

Sussex Neighbourhood House Inc



ANNUAL REPORT 2019/2020



**Our Community's Heart,
Where everyone is welcome**



TABLE OF CONTENTS

	PAGE
	Vision & Mission 1
	Committee of Governance Members 2
	Staff Members & Volunteers 3 & 4
	Leadership Report 5
	Course & Support Group Participation 8
	Treasurer's Report 9
	Acknowledgements 10
	Estimate of value to the Community of SNH 11
	Community Development 12
	Events & Partnerships 13 & 14
	Volunteer Coordination 15
	Program Snapshots 16 - 25
	Community Spaces Report 26
	Community Service Snapshots 27 & 28
	Contact Details 29
	Financials Attached
	Sussex Neighbourhood House Inc. acknowledges the Aboriginal custodians of this land and we pay our respects to their culture, their people and elders past, present and future.

Front Cover: Little Artists joint Elephant painting on Canvas

VISION & MISSION

In 1991, Sussex Neighbourhood House (SNH) at 235 Sussex Street, Pascoe Vale was officially opened by the then Premier of Victoria Joan Kirner and Hazel Hawke, wife of the local federal member and Prime Minister, Bob Hawke.

supports

Twenty-six years later, in January 2018 we moved into a new purpose built site at 7 Prospect Street, Pascoe Vale, where we have maintained our identity and purpose. Through the services that SNH provides, we strive to make a positive difference in peoples lives. We are an incorporated association, with membership from the local community.

engages

The activities and programs we provide are developed in response to the needs of the community. Our brand is built not from our communication materials or our mission statement, but rather by the day to day interactions we have with community. We are a not-for-profit organisation where funds are combined with a strong staff and volunteer input to ensure maximum benefit to our diverse community.

connects

Our funding support comes from a range of funding agencies, including Dept. of Health and Human Services, Dept. of Education & Training, and Moreland City Council. We operate to our Constitution, a three year Strategic Plan, and the Neighbourhood Houses Good Practice Standards.

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

We value environmental sustainability.

Our Vision:

Our community's heart, where everyone belongs.

Our Mission:

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

COMMITTEE OF GOVERNANCE MEMBERS



MRS CLAIRE MARTIN
CHAIRPERSON



MRS CORNELIA CONWAY
SECRETARY
(JOINED 11/2019)



MR JOHN WATSON
TREASURER



MRS NANCY VANIN
SECRETARY
(RESIGNED 8/6/2020)



MS ANGELA GIOULEKAS
COMMITTEE MEMBER
(JOINED 10/2019)



DR ANTHONY ENGWIRDA
COMMITTEE MEMBER



MS RUTH ROBLES MCCOLL
COMMITTEE MEMBER
(JOINED 10/2019)



MS SKYE GRIFFITHS
COMMITTEE MEMBER



MS DANIELLE GORI
COMMITTEE MEMBER
(RESIGNED 4/5/2020)



MR VICTOR ISSELL
MANAGER - EX OFFICIO

STAFF MEMBERS & VOLUNTEERS

Manager

Office Coordinator

Volunteer, Events & Program Coordinator

ACFE Coordinator

Finance Officer

Community Development Officer

Administration Support

Active Adults Gentle Exercise

Building Confidence Working in Groups

Community Choir Leader

Clay Art Tutor

Card Making / Papercraft

Computer & Technology Programs

Creative Movement & Dance

Creative Writing

Crochet

Disability Aides, Assistants & Bus Driver

Drumming

English as an Additional Language

Floristry

Guitar & Keyboard

Info. Tech Support

Kids Create

Kids Cooking

Knitting

Little Artists

Mixed Media

Relaxation & Meditation

Sallywags Playtime

Sewing & Textiles Workshops

Smart Devices

Spanish language

Tai Chi

Ukulele for Adults

Watercolour & Drawing

Yoga

Zumba

Victor Issell

Alex Fletcher-Hoerner

Kylie Gerber

Louise Pacor

Alfina Astuto

Thea Bates

**Kylie Gerber, Louise
Pacor, Catalina Bilikopf**

Jesse Rocco

Iris Radovic

Phil Hudson

Ursula Dutkiewicz

Jo Weedon

**Tim Beacham, Dinusha
Perera**

Simone Litchfield

Anna Fern

Laura Thomey

Steve Whan, Melodie

Radatti, Tiffeny Yong

Atman Okan Okyay

**Asha Prakash, Dinusha
Perera**

Cherie Roe

Tad Davis

Tim Beacham

Melodie Radatti

Tanya Sangiorgio

Christine Hill

Catalina Bilikopf

Angela Stock

Andrea Rodriguez

Rose Van Herk

**Janette Bowles, Laura
Thomey**

Mustafa Ata

Catalina Bilikopf

Averil Lewis

Phil Hudson

Ted Dansey

**Simone Litchfield, Melisa
Chabierski, Simona**

Schmidt

Yulay Perez

SUSSEX NEIGHBOURHOOD HOUSE VOLUNTEERS

Art Space

Book Club & Sussex Family History Group

Clay Art

Community Hub

In House Artist

Kids Create

Knitters, Crochet & Quilters

Pascoe Vale Makers & Menders

Office Volunteers

English as an additional language

Older Men's Group (OMG)

School Holiday Workshops

Jennifer Burnett

Janette Bowles

Gloria Dellora & Ozlem

Mehmet-Radji

Margaret Yates

John Whittam

Tiffany Yong

**Mary Scanlon & Marie
English**

Anne Newton

John Wloch, Huma

Mitta, Rosa Gentile

John Wloch, Sulaf Al

Godi, Pauline Rogan,

Lyn Ong & Marie

Cacoyianni

John Wloch

Damian Nippard



2019 - 2020 LEADERSHIP REPORT

The Committee of Governance (CoG) comprises voluntary members of Sussex Neighbourhood House Inc. (Sussex NH). And we are privileged to provide this report on behalf of the CoG and Management, outlining progress against our Strategic Plan, enabling us to capture what has been accomplished over the past 12 months. We have enjoyed a membership of approx. eight members who come from diverse walks of life and experience, which ensures a robust spread of ideas and opinions.

