferred for not-for-profit entities by AASB 2012-10. There is no financial impact for the CCYP as the new standard continues to require the recognition of the Authority's share of assets and share of liabilities for the unincorporated joint operation.</p>	1 Jan 2014
AASB 12	<p><i>Disclosure of Interests in Other Entities</i></p> <p>This Standard, issued in August 2011, supersedes disclosure requirements in AASB 127 <i>Consolidated and Separate Financial Statements</i>, AASB 128 <i>Investments in Associates</i> and AASB 131 <i>Interests in Joint Ventures</i>.</p> <p>Mandatory application was deferred for not-for-profit entities by AASB 2012-10. There is no financial impact.</p>	1 Jan 2014
AASB 14	<p><i>Regulatory Deferral Accounts</i></p> <p>The Authority has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2016
AASB 127	<p><i>Separate Financial Statements</i></p> <p>This Standard, issued in August 2011, supersedes AASB 127 <i>Consolidated and Separate Financial Statements</i>, removing the consolidation requirements of the earlier standard whilst retaining accounting and disclosure requirements for the preparation of separate financial statements. Mandatory application was deferred for not-for-profit entities by AASB 2012-10. There is no financial impact.</p>	1 Jan 2014

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		Operative for reporting periods beginning on/after
AASB 128	<p><i>Investments in Associates and Joint Ventures</i></p> <p>This Standard, issued in August 2011 supersedes AASB 128 <i>Investments in Associates</i>, introducing a number of clarifications for the accounting treatments of changed ownership interest.</p> <p>Mandatory application was deferred for not-for-profit entities by AASB 2012-10. The adoption of the new Standard has no financial impact for the CCYP as it does not hold investments in associates and the accounting treatments for joint operations is consistent with current practice.</p>	1 Jan 2014
AASB 1031	<p><i>Materiality</i></p> <p>This Standard supersedes AASB 1031 (February 2010), removing Australian guidance on materiality not available in IFRSs and refers to guidance on materiality in other Australian pronouncements. There is no financial impact.</p>	1 Jan 2014
AASB 1055	<p><i>Budgetary Reporting</i></p> <p>This Standard requires specific budgetary disclosures in the financial statements of not-for-profit entities within the General Government Sector. The Authority will be required to disclose additional budgetary information and explanations of major variances between actual and budgeted amounts, though there is no financial impact.</p>	1 Jul 2014
AASB 2009-11	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 121, 127, 128, 131, 132, 136, 139, 1023 & 1038 and Int 10 & 12]</i></p> <p>[modified by AASB 2010-7]</p>	1 Jan 2015
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. The Authority has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2015
AASB 2011-7	<p><i>Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards [AASB 1, 2, 3, 5, 7, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 & 1038 and Int 5, 9, 16 & 17]</i></p> <p>This Standard gives effect to consequential changes arising from the issue of AASB 10, AASB 11, AASB 127 Separate Financial Statements and AASB 128 Investments in Associates and Joint Ventures. Mandatory application was deferred for not-for-profit entities by AASB 2012-10. The CCYP has analysed the suite of Consolidation and Joint Arrangements Standards and determined that no financial impact arises from adopting the various Standards.</p>	1 Jan 2014

