



Sussex Neighbourhood House Inc.

Annual Report

2017 – 2018



***Our Community's Heart,
Where Everyone is Welcome***



Adult, Community and
Further Education



Moreland City Council



Neighbourhood Houses
The heart of our community



OUR VISION

Our community's heart, where everyone belongs.

OUR MISSION

Sussex Neighbourhood House (SNH) provides a relevant hub that supports, engages, connects and excites our community through lifelong learning, social activities and by responding to community needs.

OUR VALUES

We value diversity, accessibility and inclusiveness

We value knowing our community

We value supporting and empowering each other

We value learning for everyone

We value community ownership and involvement

OUR THANKS

We have many organisations to thank for working with Sussex Neighbourhood House. By working together we increase the effectiveness of our program provision.

We acknowledge funding from the following:

- ☐ Federal Department of Infrastructure & Regional Development 'Stronger Communities Program'
- ☐ Department of Health and Human Services
- ☐ Department of Education and Training (ACFE)
- ☐ Moreland City Council
- ☐ Welcome to Australia
- ☐ Nelson Alexander Real Estate

Partnerships and supportive relationships are key to the development and provision of some programs and activities:

- ☐ Moreland Libraries: Book Club
- ☐ Pascoe Vale Primary School
- ☐ Nelson Alexander Real Estate
- ☐ Pascoe Vale Rotary Club
- ☐ St Dominics Primary School
- ☐ Bunnings Coburg
- ☐ Claudio & Marwan Real Estate
- ☐ Glenroy Art Group ☐ Pascoe Vale Spinners & Weavers
- ☐ Pascoe Vale Girls College ☐ Maternal Child Health

We are members of:

- ☐ Neighbourhood Houses Victoria
- ☐ North West Neighbourhood House Network
- ☐ Jobs Australia
- ☐ Our Community



OUR ORGANISATION

Committee of Governance

Chairperson : Claire Martin

Deputy Chair : Donalee Weis

Secretary : Lisa Tricarico (appointed 16 April 2018)

James Gribble (resigned March 2018)

Treasurer : John Watson

General Board Member :

Lisa Tricarico (resigned 16 April 2018)

Amanda Johnson (resigned 18 October 2017)

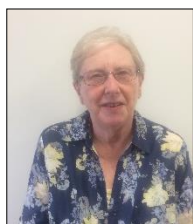
Vijay Ishami (resigned 6 March 2018)

Nancy Vanin (appointed 26 June 2018)

Dr Anthony Engwirda (appointed 26 June 2018)

Skye Griffiths (appointed 21 May 2018)

Loonibha Karki (appointed 21 May 2018)



*Claire Martin
Chairperson*



*Donalee Weis
Deputy Chair*



*Lisa Tricarico
Secretary*



*John Watson
Treasurer*



*Nancy Vanin
Member*



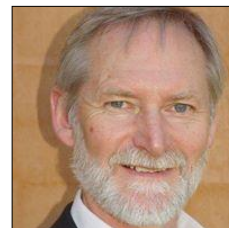
*Dr Anthony
Engwirda
Member*



*Skye Griffiths
Member*



*Loonibha Karki
Member*



*Vic Issell
Manager - Ex Officio*

LEADERSHIP REPORT

At the last AGM of Sussex Neighbourhood House (SNH) to be held in the Sussex Street premises, we advised that moving to our new premises was quickly becoming a reality and to watch out for the impending occupancy of 7 Prospect Street, Pascoe Vale. Well here we are, having celebrated our departure from Sussex Street, with an End of Year and Moving Celebration on Sunday 26 November 2017. On the 31st January, via a convoy of cars and volunteers assisting, we moved into our new premises.

We are overjoyed to welcome you to this wonderful building, and to thank you for sharing with us a sense of community, which is confirming our Vision of *“being the community’s heart, where everyone belongs.”* As we establish this new hub we have been welcoming many continuing participants, and greeting many new participants who are increasingly becoming involved. The programs that we offer include not only the usual well attended ones, but many new opportunities, including spaces for hire because of the increased space. We are also negotiating partnerships, and networking formal and informal gatherings in this ‘state of the art’ facility.

Our sincere thanks is extended to the Moreland City Council past and present, for working with us in making it possible for the wonderful use of all the facilities. We celebrate the construction of this building that is a concrete representation of cooperation, collaboration, and financial support, that has been expended and will likely be unparalleled here during our life time.

As well as settling in over the past five months, we have continued the business of the House and working with the Council to iron out teething problems which have occurred as we occupied the spaces. To highlight just a few exciting things that have been happening:

- Our Annual Festival in the Park and Welcome Ceremony in April.
- Meeting with reps from the Rotary Club, Bunnings, local school principals.
- celebrating Volunteers Week and Men’s Health Week.
- Our “Skylarks” choir penned a song in recognition of our move from Sussex St. to occupation of Prospect St. and performed at the Moving Celebration, the Festival and Welcoming Celebration. They enjoy meeting weekly.
- Our Welcome Project which saw the development of our Welcome Wall.

SNH is guided by its Strategic Plan and strategies and actions in relation to each practice area, as well as identifying with the Neighbourhood Houses Good Practice Guide. The specific strategies and actions follow. They are:

- Governance
- Management
- Delivery and Operations and
- Partnerships, Capacity Building and Advocacy

GOVERNANCE: Effective and sustainable governance

Moving into Prospect Street has afforded us many opportunities to connect with the community, in particular the use of the open space on the first level has become very popular with young families looking to celebrate special occasions, and community organisations looking for larger meeting and working spaces.

The Moreland City Council voted that the centre be named the Pascoe Vale Community Centre, but due to an appeal, is still under review.

As anticipated the entrance and informal gathering space on the ground floor, adjacent to the aesthetically appointed kitchen, is a welcoming space for visitors to make use of the amenities and gather informally as well as using the two community computers.

The Committee of Governance (CoG) increased in numbers during the past 12 months and we are benefiting from the extra expertise offered. With the change of the Constitution we welcomed two students from Pascoe Vale Girls College as well as two new members with lots of community engagement knowledge.

We have continued in maintaining the processes required for effective governance, i.e. working according to the Constitution, Strategic Plan, A CoG self-appraisal has been completed, a skills matrix has been maintained, participation in the Moreland City Council's Neighbourhood's Health Check has been fulfilled. As part of our Manager's role supporting the CoG, an extensive monthly report is provided.

Compliance, accountability and formal contracts are crucial. For example, the following have been completed:

- Moreland City Council Lease agreement
- Maternal & Child Health Memorandum of Understanding
- Adult Community and Further Education delivery plan 2018 approved
- Submission of our Annual Report including Financial Report to DHHS.
- Completed and submitted the Service Agreement Compliance Certification and the ACFE Business Governance Assessment and Certification.
- Completed the Consumer Affairs compliance re our Incorporation.
- Completed the 2017 Annual Information Statement (AIS) required by the Australian Charities and Not-for-profits Commission (ACNC).
- Completed the ACFE Board Microsoft Agreement Survey
- Review Strategic Plan\
- Signed a new 3 year FASA agreement with Moreland City Council.

MANAGEMENT – Effectively lead the House's operation and community development

Community Development –

- Our valued Community Development Officer has been busy in promoting SNH to local traders and community organisations, amongst a range of initiatives. Her report is elsewhere in this report.
- Compiling a comprehensive list of all schools in a 5k radius of Sussex NH.
- Developing an Arts and Craft focus – with a longer-term view to appointing an Artist in Residence.

There has been considerable work across the year in relation to the move to a new building.

We supported a joint Moreland neighbourhood houses advertised in the Leader.

Significantly we featured in a page 3 article in the 'Inside Moreland' magazine which was delivered to all households in Moreland.

