

Commissioner for Children and Young People
Western Australia

Annual Report 2018-19



Alternative formats

Alternative versions of this report are available. Please contact the Commissioner's office on 6213 2297, country freecall 1800 072 444 or info@ccyp.wa.gov.au

Recognising Aboriginal and Torres Strait Islander people

The Commissioner for Children and Young People acknowledges the unique contribution of Aboriginal people's culture and heritage to Western Australian society. For the purposes of this report, the term 'Aboriginal' encompasses Western Australia's diverse language groups and also recognises those of Torres Strait Islander descent. The use of the term 'Aboriginal' in this way is not intended to imply equivalence between Aboriginal and Torres Strait Islander cultures, though similarities do exist.

Photographs of children and young people

All photographs featured in this annual report are of Western Australian young people and have been taken by or for the Commissioner for Children and Young People.

Letter to Parliament

Hon. Kate Doust MLC

President of the Legislative Council

Hon Peter Watson MLA

Speaker of the Legislative Assembly

Annual Report of the Commissioner for Children and Young People 2018–19

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 2019.

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



Colin Pettit

Commissioner for Children and Young People Western Australia

26 September 2019



Acknowledgement of Country

We acknowledge and give our respect to all Traditional Owners and custodians across this vast state, their Elders past and present, and commit to supporting the wellbeing of the youth of today, who will be the Elders of tomorrow.

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From the Commissioner



In the past 12 months, I have continued to focus on driving change and improving the way we address the challenges facing our vulnerable children and young people.

The health and wellbeing of all WA children and young people is my utmost priority. While the majority of our young people are thriving, there are too many who continue to experience significant adversity and disadvantage.

Throughout 2018 I hosted the Vulnerability Speaker Series which brought together government, service providers, practitioners and community leaders to share information and devise improved strategies to address vulnerability in WA children and young people. The Speaker Series also included a seminar and roundtable to explore Aboriginal-led initiatives and the importance of supporting Aboriginal leadership to help address the over-representation of Aboriginal children and young people experiencing poorer outcomes.

The recent State Coroner's Inquest into the deaths of thirteen children and young people in the Kimberley Region and the Royal Commission into Institutional Responses to Child Sexual Abuse both demonstrate that despite the significant work and good intentions of governments and communities

there is urgent need for a new approach to our most vulnerable children and young people.

What I found encouraging throughout the Series was the strong interest from government and non-government leaders to hearing the views of children and young people, improving how we work together and a commitment to reducing vulnerability.

In May this year, I tabled in State Parliament the *Improving the odds for WA's vulnerable children and young people* report which collates the findings from the Series. This report contains five key recommendations to government on a way forward to more sustainably address vulnerability in WA, including the establishment of a statewide Child Wellbeing Strategy. I have provided this report to all Members of Parliament and urged them to act upon the recommendations. In the coming year, I will continue to work with agencies and monitor the progress towards reducing the number of WA children and young people experiencing vulnerability.

Overview

Talking to children and young people across the state is always the highlight of my year and this year was no exception. I had the privilege of visiting remote and regional communities as far north as the Kimberley and down to the South West, as well as Perth, to talk with children and young people about what is important to them and the challenges they face.

Young people themselves know better than anyone about the issues impacting their lives. To further understand what is and isn't working well for WA children and young people, this year my office started work on its largest consultation to date – the Speaking Out Survey.

On completion, we will have surveyed over 4,500 students from approximately 200 primary and secondary schools across all regions of WA. The survey has given students an opportunity to anonymously share their views on a range of topics central to their health and wellbeing such as safety, mental health, engagement in education, connection to community, poverty and how they access sources of support.

My office will be working with Telethon Kids Institute on the data analysis and I look forward to sharing the findings in early 2020. Importantly, the data from the survey will be used by government and other organisations working with children and young people to help them shape policy, programs and services to better meet their needs.

Another key initiative this year has been the development of my Indicators of Wellbeing online data resource. The Indicators of Wellbeing is a compilation of data from a variety of sources on measures related to WA's children and young people's wellbeing. With the data in a single online location, it is a valuable resource for organisations involved in policy making and service delivery for young people.

Thank you to all the children and young people and the many communities and service providers who have contributed to the work of my office throughout the year.

Finally, thank you to the Ambassadors for Children and Young People and the small, dedicated team at my office for their ongoing support and strong commitment to improving the lives of all WA children and young people.



Colin Pettit
Commissioner for Children and Young People Western Australia

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



2018–19 Snapshot

The Commissioner consulted with 4,422 children and young people throughout Western Australia – 2,791 from the metropolitan area and 1,631 from regional WA.

4,422
children and young people were consulted



Made
225
representations

including 31 submissions on issues such as the:

- 10-Year Strategy on Homelessness
- National Action Plan on Children's Health: 2020–2030
- Review of the Carers Recognition Act 2004
- UN CRC Alternate Report – Child Rights Taskforce
- Productivity Commission Inquiry – Social and economic benefits of improving mental health.

Released
19
publications



including:

- *Improving the odds for WA's vulnerable children and young people*
- *Profile of WA children and young people*
- *Speaking out about adoption*
- *Speaking out about family separation*
- *Talking leadership – Aboriginal leaders talk about the challenges they have overcome and the keys to their success.*



Worked with two Advisory Committees

with young people from Bunbury and the Perth metropolitan area who advised the Commissioner on the wellbeing needs and experiences of lesbian, gay, bisexual, trans or intersex (LGBTI) children and young people.

Conducted

13

seminars and forums

including the Vulnerability Speaker Series, how to support LGBTI students and Child Safe Organisations WA.

Total cost of services was

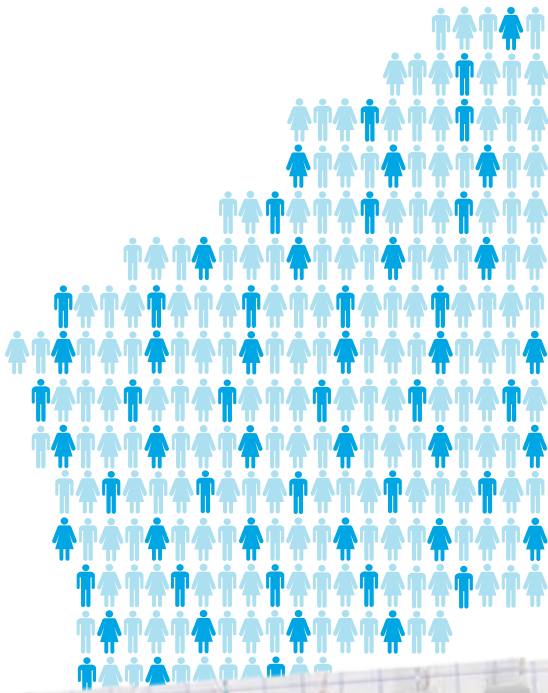
\$3.04 million

Employed

14.7 staff

(full time equivalent)

WA children and young people



There has been a **22 per cent increase** in children aged 0 to 5 years living in WA in the last 10 years.

Western Australia has approximately

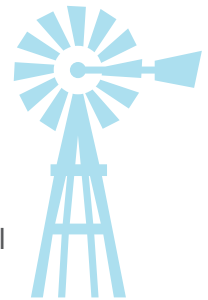
598,000 children and young people who make up 23 per cent of the state's population

There are about **40,000** Aboriginal children and young people under 18 in Western Australia.

Children and young people make up 39.6 per cent of the total Aboriginal population in Western Australia, compared to 22.4 per cent for the non-Aboriginal population.

Age Group	Percentage
0-17 yrs	39.6%
Over 18 yrs	60.4%

Around **152,000** (26 per cent) of children and young people in WA live in regional and remote areas.



33,459 births were registered in WA during 2018



Around **44,000** children and young people are living below the poverty line in WA.





About us

Our vision

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

Our values

Respectful, inclusive, creative, positive, determined and independent.

What we do

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

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

- advocates for children and young people
- promotes the participation of children and young people in decision making that affects their lives
- promotes and monitors the wellbeing of children and young people in the community
- monitors the way in which government agencies investigate or otherwise deal with complaints from children and young people
- monitors trends in complaints made by children and young people to government agencies
- initiates and conducts inquiries into any matter affecting the wellbeing of children and young people
- monitors, reviews and makes recommendations on laws, policies,

programs and services affecting the wellbeing of children and young people

- promotes public awareness and understanding of matters relating to the wellbeing of children and young people
- conducts, coordinates and sponsors research into matters relating to the wellbeing of children and young people
- consults with children and young people from a broad range of socio-economic backgrounds and age groups throughout Western Australia each year.

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

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

“A child’s right to a healthy life means that they never go hungry and have somewhere safe to sleep at night. That they feel secure and protected. A child has a right to good education and adequate health care.”

Ben, DigiMe

About us

Our guiding principles

As outlined in the Act:

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

Our approach

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

Colin Pettit, Commissioner for Children and Young People

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

Colin has spent his career working to improve the wellbeing of children and young people, particularly in delivering education services and programs to children and young people living in regional and remote areas of Western Australia.

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

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

In February 2019 Colin was awarded an Honorary Doctorate of Education from Edith Cowan University.

Independence

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

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

The Commissioner formally met with the Committee twice in 2018–19. The Committee is chaired by the Hon. Dr Sally Elizabeth Talbot MLC.

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



About us

Commissioner's leadership team



Trish Heath
Director Policy and Research

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



Paula Campbell
Manager Engagement and Communication

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



Vicki Jack
Director Aboriginal Engagement

Vicki Jack joined the Commissioner's team in January 2019 as Director, Aboriginal Engagement. Vicki has a strong background in education and community development and has worked for the past 35 years with Aboriginal communities, families and people across rural, regional and remote WA. Previous roles include school principal, director roles within the Departments of Education and Communities and in the private sector with Rio Tinto.



Caroline Brasnett
Manager Corporate Services

Caroline Brasnett joined the Commissioner in 2016, after 43 years with the Department of Education in a range of education and managerial roles both in schools, including deputy principal of Western Australia's second largest school, and in central administration with roles involving human resources, risk management, and copyright and intellectual property. This was followed by a year at the Schools' Curriculum and Standards Authority.



About us

Ambassadors for Children and Young People

The Commissioner for Children and Young People has 15 Ambassadors for Children and Young People. The Ambassador initiative recognises eminent people living in Western Australia who have a significant role in the community and commitment to supporting children and young people and their families.

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

Several Ambassadors had a role in the 2018 Vulnerability Speaker Series, including Dr Robert Issacs who spoke at the Aboriginal forum. Professors Steve Zubrick and Donna Cross were also active members of the Speaking Out Survey expert panel.



Ms Linda Savage, Mrs Annie Fogarty, Dr Casta Tungaraza, Dr Robert Isaacs, Dr Donald Payne and Professor Donna Cross with the Commissioner at his office.

Western Australia's Ambassadors for Children and Young People are:

Winthrop Professor Donna Cross
Mrs Annie Fogarty AM
Mr Ricky Grace AM
Dr Robert Isaacs AM OAM JP PhD (Hon)
Mrs Tonya McCusker AM
Ms June Oscar AO
Dr Donald Payne
His Honour Judge Denis Reynolds
Ms Linda Savage
Hon. Barbara Scott OAM
Dr Casta Tungaraza
Ms Dawn Wallam
Mr David Wirrpanda
Mr Russell Woolf
Winthrop Professor Stephen Zubrick

During Children's Week 2018 the Commissioner welcomed five new Ambassadors for WA children and young people – Dr Robert Issacs, Dr Donald Payne, Mr Ricky Grace, Ms Linda Savage and Ms Dawn Wallam.