Members of the Committee ensure that everything in which we are engaged, reflects the vision of making Sussex NH our community's heart, where everyone belongs. We are responsible for Sussex NH fulfilling all of the legal, ethical, functional, reporting, financial and compliance obligations, as well as being responsible for adequate governance, policy review and development, funding body reports, researching new initiatives, recruitment strategies. The changing community necessitates the need to diversify and promote programs and to establish connections to discover what the community requirements are, and deciding how to provide these services online, in house, or other means.

The year 2019-2020 started off with great expectations in matching our ideas with available expertise and resources, whilst ensuring that targets in all areas of our strategic plan were being met. We aimed at broadening the ways we were planning, advertising and presenting our programs and were able to produce a very descriptive format program brochure that was a great enhancement to our brand.

We received extra ACFE funding for successfully applying for a Capacity and Innovation Fund grant. We were allocated \$10,400 to "design and develop EAL classes". We have continued to expand weekend, evening, and school holiday programs as well as exploring funding opportunities that meet recognised needs in the community.

The End of Year Party Concert and Exhibition was an excellent exercise in marketing. Many House members, participants, tutors, and community visitors enjoyed the program of entertainment, displays, activities and especially afternoon tea. Our choir the "Skylarks" who have enjoyed a surge in numbers during the year, along with the Ukulele and CMD classes, was outstanding. This showed the community spirit and the inter-twining of classes at Sussex NH.

We continue to maintain a constructive working relationship with Moreland City Council and the Maternal and Child Health Service. We signed an extension to our Lease with Council to the end of 2020 which will be reviewed yearly. The CoG and Manager engaged with the Council in the annual Organisation Health Check process.

Sussex NH continues to engage, collaborate and augment mutually beneficial relationships with the wider community, maximising the opportunity for people to participate in ventures that can enhance their lives. We did this by agreeing to auspice three community groups. Supporting the Community Grocer delivering fresh fruit and vegetables to the House for pick up, and projects to support the bush fire recovery and Big Group Hug.

2019 - 2020 LEADERSHIP REPORT

Our judicious financial budget planning and receipt of financial support from government during the Pandemic, will give us the reserve to enable us to continue to operate for many months even in the extreme situation of no revenue whatsoever.

This year has brought challenges, which we have shared with the wider society. The coronavirus COVID-19 pandemic has had significant effects on many of our activities from February 2020, when the business of the House was severely compromised.

Neighbourhood houses have a collective role as part of the broader community in helping to minimise transmission of COVID-19, so we judiciously followed comprehensive information from Federal and Local Governments and our peak bodies, and to work through the COVIDSafe Plan.

Our whole team needed to set up quick and effective systems for spatial distancing, working from home, and planning virtual meetings and programs. We are pleased to report that although the House ended up in complete lockdown, our whole staff, some volunteers, and CoG members continued working from their homes. This enabled a large portion of our programs and team meetings etc. to be transferred to video conferencing.

We are not always able to measure the strength of our colleagues until something critical happens, so it is with Sussex NH. I am delighted to express sincere thanks to our exceptional administration staff. We could not have operated so seamlessly and effectively before and during lockdown without their expertise and enthusiasm which they give energy to each day. They are now working hard from their homes allowing us not only to continue but to add additional programs.

I also want to thank our tutors and assistants who are an integral part of our programming and who bring the very best of subject content and vitality to their chosen subjects. They have embraced the virtual world with excellent results. Our thanks also to our team of talented committed volunteers who are a fundamental component of Sussex NH. Their assistance makes it possible to provide valuable services, programs and public events to our community.

As we look towards the future we realise that recent research has identified trust as the backbone of social and economic recovery. In order to go back to “normal life” – and to use public or communal spaces – people must feel physically safe and trust that others are looking after their safety. “Trust is key to rebuild people’s confidence when gathering in public or private spaces”, says Aditi Ratho of the non-profit Observer Research Foundation. And she goes on to say that “after the collective trauma of surviving a pandemic, we have to incorporate people’s psychology in our design plans for the future.” That is exactly what Sussex NH intends to do – finding new ways to engage with our community.

2019 - 2020 LEADERSHIP REPORT

Thank you to my fellow committee members for another busy, productive year. It has been a pleasure to work with a team of proficient, enthusiastic people, who have accomplished much during the year in supporting the many and varied activities of the House. Their ongoing dedication and expertise are very valued assets to bring to the ongoing success and appeal of Sussex NH.

As this will be his last AGM, I would like to take this opportunity to acknowledge our Manager Victor Issell who is retiring at the end of October. Over the past five years Vic has provided Sussex NH with a breadth of expertise, experience, and superb management skills. He has had considerable success in building relationships with community, businesses, and funding bodies and has managed many innovative programs, projects and community events. He leaves us with our gratitude and sincerest thanks for the time and effort he has graciously extended to the Sussex NH. He can proudly look back on his legacy of seeing the establishment of this magnificent building, and the innovative use of the spaces. We wish him the very best for the future.

Enjoy with us the contents of this Annual Report, a pictorial and editorial representation of the past year's activities, statistics, and financial reports. Sussex NH has a long history of serving the community, and we look forward to continuing to create a welcoming, supportive, imprint on those who visit us.

Claire Martin, Chairperson

Victor Issell, Manager



“In order to go back to ‘normal life’ – and to use public or communal spaces – people must feel physically safe and trust that others are looking after their safety.”