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		Operative for reporting periods beginning on/after
AASB 2012-3	<p><i>Amendments to Australian Accounting Standards – Offsetting Financial Assets and Financial Liabilities [AASB 132]</i></p> <p>This Standard adds application guidance to AASB 132 to address inconsistencies identified in applying some of the offsetting criteria, including clarifying the meaning of “currently has a legally enforceable right of set-off” and that some gross settlement systems may be considered equivalent to net settlement. CCYP does not routinely hold financial assets and financial liabilities that it intends to settle on a net basis, therefore there is no financial impact.</p>	1 Jan 2014
AASB 2013-3	<p><i>Amendments to AASB 136 – Recoverable Amount Disclosures for Non-Financial Assets.</i></p> <p>This Standard introduces editorial and disclosure changes. There is no financial impact.</p>	1 Jan 2014
AASB 2013-4	<p><i>Amendments to Australian Accounting Standards – Novation of Derivatives and Continuation of Hedge Accounting [AASB 139]</i></p> <p>This Standard permits the continuation of hedge accounting in circumstances where a derivative, which has been designated as a hedging instrument, is novated from one counterparty to a central counterparty as a consequence of laws or regulations. CCYP does not routinely enter into derivatives or hedges, therefore there is no financial impact.</p>	1 Jan 2014
AASB 2013-8	<p><i>Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for-Profit Entities – Control and Structured Entities [AASB 10, 12 & 1049].</i></p> <p>The amendments, issued in October 2013, provide significant guidance in determining whether a not-for-profit entity controls another entity when financial returns are not a key attribute of the investor’s relationship. The Standard has no financial impact in its own right, rather the impact results from the adoption of the amended AASB 10.</p>	1 Jan 2014
AASB 2013-9	<p><i>Amendments to Australian Accounting Standards - Conceptual Framework, Materiality and Financial Instruments.</i></p> <p>This omnibus Standard makes amendments to other Standards arising from the deletion of references to AASB 1031 in other Standards for periods beginning on or after 1 January 2014 (Part B), and, defers the application of AASB 9 to 1 January 2017 (Part C). CCYP has not yet determined the application or the potential impact of AASB 9, otherwise there is no financial impact for Part B.</p>	1 Jan 2014 1 Jan 2017
AASB 2014-1	<p><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 July 2014 1 Jan 2015 1 Jan 2016 1 Jan 2018

Disclosures and Legal Compliance

Note 6. Employee benefits expense

	2014	2013
	\$	\$
Wages and salaries ^(a)	1,548,910	1,679,432
Superannuation – defined contribution plans ^(b)	158,695	195,849
Other related expenses	7,350	5,008
	1,714,955	1,880,289

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

(b) Defined contribution plans include West State, Gold State and GESB Super Scheme and other eligible funds.
Employment on-costs expenses such as workers' compensation insurance are included at Note 11 'Other expenses'.
Employment on-costs liability is included at Note 21 'Provisions'.

Note 7. Supplies and Services

	2014	2013
	\$	\$
Communications	27,566	31,566
Contractors and consultants	562,606	383,896
Consumables	100,701	96,931
Travel	16,148	12,511
Lease, rent and hire costs	44,010	41,174
Licence, fee and registration	13,502	15,090
Promotional	2,364	1,314
Publication	57,269	14,858
Advertisement	7,304	3,857
Donation	30,027	22,719
Other	238	1,257
	861,735	625,173

Disclosures and Legal Compliance

Note 8. Depreciation and amortisation expense	2014	2013
	\$	\$
Depreciation		
Furniture fixtures and fittings	58,564	71,314
Office equipment	2,055	3,436
Total depreciation	60,619	74,750
Note 9. Accommodation expenses	2014	2013
	\$	\$
Lease rentals	400,286	380,805
Repairs and maintenance	1,334	7,018
Cleaning	12,824	11,316
	414,444	399,139
Note 10. Grants and subsidies	2014	2013
	\$	\$
Recurrent		
Grants and subsidies	5,600	17,455
	5,600	17,455
Note 11. Other expenses	2014	2013
	\$	\$
Internal and external audit fee	34,386	65,863
Other	1,565	1,389
	35,951	67,252

Disclosures and Legal Compliance

Note 12. Other revenue	2014	2013
	\$	\$
Sponsorship	73,000	-
Refunds	2,472	1,794
	75,472	1,794

Note 13. Income from State Government	2014	2013
	\$	\$
Appropriation received during the period:		
Service appropriations ^(a)	2,891,000	2,854,000
	2,891,000	2,854,000

Services received free of charge from other state government agencies during the financial year period ^(b)

Determined on the basis of the following estimates provided by agencies:

Department of the Attorney General – Corporate Services	164,139	164,719
Department of Treasury and Finance – Building Management and Works	7,809	6,081
	171,948	171,275
	3,062,948	3,025,275

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

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

Note 14. Restricted cash and cash equivalents	2014	2013
	\$	\$
Non-Current		
Accrued salaries suspense account ^(a)	47,097	47,097
	47,097	47,097

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

Disclosures and Legal Compliance

Note 15. Receivables	2014	2013
	\$	\$
Current		
Receivables	-	16,623
Allowances for impairment of receivables	-	-
GST Receivable	36,556	26,561
Total current	36,556	43,184
Total receivables	36,556	43,184

Note 16. Amounts receivable for services (Holding Account)	2014	2013
	\$	\$
Current	-	-
Non-current	400,000	285,000
	400,000	285,000