In October 2018, Professor Colleen Hayward AM and Professor Trevor Parry AM stepped down as Ambassadors. The Commissioner acknowledges their outstanding contributions to the office and the children and young people of Western Australia.

“It's always helpful to speak to kids as if they're intelligent and they want to know what's going on.”

Young person, Family law consultation

About us

Performance management framework

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

Desired outcome for the Commissioner for Children and Young People

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

Key Effectiveness Indicators:

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

Service undertaken by the Commissioner for Children and Young People

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

Key Efficiency Indicators:

- Unit cost per child
- Unit cost per representation.



Planning

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

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

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



Agency performance

Platform

1

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

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

Major achievements in 2018–19

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

In 2018, the Commissioner's office worked with the Ambassadors and children and young people to develop a Statement of Commitment to promote the understanding of children's rights in WA.

Commissioner's staff worked closely with students from local primary and secondary schools to translate the rights into child-friendly language. Children and young people were also involved in the production of a short video which has been viewed over 5,000 times on the Commissioner's social media channels. The video, along with a range of other resources, is also being used widely by schools and other organisations that work with young people.

The Statement contains nine fundamental rights of children and young people which sit across three domains of wellbeing: safe and supported, learning and participating, and healthy and connected.

The Statement was formally launched during Children's Week in October 2018.

The launch was followed by an opening address in November to the Parliamentary Friends of Children, an event convened by members of the WA Parliament, and attended by the Minister for Child Protection, members of the Joint Standing Committee and the Ambassadors for Children and Young People.

Work continues with the School Curriculum and Standards Authority to embed the Statement of Commitment into the WA curriculum.



Key project

Speaking Out Survey

More than 4,500 school students from across WA have taken part in the state's first Speaking Out Survey.

This survey, the largest consultation undertaken by the Commissioner's office to date, captures the views of students from Years 4 to 12 on important topics such as their health, safety, connection to community and how they access sources of support.

The Commissioner designed the Speaking Out Survey to provide important data to monitor the wellbeing of children and young people.

Approximately 200 primary and secondary schools were randomly selected to ensure students from all regions of Western Australia were consulted. Both government and non-government schools were involved.

Survey fieldwork was conducted by the Commissioner's staff in schools between March and August 2019.

Telethon Kids Institute will complete the survey data analysis in late 2019, with the findings published in early 2020.

The survey will provide valuable data for organisations working with children and young people, and help them shape policy and programs to meet the needs of children and young people.

The Speaking Out Survey is jointly funded by the Departments of Communities, Education, Health and Justice.

"I think the benefits of young people getting a say about issues that affect them is that young people have a different view on the world."

Kaylea, DigiMe



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

Adoption consultation

The Western Australian *Adoption Act 1994* was reviewed in 2018 and 31 changes to the Act were recommended. The Commissioner invited young people with experience of adoption to have a say on the proposed changes, which was the first time young people have been directly consulted on this Act.

The Commissioner published the young people's views along with his recommendations in the *Speaking Out About Adoption* report, which was provided to the Department of Communities and Minister for Child Protection.

“When people are deciding about a child’s best interests they must consider the background that the child may have and their issues or trauma associated with that.”

Young person, Adoption consultation

Based on the views of the young people consulted, the Commissioner made recommendations to strengthen the rights of children and young people within the Act and across adoption process in WA. Several young people who took part in the consultation met with Child Protection Minister Simone McGurk MLA to discuss their views.

Family separation and family law

In late 2018 the Commissioner invited children and young people with experience of family separation to share their views as part of the national review of the family law system.

Children and young people were able to participate anonymously by interview or making a written submission.

The key issues WA young people highlighted the importance of:

- ongoing, open and respectful communication with parents during and after separation
- being listened to by parents and service providers
- being treated fairly and as a person of value in their own right
- professionals who had a good rapport with children, were respectful, competent and capable of taking action.

The Commissioner published his recommendations and the views of young people in the *Speaking Out About Family Separation* report. The report was submitted to the Australian Law Reform Commission and the Family Court of Western Australia.

The Commissioner will monitor the Australian Law Reform Commission's findings and the implementation of their recommendations within WA.

“I think it’s really important to be sensitive because there’s a lot going on ...what would have been so good was to be involved, to be told what was going on.”

Young person, Adoption consultation

Young people meet Minister Simone McGurk to discuss their views on adoption legislation.



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

Aboriginal Leadership Cross-Cultural Solutions program

The Commissioner's Aboriginal Leadership Cross-Cultural Solutions program focused on recognising and building the leadership capacity of Aboriginal children and young people along with their peers in three schools from across WA: Karratha Senior High School, Girrawheen Senior High School and Narrogin Senior High School.



Young leaders with The Honourable Kim Beazley AC, Governor of Western Australia at Government House.

During the year, a mix of four Aboriginal and Torres Strait Islander and non-Aboriginal students from each school participated in a three-session leadership development program, including a three-day camp in August 2018.

The program gave the students increased confidence and understanding that young people, especially Aboriginal children and young people, can participate in decision making in their community.

Students had the opportunity to meet with business and community leaders, including the Governor of Western Australia, The Honourable Kim Beazley AC, and presented at the Commissioner's Vulnerability Speaker Series events. They also explored the issues in their respective communities and presented to local decision makers about what actions and positive changes they would like to see in their communities.

Advisory committees

The Commissioner's advisory committees provide children and young people with the opportunity to have their views heard and contribute directly to the work of the Commissioner.

In 2018 the Commissioner formed two advisory committees to inform the office's work on the wellbeing needs and experiences of lesbian, gay, bisexual, trans or intersex (LGBTI) children and young people.

The committees were:

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

Throughout 2018, the Commissioner's advisory committees were very active and focused on addressing several high priority issues facing LGBTI children and young people.

The committees played an important role in the Commissioner's advocacy and submissions on legal recognition,



The Commissioner with the Bunbury Senior High School Advisory Committee.

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

discrimination and wellbeing outcomes for LGBTI children and young people; they facilitated seminars for teachers, parents and students in Bunbury and Perth; and they spoke with stakeholders about the need for LGBTI youth events and spaces.

The committees created four video resources for schools and organisations working with children and young people, to raise awareness of LGBTI diversity and of strategies to create safe, inclusive environments for LGBTI children and young people.

Children's Week 2018

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

In 2018 the Commissioner celebrated Children's Week by releasing the Statement of Commitment to Western Australia's children and young people which draws on both the UN Convention and the views of WA children. He also took part in community events to celebrate the contributions of children and young people.

"I have a profound hearing loss, and the most important thing for me is to be able to express my encouragement and inspire other young children with a hearing loss and to give them tips along the way of their journey, and give them a glimpse of mine. I have wonderful support from my family and friends who help me every step of the way, and they're very important to me. I think it's important for us as deaf individuals to be able to express our mind and to do whatever we aspire to be, no matter the limits!"

Kayla, DigiMe

DigiMe

DigiMe, an online avatar creator, was developed by the Commissioner in 2017 to provide children and young people with another way to share their views and have them published on his website and social media.

In 2018–19, the Commissioner received over 1,100 contributions from children and young people through DigiMe, who responded to questions such as:

How can organisations help young people to make complaints? What does a child's right to a healthy life mean? and What is the most important thing in your life?



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

Commissioner for Children and Young People Participate Award

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

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

The 2018 recipient of the award was 12 year-old Scott Guerini from the WA Wheatbelt.

After learning about helping others during a lesson in Kindy, 4 year-old Scott decided he needed to do something to help sick kids and babies.

Scott has since walked almost 500 km in the past nine years, and at the age of 12 and has raised over \$145,000 for Telethon.

He now speaks at schools, clubs and corporate events, talking about dealing with pressure and the importance of talking to someone when you're not feeling great. He has also written and published a book called *Did you know, you can change the world?* and has sold over 1,000 copies with proceeds going to Telethon.

Local Government Policy Awards

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

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

The City of Albany won the 2018 Children's Consultation award for its innovative and creative consultation methods to involve young people in developing its Youth Friendly Albany Strategy (2017–2025), including the Albany Youth Advisory Council, online and face-to-face forums.

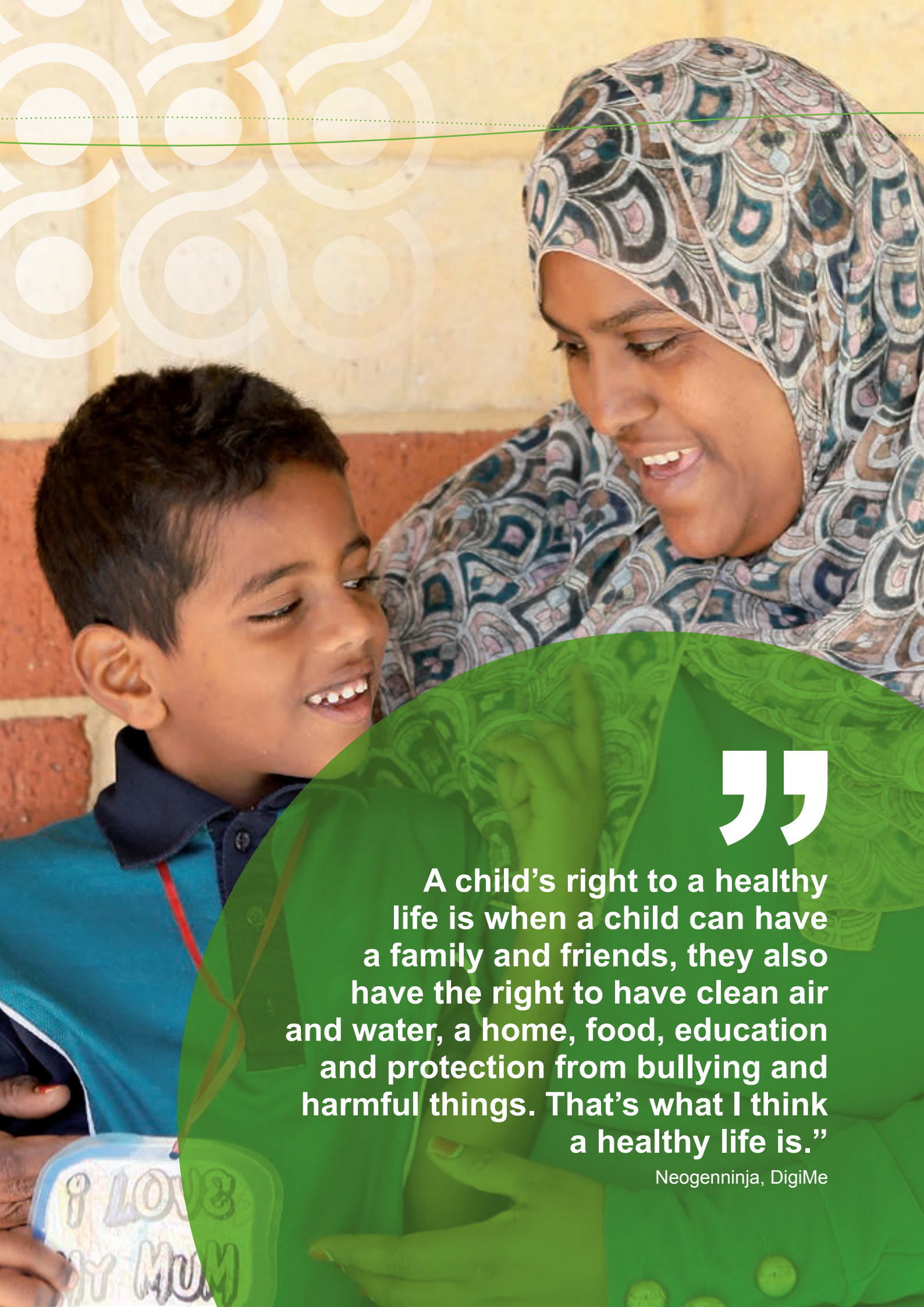
The City of Rockingham also received a commendation for the development of their Strategy for Children and Young People, which demonstrates strong forward planning for consultation with children and young people in their area.