DELIVERY AND OPERATIONS – Provide a broad range of sustainable programs and services that meet the needs of our community

- Report on Programs

Enrolments by Term 2015-2016-2017-2018

	Term 1 enrolments	Term 2	Term 3	Term 4
2015	111 (at 16 Feb)	103 (at April)	158 (at 27 July)	115 (at 12 October)
2016	147 (at 11 Feb)	163 (at 2 May)	153 (at 8 August)	227 (at 3 November)
Variation	+ 36	+ 60	-5	+ 108
% change	32% increase	58% increase	3 % decrease	97 % increase
2017	304 (at 1 March)	302 (at 23 May)	302	358 (at 13 Nov)
Variation	+ 157	+139	+149	+120
% change	107%	85%	97%	58%
2018	311 (at 14 March)	339 (at 18 May)		
Variation	+7	+37		

The Table above clearly indicates continued interest and engagement by the community in our programs, courses and activities across the past 3 years. The past six months show the move hasn't impacted negatively on the number of people who are engaged.

FUNDRAISING

Over and above our recurrent grants, program fees and room hire, we received the following:

1. From Welcome to Australia, we received \$6,800 approx. for the Welcome Wall project:
2. We have received a donation of 8 as-new computers from Moreland Council. We have received the \$3,950 from Council, as promised, for the cost of the kiln.
3. Successfully tendered for and received a \$3,500 grant from Moreland City Council to run a "Celebrating Places" event in Rogers Reserve in April 2017.
4. A Stronger Communities grant, following our successful Expression of Interest in the first instance to Peter Khalil's office for \$5,000.
5. The Nelson Alexander Real Estate through their Charitable Foundation has donated \$12,720, from the sale of one of their properties, to SNH. Our sincere thanks to Mr John Cataldo.
6. Applied to State government for a "Pick my Project" grant of \$175,000.
7. Quick Grant from Moreland Council. We received \$1,000. Community members created houses that represented their connection to Sussex Neighbourhood House

PARTNERSHIPS, CAPACITY BUILDING AND ADVOCACY – Achieve our goals through effective collaboration, effective and efficient use of resources for mutually beneficial outcomes

Sufficient resources and funding for neighbourhood houses is an ongoing challenge. On our behalf Neighbourhood Houses Victoria (NHV) undertook the 2018 State Budget Campaign, the key elements of which were as follows:

1. Increase Funding for Neighbourhood Houses through the Neighbourhood Houses Coordination Program
2. Increase the Number of State Government Funded Neighbourhood Houses in Victoria
3. Increase Support for Neighbourhood House Networks, in which we continue to be an active member.

This campaign was successful with an additional \$22million being allocated. This primarily went to rural neighbourhood houses, new houses in growth areas and then some for each networker role. Our networker received a modest boost in her worktime.

The event titled “Festival in the Park” was a great celebration of our new space. “We believe it was a success. Reflecting on the purpose, I believe we largely achieved what we set out to do. Attendance exceeded expectations. We estimate at least 1,500 people attended. The ripple effect means these people will talk to their friends, family and neighbours. We believe the kick on effect will be significant. This was a really positive experience associated with a neighbourhood house.”

The issue of male participation in neighbourhood houses has not received sufficient focus in the past. It generally stands that the gender differentiation is 3 females to every 1 male. As one response, the issue of a men’s shed has long been a focus of SNH, having received State Government funding in 2010. This year we took the initiative of setting up an Older Men’s Group which continues to meet. We also took the initiative to develop and supervise state wide research into male participation in houses. This research was conducted by 2 Melbourne University Master of Social Work students and conducted in partnership with Neighbourhood Houses Victoria. The report has been presented and a number of recommendations have been made.

At the same time, having moved into our new premises earlier this year, we and others have started to consider the range of possibilities about the space we occupy, including the outdoor area. Following discussions with DHHS and Moreland Council’s Open Spaces department we have written to Council suggesting the development of a Master Plan.

Another key element of the new premises is our enhanced capacity for promoting and organising room hire. This presents great opportunities for use by community organizations as it is a substantially bigger building than previously. We have a range of community organisations using the spaces on an ongoing basis and many families are now booking for birthdays and other key events in their lives. With the change in living patterns and especially the increase in apartments and units, families and others have limited space for a larger event and we are in one sense a ‘community lounge room’.

CONCLUSION:

It is our intention to grow into this new facility by expanding our activities and programs so that we are catering for social need, lifelong learning, cultural diversity, and supporting and empowering everyone who engages with us.

We are very conscious of and thankful for the support given over a momentous twelve months from Members, Committee of Governance, Staff and Volunteers who have all supplied so freely of their time and expertise. We could not do what we do without so much assistance and good will extended to the House. We believe our core staff and tutors have been superb and make the place run and hum as it does. Thanks to each of you.

Our thanks also for the continued support of funding agencies, government departments, encouragement from local and state government representatives, and the supportive relationships we have with partners who help us develop and provide programs and activities.

Claire Martin, Chairperson, Committee of Governance

Vic Issell, Manager

TREASURER'S REPORT

The Sussex Neighbourhood House traded favourably during the year with the movement from one site to another. Some costs incurred were once-only costs for removal and set-up and were absorbed into the normal operating expenses of the organisation.

Income was boosted by improving attendance at sessions and a donation from a local business group.

Operating costs keep rising with employment area in the past year equalling 81.6% of total costs and expecting to increase to 85.9% by 30/6/19.

On the revenue side, the facility hire fee is expected to increase from 3% to 8.8% due to the popularity of the building during the past 3 months. The program fees are also expected to increase with the actual income over the past 3 months already equalling 50% of budget income for that area.

All of these factors contribute to an on-going commitment to monitoring and control of SNH activities.

A handwritten signature in black ink, reading "John T. Watson". The signature is written in a cursive style with a large initial 'J' and a small 'T'.

John T Watson, FIPA.

9th October 2018

At Sussex Neighbourhood House, we offer a large variety of learning and social options. The visual diagram below shows:

'What We Do & What We Offer'



EMPLOYEES AND CONTRACTORS 2017-2018

Manager
ACFE Support Officer
Office Coordinator
Finance Officer
Information Technology Support
Administration Assistant,
Volunteer Co-ordinator &
Festival Co-ordinator
Bookkeeping & MYOB
Choir Leader
Clay Art Tutor
Computer & Technology Tutors

Community Development Officer
Creative Movement & Dance
Creative Writing
Disability Aides, Assistants and
Bus Drivers for Mixed Media &
Creative Movement & Dance
English as an Additional Language
Guitar & Keyboard
Kids Create
Make Space
Mixed Media Tutor
Meditation
NIA
Sewing & Textiles Workshops
Tai Chi
Watercolour & Drawing
Yoga Tutors

Victor Issell
Archana Nayak
Alex Fletcher-Hoerner
Alfina Astuto
Tim Beacham
Kylie Gerber

Alfina Astuto
Phil Hudson
Ursula Dutkiewicz
Alfina Astuto, Tim Beacham, Sharly
Halder, Rana Jarrari
Thea Bates
Simone Litchfield
Alana Kelsall, Anna Fern
Simone Litchfield, Sam Vains, Melodie
Radatti, Steve Whan

Dinusha Perera, Asha Prakash
Tad Davis
Melodie Radatti
Melodie Radatti, Jennifer Burnett
Angela Stock
Andrea Rodriguez
Mary Jo Straford
Jan Bowles & Chiara Zeta
Averil Lewis
Ben Winspear
Simone Litchfield, Rachael King

OFFICE & PROGRAM VOLUNTEERS

Clay art programs
Computers / Smart Devices
Kids Create
Mixed Media
Book Club & Sussex Family History Group
Knitters, Crochet & Quilters
Office Volunteers

Grants Volunteer
School Holiday Program
EAL as an Additional Language

Amanda Latham
Debbie Skinner
Tiff Yong
Eliza Cameron
Jan Bowles
Mary Scanlon
John Wloch, Anne Wertheim, Anna
Deamicis
Louise Pacor
Moya Klein, Catalina Billikopf
Patrick Saunders, John Wloch, Sulaf Al
Godi

ACFE PROGRAMMING

Under the ACFE funding program, SNH were able to offer a range of classes including the following:

- English as an Additional Language (EAL) for Beginners
- EAL for Level 1 & 2
- Sewing for Employment
- Introduction to MYOB
- Introduction to Website Content - Wordpress
- Bookkeeping Basics
- Skills for Small Business & Job Seekers
- Computers & Internet (for Beginners).