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

Note 17. Plant and equipment	2014	2013
	\$	\$
Computer hardware		
At cost	13,865	13,865
Accumulated depreciation	(13,865)	(13,865)
	-	-
Office equipment		
At cost	20,663	20,663
Accumulated depreciation	(20,663)	(18,609)
	-	2,054
Furniture, fixtures and fittings		
At cost	457,825	457,825
Accumulated depreciation	(359,640)	(301,076)
	98,185	156,749
	98,185	158,803

Disclosures and Legal Compliance

Reconciliation

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

	Computer hardware	Office equipment	Furniture fixtures and fittings	Total
2014	\$	\$	\$	\$
Carrying amount at start of year	-	2,055	156,749	158,804
Depreciation	-	(2,055)	(58,564)	(60,619)
Carrying amount at end of year	-	-	98,185	98,185
2013				
Carrying amount at start of year	-	5,491	228,063	233,554
Depreciation	-	(3,436)	(71,314)	(74,750)
Carrying amount at end of year	-	2,055	156,749	158,804

Note 18. Intangible assets

	2014	2013
	\$	\$
Computer software		
At cost	15,086	15,086
Accumulated amortisation	(15,086)	(15,086)
	-	-

Disclosures and Legal Compliance

Note 19. Impairment of assets

There were no indications of impairment to plant and equipment or intangible assets at 30 June 2014.

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

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

All surplus assets at 30 June 2014 have either been classified as assets held for sale or written-off.

Note 20. Payables

	2014	2013
	\$	\$
Current		
Trade payables	18,053	12,309
Accrued expenses	69,412	54,748
Accrued salaries	50,691	37,927
Accrued superannuation	4,689	3,508
Total current	142,845	108,492

Note 21. Provisions

	2014	2013
	\$	\$
Current		
<i>Employee benefits provision</i>		
Annual leave ^(a)	64,751	95,897
Long service leave ^(b)	76,042	126,767
	140,793	222,664
<i>Other provisions</i>		
Employment on-costs ^(c)	602	957
	602	957
	141,395	223,621

Disclosures and Legal Compliance

Note 21. Provisions	2014 \$	2013 \$
Non-current		
<i>Employee benefits provision</i>		
Long service leave ^(b)	94,043	106,062
	94,043	106,062
<i>Other provisions</i>		
Employment on-costs ^(c)	426	480
	94,469	106,542

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

	2014 \$	2013 \$
Within 12 months of the end of the reporting period	63,767	88,831
More than 12 months after the end of the reporting period	1,239	7,445
	65,006	96,276

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

	2014 \$	2013 \$
Within 12 months of the end of the reporting period	38,194	64,305
More than 12 months after the end of the reporting period	132,663	169,583
	170,858	233,888

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

Disclosures and Legal Compliance

Movements in other provisions

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

	2014	2013
	\$	\$
Employment on-cost provision		
Carrying amount at start of period	1,437	1,807
Additional provisions recognised	(409)	(370)
Carrying amount at end of period	1,028	1,437

Note 22. Equity

The Government holds the equity interest in CCYP on behalf of the community.

Equity represents the residual interest in the net assets of CCYP.

	2014	2013
	\$	\$
Contributed equity		
Balance at start of period	420,000	420,000
Contributions by owners		
Capital appropriation	-	-
Total contributions by owners	-	-
Balance at end of period	420,000	420,000
Accumulated surplus/(deficit)		
Balance at start of period	415,234	452,223
Changes in accounting policy or correction of prior period errors	-	-
Result for the period	45,116	(36,989)
Income and expense recognised directly to equity	-	-
Balance at the end of period	460,350	415,234
Total equity at end of period	880,350	835,234

Disclosures and Legal Compliance

Note 23. Notes to the Statement of Cash Flows

Reconciliation of Cash

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

	2014 \$	2013 \$
Cash and cash equivalents	677,221	739,805
Restricted cash and cash equivalents	47,097	47,097
	724,318	786,902

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

Net cost of services	(3,017,832)	(3,062,264)
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Non-cash items:

Depreciation and amortisation expense	60,618	74,750
Doubtful debts expense		
Superannuation expense		
Resources received free of charge (Note 13 'Income from State Government')	171,948	171,275

(Increase)/decrease in assets:

Current receivables ^(a)	16,623	18,604
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Increase/(decrease) in liabilities:

Current payables ^(a)	34,353	(45,581)
Current provisions	(82,226)	(74,087)
Non-current provisions	(12,073)	9,699

Net GST receipts/(payments) ^(b)	(3,515)	(6,351)
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Change in GST in receivables/payables ^(c)	(6,480)	(2)
--	---------	-----

Net cash provided by/(used in) operating activities	(2,838,584)	(2,913,957)
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(a) Note that the Australian Taxation Office (ATO) receivable/payable in respect of GST and the receivable/payable in respect of the sale/purchase of non-current assets are not included in these items as they do not form part of the reconciling items.

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

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

Disclosures and Legal Compliance

Note 24. Commitments

The commitments below are inclusive of GST where relevant.

Non cancellable operating lease commitments	2014	2013
	\$	\$
Commitments for minimum lease payment are payable as follows:		
Within 1 year	141,618	445,582
Later than 1 year and not later than 5 years	-	187,133
	141,618	632,715

The non cancellable operating leases represent CCYP's property lease and leases on its motor vehicles. The property lease is a non-cancellable lease with a term expiring November 2014 with a further option to renew the lease for another five years. There is a fixed 3% increase in rent rates at the end of each lease year.

The motor vehicle lease is a non-cancellable lease with a two year term, with lease payments monthly. New vehicle leases are negotiated at the end of this period, the number of vehicle leases being subject to CCYP's operational needs.

Note 25. Contingent liabilities and contingent assets

Contingent liabilities

The CCYP has no contingent liabilities for the financial year 2013/14.

Contingent assets

The CCYP has no contingent assets for the financial year 2013/14.

Note 26. Event occurring after the end of the reporting period

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

Disclosures and Legal Compliance

Note 27. Explanatory statement

Significant variations between estimates and actual results for income and expenses as presented in the financial statement titles 'Summary of Consolidated Account Appropriations and Income Estimates' are shown below: Significant variations are considered to be those greater than 5% or \$100,000. As shown below here are no significant variances noted however where appropriate a brief explanation has been provided to explain the movements.

Total appropriations provided to deliver services

Variances between budget and actual for 2014

	2014 Budget \$	2014 Actual \$	Variance \$
Appropriations provided to deliver services	2,873,000	2,891,000	18,000

Variances between actual results for 2014 and 2013

	2014 \$	2013 \$	Variance \$
Variances between actual results for 2014 and 2013 ^(a)	2,891,000	2,854,000	37,000
Total income ^(b)	75,472	1,794	73,678

(a) The appropriation provided by government was increased to meet normal indexation of salary and other office costs.

(b) Total income was higher due to sponsorship revenue for a one off project and a salary recoup received for a seconded employee.

Disclosures and Legal Compliance

Service Expenditure

Variations between estimate and actual for 2014	2014 Budget \$	2014 Actual \$	Variance \$
Consultation, research and promotion	3,095,000	3,093,304	(1,696)

Variations between actual results for 2014 and 2013	2014 \$	2013 \$	Variance \$
Consultation, research and promotion ^(c)	3,093,304	3,064,058	29,246

(c) Increase due to one off project, higher resources free of charge and accommodation costs as well as a 4% wages increment over the prior year.



Disclosures and Legal Compliance

Note 28. Financial instruments

(a) Financial risk management objectives and policies

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

Credit risk

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

The maximum exposure to credit risk at the end of the reporting period in relation to each class of recognised financial assets is the gross carrying amount of those assets inclusive of any allowance for impairment, as shown in the table at note 28(c) 'Financial instruments disclosures' and Note 15 'Receivables'.