“The most important things in my life is knowing that I have friends who are there to help me at school when I'm feeling down. Teachers that want me to learn and make good decisions. Parents who love me and help me out in my home life.”

Jermy, DigiMe

The Commissioner with Participate Award winner Scott Guerini.





”

A child's right to a healthy life is when a child can have a family and friends, they also have the right to have clean air and water, a home, food, education and protection from bullying and harmful things. That's what I think a healthy life is."

Neogenninja, DigiMe

Platform

2

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

Supporting children and young people's healthy development recognises their place as equal citizens in our society and builds a brighter future for our State. The challenges children and young people face continually evolve and need to be recognised and addressed by evidence-informed programs, policy and legislation.

Monitoring children and young people's wellbeing and considering the latest research is essential to inform decision making and develop innovative approaches.

Major achievements in 2018–19

Profile of Children and Young People in WA

In February 2019, the Commissioner published an updated *Profile of Children and Young People in Western Australia*. The report contains new socio-demographic information and can be used by agencies to help them allocate resources for children and young people across WA.

The report contains data across areas such as population, projected growth, education, housing, disability and poverty. Data has been sourced from the Australian Bureau of Statistics, Australian Institute of Health and Welfare and State government departments.

The *Profile of Children and Young People in Western Australia* is a component of the Commissioner's Wellbeing Monitoring Framework which monitors and reports on the wellbeing of WA children and young people.

Child Safe Organisations

The Commissioner's Child Safe Organisations WA resources continue to promote and support the implementation of child safe principles and practices in organisations in WA. The resources help organisations to identify and manage any

risks impacting the safety and wellbeing of children and young people.

Throughout the year, the Commissioner promoted the Child Safe Organisations resources in his presentations and his staff conducted three whole-day, free seminars in Perth. The Commissioner also published a revised self-assessment and review tool for agencies which was downloaded from the Commissioner's website 573 times.

The Commissioner fully supports the recommendations by the Royal Commission into Institutional Responses to Child Sexual Abuse with regard to child safe organisations, including the implementation of national standards that are externally monitored by an independent body. The Commissioner welcomed news that these recommendations were accepted by the WA Government and that the national child safe principles were agreed to in February 2019 by the Council of Australian Government and signed by the Premier of WA.

The Commissioner's staff have an ongoing role in working groups led by WA government agencies planning the implementation of these recommendations and have contributed to resources being developed by the National Office of Child Safety.

Key project

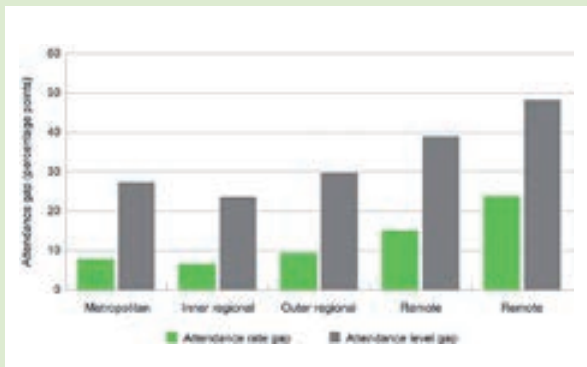
Indicators of Wellbeing

In 2018–19 the Commissioner launched the Indicators of Wellbeing, a practical online data resource that provides a single, collated overview of the wellbeing of WA's children and young people.

The Indicators of Wellbeing provides data on a range of indicators and measures across age groups and over time.

It is designed for government and non-government organisations involved in policymaking and service delivery to help them identify what is working and where changes are required to improve the wellbeing of WA's children and young people.

The Indicators of Wellbeing data is structured into three age groups and across three domains: Learning and participating, Healthy and connected, and Safe and supported.



Attendance gap between Aboriginal and non-Aboriginal Year 1 to Year 6 students by remoteness area, WA, 2017.

The domains reflect how families, communities and services enable children to be healthy, safe and learning across childhood, adolescence and the transition to adulthood.

To select the indicators, the Commissioner considered the views of children and young people on what wellbeing means to them and what it means to have a good life. Their views were gathered through the Commissioner's consultations over the past 12 years.

Data for the Indicators of Wellbeing has been collated from a variety of sources including the Australian Bureau of Statistics, the Australian Institute of Health and Welfare, NAPLAN data and other state and federal government departments.

Data is being released in stages. The Learning and participating data was published in 2018–19, with Healthy and connected and Safe and supported data sets due to be published in the second half of 2019.

The Indicators of Wellbeing is a component of the Wellbeing Monitoring Framework and was developed by the Commissioner in consultation with CoLab through Telethon Kids Institute.

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

Monitoring complaints made by children and young people

Throughout the year the Commissioner's office continued to promote the importance of child friendly complaints systems as one of the principles to be applied in Child Safe Organisations.

The Royal Commission into Institutional Responses to Child Sexual Abuse recommended that all organisations who work with children and young people ensure their processes to respond to complaints and concerns are child focused.

During 2018–19 the Commissioner conducted his biennial survey to monitor the way government agencies deal with complaints and the trends in complaints made by, or on behalf of, children and young people.

For the first time, the survey used questions based on the Commissioner's Child Safe Organisations resources. In addition, the Commissioner's staff reviewed agency websites for complaints information and held a workshop with children and young people to determine how easily they could find information on how to make a complaint. The full report will be published in early 2019–20.

Australian and New Zealand Children's Commissioners and Guardians Group (ANZCCG)

The ANZCCG aims to promote and protect the safety, wellbeing and rights of children and young people in Australia and New Zealand.

Every Australian state and territory has a Child Guardian and/or Commissioner office, each guided by specific legislation, and in New Zealand there is a national Commissioner. Despite the differences in statutory function between these jurisdictions, the Commissioners and Guardians collaborate where possible and meet twice a year to share information and plan joint advocacy projects.

The ANZCCG met in November 2018 and May 2019.

In 2018, the New Zealand Children's Commissioner Judge Andrew Becroft worked collaboratively with Commissioner Colin Pettit to deliver a presentation for the Vulnerability Speaker Series. Judge Becroft shared information about New Zealand's vulnerable children and young people, their challenges and the strategies that are making a real difference.

Public commentary

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

During the year the Commissioner gave 51 speeches and presentations on a range of issues such as his school and learning consultation, child protection, early years, mental health and suicide prevention, wellbeing, Child Safe Organisations and the importance of listening to the views of children and young people. The Commissioner also provided briefings to the Western Australian Parliament.

The Commissioner makes public comment in the media where appropriate and in the best interests of the WA's children and young people. In 2018–19 the Commissioner had three opinion pieces published in major media outlets and gave a range of interviews and comments on issues relating to children and young people's vulnerability, wellbeing and their rights.

The Commissioner increased his social media presence by launching Facebook and Instagram pages to complement his well-established Twitter account. All platforms continue to experience strong growth and are an important way for the Commissioner to engage with stakeholders and the community.



”

I think it's really important for kids to have a say in what happens to them and what goes on.”

Young person, Family law consultation

Platform

3

Prioritising the needs of disadvantaged and vulnerable children and young people

A strong society is one that ensures its most vulnerable are provided with opportunities to contribute to that society. Ensuring the State's laws and policies actively support children and young people's wellbeing and respect their role as citizens sets the broader agenda for the community. Assisting agencies to continually improve the opportunities and services for children and young people who present as vulnerable, disadvantaged or face additional inequities is an essential role of the office.

Major achievements in 2018–19

Child protection

All children and young people have the right to be safe and feel safe at all times. The Commissioner continues to advocate across a range of issues that affect children and young people who have been removed from their families due to safety and wellbeing concerns.

Supporting the development of Aboriginal-led solutions to the overrepresentation of Aboriginal children in the child protection system is a priority issue and the Commissioner was pleased to support the development of the *Partnering with Aboriginal Community Controlled Organisations to deliver trusted services with stronger outcomes for Aboriginal people* report by the WA Council of Social Services and the Noongar Family Safety and Wellbeing Council.

Working with Children's Commissioners and Guardians from other jurisdictions, the Commissioner led a review of the quality and comprehensiveness of child protection frameworks. The work was undertaken by the Australian Centre for Child Protection and the report was published in July 2018.

The Commissioner continues to meet regularly with the Department of

Communities to raise issues related to case practice with the intent of guiding overall system development to improve outcomes for children in the care system.

Royal Commission into Institutional Responses to Child Sexual Abuse

The Commissioner strongly advocates that governments and leaders fully support and implement the recommendations from the Royal Commission.

Throughout the year, the Commissioner continued work in areas directly relevant to the some of the Royal Commission's recommendations: child friendly complaints mechanisms, harmful sexual behaviours in children and young people, oversight of services for children and young people, advocacy and support, and child safe organisations through the Commissioner's Child Safe Organisations WA project.

The Commissioner chaired the Responses to Child Sexual Abuse in Western Australia Executive Steering Group, a consortium of non-government service providers, government agencies and the Australian Centre for Child Protection, to guide research into improving responses to child sexual abuse.

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

Youth justice

Young people's involvement in the youth justice system is an ongoing priority and concern for the Commissioner.

The Commissioner continues to use the views shared by young people in his 2016 youth justice consultation to make representations and advocate for changes to the WA youth justice system to improve the opportunities and outcomes for young people in the system and their families.

In November 2018, as part of the Australian New Zealand Children's Commissioners and Guardians (ANZCCG), the Commissioner discussed a range of issues relating to youth justice, including the age of criminal responsibility. Currently, the age of criminal responsibility across Australia and New Zealand is 10. The ANZCCG recommends this should be no lower than the internationally acceptable minimum age of 12.

Mental health

Good mental health is an essential component of wellbeing and is important for children from infancy and early childhood through to adolescence and young adulthood.

While most children and young people in WA experience good mental health, a new approach is urgently needed to support our most vulnerable children and young people.

In February 2019, the State Coroner released the Inquest into the deaths of thirteen children and young people in the Kimberley Region. The death of any child or young person to suicide is an absolute tragedy. The Commissioner

provided feedback and input to the State Government's response to the Coroner's Inquest, including additional strategies to address the suicide of Aboriginal children and young people. The Commissioner will continue to monitor and strongly advocate for the implementation of effective strategies, particularly Aboriginal-led solutions, in this area.

In March 2019, the Commissioner released an issues paper on LGBTI children and young people. The experiences of discrimination and social exclusion that LGBTI young people experience negatively impacts their health and wellbeing, particularly their mental health, and contributes to higher rates of mental health issues, including rates of suicide attempts. The Commissioner made several recommendations to improve outcomes and support better inclusion including the need for a whole-of-government strategy to ensure policies and practices of all government organisations and funded services are inclusive of LGBTI children and young people.

The Commissioner made several submissions on mental health during the year including:

- Department of Health's Review of the Clinical Governance of Public Mental Health Services in WA
- Productivity Commission – Mental Health Inquiry
- Mental Health Commission – feedback on the draft WA Mental Health, Alcohol and Other Drug Services Plan 2015-2025
- WA LGBTI Health Strategy.

“I think if my mental health was taken more seriously rather than put down to behavioural problems and that I was just acting out, I think I wouldn't have ended up so unwell or so lost in myself, and wondering what was going on in my head. I felt like a lost little girl that missed out on that childhood of growing up and being happy. I think I needed to be taken more seriously.”