EAL Classes

Our classes for English Language learning are supported by funding from the Victorian Government through the Adult Community & Further Education division of the Department of Education and Training. We provided EAL at three locations:

1. Sussex Neighbourhood House, Pascoe Vale
2. St Dominic's Primary School, Broadmeadows
3. Fawcner Community House, Fawcner.

EAL at Sussex Neighbourhood House has been offered as a pre- accredited course since 2017. During 2018, SNH has seen an increase in EAL students requiring different levels of English. We were able to offer two levels of classes, one aimed at Beginners and one aimed at Levels 1 & 2 English.

EAL for Beginners / Level 1 - St. Dominic's Primary School Community Hub - Dinusha Perera - EAL Tutor

It has been another wonderful year teaching at the St. Dominic's Primary School Community Hub.

This year we have a full class with students from Iraq, Syria, China and West Africa with many newly-arrived migrants.

During the course of this year, we worked towards improving key areas of communication - Reading, Writing, Speaking & Listening. These students have shown significant progress thereby improving their overall confidence. This confidence was demonstrated by an increased participation and involvement in community and social activities such as helping out in the canteen, fund-raisers and special events.

Some students have progressed into part-time employment and further studies at:

St. Dominic's PS Community Hub, Cambellfield Heights PS Community Hub, Kangan Institute and Melbourne Polytechnic.

Excursions are a part of our EAL program giving the students a pleasant open-social time with an opportunity to see new things and learn about them in an informal setting. This year we were able to visit two important places that hold valuable information on the cultural heritage of Australia - The Melbourne Museum and Cook's Cottage. This was a great learning opportunity on art, culture, science, nature and history as well as developing their social skills.

I am so fortunate to be a part of this group which is always interested in exploring and learning new things, strengthening our community and working towards better life experiences.

Intro to MYOB - Alfina Astuto, Tutor

We provided an Intro to MYOB Course.

The MYOB course is aimed at helping with the knowledge and ability to access a computerised accounting system that is popular within many businesses. The course also helps equip applicants in seeking employment.

Students learnt how to use MYOB Accounting Software (including Inventory and payroll functions) for operating within a business environment.

Sewing for Employment

The sewing classes are funded by ACFE and continue to be run on a Monday morning and Wednesday evening.

The class covers a wide variety of tasks, skills and new projects. The courses teach the use of a sewing machine, sewing, and patternmaking techniques as the foundation skills for employment within the textiles industry (tailoring, garment design and production, costuming, millinery, patternmaking and cutting) or into self-employment/small business industry.

Sewing - Jan Bowles, Tutor

Students spent their last 2 terms of 2017 in the familiar environment of 235 Sussex St. Thank you Chiara for covering term 4 following my accident. Then we started 2018 in this sparkling new venue at Prospect St and it seems to have inspired everyone.

New class members have taken on the beginner challenges of machine control, pin cushions and reversal bags with enthusiasm. And we have continued on with skirts, pj's, quilts, rugs, cushion covers and even a teddy bear.

Returning students tackled more challenging projects of zippered dresses, coats and tailored trousers. Congratulations everyone for embracing your creativity.

Workshops included Zip It and Ufo's at Sussex Street and Patternmaking, Mastering your Overlocker and a Freggie Bag Workshop at our new venue.



CREATIVE WRITING WORKSHOP

The creative writing group has had a steady core of about six participants, with a good range of ages, knowledge, interests and experience which made for some fascinating and lively discussions.

As the facilitator of the class, my aim is to try to inspire participants to write and share their work. Even if people were shy, the group was so friendly and encouraging that after a couple of sessions everyone was happy to take part in the exercises and read out their work.

The sessions encourage participants to try their hand at different techniques and genres of writing, however any suggested homework is not compulsory. Participants brought along whatever writing they were doing at home, and we all enjoyed listening to and discussing short stories, memoirs, poetry and chapters from novels in progress, in addition to the set homework.

Some of the types of writing we looked at in class included:

- a self-portrait poem
- portraying characters using direct speech
- a scene for a sitcom
- writing reviews
- using music and visual art as inspiration
- Australian gothic fiction
- writing about food
- using similes and metaphors in writing.

Going forward, we'll continue looking at a variety of topics and techniques that will help inspire participants to get writing, whether they are beginners or more advanced. I will have some topics in mind, but will also tailor the class to any particular areas of interest participants might have.

Anna Fern - Creative Writing Tutor

CLAY ART PROGRAMS



Clay Art for Adults 2018

‘Our class is an inclusive clay pottery hand building class.’

It has been a busy few terms at the new house as numbers are just about at capacity as we also have to accommodate four helpers. With a couple of new eager students I have noticed the dynamic of the class change as they bring their own creative ideas and a desire to produce more complicated forms. The most difficult being a teapot which to even an experienced clay person can be a challenge. With these students stepping up to create more complex clay art, others in the class have been more willing to speak up in what it is they want to create and are spurred on by the enthusiasm of the others.

We have had a few challenges with a few art pieces blowing up in the kiln. This could be for a number of reasons including air pockets being produced in the works creation or it not being dry enough. I have to get used to the new space and also a room that has little ventilation which causes the work to take longer to dry. Although these blow ups caused some concerns it has also been a good teaching tool about techniques and also that clay art is for fun.

Clay Art for Kids

‘A hands on experience, having fun creating with clay. Each week create a different project. Learn to make, decorate & glaze.’

We had a lot of fun in Clay Art this year and also a number of challenges. It was expressed by ongoing returning students they wanted to learn new techniques that were more complicated. For this reason I accommodated their wishes and we have been exploring hand building with coils, slabs, miniatures to name a few.

I must say this can be challenging even for adults but they rose to the occasion and were able to produce many delightful masterpieces. Highlights for the year were the plates we made which were a big job for our budding clay artists having to roll out large slabs that were then draped over wooden moulds. The resulting clay art this year have been a joy to behold as the students took each challenge to heart in exploring their own creative ideas.

Small Objects in Clay



'Create unique small works of art for your home or for gifts using basic hand building techniques. Create tiles, pinch pots, plates, and spoons. You will learn to create and glaze. For beginners and more experienced potters. Fees include firing & materials'.

Small Objects in Clay has been a wonderful class to teach this year with many ongoing students. All in the class have proven to be keen 'creative's' bringing ideas, enthusiasm and a desire to really explore the clay medium. They have become really keen to discover the possibilities of glazing their wares and many have taken to purchasing their own glazes so they have a greater range to explore and experiment with.

Ursula Dutkiewicz – Clay Art Tutor

GUITAR 7 KEYBOARD CLASSES

Guitar and keyboard lessons for kids are held in group classes on Mondays and Tuesdays, once a week for an hour. The aim is to teach children to understand how to read music, play an instrument in their group and also learn individual songs that they can practice at home. At the end of the session we play a game that teaches them some theory behind the music and how to read music.

The children enjoy the music lessons and watching them progress is rewarding. They enjoy playing group songs and once they know a song they are quite proud and happy to show/perform that song for parents and friends.

From not knowing anything, or very little, the children have began to understand how to listen to a beat and play in time with the beat and each other. Their rhythm and timing has also improved. They have a basic understanding of reading music and know how to relate it to their instrument and have continued to learn new songs on their instruments.

Late October the children have been invited to play at St Olivers School. I will be setting up the keyboards at the fete and the students will have the opportunity to perform for an audience.

Tad Davis – Guitar & Keyboard Tutor

TAI CHI

The Tai Chi for Better Health program has had another successful year with full enrolments and the addition of a Beginners class. We now offer 3 classes with different programs to cater to a wider range of potential participants (more experienced, beginners, day/night classes for example).

The move from Sussex Street went smoothly and the students are enjoying the improved facilities. Many have stated their enjoyment of our Tai Chi program, and the health benefits they have noticed.

Due to the success of our Tai Chi in the Park session in February, we plan to hold further outdoor practice sessions in term breaks, weather permitting. This gives everyone a chance to practice during the holidays and then meet for coffee in a local cafe.

Although our female participants range in age from 16 to 92, it is still an aim of this program to attract some male participants and younger people. This would allow us to offer yet another Tai Chi program tailored for this group.

Averil Lewis - Tai Chi instructor

KIDS CREATE

This year, Kids Create farewelled many dear memories in our cosy home on Sussex Street and settled into our big, BLUE Art Room in the new home of Sussex Neighbourhood House on Prospect Street.