COURSE & SUPPORT GROUP PARTICIPATION

	Term 1	Term 2	Term 3	Term 4	Totals (approx.)
2015	111 at 16 Feb	103 at April	158 at 27 July	115 at 12 October	487
2016	147 at 11 Feb	163 at 2 May	153 at 8 August	227 at 3 Nov	690
Variation	+36	+60	-5	+108	
% change	32%	58%	-3%	97%	
2017	304 at 1 March	302 at 23 May	302	358 at 13 Nov	1266
Variation	+157	+139	+149	+120	
% change	107%	85%	97%	58%	
2018	311 at 14 March	348	474	404	1537
Variation	+7	+46	+172	+46	
% change	2%	15%	57%	13%	
2019	469 at 12 March	463 at 20 May	573	571	2076
Variation	+158	+115	+99	+164	
% change	51%	33%	21%	41%	
2020	571 at 21 March	117 *			
Variation	+102	-346			
% change	22%	74%			
<p style="text-align: center;">Total Annual Enrolment</p> <p style="text-align: center;">Terms 3 & 4, 2019 and Terms 1 & 2, 2020</p> <p style="text-align: center;">= 1,832</p>					

*2020 Global Pandemic

TREASURER'S REPORT

I am proud to present the reports on the financial position of the House for 2020.

The House made a net surplus of \$102,852 compared to \$26,675 in the prior year. This is a 285% improvement in 12 months. However, the main contribution to this area was the special government measures introduced for the current medical emergency. Of the total revenue of \$598,446, Government Subsidies contributed \$132,530 made up of the Federal Government's Cash Boost and Job Keeper plus the State Government's Business Extension Fund. If we were to remove these subsidies, the House would have incurred a deficit of \$29,678 mainly due to a decrease in Program Service fees of \$27,972.

The administration of the House was disrupted by unexpected long service leave by one staff member, a change to portable long service leave levies for all staff members and an unexpected extended leave by another staff member. The Committee of Governance also decided to introduce a remote work allowance for those staff members working from home on a weekly basis. This was in line with Victorian Public Service Guidelines which is outside the Collective Bargaining Agreement with employees in the Neighbourhood House sector. In addition, there was the third tranche in increase in award rates in July and November 2019 with a change-over in one position in staff. All these changes meant an increase in staff costs which were offset by the introduction of Job Keeper in March this calendar year. The constant changing circumstances has made it difficult to keep costs in line with the budget.

The normal income from the various government sources were in line with budget and those sources will continue during the current financial year. The program services fees were affected by the cut in attendance in programs due to restrictions imposed by the State Government. There were some refunds given back to participations upon request, but it was an insignificant amount due to deferral to future programs. The facility hire recorded a good increase prior to restrictions of usage and we expect it to assist the bottom line in future years to come.

We made savings in sub-contractors costs due to the decrease in program classes and many of these classes are now on Zoom. Term 3 and 4 classes will be on this basis until the medical emergency restrictions cease. The savings in this area were offset by a full year of charging of electricity and water usage. Current usage of the facility at the moment may result in a lower level of charges for 2021 financial year.

Overall, the House has sufficient funds in its bank accounts to maintain its future viability in the community.

John Watson, FIPA, Accountant, Treasurer

ACKNOWLEDGEMENTS

We have many organisations to thank for working together with SNH to meet our mission.

We would like to acknowledge and thank sincerely, the support of our local members:

Hon Lizzie Blandthorn MP, State Member for Pascoe Vale

Hon Peter Khalil MP, Federal Member for Wills

We acknowledge the support of our local councillors and council staff:

Councillor Lambros Tapinos, Mayor, fellow councillors and council staff, including Maternal & Child Health Services.



ESTIMATE OF VALUE TO THE COMMUNITY OF SUSSEX NEIGHBOURHOOD HOUSE

Sussex Neighbourhood House

Real **Impact**. Real **Value**.



INCOME
\$438,174

Services include:

- Room hire: **\$60,000**
- Auspicing other organisations: **\$2,548**



VALUE
\$1,917,078

**This figure includes
the value of:**

Improved quality of life through social
connection: **\$672,674**

Volunteer contributions: **\$61,906**

Services provided: **\$60,000**

Adult Community Education: **\$1,119,950**

Employment value

6.47 FTE jobs

including 4.7 direct and 1.8 indirect
Full Time Equivalent positions



These calculations were conducted by Neighbourhood Houses Victoria
Based on data provided in the 2019 Neighbourhood Houses Survey. Only
activities where a determinable valuation method exists are included.

**This community value
equates to:**

\$4.38 for every \$1 of income

\$15.11 for every \$1
of Neighbourhood House Coordination
Program funding

Over **\$547.74** for every hour the
neighbourhood house is in use

Every year, Neighbourhood House Victoria (NH Vic) conducts a survey of its members. We completed the survey in early 2020 and these are the key findings. This report is different to past reports in that NH Vic are using a quality adjusted life years methodology for estimating quality of life benefits, as per funding.

COMMUNITY DEVELOPMENT REPORT

For Sussex Neighbourhood House, the year 2019/2020 has been a very mixed year as we have settled into life at Prospect Street – as if we had been there forever. Community development has been very focused on developing and strengthening our Sussex community and finding new ways to include and acknowledge everyone's contribution.

Midway through this financial year, we marked the end of 2019 with a marvellous 'arty party' celebrating all of our creative initiatives, activities and programs and we feasted! The house was full, and people were spilling out the doors. It was so good to watch performances and take in the music, then wander around downstairs through exhibitions of beautiful art and craft works by people of all ages and talents.