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

Liquidity risk

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

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

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

Market risk

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

Disclosures and Legal Compliance

(b) Categories of financial instruments

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

	2014 \$	2013 \$
Financial Assets		
Cash and cash equivalents	677,221	739,805
Restricted cash and cash equivalents	47,097	47,097
Receivables ^(a)	400,000	301,623
Financial Liabilities		
Payables	142,845	108,492

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

(c) Financial instrument disclosures

Credit risk

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

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

Disclosures and Legal Compliance

Aged analysis of financial assets

Past due but not impaired

	Carrying Amount \$	Not past due and not impaired \$	Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$	Impaired financial assets \$
2014								
Cash and cash equivalents	677,221	677,221	-	-	-	-	-	-
Restricted cash and cash equivalent	47,097	47,097	-	-	-	-	-	-
Receivables ^(a)	-	-	-	-	-	-	-	-
Amount receivable for services	400,000	400,000	-	-	-	-	-	-
	1,124,318	1,124,318	-	-	-	-	-	-
2013								
Cash and cash equivalents	739,805	739,805	-	-	-	-	-	-
Restricted cash and cash equivalent	47,097	47,097	-	-	-	-	-	-
Receivables ^(a)	16,623	-	16,496	-	127	-	-	-
Amount receivable for services	285,000	285,000	-	-	-	-	-	-
	1,088,525	1,071,902	16,496	-	127	-	-	-

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

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.

Disclosures and Legal Compliance

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

	Interest rate exposure					Maturity Dates					
	Weighted Average Effective Interest Rate %	Carrying Amount \$	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 \$	More than 5 years \$
2014											
Financial Assets:											
Cash and cash equivalents	-	677,221	-	-	677,221	677,221	677,221	-	-	-	-
Restricted cash and cash equivalent	-	47,097	-	-	47,097	47,097	47,097	-	-	-	-
Receivables ^(a)	-	0	-	-	-	-	-	-	-	-	-
Amount receivable for services	-	400,000	-	-	400,000	400,000	-	-	-	-	400,000
	-	1,124,318	-	-	1,124,318	1,124,318	724,318	-	-	-	400,000
Financial Liabilities:											
Payables	-	142,845	-	-	142,845	142,845	142,845	-	-	-	-
	-	142,845	-	-	142,845	142,845	142,845	-	-	-	-
2013											
Financial Assets:											
Cash and cash equivalents	-	739,805	-	-	739,805	739,805	739,805	-	-	-	-
Restricted cash and cash equivalent	-	47,097	-	-	47,097	47,097	47,097	-	-	-	-
Receivables ^(a)	-	16,623	-	-	16,623	16,623	16,496	-	127	-	-
Amount receivable for services	-	285,000	-	-	285,000	285,000	-	-	-	-	285,000
	-	1,088,525	-	-	1,088,525	1,088,525	803,398	-	127	-	285,000
Financial Liabilities:											
Payables	-	108,492	-	-	108,492	108,492	108,492	-	-	-	-
	-	108,492	-	-	108,492	108,492	108,492	-	-	-	-

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

Disclosures and Legal Compliance

Interest rate sensitivity analysis

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

Fair values

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

Note 29. Remuneration of senior officers

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

\$	2014	2013	2014	2013
			\$	\$
0 – 10,000	-	1	Cash remuneration received	775,175
30,001 – 40,000	-	1	Annual leave and long service leave accruals	10,062
70,001 – 80,000	1	-	Other benefits	46,110
80,001 – 90,000	-	1	Total remuneration of senior officers	831,347
100,001 – 110,000	-	1		878,365
110,001 – 120,000	1	-		
140,001 – 150,000	1	-		
150,001 – 160,000	2	-		
160,001 – 170,000	-	1		
180,001 – 190,000	-	1		
190,001 – 200,000	1	-		
250,001 +	-	1		



Disclosures and Legal Compliance

Note 30. Remuneration of the auditor

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

	2014	2013
	\$	\$
Auditing the accounts, financial statements and key performance indicators	21,500	21,500

The expense is included at Note 11 'Other expenses'

Note 31. Related Bodies

CCYP has reported no related bodies for the financial year 2013/14.

Note 32. Affiliated Bodies

CCYP has reported no affiliated bodies for the financial year 2013/14.



Disclosures and Legal Compliance

Certification of Key Performance Indicators

I hereby certify that the Key Performance Indicators are based on proper records, are relevant and appropriate for assisting users to assess the Commissioner for Children and Young People's performance, and fairly represent the performance of the Commissioner for Children and Young People for the financial year ended 30 June 2014.