Young person, Improving the Odds for WA's Vulnerable Children and Young People



Key project

Vulnerability Seminar Series

The persistent disadvantage and poorer outcomes experienced by vulnerable children and young people in WA prompted the Commissioner to focus on vulnerability in 2018 and 2019.

While most WA children and young people are faring well, some who have participated in the Commissioner's consultations over the past 12 years have shared their insights and experiences of poverty, family violence, physical, emotional and sexual abuse, neglect, bullying, disability, discrimination and disadvantage.

In the first half of 2018, the Commissioner published a discussion paper and commenced the Vulnerability Speaker Series, a program of events focused exploring how best to address the challenges for vulnerable children and young people in our community and inform strategic responses.

“To support Aboriginal children and their families, I think that there should be a more clear focus on our culture and togetherness because in Aboriginal culture it’s a real big thing that everyone’s together and everyone is family, that’s our mob.”

Young person, Improving the Odds for WA's Vulnerable Children and Young People

The Commissioner hosted two public seminars with expert guest speakers and two executive roundtables with guests including government ministers and other leaders from the government, not for profit, research and business sectors.

Building on his earlier work, the Commissioner hosted a one-day forum in August 2018 which was attended by 72 WA Aboriginal leaders. The forum sought the views of Elders and Aboriginal people whose work involves supporting the wellbeing of Aboriginal communities, children and young people. It provided an opportunity for attendees to discuss the issues and what changes are needed to improve outcomes for Aboriginal children and young people.

A third seminar and roundtable were held to explore Aboriginal-led solutions that have brought about positive change for Aboriginal children and young people. It examined the particular importance of supporting Aboriginal leadership and nurturing young Aboriginal leaders to help address the over-representation of Aboriginal children and young people experiencing poorer outcomes.

Agency performance

The findings and recommendations from all of these events were published in the report *Improving the odds for WA's vulnerable children and young people*. The report contains the Commissioner's five recommendations to government on a way forward to more sustainably address vulnerability in WA.

The Commissioner's key recommendation is to establish a statewide Child Wellbeing Strategy, with a priority on targeted, early intervention for vulnerable children, young people and their families.

Further recommendations are to:

- develop and implement a Child Impact Assessment tool
- develop, implement and resource a model of independent oversight of services providing support to children and young people
- enable Aboriginal-led solutions to address the needs of Aboriginal children and young people
- investigate and resource models to build community capacity to support children and young people's wellbeing.

The Commissioner tabled the report in State Parliament in May 2019 and copies have been provided to all WA Members of Parliament.

The Commissioner will monitor progress on his recommendations and continue to work with agencies to advance solutions and advocate on behalf of vulnerable children and young people.

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

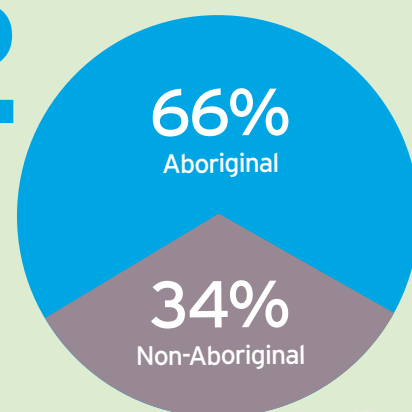
of children and young people are
7% living in poverty



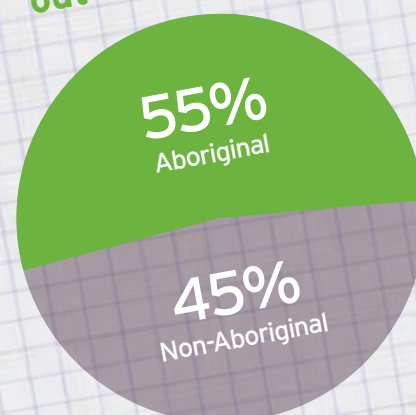
1 in 5 children are developmentally vulnerable at the start of their first year of full-time school

732

children and young people are under youth justice supervision (community and detention) on an average day



5,029 children and young people are in out-of-home care



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

Breaking the Cycle – Taking Action

In August 2018, the Commissioner hosted an Aboriginal forum as part of the Vulnerability Speaker Series. The forum was attended by 72 Aboriginal people who provided valuable insight into the issues, barriers and challenges impacting on the wellbeing on Aboriginal children and young people.

The overrepresentation of Aboriginal children and young people in all indicators of disadvantage continues to highlight the need for more effective ways of working to address these issues.

In response, the Commissioner is undertaking a new initiative which recognises that Aboriginal people are best placed to identify, develop and manage solutions to meet their needs.

The Commissioner is working together with the Jigalong and Safety Bay communities, WA Police and Department of Justice on this initiative which focuses on:

- developing a series of actions that can be adopted by government, non-government and Aboriginal communities to bring about significant change for Aboriginal children and young people
- acknowledging and understanding the impact of colonisation on the lives of Aboriginal peoples
- supporting Aboriginal communities to lead the planning, development, implementation, monitoring and evaluation of programs and services that provide better outcomes for their children and young people.

Formal submissions 2018–19

The following is a list of major submissions in 2018–19. The list does not indicate all submissions or representations made by the Commissioner during the year as some may not be publicly available. All submissions listed below can be viewed on the Commissioner’s website.

Date	Title	Delivered to
August 2018	UN CRC Alternate Report – Child Rights Taskforce	Child Rights Taskforce/ United Nations
August 2018	Office of Advocacy and Accountability in Aboriginal Affairs in WA	Department of Premier and Cabinet
August 2018	Review of the <i>Carers Recognition Act 2004</i>	Department of Communities
September 2018	Australian Human Rights Commission – Protecting the human rights of people born with variations in sex characteristics project	Australian Human Rights Commission
September 2018	MyHealth Record – implications for young people	WA Minister for Health Roger Cook and Federal Minister for Health Hon Greg Hunt MP

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

October 2018	Submission to the WA LGBTI Health Strategy	Department of Health
October 2018	Review of the Western Australian legislation in relation to recognition of a person's sex, change of sex or intersex status	Law Reform Commission
November 2018	Legislative exemptions that allow faith-based educational institutions to discriminate against students, teachers and staff	Senate Legal and Constitutional Affairs Committee
November 2018	Residential Tenancies Legislation Amendment (Family Violence) Bill 2018	Standing Committee on Legislation Western Australia
November 2018	Submission to draft Mental Health Accommodation and Support Strategy	Mental Health Commission
December 2018	10-Year Strategy on Homelessness	Department of Communities
January 2019	National Action Plan on Children's Health: 2020-2030	Federal Government (via ARACY)
January 2019	Review Powers and Information Sharing Children's Court of WA	Department of Justice
March 2019	Duty of Institutions recommendations of the Royal Commission into Child Sexual Abuse	Department of Justice
March 2019	Feedback on draft WA Mental Health, Alcohol and other Drug Services Plan Update 2018	Mental Health Commission
March 2019	Consultation paper on 'What is known about systems that enable the public health approach to protecting children'	Productivity Commission
April 2019	Productivity Commission Inquiry – social and economic benefits of improving mental health	Productivity Commission
April 2019	Submission to Clinical Governance Review	Department of Health
May 2019	Submission to Standing Committee on Legislation – Human Reproductive Technology and Surrogacy Legislation Amendment Bill 2018	Standing Committee on Legislation



Agency performance

Financial targets summary

Performance is monitored against financial targets and through our Key Performance Indicators. Performance results for 2018–19 are shown below.

Financial targets

	2019 Target ⁽¹⁾ (\$000)	2019 Actual (\$000)	Variation ⁽²⁾ (\$000)
Total cost of services (expense limit) (sourced from Statement of Comprehensive Income)	3,511	3,084	(427)
Net cost of services (sourced from Statement of Comprehensive Income)	3,228	2,802	(426)
Total equity (sourced from Statement of Financial Position)	354	677	(323)
Approved salary expense level	2,043	1,688	(355)

(1) As specified in the Budget Statements.

(2) Further explanations are contained in Note 8.9 'Explanatory Statement to the Financial Statements.'

Working cash targets

	2019 Target ⁽¹⁾ (\$000)	2019 Actual (\$000)	Variation ⁽²⁾ (\$000)
Agreed working cash limit (at Budget)	156	505	(349)

(1) As specified in the Budget Statements.

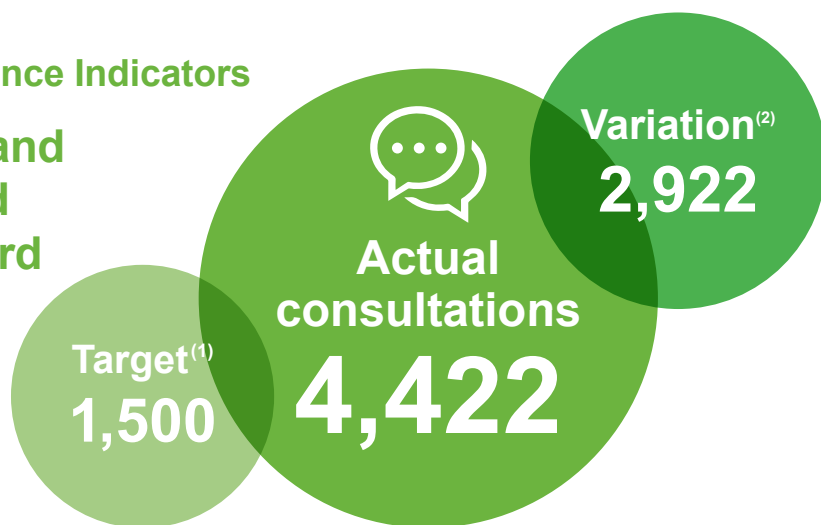
(2) Further explanations are contained in Note 8.9 'Explanatory Statement to the Financial Statements.'

Agency performance

Summary of Key Performance Indicators

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

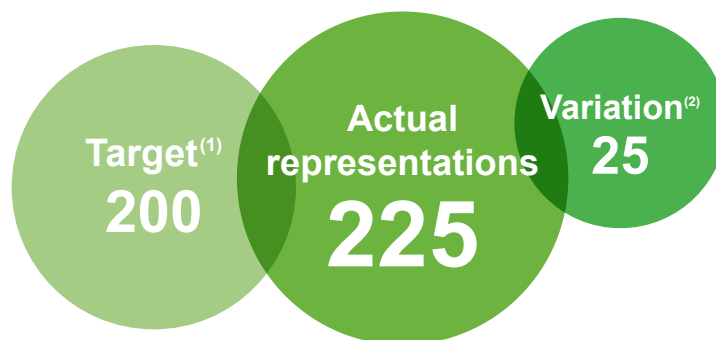
Key Effectiveness Indicator:
Extent to which children and young people in various regions of the State are consulted



Key Efficiency Indicator:
Unit cost per child

Target ⁽¹⁾	Actual cost	Variation ⁽²⁾
\$610	\$212	\$398

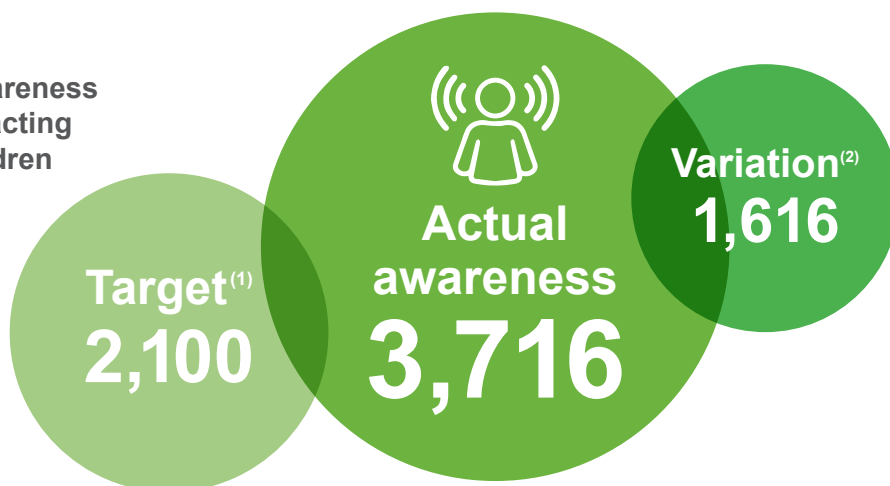
Key Effectiveness Indicator:
Extent to which issues impacting upon children and young people are researched, advocated and promoted



Key Efficiency Indicator:
Unit cost per representation

Target ⁽¹⁾	Actual cost	Variation ⁽²⁾
\$12,987	\$9,548	\$3,439

Key Effectiveness Indicator:
Extent to which public awareness is engaged on issues impacting upon the wellbeing of children and young people



(1) As specified in the Budget Statements.