Earlier, in October, Sussex Neighbourhood House partnered with Moreland City Council, Merri Health, Active Moreland, Moreland Toy Library, Moreland City Council Libraries, Social Cycles, Australian Breastfeeding Association, Maternal Child and Health and a few local kindergartens, to deliver our first ever National Children's Week Picnic. Hundreds of families with many little people, brought their picnics to Rogers Reserve, spread out their rugs on the lawn and painted, played, listened to stories, ate healthy food, danced to the music and were enthralled by the stilt-walker and the magician. The air was full of bubbles and joy. National Children's Week is a celebration of children's rights, talents and citizenship held in October each year to coincide with Universal Children's Day. It was a festival of a different kind and we were looking forward to doing it again in 2020. Planning began almost immediately. However, we have had to change plans due to Covid19. Taking a picnic on-line is a new challenge but one that we have accepted. Instead of an actual picnic, we are encouraging families to hold their own picnic. We are preparing 100 Picnic Packs and information, online and print, to encourage families to celebrate Children's Week 2020. Children's Week 2020 runs from 24th of October to the 1st of November.

In December 2019, discussions about a proposed community garden beside our building began in earnest. A gathering of representatives from Moreland City Council, Pascoe Vale Spinners and Weavers, the community and Sussex Neighbourhood House met at the preferred site and identified many possibilities and engagement of volunteers. At SNH we subsequently drafted a philosophy and operational goals and made plans to visit other local community gardens early in 2020. However, Covid19 put a stop to that. Meanwhile, we have been scoping ideas and seeking funding for a community engagement strategy to be employed prior to even digging the first sod. Once Covid19 restrictions are eased, ideally, we can re-focus on the practicalities.

Most of the second half of our reporting year has been challenged by staff having to work from home. Much of my time has been collaborating with my colleagues, to generate and support new ideas and possibilities, in response to community needs, to seek funding and continue to promote Sussex NH to the broader community. We are always mindful that many people in our community do not have access to computers, or are not that computer literate, or for whom English is not their first language. As such we have made several funding applications to support 'snail mail' or old-fashioned production and letter-box delivery of a community newsletter.

As always, throughout 2019 and before and after his medical leave in 2020, I have worked closely with our manager, sharing policy and strategy issues and implications as they arise, finding new ways to engage and involve community members and celebrate their inclusion. So much is possible as we ease into a new 'Covid normal'. There is much to look forward to.

Thea Bates, Community Development Officer



EVENTS & PARTNERSHIPS

Sussex Neighbourhood House Visual and Performing Arts Exhibition 2019

The event was held on Saturday 14th December 2019, 11am to 2pm at Sussex Neighbourhood House.

The event consisted of visual art from Art Space, the Yarn Circle, Mixed Media, Sewing for Employment, Kids Create, Little Artists, Clay Art for Adults, Kids and Small Objects, Pascoe Vale Basket Makers & Menders, Drawing and Watercolour, Floristry, Creative Writing and our Artist In Residence, John Whittam.

The performance art consisted performances from Zumba, Sussex Skylarks, Sussex Skylarks and Ukulele, Sussex Skylarks and Creative Movement & Dance, Tai Chi and Kids Music with the keyboard and guitar.

The collaboration of Sussex Skylarks, ukulele and CMD was outstanding. This truly showed the community spirit and the inter-twining of classes at SNH.

The art displays were visually amazing. The exhibitions were carefully thought out and displayed with a lot of care and attention. There was a lot of time and effort put in by all who participated in one form or another.

This contribution by our SNH community, made the event preparation, coordination and day a spectacular event. Being our first event of its kind at the new location, the event was a success. The event saw an estimate of over 100 people come through SNH on that day.

Thank you to The Hon Peter Khalil MP, Federal Member For Wills, Hon Lizzie Blandthorn, State Member for Pascoe Vale and CR Lambros Tapinos, Mayor and Councillor for Moreland City Council, for speaking at the event.

Kylie Gerber, Event Coordinator.



EVENTS & PARTNERSHIPS

Children's Week Picnic 2019

Childrens' Week Picnic was held at Rogers Reserve and Sussex Neighbourhood House on Thursday 24th of October 2019, from 11am to 1pm. The aim of the picnic was to encourage families, friends, groups and the community to come, bring their own picnic and enjoy activities provided by Sussex Neighbourhood House and Moreland City Council.

The picnic was co-hosted by Sussex Neighbourhood House and Moreland City Council. The co-hosting partnership proved to be very positive with Moreland City Council. The picnic consisted of and free to the public, art & craft for kids, free fruit, free bubble wands, free face painting, a stilt walker entertainer, multi entertainer with magic and circus tricks, storytelling and robotics by the Moreland Libraries, Merri Health oral health, dental hygiene, YMCA / Active Moreland Pascoe Vale Outdoor Pool Packs, Moreland Toy Library, Kindergarten Expo, MCH, Australian Breastfeeding Association and MCC Playgroup play area.

A coffee van was on site for retail sales. An estimate of 180 people attended the picnic. The general feedback we had in relation to the event has been positive.

A thank you goes out to all those who helped the Children's Week Picnic 2019 happen, MCC, Merri Health, SNH Staff & Volunteers and the Department of Education & Training for the Children's Week Grant.

Kylie Gerber, Event Coordinator.



Pookie May Coffee



Merri Health - Dental Care



Entertainer - Frederico Boogie

VOLUNTEER COORDINATION

Sussex Neighbourhood House would not be the place it is without our wonderful Volunteers. Many of whom run our social groups, volunteer in the office, assist in our classrooms and form our Committee of Governance.

We would like to say a massive Thank You to you all for your continued support at Sussex Neighbourhood House and your continuous support during the COVID19 times.