Jenni Perkins

Accountable Authority

Commissioner for Children and
Young People Western Australia

26 August 2014

Disclosures and Legal Compliance

Detailed Key Performance Indicators information

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

Commissioner for Children and Young People Approved outcome-based management structure	
Government Goal	Results based service delivery. Greater focus on achieving results in key service delivery areas for the benefit of all Western Australians.
Agency Level Desired Outcome(s)	The views and issues of children and young people are heard and acted upon.
Service	Consultation, research and promotion of the wellbeing of children and young people.
Key Effectiveness Indicators	1.1 The extent to which children and young people in various regions of the State are consulted. 1.2 The extent to which issues impacting upon children and young people are identified through consultation and research.
Key Cost Efficiency Indicators	2.1 Average cost per consultation exercise with children and young people. 2.2 Average cost of conducting research and consultation.

Key Effectiveness Indicator 1

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

Description

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

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

Table 14: Consultations conducted in this reporting period

	2009–2010	2010–2011	2011–2012	2012–2013	Target 2013–2014	Actual 2013–2014
Regional	11	9	18	8	10	17
Metropolitan	18	16	25	15	15	26
Total number of consultations	29	25	43	23	25	43

Disclosures and Legal Compliance

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

Note 2 – The difference between actual consultations in 2013–14 and the target for consultations is due to three major consultation projects being completed in this timeframe (Speaking out about Disability; Speaking out about Living in Regional and Remote WA; Youth Health Project). The planning for these consultations was undertaken in 2012–13 as outlined in the Annual Report 2012–13. Usually there would only be one major consultation project in a year.

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

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

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

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

Key Effectiveness Indicator 2

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

Description

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

Table 15: Number of representations in this reporting period

	2009–2010	2010–2011	2011–2012	2012–2013	Target 2013–2014	Actual 2013–2014
Representations ¹	98	94	228	143	90	97

¹ Representations include submissions; reports; responses to Government inquiries and initiatives, Parliamentary committees and reviews; appearance before Parliamentary inquiries and committees; submissions on draft or proposed legislation; presentations; and published issue papers and reports.

Disclosures and Legal Compliance

Table 16: Breakdown of representations in this reporting period

	2009–2010	2010–2011	2011–2012	2012–2013	2013–2014
Representation type					
Submissions	64	26	69	65	20
– Comments on legislation ^{1,2}	-	5	11	12	3
Evidence to Parliamentary Committees & Inquiries	10	5	3	6	3
Issues papers	3	13	3	4	1
Publications (including policy briefs)	3	7	23	11	5
Speeches	14	9	25	19	8
Presentations ²	-	26	8	6	2
Opinion pieces	4	8	15	12	12
Forums and seminars	-	-	74	16	44
CCYP support for research proposals ²	-	-	3	-	1
Community consultations ²	-	-	5	4	1
Total representations	98	94	228	143	97

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

2 Representation types listed with a dash were not counted in 2009-10 and 2010-11.

Notes

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

Note 2 – The lower number of submissions compared to the previous year is in part attributable to events in 2012–13. During that period a number of submissions were prepared in relation to the incident at Banksia Hill Detention Centre. The variance in the number of representations in 2011–12 was due to two Thinker in Residence programs being conducted in one reporting period.

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

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

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

Disclosures and Legal Compliance

Key Cost Efficiency Indicators

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

Table 17: Efficiency indicators in this reporting period

Efficiency Indicators	2009–2010	2010–2011	2011–2012	2012–2013	Target 2013–2014	Actual 2013–2014
2.1 Average cost per consulting exercise with children and young people	\$29,235	\$37,330	\$24,501	\$40,808	\$37,395	\$17,831
2.2 Average cost of conducting research and consultation	\$19,866	\$22,430	\$9,991	\$15,412	\$23,511	\$23,985

Notes

- Note 1 – This is the fifth year of reporting on the KPI determined by the Government’s Outcome Structure Review Group on 7 April 2009.
- Note 2 – The variance in the efficiency indicator 2.1 in 2013–14 compared to the target is due to the variance in the actual number of consultations undertaken in this reporting period compared to the target. This is a higher number of consultations than usual due to three major consultation projects being completed in this timeframe (Speaking Out About Disability; Speaking Out About Living in Regional and Remote WA; Youth Health Project).
- Note 3 – The efficiency indicator 2.2 is in line with target however the increase in indicator compared with previous year (2012–13) is due to the fact that in 2012–13 a larger number of representations were undertaken. In 2012–13 a higher number of submissions were prepared.

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 her functions.

There were no directions under Section 26 of the Act in 2013–14.

Disclosures and Legal Compliance

Other financial disclosures

The Commissioner for Children and Young People had no capital expenditure in 2013–14.