(2) Further explanations are contained in Note 8.9 'Explanatory Statement to the Financial Statements.



Significant issues impacting the agency

Significant issues impacting the agency

Royal Commission into Institutional Responses to Child Sexual Abuse

The Commissioner will continue to monitor and support the response to recommendations from the Royal Commission into Institutional Responses to Child Sexual Abuse. The Commissioner will remain focused on promoting the use of child safe policies and practices to Western Australian organisations through the Child Safe Organisations project and supporting agencies to implement appropriate responses to harmful sexual behaviours in children and young people.

Wellbeing Framework

The Commissioner will continue to investigate and report on key aspects of WA children and young people's wellbeing based on outcomes described in the Wellbeing Monitoring Framework.

“In my point of view, the most important thing in life is having opportunities and the feeling that you're safe in the local environment, and not worried that it's not safe around your home. Young people should feel that both their mental and physical wellbeing is good and their life is worth it.”

Jo, DigiMe

Vulnerability Speakers Series

Improving outcomes for vulnerable children and young people is an important priority for the Commissioner. Over the next year, the Commissioner will continue to promote and monitor progress on the recommendations of his Vulnerability Speaker Series report, *Improving the odds for WA's vulnerable children and young people*, which was tabled in Parliament in May 2019.

Speaking Out Survey

The Commissioner will work closely with Telethon Kids Institute to conduct the analysis of the Speaking Out Survey data from more than 4,500 WA children and young people who shared their views on important topics related to their health and wellbeing. Findings will be published in early 2020.



Disclosures and legal compliance

Disclosures and legal compliance

Certification of financial statements

For the reporting period ended 30 June 2019

The accompanying financial statements of the Commissioner for Children and Young People have been prepared in compliance with the provisions of the *Financial Management Act 2006* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2019 and the financial position as at 30 June 2019.

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



C. Uren
Chief Finance Officer
14 August 2019



C. Pettit
Accountable Authority
14 August 2019



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

COMMISSIONER FOR CHILDREN AND YOUNG PEOPLE

Report on the Financial Statements

Opinion

I have audited the financial statements of the Commissioner for Children and Young People which comprise the Statement of Financial Position as at 30 June 2019, the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows, and Summary of Consolidated Account Appropriations and Income Estimates for the year then ended, and Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the operating results and cash flows of the Commissioner for Children and Young People for the year ended 30 June 2019 and the financial position at the end of that period. They are in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions.

Basis for Opinion

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

Responsibility of the Commissioner for the Financial Statements

The Commissioner is responsible for keeping proper accounts, and the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions, and for such internal control as the Commissioner determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's Responsibility for the Audit of the Financial Statements

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial statements. The objectives of my audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

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

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

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

Report on Controls

Opinion

I have undertaken a reasonable assurance engagement on the design and implementation of controls exercised by the Commissioner for Children and Young People. The controls exercised by the Commissioner are those policies and procedures established by the Commissioner to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions (the overall control objectives).

My opinion has been formed on the basis of the matters outlined in this report. In my opinion, in all material respects, the controls exercised by the Commissioner for Children and Young People are sufficiently adequate to provide reasonable assurance that the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities have been in accordance with legislative provisions during the year ended 30 June 2019.

The Commissioner's Responsibilities

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

Auditor General's Responsibilities

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

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

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

Limitations of Controls

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

Report on the Key Performance Indicators

Opinion

I have undertaken a reasonable assurance engagement on the key performance indicators of the Commissioner for Children and Young People for the year ended 30 June 2019. The key performance indicators are the key effectiveness indicators and the key efficiency indicators that provide performance information about achieving outcomes and delivering services.

In my opinion, in all material respects, 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 2019.

The Commissioner's Responsibility for the Key Performance Indicators

The Commissioner is responsible for the preparation and fair presentation of the key performance indicators in accordance with the *Financial Management Act 2006* and the Treasurer's Instructions and for such internal control as the Commissioner determines necessary to enable the preparation of key performance indicators that are free from material misstatement, whether due to fraud or error.

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

Auditor General's Responsibility

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

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

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

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

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

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

This auditor's report relates to the financial statements and key performance indicators of the Commissioner for Children and Young People for the year ended 30 June 2019 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.



SANDRA LABUSCHAGNE
DEPUTY AUDITOR GENERAL
Delegate of the Auditor General for Western Australia
Perth, Western Australia
27 August 2019

Financial statements

Statement of comprehensive income

For the year ended 30 June 2019

	Notes	2019 \$	2018 \$
COST OF SERVICES			
Expenses			
Employee benefits expense	2.1(a)	1,905,701	2,198,202
Supplies and services	2.2	836,900	632,709
Depreciation and impairment expense	4.1.1	10,224	14,117
Accommodation expenses	2.2	299,817	290,201
Other expenses	2.2	30,777	33,330
Loss on disposal of non-current asset	4.1	988	-
Total cost of services		3,084,407	3,168,559
Income			
<i>Revenue</i>			
Other revenue	3.2	282,463	28,163
Total revenue		282,463	28,163
Total income other than income from State Government		282,463	28,163
NET COST OF SERVICES		2,801,944	3,140,396
Income from State Government			
Service appropriation	3.1	2,863,000	3,174,000
Services received free of charge	3.1	113,629	114,961
Total income from State Government		2,976,629	3,288,961
SURPLUS/(DEFICIT) FOR THE PERIOD		174,685	148,565
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		174,685	148,565

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

Financial statements

Statement of financial position

As at 30 June 2019

	Notes	2019 \$	2018 \$
ASSETS			
Current Assets			
Cash and cash equivalents	6.1	505,489	273,799
Receivables	5.1	30,119	29,014
Total Current Assets		535,608	302,813
Non-Current Assets			
Restricted cash and cash equivalents	6.1	18,227	10,853
Amounts receivable for services	5.2	482,000	466,000
Plant and equipment	4.1	48,925	52,594
Total Non-Current Assets		549,152	529,447
TOTAL ASSETS		1,084,760	832,260
LIABILITIES			
Current Liabilities			
Payables	5.3	143,771	139,970
Employee benefits provisions	2.1(b)	181,135	144,726
Total Current Liabilities		324,906	284,696
Non-Current Liabilities			
Employee benefit provisions	2.1(b)	83,141	45,536
Total Non-Current Liabilities		83,141	45,536
TOTAL LIABILITIES		408,047	330,232
NET ASSETS		676,713	502,028
EQUITY			
Contributed equity	8.8	-	-
Accumulated surplus/(deficit)		676,713	502,028
TOTAL EQUITY		676,713	502,028

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

Financial statements

Statement of changes in equity

For the year ended 30 June 2019

	Notes	Contributed equity \$	Accumulated surplus/ (deficit) \$	Total equity \$
Balance at 1 July 2017	8.8	420,000	646,463	1,066,463
Surplus/(deficit)		-	148,565	148,565
Other comprehensive income		-	-	-
Total comprehensive income for the period		-	148,565	148,565
Distribution to owners		(713,000)	-	(713,000)
Total		(293,000)	795,028	502,028
Transfer of debit balances to Accumulated surpluses		293,000	(293,000)	-
Balance at 30 June 2018		-	502,028	502,028
Balance at 1 July 2018			502,028	502,028
Surplus/(deficit)	8.8	-	174,685	174,685
Other comprehensive income		-	-	-
Total comprehensive income for the period		-	174,685	174,685
Balance at 30 June 2019		-	676,713	676,713

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

Financial statements

Statement of cash flows

For the year ended 30 June 2019

	Notes	2019 \$	2018 \$
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		2,847,000	3,158,000
Distributions to owners		-	(713,000)
Net cash provided by State Government		2,847,000	2,445,000
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(1,830,853)	(2,218,118)
Supplies and services		(719,854)	(538,495)
Accommodation		(299,817)	(290,201)
GST payments on purchases		(101,858)	(86,906)
Other payments		(30,777)	(33,330)
Receipts			
GST receipts on sales		29,361	4,352
GST receipts from taxation authority		69,942	89,163
Other receipts		283,463	43,862
Net cash provided by/(used in) operating activities		(2,600,393)	(3,029,671)
CASHFLOWS FROM INVESTING ACTIVITIES			
Purchase of non-current physical assets		(7,543)	-
Net cash used in investing activities		(7,543)	-
Net increase/(decrease) in cash and cash equivalents		239,064	(584,671)
Cash and cash equivalents at the beginning of the period		284,652	869,323
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	6.1	523,716	284,652

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



”

All children deserve to have a happy and safe life as well as a warm and decent shelter. They also deserve to have a loving caring family.”

William, DigiMe

Notes to the financial statements

Summary of consolidated account appropriations and income estimates

For the year ended 30 June 2019

	2019 Estimate \$	2019 Actual \$	Variance	2019 Actual \$	2018 Actual \$	Variance
Delivery of Services						
Item 12 Net amount appropriated to deliver services	2,814,000	2,608,000	(206,000)	2,608,000	2,919,000	(311,000)
Amount Authorised by Other Statutes – <i>Salaries and Allowances Act 1975</i>	255,000	255,000	-	255,000	255,000	-
Total appropriations provided to deliver services	3,069,000	2,863,000	(206,000)	2,863,000	3,174,000	(311,000)
GRAND TOTAL	3,069,000	2,863,000	(206,000)	2,863,000	3,174,000	(311,000)
Details of Expenses by Service						
Consultation, research and promotion	3,511,000	3,084,407	(426,593)	3,084,407	3,168,559	(84,152)
Total Cost of Services	3,511,000	3,084,407	(426,593)	3,084,407	3,168,559	(84,152)
Less Total Income	(283,000)	(282,463)	537	(282,463)	(28,163)	(254,300)
Net Cost of Services	3,228,000	2,801,944	(426,056)	2,801,944	3,140,396	(338,452)
Adjustments	(159,000)	61,056	220,056	61,056	33,604	27,452
Total appropriations provided to deliver services	3,069,000	2,863,000	(206,000)	2,863,000	3,174,000	(311,000)

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

Note 8.9 'Explanatory statement' provides details of any significant variations between estimates and actual results for 2019 and between the actual results for 2019 and 2018.

Notes to the financial statements

1. Basis of preparation

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

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

These annual financial statements were authorised for issue by the Accountable Authority of CCYP on 14 August 2019.

Statement of compliance

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

1. The *Financial Management Act 2006 (FMA)*
2. The Treasurer's Instructions (**TIs**)
3. Australian Accounting Standards (**AAS**) Reduced Disclosure Requirements
4. Where appropriate, those **AAS** paragraphs applicable for notforprofit entities have been applied.