Kylie Gerber, Volunteer Coordinator



Jan Bowles, Volunteer



**Anne Newton, Volunteer,
Tad Davis, Music Tutor**



**Ozlem Mehmet-Radji , Volunteer,
Ursula Dutliewicz, Clay Art Tutor**



Volunteering is a way to meet people, make new friends or try something different. Making a difference to the community and having a sense of purpose are also popular reasons for volunteering. Join the great bunch of dedicated volunteers who already support SNH.

Phone 9354 2210 or email volunteers@sussexnh.org.au to express your interest in volunteering.

PROGRAM SNAPSHOTS

ACFE Program Report

The ACFE delivery plan for the 2019 and 2020 calendar years approved 7,533 student contact hours.

During Terms 3 & 4 2019, we ran 2 EAL classes onsite at SNH & 2 EAL classes at St Dominic's Primary School. Additionally, we ran Computers for Absoluter Beginners, Sewing for Employment and designed a new course, Building Confidence working in groups. This course was filled by OCTEC clients, a Disability Employment Services provider currently renting an office within the Pascoe Vale Community Centre. This was a great step in our working relationship and we are currently working on co-design of further courses.

During the second half of 2019, we completed our JoRMA (Job Ready Migrants in Australia) report and new A-frame course plans and session plans. This project was funded by a CAIF 11 grant available to Learn Local ACFE organisations. This project allowed us to research our local community, to network, research other relevant organisations, create connections with Job active providers, disability employment services and the TAFE skills and jobs department and this allowed us to have a positive working relationships with these organisations and a greater understanding of how these organisations work.

Term 1 of 2020 we ran 2 EAL classes onsite at SNH, 2 EAL classes at St Dominic's Primary School and Computers for absolute beginners. Then just before the end of Term 1, our face to face classes were abruptly stopped by Covid19 restrictions and shutdown. We were able to adapt our programs to Zoom delivery, with hard copy workbooks for both EAL SNH classes and the higher level EAL class at St Dominic's Primary School. We were very pleasantly surprised by how well our participants adapted. With help consisting of Tutors, office staff and volunteers, we were able to assist the majority of participants to join Zoom classes. We are very pleased that attendance has been high.

ACFE have been supportive in assisting Learn Local organisations to support one another with sharing of information around alternative delivery via webinars. Prior to Covid19 restrictions, we attended Learn Local Forums in various locations covering social enterprise, partnerships with TAFE and ACFE strategic planning. SNH was also represented at the consultation meeting prior to the strategic plan finalisation held at the Department of Education. ACFE continues to be very supportive of alternative delivery methods during Covid19 and have released multiple opportunities for training for office staff and tutors free of charge, which we have or intend to take advantage of.

We are continually adapting, learning, planning, creating new partnerships and designing new courses to align with ACFE's 2020-2025 Strategic Plan.

Louise Pacor, ACFE Program Coordinator

PROGRAM SNAPSHOTS

Thursday Evening Hatha Yoga with Melisa Chabierski

The two 2019/2020 sessions that were running on Thursday evenings, prior to Covid19, had a mix of dedicated students who had been practicing with Simone for years and some new to yoga and new to SNH. Their attendance was regular and their questions about the practices showed a keenness and appreciation for what yoga has to offer. I was taking the class for a short time before yoga at SNH ceased due to Covid19. Not many of the students returned to yoga on Thursday nights in the on-line format, and the class did not continue. I am hopeful that the yogis will return to SNH when it is safe for the classes to commence. I hope that they are finding other ways to cultivate inner stillness and connection, without their regular class, at this difficult time.



Clay Art with Ursula Dutkiewicz

Clay Classes for Term 3 & 4 2019 were creatively very rewarding for all involved with many wonderful creations emerging from our Kiln. Unfortunately, due to Covid19, we did not get to finish first Term of 2020 and we are now looking for ways to move forward in a safe way.

In our Clay Art for Adults classes, participants really enjoyed making plates and bowls. This really showcased how much they all love to decorate using a colourful palette. I also introduced a plaster vase mold and although a real challenge to use surprisingly they all emerged in tact from the kiln, much to everyone's delight.

Many thanks to our wonderful volunteer Gloria, for all her help during the year and for adding a great deal of enthusiasm and joy to the classes.

The Kids Clay Art was a lot of fun with a class full of eager students making wonderful creations and engaging full heartedly in making and playing with clay. Thanks to Ozlem, our amazing volunteer for her ongoing support and contribution to making our classes so enjoyable.

Small Objects in Clay continues to flourish with booked out classes full of enthusiastic students. It is wonderful to see the amazing creations that come from this class and to experience the joy everyone gets from being immersed in clay.



PROGRAM SNAPSHOTS



Sewing Classes with Janette Bowles

What a contrast in delivery!!! 2019 fun filled sewing classes many achievements and lots of social interaction.

2020 first term went ahead with some anxiety regarding news reports but still we enjoyed creating our garments. And that's the main point, creativity increases with this situation whether together or at home. We have all tested our creative skills.

I have been able to keep in contact with a few students and have enjoyed following their lock down journeys and the various projects they have tackled.



Bookclub and Sussex Family History group with Janette Bowles

We are all still perusing these interests. Some of us are re reading old favourites and we have shared books as well before the big lock down. We are all being challenged to try zoom sessions.

The Sussex Family History group are a bit more tech savvy and able to handle this. We miss our pub dinners after our monthly meetings.