Term 1 brought in new artists to Kids Create program with some amazing new creations. To celebrate our theme of New Beginnings, we personalised blank tote bags to hold our artwork, experimented with light and colour and held a mini exhibition for family and friends.

In term 2, we took a look at the work in miniature and created little 'Art Town'. This incorporated match box structures, paper clay citizens, across a colourful, hand painted landscape.

In term 3, the Kids Create program changed days from Saturday to Monday and has been focusing on collage in our own, hand-stitched art books.

I have really enjoyed watching the group explore and engage with their new creative space. We love playing with all the natural sunlight that comes through the windows and being inspired by looking out into our surroundings. I feel very blessed to have the opportunity to work with such an inspiring group of young artists in an environment that encourages self-expression and creative exploration.

None of this would have been possible without our wonderful Volunteer Assistant, Tiff Yong, whose gentle presence and genuine connection to each child is inspiring, appreciated and integral to our team.



Melodie Radatti - Kids Create Tutor

YOGA

The move to 7 Prospect Street this year has been very exciting, as the new building is inviting to the community and the upstairs space offers plenty of natural light and a lovely outdoor feel for yoga practice. Also, being a much larger space, there is the capacity to accommodate a greater number of participants in classes.

The **Tuesday morning class** has seen 19 participants, of which 17 had booked in for the term and 2 were attending casually. The **Monday and Thursday evening classes** have attracted some new faces and some regular attendees have continued. Of the new faces, some are new to yoga, some have a current practice and are looking for a local class, while others have previous experience and are returning to a regular practice.

Mums and Bubs classes have also increased in numbers and we have increased the maximum number to 14 (from the original 10). SNH will purchase some extra bolsters and mats to accommodate this. Whilst it can be difficult for mums to attend every week and thus commit to a full term, we have been able to offer the mums attendance at an evening class (without bubs), to make up a class they may have missed, due to an appointment, sickness, etc.

The **Yoga with Toddlers** class was popular when first offered at Sussex Street, and then sleep routines changed, childcare commenced for some and other mums returned to work. Since it's initial momentum this class has not been successful. It is probably best to offer this class as a follow on from mums and bubs, if there is interest from mums once the bubs start crawling/walking.

There is potential with the Maternal and Child Health Centre located across the hall, that these classes may be popular again at a future date and the nurses are supporting the programs by mentioning the classes.

Inclusive/Supportive Yoga is new to yoga program and it has engaged a lot of interest and regular attendees as well as some casual participants. Amongst the participants, there are a range of physical or anxiety related health issues, including hip replacement, chronic pain, arthritis, partial deafness, breast cancer survivors, scoliosis, elderly, anxiety/depression, etc.

Individuals have expressed how the Yoga Synergy practice that Simone teaches, has improved certain health issues such as reduced pain, greater sense of wellbeing, more energy, improved digestion.

Participants of the yoga classes are very supportive of each other and some get to know each other through their involvement in other SNH programs. It's inspiring to see the sense of community growing with such a variety of programs being offered at SNH.

Simone Litchfield - Yoga Tutor

CREATIVE MOVEMENT AND DANCE

This year has seen a reduced number of participants in this class, as several who have attended classes for quite a number of years have become unwell, been unable to continue or decided to have a change.

This has resulted for a shift in the dynamic of the classes and the potential to work towards more performative outcomes. We have been creating some dance routines to the Wizard of Oz and participants have thoroughly enjoyed this process. Although there is not yet the confidence or ability to do the dances without my guidance, their enjoyment is evident.

I have also been able to offer some basic props making, to keep the participants who do not have the stamina to be active for the entire class involved. This class also provides a social opportunity, where participants can have a brief rest with a cup of tea and chat.

There may be potential to nurture their social engagement by holding a mid year and/or an end of year performance, where participants can invite their friends and housemates and the wider SNH community could also be invited.

To date we have organised a couple of informal showings of the dances. To run an event will most likely require some extra funding, to purchase/hire some theatrical equipment and costumes as well as the possibility that more care staff may be required for the event.

Simone Litchfield - Creative Movement & Dance Tutor

SOCIAL GROUPS

SNH has a number of social groups for like minded people.

The **Book Club** has seen a large increase in new readers and are a great group of people for an animated conversation over books.

The **Sussex Family History Group** has been meeting and sharing their research, findings and the challenges involved in doing so.

The **OMG (Older Men's Group)** convened with the first gathering at the new location and has been meeting regularly and discussing different topics. The group have met for barbeque lunches, enjoying the new location and organised a Heart Health talk by the Heart Foundation.

The **Quilters & Yarn Circle** provided their wonderful handmade works for display at the Pascoe Vale Festival In The Park. The group also sold handmade items on behalf of SNH for our fundraising during the festival.

The **Scrabble Club** continue to meet and challenge each other on a weekly basis with participant numbers slowly growing.

The **Make Space For Art** have been meeting weekly on a Wednesday afternoon and has seen many new participants. Melodie Radatti successfully started the art group during 2017 and continued as it's Volunteer Tutor till end of Term 2, 2018. Jennifer Burnett is now the Volunteer Tutor for the group.

COMMUNITY CONTRIBUTION

There are many events and SNH attend and provide as part of our community. Some of these events and community contributions are:

- As part of the Australian Taxation Office program, SNH provides rooms for ATO Community Information Sessions.
- Volunteers from SNH attended the Make Noise Festival at Coburg North Primary School in October 2017. The Volunteers taught and made knitted and crochet poppies as well as creating clay objects with Ursula, our Clay Art Tutor.
- Providing a location for the Australian Hearing Bus to provide free hearing tests.
- Providing community information and sharing on it's Facebook page.
- Volunteer Training in courses such as First Aid and Basic Food Handling.
- Free WIFI and the use of two computers.
- Some free DIY sewing workshops.
- Volunteer Speaker from The Heart Foundation as part of Mens' Health Week.
- Some free School Holiday Activities.
- Free Job Skills Workshops.
- Volunteers from SNH knitted & crocheted items for Asylum Seeker & Refugee Service.
- Stage the second Pascoe Vale Festival In The Park.
- Sussex Skylarks perform for a range of organisations and people (see their report).



SUSSEX SKYLARKS - COMMUNITY CHOIR

It's now over three years since Sussex Skylarks was established and it's great that the choir is still going strong. The last year has been one of change and growth, while also being a continuation of the character and community aspect of the choir.

The first and most obvious change was moving to the new centre. This was exciting for everyone and we soon adapted to the bright and striking colours of our new room and enjoyed the benefits of the new kitchen and adjacent open area. Then for semester 2, I decided to change to an earlier time of 12.30 (still on Thursday) which has been a positive change for everyone and is a more attractive starting time for prospective members. Speaking of which, one of the lovely things about term 3 was that we started to get some new members who have now become regulars. There had been a bit of a dip in numbers in term 2 – unfortunately a couple of regulars could no longer come for various reasons - so it's been great to see the numbers building again.

We also had some sadness earlier in the year as one of our regular members, Janice Bailey, passed away suddenly. Janice was a 'quiet achiever' who never said that much during choir but was always a source of encouragement and quiet joy. It was privilege to be asked by her husband George to sing at her memorial service. While a sad occasion, we not only learned a lot about Janice's life and her many gifts and contributions but learnt from some of her family members how much she appreciated being part of the choir.

In fact, it has been great to see how much members do appreciate the choir and the benefits it brings. Just meeting regularly in a nice community space and singing and sharing together builds self worth and connection. And as relationships grow, people often support each other in the ups and downs of life. There have been days when I've been stressed before coming to the choir and afterwards I find being there has helped bring a smile to my face, so I am personally grateful for my role in leading the choir – I receive as well as give!

Skylarkers have continued to have a mixed repertoire of songs, and in the last year I've re-done the songsheets so that every song has been numbered and the layout improved. This has made it easier to follow and to move between different songs. In particular, it's made it easier for people who come for the first time. From time to time the intrepid SNH manager will drop in to tell us something or encourage us, while entertaining us with his quirky ways!