At 30 June 2014, the Commissioner for Children and Young People employed 16 staff – the equivalent of 13.8 full-time employees.

Table 18: Staff summary at 30 June 2014

Staff type	Number of staff (FTE)		2013–2014 Gender	
	2012–2013	2013–2014	Male	Female
Full-time permanent	6.0	6	2	4
Full-time contract	3.0	1	1	0
Part-time permanent	4.2	4	-	6
Part-time contract	2.8	0.6	-	1
On secondment	-	2	-	2
Vacancies	-	1.7		
TOTAL	16.0	15.5	3	13

Staffing policies

Throughout 2013–14 the Commissioner has undertaken a number of human resource policy reviews aimed at continuing to support strategies identified within the Public Sector Commission's *Strategic Directions for the Public Sector Workforce 2009-2014* and the Commissioner for Children and Young People's workforce plan.

A number of staffing policies underwent a review in 2012–13 to reflect changes arising from the transition out of the Office of Shared Services. Policy changes in 2013–14 were in relation to:

- staff attendance
- discipline
- recruitment.

Injury and illness

There were no workers compensation claims in 2013–14. The Commissioner's injury management policy was reviewed and approved by Corporate Executive in 2012–13 and complies with the *Workers Compensation and Injury Management Act 1981*.

This policy and associated procedures have been communicated to all current employees, is included in the induction pack for new employees and available through the office's TRIM document management system. It will be provided directly to staff should they suffer a work-related injury and a return to work program will be developed for each work-related injury case, as required under the Act.

The Hazard Identification Checklist and quarterly inspections program implemented in February 2012 have continued throughout 2013–14. The results of quarterly inspections are reported to Commissioner for Children and Young People Corporate Executive with any issues raised monitored to ensure they are addressed.

Disclosures and Legal Compliance

Governance disclosures

The Commissioner has no disclosures to make in this section.

Other legal requirements

Expenditure on advertising, market research, polling and direct mail

In accordance with section 175ZE of the *Electoral Act 1907*, the Commissioner for Children and Young People incurred the following expenditure on advertising, market research, polling and direct mail:

Total expenditure for 2013–14 was \$2,814.19.

Table 19: Expenditure on advertising, market research, polling and direct mail

	Total Expenditure	Organisation	Amount
Advertising agencies	\$2,814.19	Adcorp	\$2,814.19
Market research organisations	Nil		Nil
Polling organisations	Nil		Nil
Direct mail organisations	Nil		Nil
Media advertising organisations	Nil		Nil

Disability Access and Inclusion Plan

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

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

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

The Commissioner's website www.ccyp.wa.gov.au complies with e-Government disability standards.

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

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

- The services of, and any events organised by, the Commissioner for Children and Young People identify children and young people with disabilities as a priority group, consult with them and seek their active participation.
- Access to the buildings and other facilities of the Commissioner for Children and Young People is designed to meet the special needs of children and young people with disabilities.



Disclosures and Legal Compliance

- Children and young people with disabilities have access to information from the Commissioner for Children and Young People in a suitable format.
- Children and young people with disabilities receive equal service from the staff of Commissioner for Children and Young People.
- Children and young people with disabilities have equal opportunity to make complaints to the Commissioner for Children and Young People.
- Children and young people with disabilities have equal opportunity to participate in any public consultation by the Commissioner for Children and Young People.

Compliance with Public Sector Standards and Ethical Codes

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

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

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

During 2013–14, office staff have:

- undertaken a review of the Commissioner's Corruption and Fraud Prevention Policy, including undertaking the Corruption and Crime Commission Misconduct Resistance questionnaire, which indicated a strong commitment to mitigating against misconduct exists within the agency
- continued to promote the Code of Conduct with all staff, including forming part of the Commissioner's induction package for new staff
- held regular staff meetings where any matters relevant to Public Sector Standards could be raised and discussed
- undertaken refresher training in Accountable and Ethical Decision Making for all staff in June 2014.



Disclosures and Legal Compliance

Compliance with Public Sector Standards

The Commissioner has established procedures to ensure compliance with s31(1) of the *Public Sector Management Act 1994* and has conducted appropriate internal assessments of recruitment practices and processes.