The *Financial Management Act 2006* and the Treasurer's Instructions take precedence over AAS. Several AAS are modified by the Instructions to vary application, disclosure format and wording. Where modification is required and has had a material or significant financial effect upon the reported results, details of that modification and the resulting financial effect are disclosed in the notes to the financial statements.

Basis of preparation

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

Judgements and estimates

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

Contributed equity

AASB Interpretation 1038 *Contributions by Owners Made to Wholly-Owned Public Sector Entities* requires transfers in the nature of equity contributions, other than as a result of a restructure of administrative arrangements, to be designated by the Government (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.

Notes to the financial statements

2. Use of our funding

Expenses incurred in the delivery of services

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

	Notes	2019 \$	2018 \$
Employee benefits expenses	2.1(a)	1,905,701	2,198,202
Employee benefits provisions	2.1(b)	264,276	190,262
Other expenditure	2.2	1,167,494	956,240

2.1(a) Employee benefits expenses

	2019 \$	2018 \$
Wages and salaries	1,710,278	1,755,546
Termination benefits	-	247,097
Superannuation – defined contribution plans ^(a)	159,141	161,404
Other related expenses	36,282	34,155
Total employee benefits expenses	1,905,701	2,198,202

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

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

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

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

GESB and other fund providers administer public sector superannuation arrangements in Western Australia in accordance with legislative requirements. Eligibility criteria for membership in particular schemes for public sector employees vary according to commencement and implementation dates.

Notes to the financial statements

2.1(b) Employee benefits provisions

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

	2019 \$	2018 \$
Current		
Employee benefits provisions		
Annual leave ^(a)	110,945	98,255
Long service leave ^(b)	69,412	45,856
	180,357	144,111
Other provisions		
Employment on-costs ^(c)	778	615
	778	615
Total current employee benefits provisions	181,135	144,726
Non-current		
Employee benefits provisions		
Long service leave ^(b)	82,764	45,330
	82,764	45,330
Other provisions		
Employment on-costs ^(c)	377	206
	377	206
Total non-current employee benefits provisions	83,141	45,536
Total employee related provisions	264,276	190,262

(a) **Annual leave liabilities:** Classified as current as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period.

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

(b) **Long service leave liabilities:** Unconditional long service leave provisions are classified as current liabilities as CCYP does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period.

Pre-conditional and conditional long service leave provisions are classified as non-current liabilities because CCYP has an unconditional right to defer the settlement of the liability until the employee has completed the requisite years of service.

Notes to the financial statements

The provision for long service leave is calculated at present value as CCYP does not expect to wholly settle the amounts within 12 months. The present value is measured taking into account the present value of expected future payments to be made in relation to services provided by employees up to the reporting date. These payments are estimated using the remuneration rate expected to apply at the time of settlement, discounted using market yields at the end of the reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

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

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

Employment on-costs provision	2019 \$	2018 \$
Carrying amount at start of period	821	899
Additional/(reversals of) provisions recognised	334	(78)
Carrying amount at end of period	1,155	821

Key sources of estimation uncertainty – long service leave

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

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

- Expected future salary rates
- Discount rates
- Employee retention rates
- Expected future payments.

Changes in these estimations and assumptions may impact on the carrying amount of the long service leave provision.

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

Notes to the financial statements

2.2 Other expenditure

	2019 \$	2018 \$
Supplies and services		
Communications	31,525	41,433
Consultants and contractors	508,053	288,390
Consumables	75,521	101,466
Travel	92,852	37,998
Lease, rent and hire costs	35,187	40,398
Licence, fee and registration	16,067	7,393
Publications	33,724	66,598
Sponsorship	38,414	39,791
Other	5,557	9,242
Total supplies and services expenses	836,900	632,709
Accommodation expenses		
Lease rentals	285,167	273,290
Repairs and maintenance	3,370	5,169
Cleaning	11,280	11,742
Total accommodation expenses	299,817	290,201
Other		
Internal and external audit fee	30,227	33,330
Security	550	-
Total other expenses	30,777	33,330
Total other expenditure	1,167,494	956,240

Supplies and services:

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

Accommodation expenses:

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

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

Notes to the financial statements

3. Our funding sources

How we obtain our funding

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

	Notes	2019 \$	2018 \$
Income from State Government	3.1	2,976,629	3,288,961
Other revenue	3.2	282,463	28,163

3.1 Income from State Government

Appropriation received during the period:			
Service appropriation ^(a)		2,863,000	3,174,000
		2,863,000	3,174,000
Department of Justice		99,135	102,605
Department of Finance – Government Offices Accommodation		12,125	12,356
Department of Education		2,369	-
Total services received		113,629	114,961
Total income from State Government		2,976,629	3,288,961

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

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

- Cash component
- A receivable (asset).

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

3.2 Other revenue

Contributions		280,000	-
Sponsorship		-	25,000
Employee contributions		2,463	3,163
		282,463	28,163

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

Notes to the financial statements

4. Key assets

Assets CCYP utilises for economic benefit or service potential

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

	Notes	2019 \$	2018 \$
Plant and equipment	4.1	48,925	52,594
Total key assets		48,925	52,594

4.1 Plant and equipment

Year ended 30 June 2019	Computer Hardware \$	Office Equipment \$	Furniture, fixtures & fittings \$	Total \$
1 July 2018				
Gross carrying amount	18,031	15,894	69,630	103,555
Accumulated depreciation	(17,853)	(10,478)	(22,630)	(50,961)
Carrying amount at start of period	178	5,416	47,000	52,594
Additions	-	7,543	-	7,543
Disposals	-	(988)	-	(988)
Depreciation	(178)	(3,083)	(6,963)	(10,224)
Carrying amount at 30 June 2019	-	8,888	40,037	48,925
Gross carrying amount	18,031	15,524	69,630	103,185
Accumulated depreciation	(18,031)	(6,636)	(29,593)	(54,260)

Initial recognition

Items of property, plant and equipment, costing \$5,000 or more are measured initially at cost. Where an asset is acquired for no or nominal cost, the cost is valued at its fair value at the date of acquisition. Items of property, plant and equipment and infrastructure costing less than \$5,000 are immediately expensed direct to the Statement of Comprehensive Income (other than where they form part of a group of similar items which are significant in total).

Notes to the financial statements

Subsequent measurement

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

4.1.1 Depreciation and impairment

Charge for the period

	2019 \$	2018 \$
Depreciation		
Computer hardware	178	4,075
Furniture, fixtures and fittings	6,963	6,963
Office equipment	3,083	3,079
Total depreciation for the period	10,224	14,117

As at 30 June 2019 there were no indications of impairment to plant and equipment.

Finite useful lives

All plant and equipment having a limited useful life are systematically depreciated over their estimated useful lives in a manner that reflects the consumption of their future economic benefits.

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

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

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

Impairment

There were no indications of impairment to CCYP's plant and equipment assets at 30 June 2019.

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

CCYP held no surplus assets at 30 June 2019.

Notes to the financial statements

5. Other assets and liabilities

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

	Notes	2019 \$	2018 \$
Receivables	5.1	30,119	29,014
Amounts receivable for services	5.2	482,000	466,000
Payables	5.3	(143,771)	(139,970)

5.1 Receivables

Current			
GST receivable from ATO		30,119	28,014
Other receivable		-	1,000
Total current		30,119	29,014
Total receivables		30,119	29,014

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

5.2 Amounts receivable for services (Holding Account)

Non-current	482,000	466,000
Balance at end of period	482,000	466,000

Amounts receivable for services represent the non-cash component of service appropriations. It is restricted in that it can only be used for asset replacement. Amounts receivable for services are considered not impaired (i.e. there is no expected credit loss of the Holding account).

Notes to the financial statements

5.3 Payables

	2019 \$	2018 \$
Current		
Trade payables	67,289	48,607
GST payables to the ATO	38,474	31,104
Accrued expenses	30,561	53,646
Accrued salaries	6,815	6,039
Accrued superannuation	632	574
Total current	143,771	139,970

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

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

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

Notes to the financial statements

6. Financing

This section sets out the material balances and disclosures associated with the financing and cash flows of CCYP.

6.1 Cash and cash equivalents

	2019 \$	2018 \$
Cash and cash equivalents	505,489	273,799
Restricted cash and cash equivalents	18,227	10,853
– Accrued salaries suspense account ^(a)	-	-
Balance at end of period	523,716	284,652

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

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

6.2 Commitments

6.2.1 Non-cancellable operating lease commitments

	2019 \$	2018 \$
Commitments for minimum lease payments are payable as follows:		
Within 1 year	106,082	233,356
Later than 1 year and not later than 5 years	27,493	109,622
Balance at end of period	133,575	342,978

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

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

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

Notes to the financial statements

7. Financial instruments

7.1 Financial instruments

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

	2019 \$	2018 \$
Financial assets		
Cash and cash equivalents	505,489	273,799
Restricted cash and cash equivalents	18,227	10,853
Receivables ^(a)	482,000	467,000
Total financial assets	1,005,716	751,652
Financial liabilities		
Payables	143,771	139,970
Total financial liability	143,771	139,970

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

7.2 Contingent assets and liabilities

CCYP has no contingent assets or liabilities for the 2018–19 financial year.

Notes to the financial statements

8. Other disclosures

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

	Notes
Events occurring after the end of the reporting period	8.1
Initial application of Australian Accounting Standards	8.2
Key management personnel	8.3
Related party transactions	8.4
Related bodies	8.5
Affiliated bodies	8.6
Remuneration of auditors	8.7
Equity	8.8
Explanatory statement	8.9

8.1 Events occurring after the end of the reporting period

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

8.2 Initial application of Australian Accounting Standards

AASB 9 Financial instruments replaces AASB 139 Financial instruments, Recognition and Measurement for annual reporting periods beginning on or after 1 January 2018, bringing together all three aspects of the accounting for financial instruments classification and measurement, impairment, and hedge accounting. The adoption of AASB 9 has resulted in no changes as CCYP does not have any loans and the only receivables are GST receivables and amounts receivable for services.

8.3 Key management personnel

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

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

Notes to the financial statements

Compensation band (\$)	2019	2018
280,001 – 290,000	1	1
230,001 – 240,000		1
150,001 – 160,000	1	1
130,001 – 140,000		1
120,001 – 130,000	1	
100,001 – 110,000	1	
	2019	2018
Total compensation of senior officers	672,801	818,553

Total compensation includes the superannuation expense incurred by CCYP in respect of senior officers.

8.4 Related party transactions

CCYP is a wholly-owned public sector entity that is controlled by the State of Western Australia.

Related parties of CCYP include:

- all cabinet ministers and their close family members, and their controlled or jointly controlled entities
- all senior officers and their close family members, and their controlled or jointly controlled entities
- other departments and public sector entities, including related bodies included in the whole of government consolidated financial statements (i.e. wholly-owned public sector entities)
- associates and joint ventures of a wholly-owned public sector entity
- Government Employees Superannuation Board (GESB).

There were no related party transactions that involved key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

8.5 Related bodies

CCYP has no related bodies.

8.6 Affiliated bodies

CCYP has no affiliated bodies.

Notes to the financial statements

8.7 Remuneration of auditors

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

	2019 \$	2018 \$
Auditing the accounts, financial statements controls and key performance indicators	23,477	23,130

8.8 Equity

Contributed equity		
Balance at start of period	-	420,000
<i>Contributions by owners</i>	-	-
Capital appropriation	-	-
Total Contributions by owners	-	-
<i>Distributions to owners</i>		
Cash balance transferred out	-	(420,000)
Total Distributions to owners	-	(420,000)
Balance at end of period	-	-

Accumulated surplus/(deficit)

Balance at start of period	502,028	646,463
Result for the period	174,685	148,565
Distribution to owners		(293,000)
Balance at end of period	676,713	502,028
Total Equity at end of period	676,713	502,028

8.9 Explanatory statement (Controlled Operations)

All variances between estimates (original budget) and actual results for 2019, and between the actual results for 2019 and 2018 are shown below. Narratives are provided for key major variances, which are generally greater than:

- 5% and \$63,000 for the Statements of Comprehensive Income and Cash Flows
- 5% and \$14,500 for the Statement of Financial Position.