Doing a variety of gigs in the community has continued to be a key way the choir has experienced contribution to the community, building our group cohesion as well as promoting the House. Singing at a few Aged Care Facilities have been a rewarding experience and the addition of two choir members' special Italian dance added an extra dimension to our performance and was much appreciated by the residents. A highlight for the year was performing at the recent National Conference of Australian Council for Adult Literacy Conference at none less than the Melbourne Exhibition and Conference Centre. Despite having to get up very early, everyone thoroughly enjoyed themselves and the feedback was wonderful. Being able to perform our original song (written about SNH moving) 'A Place We All Belong' on the stage, with an international educator telling me later how much she appreciated us singing *about* some of the themes of the conference!

Regarding the year to come, I hope the Sussex Skylarks will continue to regularly gather as well as to perform, to further evolve and grow while retaining its community nature. And I'm still hoping to record one day – especially 'our song'.



Phil Hudson - Choir Leader



OUR VOLUNTEERS

At Sussex Neighbourhood House, we are fortunate to have numerous Volunteers that help us run the centre and assist in many classes. Volunteers are invaluable to our organisation and we would like to acknowledge and thank all of the Volunteers for their time, effort and dedication.

In appreciation of our Volunteers, a morning tea was held during Volunteers Week 21 - 27 May, 2018. Volunteers were asked What is Volunteering?; Why they Volunteer?; and What impact has Volunteering had on them?. Here are some of the answers:

Volunteering is a generous sharing of time, a small way to help others, a warm feeling, good for the soul, love of others, learning and connecting, making a lot of friends.

I Volunteer because I love social interaction, I find it enjoyable, I want to share and receive, I get a lot of satisfaction helping out.

My Volunteering has expanded my horizons, been enjoyable, has given me wonderful lifelong friendships, been good for me, extended my skills, brightened my life.

Kylie Gerber - Volunteer Coordinator

SCHOOL HOLIDAY PROGRAMS AND WORKSHOPS

Within our local community, Sussex Neighbourhood House has become well known for its School Holiday Activities. The gaining of popularity is clearly seen by the amount of enquiries, emails and phone calls in regards to the activities. We offer some free activities alongside our paid activities, with both filling up quite quickly.

As well as utilising our current creative Tutors, Staff and Volunteers to run the activities, we have been fortunate to have new Volunteers come on board to run some of these activities from time to time.

Examples of workshops run are card making, decorate a cushions, wire art, scribble club, clay art - various, peg magnets, floral arrangement, visual journals, and art marathons.

Alex Fletcher-Hoerner, the SNH Office Co-ordinator, puts in considerable time and effort into ensuring the school holiday program is promoted and a variety of activities are offered.

SCHOOL HOLIDAY ACTIVITIES

@ Sussex Neighbourhood House
7 Prospect St. Pascoe Vale ph 9354 2210 enquiries@sussexnh.org.au



Bollywood Dance Class with Archana
Monday 9 April @ 11.00 all ages **FREE**



WRECK THIS WORKSHOP
art journaling with a twist!
9 April 10am (6-12 yo) 2pm (13-16 yo) **\$20**



Create your own visual journal
9 April 10am (6-12 yo) 2pm (13-16 yo) **\$20**



Paper Mosaics
Super Heroes and other characters!
All ages **FREE**



Decorate a Cushion
Wed 11 April 10.30am-12.30pm for 6-12 yo materials provided **\$5**

Enrolments open! to enrol and for more information ring us on 9354 2210



Welcome Banner
Wed 4 April 1-3pm **FREE**
kids under 12 to come with adult * see Facebook for more info



Clay Art Kids
Tuesdays 3 & 10 April 1.30pm-3pm **\$25** each sess Ages: 8+



Quirky Creatures
Fri 13 10am-12pm Ages: 8-12 3D creatures using felt, fabric and recycled materials.

SCHOOL HOLIDAY ACTIVITIES

@ Sussex Neighbourhood House
7 Prospect St. Pascoe Vale ph 9354 2210 enquiries@sussexnh.org.au



WINTER SUN CATCHERS
Mon 2 July \$20 10-11.30am ages: 2-7



Plum & Pie
Elder's Workshop for Seniors & Kids
Thurs 5 July 10am-12pm **\$25** ages: 4+



maxi me
Wed 4 July 10am-3pm **\$50** ages: 8+



Secret Art
Friday 6 July 1-3.30pm **\$25** ages: 8+



Kids Collaborative Canvas
Thurs 12 July 1-3pm **\$25** ages: 2-6



HANGING BIRD
Wed 4 July 10.30a-12pm **FREE** ages: 10+



PEG MAGNETS
Tues 3 July 11.30-12.30 **FREE** ages: 5+



ART MARATHON
Friday 13 July 1-4pm **\$30** ages: 11-14



a book about ME
Mon 9 July 1-4pm **\$30** ages: 8+



ANIMAL KINGDOM
Wed 11 July 10am-2pm **\$40** ages: 6+



CARD MAKING
Wed 11 July 11am-12pm **FREE** ages: 5+



CREATIVE ART
Mon 9 July 11am-12pm **FREE** ages: 2-5

ENROLMENTS OPEN! PH 9354 2210

facebook see FB for more details

SUSSEX NEIGHBOURHOOD HOUSE

235 Sussex St. Pascoe Vale Vic 3044
ph 9354 2210 enquiries@sussexnh.org.au

SCHOOL HOLIDAYS

Bookmarks \$4
MONDAY 25 Sept 11am-12pm - **ALL AGES**
Decorate beautiful bookmarks to gift or keep. Write a special message on the back and have it laminated here! Beautifully illustrated by artist Nilbanu Yuce
Materials provided.

Clay Art for Kids - \$20 each sess Ages: 8+
With Ursula Learn basic techniques working with clay.
TUES 26 Sept 1-2.30pm: All things Halloween. Make creepy crawly, spooky characters.
TUES 3 Oct 1-2.30pm: Make Christmas trees, table decorations and hanging stars. Materials and feng included. Wear old clothes.

Christmas decorations & Card making - all ages \$2
THURSDAY 28 Sept 11am-12pm with Kylie
Decorate Christmas Cards and hanging decoration. Gain the knowledge to continue this at home!
Materials provided.

Colour Your World \$10
WEDNESDAY 4 October 11am-12pm
Work with artist Nilbanu Yuce drawings to create your own work of art on a canvas panel and paper, using water colour pencils and other mediums. Materials provided. Take home your artwork ready to frame.

Sewing - Bird Cushion - Ages: 10 + \$5
THURS 5 Oct 10.30am-12.30pm with Moya Klein
Sew and decorate your own bird cushion for your bed or couch. 6 children per class max.
Materials provided. BYO sewing machine and adult.


BOOKING ESSENTIAL! To book your place please call in or book over the telephone on 9354 2210.

PROGRAM PROMOTIONS

Sussex Neighbourhood House promotes through many channels including various social media outlets, local papers, schools and printed brochures.

Alex Fletcher-Hoerner prepares many program promotions that are of outstanding quality.


Here is a sample of a few program promotions:



WATERCOLOUR CLASSES

Wednesdays
2pm-5pm
2 May-27 June
(9 weeks)

Full fee \$300 or \$250 conc.,
all materials included



Sussex Neighbourhood House
7 Prospect St Pascoe Vale
ph 9354 2210
e: enquiries@sussexnh.org.au


MAKE SPACE

FOR CREATIVITY & SELF EXPRESSION
Wednesdays | 1 - 3pm
Weekly arts for wellbeing group
No artistic experience required

SUSSEX NEIGHBOURHOOD HOUSE
7 Prospect St Pascoe Vale 3044
ph. 03 9354 2210
www.sussexnh.org.au

GOLD COIN DONATION

Facilitated by Melodie Radatti




WITH URSULA DUTKIEWICZ

CLAY ART CLASSES

STARTS TUES 6 FEB

share : learn : enjoy : grow




Small Objects In Clay - Tues 6.30pm
Clay Art for Primary School Kids- Tues 4.15pm
Clay Art for Adults with a Disability Tues 1pm


Sussex Neighbourhood House
7 Prospect St Pascoe Vale ph 9354 2210
enquiries@sussexnh.org.au


ACTIVITIES FOR KIDS

SUSSEX NEIGHBOURHOOD HOUSE



Clay Art for kids 6 Feb
Kids Create 10 Feb
new at SNH!
Dance program 10 Feb:
Little Groovers 10am
Creative Dance for children
on the spectrum 11am
Sussex Crew 12pm
Keyboard Classes 4.15pm
Guitar Classes 5.30pm






MIXED MEDIA

*Inclusive Art & Craft
Program with adults
with a disability*

Tuesdays 6-8pm
Funded by Moreland City Council

SUSSEX NEIGHBOURHOOD HOUSE

CREATIVE WRITING WORKSHOPS



Saturdays
10am-12pm
10 Feb-24 March

Full Fee: \$80
Conc., \$60

Creative Writing Workshops with writer Anna Fern

Be inspired to get writing in a supportive, friendly group. Suitable for new and emerging writers of fiction, non fiction and poetry.

workshops will commence at 7 Prospect St Pascoe Vale for more information or to enrol, please contact us.