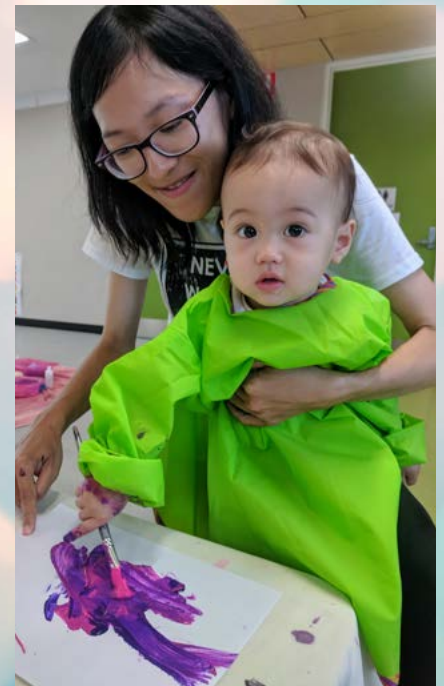
PROGRAM SNAPSHOTS

Scallywags Playgroup - with Rose Van Herk, facilitator

Scallywags playgroup started July 2019. Considering it is a new group, we quickly formed strong connections with each other. Playgroup provides a safe, fun and exciting environment for children to come together, play and learn. Some of our activities are building, water play, sensory play, imaginative play and, of course, who can forget craft activities.

Each week we end our session by sitting on the mat together and singing some songs, reading a book or having a dance. This is everyone's favourite time. Of course, playgroup isn't just about the children. It's also a time for families or caregivers to come together, connect, and share stories over a cuppa.

Term 2, 2020 proved how strong our playgroup community has become. Due to Covid-19 restrictions our sessions saw some of us connecting via zoom. This was a fun and different experience, which left us feeling connected. We also used What's App to stay connected as an entire group. Hopefully, in the near future we can all return to the House.



PROGRAM SNAPSHOTS



Art Space with Jennifer Burnett

Make Space for Art underwent some changes in the second half of 2018. The group's founder Melodie, moved on to bigger and better things and Jennifer, a participant in the group, volunteered to take on the role of facilitator. The course name also changed to Art Space in 2019, to better reflect the group's focus – art for wellbeing.

Participant numbers have steadily built over the last two years, with ten regular participants from different age groups and diverse backgrounds attending sessions at the Sussex Neighbourhood House. Participants have varying levels of art and craft experience – from none at all to established artist – but participants share their skills and inspiration and new talents and ideas have emerged. From sketching, drawing cartoons, painting in water colour and acrylic, to mixed media, paper clay modelling, photography and needle felting, our group has tackled it all. 2019 culminated in a wonderful exhibition of participant's work, with several selling works as a result.

In sessions at the House members shared a tea or coffee, enjoy great conversation, sing along to music (and occasionally even dance) while taking time out for themselves and making art. 2020 has presented some challenges, with 'in person' classes limited, but the majority of our participants have kept in touch through phone calls, texts, social media and weekly Zoom sessions, continuing even through school holiday breaks, building strong friendships and a solid support network. We welcome new members to come along and join us for a gold coin donation.



PROGRAM SNAPSHOTS



Tai Chi for Health with Averil Lewis

The Tai Chi for Better Health groups continued our scheduled face-to-face programs for the last half of 2019, with participants making good progress with their fitness and reported health benefits (including better sleep patterns and more joint mobility).

The pandemic in early 2020 caused a rethink about how we can continue to deliver work and fitness programs, and Sussex NH was quick off the mark to offer participants the opportunity to learn online with Zoom. Unfortunately, not all people had the technology or confidence to move to online classes, but a dedicated core of students has welcomed this innovation and we have been able to connect and offer support for the 2020 terms, as well as making progress with our tai chi practice. This will keep our students engaged and motivated until we can return to face-to-face teaching once again!

Creative Writing with Anna Fern

The creative writing group has had a pleasingly consistent attendance, with around eight people turning up each week to workshop their writing, explore new techniques and enjoy lively discussion. We've delved into many themes and forms, including short stories, poetry, memoir, comedy, crime and, in a serendipitous moment before the Covid closedown in March, speculative fiction.

Since May, we've enjoyed what has become precious social interaction via Zoom. Indeed, one participant who had become housebound before lockdown was pleased to be able to rejoin the group. The technology has its limitations when it comes to spontaneous discussion and building the confidence it takes for writers to feel comfortable sharing their work. Nonetheless, the group's familiarity from before has helped us to continue online. Lockdown has prompted us to examine our personal experiences and write about some of the big questions in life, including what sustains us in these difficult times.



PROGRAM SNAPSHOTS

Mixed Media with Angela Stock

We managed to fit some productive and fun art-making into a shortened year that we had with our mixed media crew. Our team of Tiffany Young, Steven Whan and myself have facilitated weekly art classes for about 14 participants with intellectual and physical disabilities.

The highlight of that time was undoubtedly the SNH Visual and Performing Art Exhibition, held at the house, where our work was presented. Many of our artists were able to attend the event and it was exciting and confirming to see our work alongside art by other creatives from SNH. A lot of effort went into the mobiles which were personalised mobiles using found and recycled objects.

We worked on a group mural - which is always a favourite at Mixed Media. This work was a collage of a colouring-in piece on a BIG SCALE!

We regularly explore self-portraits, using a variety of mediums.

Every week our artists work in their journals - mainly in texta. These scrapbooks become an evolving display of the artist's work, exploring their favourite themes, colours and ideas in addition to the group exercises we do together.