Notes to the financial statements

8.9.1 Statement of Comprehensive Income Variances

	Variance note	Estimate 2019 \$	Actual 2019 \$	Actual 2018 \$	Variance between estimate and actual \$	Variance between actual results for 2019 and 2018 \$
Expenses						
Employee benefits expense	1,A	2,346,000	1,905,701	2,198,202	(440,299)	(292,501)
Supplies and services	2,B	617,000	836,900	632,709	219,900	204,191
Depreciation and amortisation expense		16,000	10,224	14,117	(5,776)	(3,893)
Accommodation expenses		335,000	299,817	290,201	(35,183)	9,616
Other expenses	3	197,000	30,777	33,330	(166,223)	(2,553)
Loss on disposal of non-current asset		-	988	-	988	988
Total cost of services		3,511,000	3,084,407	3,168,559	(426,593)	(84,1512)
Income						
<i>Revenue</i>						
Other revenue	C	283,000	282,463	28,163	(537)	254,300
Total Revenue		283,000	282,463	28,163	(537)	254,300
NET COST OF SERVICES		3,228,000	2,801,944	3,140,396	(426,056)	(338,452)
Income from State Government						
Service appropriation	4,D	3,069,000	2,863,000	3,174,000	(206,000)	(311,000)
Services received free of charge		159,000	113,629	114,961	(45,371)	(1,332)
Total income from State Government		3,228,000	2,976,629	3,288,961	(251,371)	(312,332)
SURPLUS/(DEFICIT) FOR THE PERIOD		-	174,685	148,565	174,685	26,120
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		-	174,685	148,565	174,685	26,120

Notes to the financial statements

8.9.2 Statement of Financial Position Variances

Variance note	Estimate 2019 \$	Actual 2019 \$	Actual 2018 \$	Variance between estimate and actual \$	Variance between actual results for 2019 and 2018 \$
ASSETS					
Current Assets					
Cash and cash equivalents	150,000	505,489	273,799	355,489	231,690
Receivables	52,000	30,119	29,014	(21,881)	1,105
Total Current Assets	202,000	535,608	302,813	333,608	232,795
Non-Current Assets					
Restricted cash and cash equivalents	6,000	18,227	10,853	12,227	7,374
Amounts receivable for services	482,000	482,000	466,000	-	16,000
Plant and equipment	35,000	48,925	52,594	13,925	(3,669)
Total Non-Current Assets	523,000	549,152	529,447	26,152	19,705
TOTAL ASSETS	725,000	1,084,760	832,260	359,760	252,500

Notes to the financial statements

8.9.2 Statement of Financial Position Variances

	Variance note	Estimate 2019 \$	Actual 2019 \$	Actual 2018 \$	Variance between estimate and actual \$	Variance between actual results for 2019 and 2018 \$
LIABILITIES						
Current Liabilities						
Payables		40,000	143,771	139,970	103,771	3,801
Employee benefit provisions	5,E	160,000	181,135	144,726	21,135	36,409
Other current liabilities	6	123,000	-	-	(123,000)	-
Total Current Liabilities		323,000	324,906	284,696	1,906	40,210
Non-Current Liabilities						
Payables						
Employee benefit provisions	7,F	48,000	83,141	45,536	35,141	37,605
Total Non-Current Liabilities		48,000	83,141	45,536	35,141	37,605
TOTAL LIABILITIES		371,000	408,047	330,232	37,047	77,815
NET ASSETS		354,000	676,713	502,028	322,713	174,685
EQUITY						
Contributed equity		-	-	-	-	-
Accumulated surplus/ (deficit)		354,000	676,713	502,028	322,713	174,685
TOTAL EQUITY		354,000	676,713	502,028	322,713	174,685

Notes to the financial statements

8.9.3 Statement of Cash Flows Variances

	Variance note	Estimate 2019 \$	Actual 2019 \$	Actual 2018 \$	Variance between estimate and actual \$	Variance between actual results for 2019 and 2018 \$
CASH FLOWS FROM STATE GOVERNMENT						
Service appropriation	8,G	3,053,000	2,847,000	3,158,000	(206,000)	(311,000)
Distributions to owners	H			(713,000)		713,000
Net cash provided by State Government		3,053,000	2,847,000	2,445,000	(206,000)	402,000
CASH FLOWS FROM OPERATING ACTIVITIES						
Payments						
Employee benefits	9,I	(2,346,000)	(1,830,853)	(2,218,118)	515,147	387,265
Supplies and services	10,J	(458,000)	(719,854)	(538,495)	(261,854)	(181,359)
Accommodation		(335,000)	(299,817)	(290,201)	35,183	(9,616)
GST payments on purchases	11	-	(101,858)	(86,906)	(101,858)	(14,952)
Other payments	12	(282,000)	(30,777)	(33,330)	251,223	2,553
Receipts						
GST receipts on sales		-	29,361	4,352	29,361	25,009
GST receipts from taxation authority		88,000	69,942	89,163	(18,058)	(19,221)
Other receipts	K	280,000	283,463	43,863	3,463	239,600
Net cash provided by/(used in) operating activities		(3,053,000)	(2,600,393)	(3,029,672)	452,607	429,279

Notes to the financial statements

8.9.3 Statement of Cash Flows Variances (continued)

	Estimate 2019 \$	Actual 2019 \$	Actual 2018 \$	Variance between estimate and actual \$	Variance between actual results for 2019 and 2018 \$
CASH FLOWS FROM INVESTING ACTIVITIES					
Payments					
Purchase of non-current physical assets	-	(7,543)	-	(7,543)	(7,543)
Net cash used in investing activities	-	(7,543)	-	(7,543)	(7,543)
Net increase/(decrease) in cash and cash equivalents	-	239,064	(584,671)	239,064	823,735
Cash and cash equivalents at the beginning of the period	156,000	284,652	869,323	128,652	(584,671)
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	156,000	523,716	284,652	(367,716)	239,064

Major Estimate and Actual (2019) Variance Narratives

1. Employee benefits expense was \$440,299 less than the estimate. This is due to the estimate not including reduction adjustments in accordance with the Voluntary Targeted Separation Scheme and assumptions made about staffing at the time the estimate was prepared. CCYP is within the Department of Treasury salary cap.
2. Supplies and services exceeded the estimate by \$219,900. This is due to the classifications of expenditures and assumptions made at the time the estimate was prepared. This over budget item is partially offset by the under budget in the other expenses category.
3. Other expenses was \$166,223 less than the estimate. Again this is due to classifications of expenditures and assumptions made at the time the estimate was prepared.
4. Service appropriation was \$206,000 less than the estimate. The reason for this is twofold. Firstly, the estimate excludes the adjustment for the Voluntary Targeted Separation Scheme (\$126,000). Secondly, \$80,000 of funding has been deferred to the 2019–20 financial year.

Notes to the financial statements

5. Provisions (current liabilities) is \$21,135 more than the estimate. Provisions in this category include annual leave and long service leave and is based on various assumptions which is difficult to estimate at the time the estimate is prepared. CCYP actively manages its leave liability and is well within Department of Treasury leave liability cap.
6. CCYP had no other current liabilities in 2019. The variance is related to mis-classification at the time the estimate was prepared.
7. Provisions (non-current liabilities) was \$35,141 more than the estimate. Provisions in this category include long service leave which are based on assumptions which are CCYP's best estimates of the variables at the time. The calculation that will determine the ultimate cost of providing these post-employment benefits is performed at the end of the financial year.
8. This variance is explained in variance note 4 above.
9. This variance is explained in variance note 1 above.
10. This variance is explained in variance note 2 above.
11. GST payments on purchases were mis-categorised into other payments at the time the original estimate was prepared.
12. Other payments was \$251,223 less than the estimate. This is due to the classifications and assumptions made at the time the estimate was prepared. This is offset partially offset by the over spend in the supplies and services category.

Major Actual (2019) and Comparative (2018) Variance Narratives

- A. Employee benefits expense is \$292,501 less than 2018. During 2018 termination payments were made under the Voluntary Targeted Separation Scheme.
- B. Supplies and services increased by \$204,191 from 2018. During 2019, CCYP commenced the Speaking Out Survey which has increased costs in the supplies and services category.
- C. Other revenue is \$254,300 more than 2018. During 2019 contributions were received from the Departments of Communities, Education, Health and Justice towards the Speaking Out Survey.
- D. This variance is explained in variance note 4 above.
- E. Provisions (current liabilities) has increased by \$36,409 from 2018. This is due to movement of staff from non-current liability to current liability and thus increased probability rates.
- F. Provisions (non-current liabilities) has increased by \$37,605 from 2018. This is due to increased years of service by staff which results in increased probability rates. In addition, the discount rate used in 2019 decreased.
- G. This variance is explained in note 4 above.
- H. There was no distribution to owners during 2019.
- I. This variance is explained in note A above.
- J. This variance is explained in note B above.
- K. This variance is explained in note C above.

Notes to the financial statements

Audited Key Performance Indicators

Certification of Key Performance Indicators

for the year ended 30 June 2019

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 2019.



C. Pettit

Accountable Authority

14 August 2019

Detailed Key Performance Indicators information

Commissioner for Children And Young People Approved Outcome Based Management Structure

Government Goal

Strong Communities: Safe communities and supported families

Agency Level Desired Outcome(s)

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

Service

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

Key Effectiveness Indicators

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

Key Efficiency Indicators

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

Key Effectiveness Indicator 1.1

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

Description

It is a responsibility of the Commissioner to consult with a broad range of children and young people throughout WA each year. The scope and goals for this are set out in the *Commissioner for Children and Young People Act 2006* and the Strategic Plan.

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

Detailed Key Performance Indicators information

Target 2018–19

1500 children and young people consulted

Reporting period	2017–18	2018–19
Regional	1414	1631
Metropolitan	3159	2791
Total number of children consulted	4573	4422

Notes

Note 1 – This is the second year of reporting on the new KPI structure.

Note 2 – The number of children and young people consulted in the 2018–19 financial year exceeded the target due to the Speaking Out Survey which is intended to be a large scale research project undertaken on a triennial basis, therefore this will not be repeated in 2019–20. The KPI targets are scheduled for review at the end of three years of data in July 2020.

Key Effectiveness Indicator 1.2

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

Description

The Commissioner's role includes analysis and interpretation of information collected through consultation and research processes to identify issues and trends affecting children and young people. The Commissioner is responsible for making representations that explore the impact of these issues and advocate for, and promote the views of children and young people and what is in the best interests of their wellbeing.

Detailed Key Performance Indicators information

Target 2018–19

200 representations

Number of representations¹

Type of representation	Number of representations	
	2017–18	2018–19
Submissions	23	31
Publications	23	19
Evidence before Parliamentary Committee	5	3
Speeches and presentations	51	51
Media articles	28	27
Forums and seminars ²	24	13
Strategic advocacy meetings ³	33	75
CCYP support for research proposals	1	6
Community consultations ²	15	0
TOTAL	203	225

Notes

Note 1 – The new KPI structure reported for the first time in the previous reporting period has made changes to the methodology for counting representations. These changes were made to better reflect the contemporary work of the Commissioner’s office as the role has developed since its inauguration in 2007. The Target number of representations for 2017–18 was increased from 100 to 200 to reflect the increased items. This target will be reviewed after 3 years of data in July 2020.