In 2013–14, one application was lodged in relation to a Breach of Standard Claim (Employment Standard Recruitment). The Public Sector Commissioner determined that under Regulation 11A of the *Public Sector Management (Breaches of Public Sector Standards) Regulations 2005* the Public Sector Commissioner declined to deal with the claim as it was solely about the competitive merit of the claimant.

Compliance with Western Australia Public Sector Code of Ethics

There has been no evidence of non-compliance with 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

The Commissioner's Recordkeeping Plan and its supporting documents (including the functional Retention & Disposal Schedule, Business Classification Scheme and Recordkeeping Policies and Procedures) were developed in accordance with Section 19 of the *State Records Act 2000* and approved by the State Records Office on 4 December 2009. The Recordkeeping Plan is currently under review, and is expected to be finalised early in 2014–15. In conjunction with this review, the office of the Commissioner for Children and Young People is looking to upgrade its electronic recordkeeping system in late 2014.

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

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

All staff are provided with self-paced online training modules in both recordkeeping standards and in the electronic document records management system. Both modules are modelled on the *State Records Act 2000*. The online training is mandatory for all staff. New staff are provided access to the training at induction and also meet with the Records Management Administrator to learn their recordkeeping responsibilities as a government officer. Recordkeeping information and procedures are also included in induction packs. This training is scheduled to be reviewed in 2014–15 to incorporate improvements identified from the review of the recordkeeping plan and also to reflect the upgrade to the electronic recordkeeping system.

Disclosures and Legal Compliance

Government policy requirements

Substantive equality

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

Reconciliation Action Plan

The Commissioner for Children and Young People's Reconciliation Action Plan 2013–15, was endorsed by Reconciliation Australia in September 2012. The Plan contains strategies and actions to deliver realistic, achievable and measurable actions that support Aboriginal and Torres Strait Islander children and young people.

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

- acknowledgement of traditional ownership in all speeches by the Commissioner in 2013–14
- staff awareness training integrated into the Performance Appraisal and Development System
- all submissions to Corporate Executive are reviewed to consider and identify any implications for Aboriginal and Torres Strait Islander children and young people
- a review of the Aboriginal Terminology Policy and Cultural Awareness protocols, which was endorsed by Corporate Executive
- any consultations conducted by or on behalf of the Commissioner for Children and Young People must include young Aboriginal people or their representatives

- from time to time organisations which 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.

In November 2013, all Commissioner for Children and Young People staff attended cultural awareness training conducted by Edith Cowan University. Additionally, staff who had not previously attended any formal cultural awareness training attended a session sponsored by Reconciliation Australia.

For more information on how the Commissioner has worked to acknowledge and address the needs of Aboriginal children, young people, families and communities, see [page 36](#).

Occupational Safety, Health and Injury Management

In the administration of this office, the Commissioner and her Executive have a strong commitment to occupational safety and health and injury management. Occupational safety and health is a standing agenda item at monthly Corporate Executive meetings, where any issues are documented and monitored to ensure resolution.

The Commissioner for Children and Young People has an *Occupational Safety and Health Policy*, including incident and accident reporting forms, which are stored electronically and available to staff. Three staff members hold current first aid certificates.

Communication and consultation

The Commissioner prioritises communication and consultation with employees in relation to safety and health matters. Open communication and working together aligns with the values of the Commissioner's office and serves to promote the effective resolution of hazards and risks.

Disclosures and Legal Compliance

The Commissioner adopts a number of informal and formal strategies when communicating and consulting with employees. These include:

- issuing staff with Occupational Safety and Health (OSH) policy and procedures during induction process
- making OSH policy and procedures easily accessible in the TRIM document management system.
- discussing health and safety at office meetings as issues arise
- providing written information via email and circulars on matters affecting the Commissioner
- displaying information clearly within the office as issues arise or to highlight whole-of-government OSH initiatives as relevant.

Table 20: Occupational safety and health data in this reporting period

Indicator	2011–2012	2012–2013	Target 2013–2014	Actual 2013–2014
Number of fatalities	0	0	0	0
Lost time injury/disease (LTI/D) incidence rate	0	0	0	0
Lost time injury severity rate	0	0	0	0
Percentage of injured workers returned to work within 28 days	N/A	N/A	N/A	N/A
Percentage of managers trained in occupational safety, health and injury management responsibilities	83	80	100	100

The Commissioner for Children and Young People WA

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