Here are some of the amazing art work that our Mixed Media Participant's produced:



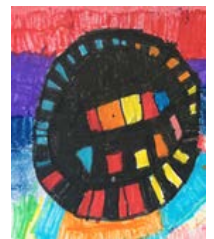
Mixed Media class working on mural



Peter Devereux



Denise May



Fiona Longhurst



Reg Dunoon



John Waddingham



Michelle Maddock



Phil Riley

PROGRAM SNAPSHOTS

EAL St Dominics – with Dinusha Perera



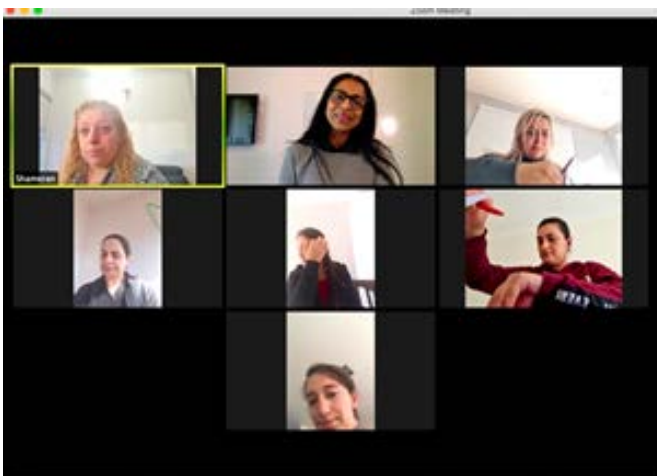
In 2020, life has changed dramatically for everyone. We started delivering our programs online for the very first time – so did my EAL class at St. Dominic's Primary School Community Hub. Initially I had my doubts about this new approach, knowing how challenging this would be for my students with limited tech skills and support. However, I was ready for the challenge.

Familiarising the students with the Zoom platform was chaotic with connection problems, meeting link & audio-video issues and the background noise of having kids at home. We were able to overcome these initial hiccups – with our 'never give up' attitude.

Though most students learn best in a face-to-face classroom, the overall outcome with so many choosing to participate in this 'new learning' is very impressive and rewarding. The students are appreciating their learning more than ever – for most it's their only contact with the outside world and its the much needed change to the regular routine in isolation.

It is such a pleasure to see how engaged the students are in their learning – joining the class on time, actively participating in sessions and completing regular homework in their workbooks.

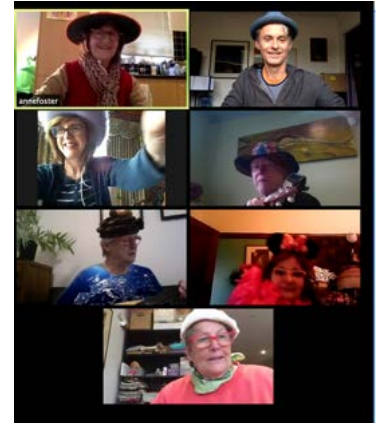
Although this new approach is far from ideal – I am so pleased this has turned out engaging, interactive and the students have taken full advantage of the opportunity.



PROGRAM SNAPSHOTS

Ukelele Classes with Phil Hudson, Tutor

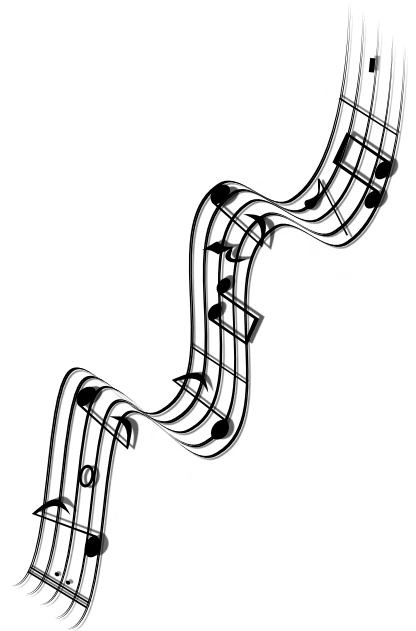
It's now over a year since I started teaching ukulele classes at Sussex Neighbourhood House (first class was term 3, 2019) and despite the two lockdowns and changeover to online classes, the classes are still going strong. There was a really positive response to the classes starting last year, with quite a few people who were in Sussex Skylarks joining as well as others who heard about it through other classes at the house and others in the local community. Learning how to play chords, how to play tablature and strumming patterns - largely through learning to play well known folk and popular songs - has proved to be an approach that has worked well. The demand was such that after one term I realised I needed to start a second class. So for term 4 2019, I decided to make the two classes at different levels, so since then there has been a beginners and an intermediate class.



As we moved into 2020, there were some new people joining the classes and a few who decided not to continue, but there was - and is - a core of learners who have enjoyed it so much (with the relationships between learners in the classes being a feature) that they have kept going. Which has also meant that the skills of the groups as a whole have continued to develop. When the first lockdown happened at the end of term 1, it was quite disappointing for the ukeladies (yes it has been an all female thing so far!).

So I decided to give Zoom a try. Thankfully it has worked as well as it could have both in the first and current lockdowns. Some learners unfortunately either didn't want to or were unable to continue, usually due to not having devices that would enable them to participate. However learners who have transitioned to online have been very grateful to be able to continue and have continued to learn and develop their ukulele skills - with the classes providing some welcome structure in people's weeks (including mine!) and a change to keep the connection going with other learners.

I conducted a review of online classes in term two and the responses to this helped me to further refine how the classes were done. Despite losing some learners when we changed over, being online has also meant that other people - who aren't necessarily local - have also joined the classes. This has been a welcome development to see the classes growing in size and spirit despite the pandemic (we even had a 'mad hatters' end of term party in the intermediate class!) As things slowly open up, the online classes will continue for now, but like everyone else, we all look forward to getting back to face to face learning!



PROGRAM SNAPSHOTS

Sussex Skylarks with Phil Hudson, Choir Leader

It's been a year like no other for Sussex Skylarks – as for everyone else. The latter part of 2019 saw the choir continue to grow and in term 1 this year, we were still growing – we came close to hitting thirty people some weeks! We also continued to have a few gigs in the community. At times, the size of the group caused a few issues, but overall, the choir continued to provide a great space for regular and new members alike. However the global pandemic and lockdown forced the choir – like everything else – to stop meeting face to face. This was really difficult and disappointing for many, not least because getting together to sing and catch up with others had become a highlight of their week.