SUSSEX NEIGHBOURHOOD HOUSE
ph 9354 2210 enquiries@sussexnh.org.au

PASCOE VALE FESTIVAL IN THE PARK



Sussex Neighbourhood House hosted the second Pascoe Vale Festival In The Park on Saturday 21st April 2018 at the new premises, Rogers Memorial Reserve and the carpark of 7 Prospect St, Pascoe Vale.

The Welcome Ceremony that was held in conjunction with the festival was a success. Many of the community came through the new premises to see what the new building was like and more importantly, to see what SNH does for their community. The Welcome Ceremony and SNH's commitment to the community was strengthened with the Mayor, Member for Wills, Member for Broadmeadows and Local Ministers' speeches and presence.

Thank you to our sponsors, Moreland City Council, Rotary, Claudio & Marwan for getting the festival off the ground with financial and in-kind support. Thank you to our raffle prize donators, Lizzie Blanthorne, Art in An Hour, Claire Martin and L'Amour Hair & Beauty. Our mini stall manned by the SNH Knitters & Quilters raised money through candle, plant and origami bookmark sales. All money raised no matter how much or how little benefits SNH and it's community.

Thank you to all our Volunteers and Staff who've helped leading up to the festival and on the day of the festival.

Overall, the festival was an outstanding success. The community of an estimated 1,500 to 2,000 people came through the festival on the day. There was constant activities and entertainment which kept community members at the festival. SNH received many positive comments on its Facebook page.

'awesome day see u again next year'

'great event! looking forward to next year'

'thx for a fun day'

'fantastic community event, well done'

'wonderful introduction to my new neighbourhood!'

'lovely day, lovely stalls, lovely people – thanks for a great event!'

Kylie Gerber - Festival Coordinator



COMMUNITY DEVELOPMENT REPORT

It has been a year of preparation and transition. In view was the building site at Prospect Street and the ever-changing skyline as our new home began to grow out of the hill. Also in view, was the daunting 'prospect' of preserving memories, deciding what to keep, what to discard and how to ensure everyone could be involved in those decisions and processes.

To ensure community ownership of this transition, we set up the **On the Move Working Group**, comprising representatives of the SNH community: staff, tutors, class participants, Committee of Governance and Volunteers. They undertook the following:

- A series of regular planning meetings.
- A 'cultural audit' of artworks, signage, photos and other memorabilia and how to preserve them.
- **Our House** project facilitated by Ange Stock; mobiles of tiny houses personally decorated and hung for the **Closing Ceremony** of the old house. These are now hanging in the new Community Hub.
- Furniture & fittings audit – what to take, leave, sell or give away and why.
- **On the Move** convoy – physically moving precious and manageable items to the new home in Volunteers' vehicles at the start of 2018.

We participated in:

1. regular **Transition Working Group** meetings with Council to discuss construction and operational aspects of the building prior to occupancy.
2. **Partnership Working Group** to develop an agreement for successful co-location with Maternal Child Health (MCH). Convened by Rachel Ward, Council's Community Development Officer, plus numbers of meetings with Rachel.
3. **Arts / Culture Strategic Working Group** met in 2017 to look at the possibilities and partners for putting 'Art in the Heart' of Pascoe Vale.

In March 2018, at a morning tea for Principals and Community Engagement Staff from local schools, we received much encouragement for future relationships and connecting with their school communities.

From January to June 2018, with support from a State Government 'Welcome to Australia Grant', we developed the **Welcome Project** that underpinned the following:

- **Pascoe Vale in the Park Festival** in April.
- **Welcome Ceremony** to SNH with dignitaries Peter Khalil, John Kavanagh & Lizzie Blandthorn's Office.

- Discussions with Pascoe Vale Girls College to promote our new building and how we might support their leadership program and their arts focus.
- Two PVGC students are now members on the SNH COG.
- Moreland Rotary Club breakfast at the new building.
- **Pick My Project** proposal for a Sussex Community Art Park. Gathering the ideas and thoughts from Tutors and Artists.
- **Welcome Wall**, facilitated by Melodie Radatti, greets everyone in many languages of welcome, made by individuals and community groups.

Thea Bates - Community Development Officer

A word about our Welcome Wall from Melodie Radatti:

Sussex Neighbourhood House 'Welcome Wall'

Sussex Neighbourhood House is a place of welcome for all. We value and support people of all ages, cultural backgrounds and abilities. At Sussex Neighbourhood House we acknowledge and deeply respect our first Australians who are the traditional and current custodians of this land. We also open our arms to our new Australian friends including refugees and those seeking asylum.

The Welcome Banner Project was created to help foster a culture of welcoming and inclusiveness in our new home at the Pascoe Vale Community Centre. Individuals and community groups were invited to decorate wooden hoops and discs with images and messages of welcome. Artists were given full creative freedom, using a technique, language and imagery of their choosing. These were then collated together to create a large, colourful 'Welcome Wall' to greet visitors to the building.

Over one hundred individual artworks were submitted in many local languages including Italian, Arabic, Urdu, Greek, Mandarin, Turkish, Hindi, Spanish, Punjabi, Sinhalese and more. Blank discs are also available for visitors to add their own messages of welcome, ensuring all visitors are represented within this culturally dynamic and ever changing piece of community art.

Various community groups took part in the project including the Glenroy Art Group, Pascoe Vale Hand Spinners and Weavers as well as regular groups hosted by Sussex Neighbourhood House with artists from a range of cultures, abilities and age groups.

We would like to thank you all contributing artists who helped create our wonderful 'Welcome Wall'. This project was made possible by funding from 'Welcome to Australia' and materials donated by Gulia Radatti and Leigh Dixon.

MELODIE RADATTI, COMMUNITY ARTIST



News from Inside Moreland, Autumn 2018:

*This story was first published in the autumn 2018 edition of Moreland City Council's publication *Inside Moreland*.

A new home for community

A brand new community centre in Pascoe Vale has recently opened its doors to the community, bringing a range of services and programs together in a modern, bright and welcoming space.

The impressive new centre – which sits next door to Pascoe Vale Outdoor Pool – includes rooms for hire, a light-filled courtyard, large central kitchen, space specifically designed for children, free WiFi and Maternal and Child Health services.

Built into the hillside, the \$5.5-million environmentally friendly and accessible building also incorporates solar panels and water tanks.

The centre is managed by Sussex Neighbourhood House, which relocated to Pascoe Vale after being based in Coburg for more than 26 years. Sussex is one of seven neighbourhood houses in Moreland, which are committed to providing everybody with opportunities to share, learn, enjoy and grow.

From help getting your head around a tax return to CPR training, ceramics workshops, tai chi and new programs based on the interests in the community, neighbourhood house programs are the perfect place to expand your skills, get creative and stay social, all on a small budget.

Pascoe Vale resident Moya Klein has been visiting the Sussex Neighbourhood House for just over a year. Moving across from the old centre, she is rapt with its home in the new building next to Rogers Reserve.

"There is most certainly a 'wow' factor when you walk in!" Moya comments.

It was Moya's friends and family who first recommended she try out the neighbourhood house's various programs and short courses after she had battled a lengthy illness.

Moya says it took time to build the confidence to walk through the neighbourhood house doors but apart from nerves at the start, she felt at home right away.