Note 2 – The number of forums, seminars and community consultations has reduced due to increased time allocated to the Speaking Out Survey conducted in the first half of 2019.

Note 3 – This is the second year that the Commissioner has reported on Strategic Advocacy Meetings under the new KPI structure. Improved data capturing processes have increased the number of events recorded.

Detailed Key Performance Indicators information

Key Effectiveness Indicator 1.3

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

Description

The Commissioner's role includes the raising of public awareness of matters that impact on children and young people's wellbeing. In fulfilling this role, the Commissioner aims to reach a broad range of audiences in both metropolitan and regional areas and monitors the achievement of the office through the number of people attending events, the number of publications downloaded from the website and the number of news articles viewed.

Targets 2018–19¹

- Adults attending events = 2100 (1500 metro/600 regional)
- Number of children and young people attending events = 200 metro/100 regional
- Website publication downloads = 4000
- Website news items viewed = 10,000 (unique views minus home page views).

		2017–18	2018–19	Total 2017–18	Total 2018–19
Number of people attending events ²	metro	6009	3716	6381	4126
	regional	372	410		
Number of children attending events ³	metro	90	0	90	0
	regional	0	0		
Number of individual website downloads/news items⁴					
Number of publications downloaded from website				18825	19982
Number of news articles viewed on the CCYP website				8266	9869

Notes

Note 1 – This is the second year of reporting on the new KPIs. Due to limited comparative information for previous years the targets set are estimates only and will be reviewed in July 2020 after three years of data is collected and trends become apparent.

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

Detailed Key Performance Indicators information

Note 3 – The number of children attending events does not include those who were counted as consulted under KEI 1.1.

Note 4 – Number of news articles viewed on the CCYP website does not include news home page views or event information.

Key Efficiency Indicators

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

Key Efficiency Indicators in this reporting period

Key Efficiency Indicators	Target 2017–18	Actual 2017–18	Target 2018–19	Actual 2018–19
2.1 Unit cost per child	\$507	\$180	\$610	\$212
2.2 Unit cost per representation	\$12,395	\$11,545	\$12,987	\$9,548

Notes

Note 1 – The unit cost per child was less than the 2018–19 target. This is because the number of children consulted was inflated by the Speaking Out Survey. This survey is intended to be a large-scale project conducted every three years and will not be repeated in the next two reporting periods.

Note 2 – This is the second year of reporting on the new KPIs. Due to limited comparative information for previous years the targets set are estimates only and will be reviewed in July 2020 after three years of data is collected and trends become apparent.

Good governance

Internal audit

Under the WA government Common Use Agreement (CUA) CCYP engaged Braxford Consulting to provide internal audit services on the compulsory procurement compliance and also for its financial operations compliance.

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

Risk management

The management of risk and associated risk mitigation strategies continued to be a focus in 2018–19. A formal review of any identified corporate risks (e.g. human resources, integrity and conduct, ICT governance including cyber security) is incorporated into the monthly Corporate Executive meeting agenda and in all templates for project management.

Financial management

A monthly financial management report is provided for endorsement at all Corporate Executive meetings. The Financial Management Manual is constantly reviewed and updated by the Commissioner's Chief Finance Officer to ensure currency with legislative and policy changes.

Policies and procedures

CCYP policies and procedures are reviewed, updated regularly and new policies added to the Commissioner's Corporate Governance Framework once endorsed by Corporate Executive.

Ministerial directives

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

There were no directions under Section 26 of the Act in 2018–19.

Other financial disclosures

Board and Committee Remuneration

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

Employment and Industrial Relations

At 30 June 2019, the Commissioner for Children and Young People employed 17 staff (including one person on maternity leave), the equivalent of 14.7 full-time employees (FTE) which is an increase in staff from the previous year.

Staff summary at 30 June 2019

Staff type	Number of staff (FTE)		2018–19 gender	
	Number	FTE	Male	Female
Full-time permanent	8	8	1	7
Full-time contract	2	2	1	1
Part-time permanent	6	3.9	0	6
Part-time contract	1	0.8	0	1

In addition, CCYP has a school-based trainee working two days per week.

At December 2018 the average tenure for the Commissioner's staff was 8.2 years, compared to 9.1 years for WA public sector entities. 64.3% of the Commissioner's workforce has been working at the entity for less than five years, this compares to 44.8% WA public sector wide.

Females comprised 92.9% of the Commissioner's workforce compared to 72.5% within the Western Australian public sector entities.

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

Staff development

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

Monies spent for professional development for the Commissioner's staff was over \$29,000 for the 2018–19 financial year, this represents an average amount of \$1,900 per staff member.

Other financial disclosures

The Commissioner's staff have attended a range of professional development seminars/conferences and training associated with corporate governance, cyber security, finance and procurement, human resource management and information, social media, communication and technology. All staff attended an Aboriginal cultural awareness workshop in May 2019. All line managers and Corporate Executive members attended an injury management for line managers and workers compensation session by RiskCover, and most staff attended a session on email payment fraud. The CCYP Safety and Health Representative attended a full week training session on workplace safety and health.

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

- Centre for Social Impact – Outcomes Measurement Workshop
- YACWA Conference
- FASD and Justice workshop
- Leadership WA 'Rising Leadership Program'
- Yorga Djenna Bidi Aboriginal Leadership Program
- Gender Equity Insights
- Generating Public Value Through Risk-based Regulation Single
- Women in Leadership Summit
- Deliverology Workshop
- Lowitja Conference
- Australasian Youth Justice Conference
- Australian National University Future Shapers Forum.

Worker's compensation

There were no worker's compensation claims in 2018–19. The Commissioner's office complies with the *Workers Compensation and Injury Management Act 1981* and Public Sector Commissioner's Circular 2012/05 and ensures any work-related injuries are managed and reported in accordance with these requirements.

The Hazard Identification Checklist and quarterly inspections have continued during 2018–19 with the latest inspection being held in April 2019. The results of these inspections are tabled at Corporate Executive meetings, and any findings or issues addressed immediately.

Governance disclosures

The Commissioner has no governance disclosures to make.

Contracts with Senior Officers

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

Other legal requirements

Advertising

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

Disability access and inclusion plan

The Commissioner for Children and Young People's Disability Access and Inclusion Plan 2016–2020 is currently being reviewed.

The Disability Access and Inclusion Plan 2016–2020 is available to all staff. The plan forms part of the Commissioner's standard induction information and is available in the records management system of the Commissioner's office and on the website.

Compliance with Public Sector Standards and ethical codes

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

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

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

During 2018–19 the Commissioner held regular staff meetings where any matters relevant to Public Sector Standards could be raised and discussed.

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

Compliance with Public Sector Standards

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

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

Compliance with the Western Australia Public Sector Code of Ethics

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

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

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

Other legal requirements

Recordkeeping Plan

In 2019 and in accordance with section 19 of the *State Records Act 2000* and State Records Commission Standard 2 (Principle 6), the Commissioner's office appointed Information Enterprises Australia Pty Ltd to review the office's record management/keeping practices and to subsequently evaluate and update the Recordkeeping Plan. The updated 2019 Recordkeeping Plan now provides an accurate reflection of how recorded information is created and managed within the organisation and which must be subsequently complied with by the Commissioner's staff. The 2019 Recordkeeping Plan has been submitted to the State Records Office of Western Australia for their endorsement.

Recordkeeping training and induction program and evaluation

All new staff undertake online training in Record Management Awareness and Content Manager (Electronic Document Management System).

During 2018–19 a new version of Content Manager was installed and information about the new Electronic Document Management System was provided to staff via one-on-one instruction by request, email updates and other reference material. The training materials were revised to reflect the look and feel of the new Content Manager software.

Staff are regularly updated and reminded about their recordkeeping responsibilities by email.

Government policy requirements

Substantive equality

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

Reconciliation Action Plan

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

- A review and evaluation of the implementation of the RAP 2018–2019, resulting in an updated RAP for July 2018–July 2020
- Acknowledgement of traditional ownership in all speeches by the Commissioner in 2018–19
- Development and distribution of a Statement of Commitment to Western Australia's children and young people
- In planning regional visits, the Commissioner respects cultural authority and requests permission from Elders to visit communities and engage with their young people
- All submissions to the Corporate Executive are reviewed to consider and identify any implications for Aboriginal and Torres Strait Islander children and young people

Government policy requirements

- Any consultations conducted by or on behalf of the Commissioner for Children and Young People must include young Aboriginal people or their representatives where appropriate
- Participation of all staff in Aboriginal cultural workshops determined by mapping staff understanding against an Aboriginal Cultural Standards Framework
- Display of art by young Aboriginal people in the Commissioner's office.

Occupational safety, health and injury management

Active and continuous improvement in safety management at CCYP demonstrates the Commissioner and staff's dedication to this aspect of office life. On 1 May 2019 an email was sent to all staff outlining the Commissioner's commitment to a safe and healthy workplace. This was in response to the WA State Government's vision for occupational safety and health.

CCYP's Occupation Safety and Health Policy is reviewed annually and the Injury Management Policy was updated in March 2019 to reflect new Public Sector Commissioner's Circular 2018-03 Code of Practice: Occupational Safety and Health in the Western Australian public sector. The revision was endorsed by Corporate Executive and all staff informed of the revised policy by email. The revised policy incorporates a documented injury management system in accordance with the Workers' Compensation and *Injury Management Act 1981*, and confirmation that return to work programs are developed in accordance with this Act. The policy is available to all staff at all times on CCYP's electronic document management system.

Occupational safety and health is a standing item on the monthly Corporate Executive meeting agenda and on the monthly staff meeting agenda. This enables any staff to raise a concern if required. CCYP has a dedicated occupational safety and health staff representative who conducts Workplace Safety Hazard Inspections every three months that are then tabled at Corporate Executive meetings for notation.

The Commissioner, all senior staff and the Senior Finance Officer have received training in injury management this financial year, this equates to 100% of management and supervisory staff.

Through proactive management, financial and physical resources are provided to allow the purchase of health and safety equipment and the implementation of safety procedures. All workstations have been provided with an Ergotron sit-stand desk attachment and recently all staff were given the opportunity for a workstation ergonomic assessment. Each person that opted for the assessment was provided with information on:

- safe work practices
- good working postures
- how to adjust workstation equipment/furniture to achieve good working postures.

The agency has undertaken an audit and self-assessment of its occupational safety and health management system using the WorkSafe Plan methodology, as described in *WorkSafe Plan Information and Workbook: For assessment of workplace safety and health management*, published in 2018.

Government policy requirements

As well as the measures indicated above, there are other formal and informal mechanisms in place for consultation with the Commissioner's staff on occupational safety and health matters:

- All staff are issued with the Occupational Safety and Health (OSH) policy and procedures during their induction process, and an officer conducts a one-to-one discussion on these procedures
- Health and safety issues are discussed at staff meetings as issues arise
- Four staff members have attended first aid training.

There have been no critical incidents to report for the 2018–19 year.

Occupational safety and health data in this reporting period

Measure	2015–2016	2016–2017	2017–2018	2018–2019
Number of fatalities	0	0	0	0
Lost time injury/disease (LTI/D) incidence rate	0	0	0	0
Lost time injury severity rate	0	0	0	0
Percentage of injured workers returned to work within 13 weeks and (ii) 26 weeks	0	0	0	0
Percentage of managers trained in occupational safety, health and injury management responsibilities	80%	100%	100%	100%



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**The most important thing
in my life is my family and
friends. Without them
I wouldn't be who I am.”**

SpiritFox, DigiMe

Commissioner for Children and Young People

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