"Immediately I felt welcome," Moya says, smiling.

She is now part of a social knitting group, regularly plays Scrabble and is in her second year of sewing classes.

Vic Issell, the manager of Sussex Neighbourhood House, says it is inspiring to watch people get involved in the new centre, "making connections with other people from the area, having fun, learning new skills and growing in confidence."

"It's brilliant," he adds.

Moya has been using her skills to now run a short course herself, the 'Making a Cushion' class for kids – just one of the many school holiday

activities available for school-aged children through neighbourhood houses in Moreland.

"My overall sense of wellbeing has just increased so much," says Moya.

Moya has also met new friends and become involved with local community-run stalls and often volunteers her time for other community programs happening at the centre.

The new Pascoe Vale community centre is accessible via bus route 513, which travels along Cumberland Road. Just hop off at the Olive Grove stop. Bike racks and parking are also available.

The new community centre is located at Rogers Reserve, 7 – 9 Prospect Street, Pascoe Vale.

To find out more about neighbourhood houses in Moreland and to see the programs on offer, visit moreland.vic.gov.au/neighbourhood-houses or phone 9240 1111.



Pascoe Vale resident Moya Klein at one of the many classes now on offer at the new community centre.

SUSSEX NEIGHBOURHOOD HOUSE INC

**Financial statements
For the year ended 30 June 2018**

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Contents

For the year ended 30 June 2018

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SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Committee's report

For the year ended 30 June 2018

Your committee members submit the financial report of SUSSEX NEIGHBOURHOOD HOUSE INC for the financial year ended 30 June 2018.

Committee members

The names of the committee members throughout the year and at the date of this report are:

Claire Martin (President)
John Watson (Treasurer)

Principal activities

The principal activity of the association during the financial year is:

Providing of community services

Significant changes

No significant change in the nature of these activities occurred during the year.

Operating result

The ~~profit~~ of the Association for the financial year after providing for income tax amounted to \$13,417.

Signed in accordance with a resolution of the members of the committee:



Claire Martin (President)



John Watson (Treasurer)

Dated 17 September 2018

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Income statement

For the year ended 30 June 2018

	2018 \$	2017 \$
Income		
Interest Received	2,447.96	2,207.24
Donations	15,169.92	2,338.05
Program Service Fees	77,993.98	72,736.35
Fund Raising Activities	2,011.06	2,657.90
Recoveries	-	12,765.37
Other Revenue	11,404.72	1,324.55
Government Subsidies	279,417.12	236,456.14
Profit on Sale of Non-current Assets	60.00	-
Loss on Sale of Non-current Assets	(1,429.00)	-
	387,075.76	330,485.60
Expenses		
Administration fees	400.90	-
Advertising	4,075.28	3,515.00
Asset write offs	236.36	321.82
Auditor's Remuneration	1,800.00	2,150.00
Bank Charges	573.06	426.88
Bookkeeping Fees	-	6,240.00
Computer expenses	8,741.31	2,959.79
Consumerable Items	424.98	-
Depreciation	1,293.00	1,527.00
Employees' Amenities	1,808.15	1,925.33
Filing Fees	113.80	111.50
Fund Raising Exp	-	678.62
Insurance	1,062.39	943.95
Lease Fee	912.00	-
Licensing Fees	-	1,260.00
Light & Power	3,580.05	5,068.87
Long Service & Annual Leave	6,651.02	10,042.23
Medical Supplies	-	178.92
Postage	1,199.91	1,675.83
Printing & Stationery	2,399.38	1,331.70
Program Costs	14,031.95	8,932.70
Rates & Taxes	725.52	582.08
Recruitment Fees	348.67	346.27
Removal/Relocation	2,440.91	-
Rent	314.18	640.14
Repairs & Maintenance	10,097.68	5,229.36
Security Costs	457.03	519.02
Staff Training	2,890.00	1,098.89
Subcontractors	90,037.50	62,096.50
Subscriptions	1,036.36	899.54
Superannuation Contributions	33,154.59	23,493.88
Telephone	4,649.37	3,381.35
Wages	174,990.45	185,182.10

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached *audit report and notes to the financial statements*

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Income statement

For the year ended 30 June 2018

	2018	2017
	\$	\$
Waste Disposal	181.48	859.82
Workcover	3,031.72	2,675.72
	<hr/>	<hr/>
	373,659.00	336,294.81
	<hr/>	<hr/>
Net profit (loss)	13,416.76	(5,809.21)
Retained earnings at the beginning of the financial year	47,013.93	52,823.14
	<hr/>	<hr/>
Retained earnings at the end of the financial year	60,430.69	47,013.93
	<hr/>	<hr/>

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached *audit report and notes to the financial statements.*

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SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Notes to the financial statements

For the year ended 30 June 2018

The financial statements cover SUSSEX NEIGHBOURHOOD HOUSE INC as an individual entity. SUSSEX NEIGHBOURHOOD HOUSE INC is a not-for-profit association incorporated in Victoria under the Associations Incorporation Reform Act 2012 ('the Act').

The principal activity of the association for the year ended 30 June 2018 is:

Providing of community services

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of preparation

In the opinion of the Committee of Management, the association is not a reporting entity since there are unlikely to exist users of the financial statements who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the Act.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101 Presentation of Financial Statements, AASB 107 Statement of Cash Flows, AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors and AASB 1054 Australian Additional Disclosures.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

The financial statements have been prepared on an accruals basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

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

2 Summary of significant accounting policies

Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Association and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

Interest revenue

Interest is recognised using the effective interest method.

These notes should be read in conjunction with the attached *audit report and notes to the financial statements*

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SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Notes to the financial statements

For the year ended 30 June 2018

Rendering of services

Revenue in relation to rendering of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period.

If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable.

Revenue from training services is generally recognised once the training has been delivered.

Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

Property, plant and equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment.

Property, plant and equipment is depreciated on a straight-line basis over the asset's useful life to the Association, commencing when the asset is ready for use.

Employee benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cash flows are discounted using market yields on high quality corporate bond rates incorporating bonds rated AAA or AA by credit agencies, with terms to maturity that match the expected timing of cash flows. Changes in the measurement of the liability are recognised in profit or loss.

These notes should be read in conjunction with the attached *audit report and notes to the financial statements*

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SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
3 Cash and cash equivalents			
Petty Cash		100.00	100.00
Cash on Hand		842.60	726.00
ANZ Banking Corp'n Ltd Cheque A/C		68,004.00	38,404.27
ANZ Banking Corp'n Ltd Cash Manag't & Term Deposits A/C's		105,716.41	102,372.59
AXA/AMP Investment A/C		135.15	135.15
		<u>174,798.16</u>	<u>141,738.01</u>
4 Trade and other receivables			
Current			
Sundry Debtors		-	3,527.43
Trade Debtors		3,436.00	2,194.50
		<u>3,436.00</u>	<u>5,721.93</u>
5 Other assets			
Current			
Prepayments		1,136.67	831.94
		<u>1,136.67</u>	<u>831.94</u>
6 Property, plant and equipment			
Plant and equipment			
Plant & Equipment		4,450.00	51,923.28
Less Accumulated Depreciation & Impairment		(1,894.73)	(46,706.00)
		<u>2,555.27</u>	<u>5,217.28</u>
		<u>2,555.27</u>	<u>5,217.28</u>
7 Trade and other payables			
Current			
Sundry Creditors		10,100.43	6,890.69
Trade Creditors		11,299.03	11,153.01
Accrued Expenses		1,953.00	909.40

These notes should be read in conjunction with the attached *audit report and notes to the financial statements.*

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
		<u>23,352.46</u>	<u>18,953.10</u>
8 Provisions			
Current			
Provision for Annual Leave		12,101.91	14,533.78
Provision for Long Service Leave		9,978.75	895.86
Provision for Superannuation		8,250.04	-
Provision for PAYG W		3,166.00	2,851.00
		<u>33,496.70</u>	<u>18,280.64</u>
9 Other liabilities			
Current			
Income in Advance		64,646.25	69,261.49
		<u>64,646.25</u>	<u>69,261.49</u>
10 Retained earnings			
Retained earnings at the beginning of the financial year		47,013.93	52,823.14
		13,416.76	(5,809.21)
		<u>60,430.69</u>	<u>47,013.93</u>
11 Events occurring after the reporting date			

No matter or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the association, the results of those operations or the state of affairs of the association in future financial years.

12 Statutory information

The registered office and principal place of business of the association is:

SUSSEX NEIGHBOURHOOD HOUSE INC
7 Prospect St., Pascoe Vale, Vic., 3044.

These notes should be read in conjunction with the attached *audit report and notes to the financial statements*

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SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Notes to the financial statements

For the year ended 30 June 2018

Impairment of non-financial assets

At the end of each reporting period, the association determines whether there is an evidence of an impairment indicator for non-financial assets.

Where this indicator exists and regardless for goodwill, indefinite life intangible assets and intangible assets not yet available for use, the recoverable amount of the assets is estimated.

Where assets do not operate independently of other assets, the recoverable amount of the relevant cash-generating unit (CGU) is estimated.

The recoverable amount of an asset or CGU is the higher of the fair value less costs of disposal and the value in use. Value in use is the present value of the future cash flows expected to be derived from an asset or cash-generating unit.

Where the recoverable amount is less than the carrying amount, an impairment loss is recognised in profit or loss.

Reversal indicators are considered in subsequent periods for all assets which have suffered an impairment loss, except for goodwill.

Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

These notes should be read in conjunction with the attached *audit report and notes to the financial statements*

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SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Balance sheet

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
Current assets			
Cash and Cash Equivalents	3	174,798.16	141,738.01
Trade and Other Receivables	4	3,436.00	5,721.93
Other Current Assets	5	1,136.67	831.94
Total current assets		179,370.83	148,291.88
Non-current assets			
Property, plant and equipment	6	2,555.27	5,217.28
Total non-current assets		2,555.27	5,217.28
Total assets		181,926.10	153,509.16
Current liabilities			
Trade and Other Payables	7	23,352.46	18,953.10
Provisions	8	33,496.70	18,280.64
Other Current Liabilities	9	64,646.25	69,261.49
Total current liabilities		121,495.41	106,495.23
Total liabilities		121,495.41	106,495.23
Net assets		60,430.69	47,013.93
Members' funds			
Retained earnings		60,430.69	47,013.93
Total members' funds		60,430.69	47,013.93

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached *audit report and notes to the financial statements*

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SUSSEX NEIGHBOURHOOD HOUSE INC.
STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2018

	Note	2018 \$	2017 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Government Grant Recurrent Funding		274,802	236,111
Receipts from Customers		108,866	86,660
Payments to Suppliers and Employees		(353,056)	(320,897)
Interest Received		2,448	2,207
Net Cash Generated From/ (Used in) Operating Activities	i	<u>33,060</u>	<u>4,081</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for Property, Plant and Equipment		-	-
Net Cash (Used in)/ Provided by Investing Activities		<u>-</u>	<u>-</u>
Net Increase/ (Decrease) in Cash Held		33,060	4,081
Cash and Cash Equivalents at Beginning of Financial Year		141,738	137,657
Cash and Cash Equivalents at End of Financial Year	ii	<u>174,798</u>	<u>141,738</u>

NOTES TO THE STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2018

Note i - Net cash generated from/ (used in) operating activities

Net (Deficit)/ Surplus for the Year	13,417	(5,809)
Non-Cash Flow Item: Depreciation	1,293	1,527
Non-Cash Flow Item: Loss on Disposal of Assets	1,369	-
(Increase)/ Decrease in Trade and Other Receivables	2,286	(5,163)
(Increase)/ Decrease in Prepayments	(305)	(832)
Increase/ (decrease) in Trade and Other Payables	4,399	4,660
Increase/ (Decrease) in Income Received in Advance	(4,615)	(345)
Increase/ (Decrease) in Provisions	15,216	10,043
	<u>33,060</u>	<u>4,081</u>

Note ii - Cash and cash equivalents at end of financial year

Cash on Hand	943	826
Cash at Bank	68,004	38,404
Cash on Deposit	105,851	102,508
	<u>174,798</u>	<u>141,738</u>

The Statement of Cash Flows is to be read in conjunction with the audit report
and the notes to the financial statements.

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SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392


Statement by members of committee

The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 2 to the financial statements.

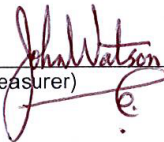
In the opinion of the committee the financial report:

1. Presents fairly the financial position of SUSSEX NEIGHBOURHOOD HOUSE INC as at 30 June 2018 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that SUSSEX NEIGHBOURHOOD HOUSE INC will be able to pay its debts as and when they fall due.

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



Claire Martin (President)



John Watson (Treasurer)

Dated 17 September 2018



Collins & Co

CERTIFIED PRACTISING ACCOUNTANTS

ABN 15 893 818 045

127 Paisley Street
Footscray VIC 3011
Australia

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TOWARDS A VISION SHARED

**SUSSEX NEIGHBOURHOOD HOUSE INC
A.B.N. 45 620 743 392
INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**

Opinion

I have audited the accompanying financial report of Sussex Neighbourhood House Inc (the Association), which comprises the balance sheet as at 30 June 2018, and the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by the members of the Board.

In my opinion, the financial report of the Association is in accordance with *the Australian Charities and Not for Profits Commission Act 2012* and *the Associations Incorporation Reform Act 2012*, including:

- i. giving a true and fair view of the Association's financial position as at 30 June 2018 and of its performance for the year ended; and
- ii. complying with Australian Accounting Standards as per Note 1, *the Australian Charities and Not for Profits Commission Act 2012* and *the Associations Incorporation Reform Act 2012*.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. I am independent of the Association in accordance with the 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 report in Australia. I have also fulfilled our 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.

Emphasis of Matter - Basis of Accounting and Restriction on Distribution

I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Sussex Neighbourhood House Inc to meet the requirements of the *Australian Charities and Not for Profits Commission Act 2012* and *the Associations Incorporation Reform Act 2012*. As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the applicable legislation and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

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Auditor's Responsibilities for the Audit of the Financial Report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our 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 report.

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

- Identify and assess the risks of material misstatement of the financial report, 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 registered entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the responsible entities.
- Conclude on the appropriateness of the responsible entities 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 registered entity'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 report 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. However, future events or conditions may cause the registered entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

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

Auditor: Frederik Ryk Ludolf Eksteen **ASIC Registration Number:** 421448

Address: Collins & Co, 127 Paisley Street, FOOTSCRAY VIC 3011

Signature:

Date: 17 September 2018

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SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Certificate by members of committee

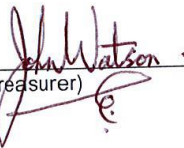
Annual statements give true and fair view of the financial position of incorporated association.

We, being the members of the Committee of the SUSSEX NEIGHBOURHOOD HOUSE INC, certify that -

The statements attached to this certificate give a true and fair view of the financial performance and position of SUSSEX NEIGHBOURHOOD HOUSE INC during and at the end of the financial year of the association ending on 30 June 2018.



Claire Martin (President)



John Watson (Treasurer)

Dated 17 September 2018

SUSSEX NEIGHBOURHOOD HOUSE



PURPOSES

1. To encourage the local residents to become more fully involved in community life and develop their own responses and solutions to issues and problems which affect their community.
2. To reduce the social isolation of individuals and groups within the community.
3. To facilitate and encourage the development of personal neighbourhood networks.
4. To provide resources, information and personal support to people within the community.
5. To address social inequalities and increase life opportunities for people who are disadvantaged, upholding the principals of equality, access, participation and social justice for all community, irrespective of religion, ethnicity, race, gender, age, disability, and socioeconomic status.
6. To initiate, organise, sponsor or encourage social, recreation and educational activities, seminars, information sessions, workshops and similar activities among all members of the community.

(Taken from The Constitution of Sussex Neighbourhood House Incorporated)



Sussex Neighbourhood House Inc.

7 Prospect Street, Pascoe Vale, Vic. 3044

Phone: 9354 2210

Email: enquiries@sussexnh.org.au

Website: www.sussexnh.org.au

ABN: 45 620 743 392

Inc. No: A0024700T