Given the importance of the choir to so many – myself included – I gave Zoom a try at the start of term 2. Unfortunately we lost quite a few people who were unable to make the transition to online choir. However there were enough people who wanted to give it a go, so after dealing with a few issues the first week, we quickly found our rhythm (excuse the pun!) and a new season of Sussex Skylarks began.

We have been able to continue a lot of the same things we did when we met face to face – including voice warm ups and warm up songs, learning new songs and of course the catching up with each other – and there's been a few new rituals. Of course, it's not the same as we can't hear everyone singing together due to the 'lag' issue with the current technology. However singing along with me, while seeing others, has proven to be a substitute, even if not ideal. I've instituted a more intentional time for people to have the opportunity to share with the group how they're going, which has proven to be an important part of our time, especially as the second lockdown has gotten ever longer. The choir members have continued to learn new songs – with some songs chosen specifically to help us through lockdown – so that now we have over 80 songs in our songbook! And sometimes we will now view a song on YouTube together.

A major highlight this year was the Sussex Skylarks 5th anniversary which we celebrated in early August – which proved to be a very timely reason to be happy in the midst of some very high COVID case numbers. It was great to reflect on the 5 years that has been with different people sharing memories and what the choir has meant to them. As you might imagine, the appreciation has grown even more as meeting online weekly to sing and chat together has proved to be a great antidote in a difficult year. Quite a few of the founding or early members are still part of the choir, including ever-youthful Mary Pope, who won the choir naming competition back in 2015 and whose 80th birthday we recently celebrated online! It was lovely that SNH manager Vic Issell, who has joined the choir since being online, was able to reflect and hear the reflections of what the choir has meant as he has been the choir's biggest supporter and fan – and bringer of his unique sense of humour – since its inception. Rumour has it that he may continue on with the online choir after his retirement, so the entertainment will continue!

As we look at another term of choir being online, I am grateful for what the choir has meant and continues to be for many. While we all long for the day we can sing together face to face, it is wonderful that being part of this choir and community continues to help us all through this challenging time.

COMMUNITY SPACES REPORT

Several thousand people have used the community spaces for a range of uses across the 2019-2020 year. The spaces provide community engagement opportunities and encourages diversity of use, including for a range of community not for profit organisations. The large upstairs space works brilliantly as a multi-purpose space, while the classrooms and hub downstairs have a multitude of various possibilities.

In the thirty months since we moved into the new building, members of the Pascoe Vale community have been introduced to their new community centre and neighbourhood house and have demonstrated a preference for, and commitment to, hiring it for all kinds of events and gatherings.

One of our main goals is to ensure the centre is used as much as possible by the community. It is an increasingly busy centre and we believe, to this point, we have been very success in meeting a wide range of community needs.

It is a safe and familiar place for vulnerable groups which includes people with dementia, autism, isolation, life challenges and a range of disabilities and health issues. An important sense of connection, safety and support is possible for vulnerable groups interacting with SNH staff and other community groups and members all around.

It has become a de facto 'community lounge room' for community members for their important occasions.

The changing demographics and housing of the Pascoe Vale area has seen many units and apartments being built and occupied by young families. Often, they don't have the space for celebrations - and they have seen the upstairs multipurpose room as ideal - a form of community 'lounge room'.

The types of uses are: birthday parties, baby showers and other celebrations such as Holy Communion, Christenings, Ramadan, Christmas parties and special dinners, AGMs, first aid courses, last day of school breakfast, curriculum days, art therapy, professional training and development, workshops, team meetings.

The spaces for hire provide important revenue raising to support and cross subsidise our community services and to offset the costs of managing and administering the centre.

Vic Issell, September 2020

COMMUNITY SERVICE SNAPSHOTS

Maningrida Scrubs Project – auspiced by SNH

The Maningrida Scrubs Project builds on personal connections between the Sussex Neighbourhood House community and medical staff at the Indigenous community of Maningrida, Arnhem Land NT. Due to the world-wide COVID-19 outbreak, essential protective uniforms (Scrubs) were not readily available for purchase to protect local workers. Consideration for local customs meant that traditional scrubs patterns have been adapted to suit climate, roles and cultural sensitivities. A Facebook group was formed and quickly reached dozens of members. About 30 of these have actively participated by washing and drying fabric, tracing and adapting patterns, cutting, sewing, labelling and finally packing and despatching completed scrubs. All of this was creatively achieved while maintaining social distancing and all other safety restrictions!

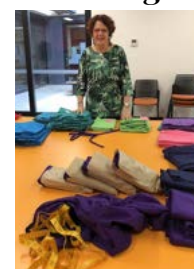
Sussex Neighbourhood House made the ongoing project possible by establishing an Auspice Agreement and providing space for a Scrubs Hub in the sewing studio.

Donations from various supporters connected with the project and a GoFundMe campaign provided the necessary funds to purchase materials and pay for transport of the completed scrubs to Maningrida. Therefore, the project has been entirely self-financed. All work has been completed by volunteers.

By late May the first consignment of Scrubs comprising a pair of pants/skirt and two tops for each of the 27 staff were on their way. The second consignment is almost ready to go. Unfortunately, Stage 4 restrictions in Melbourne have meant that the project has been paused. Volunteers are completing work for which they already had materials at home, but there is no access to the Neighbourhood House or any other exchange of materials or travel for the project. Materials to complete the project and funds for the next consignment are in hand. In addition to the scrubs, a team member negotiated a vital donation of face shields from Toyota Australia.

As soon as restrictions ease sufficiently the team hopes to finalise the second consignment which will equip the Maningrida medical centre with the protective uniforms they need. Thankfully there has not yet been any outbreak of COVID-19 there. Maningrida Scrubs Project is very grateful to Sussex Neighbourhood House for the Auspice support and to the Manager, Committee of Governance and staff for encouragement and support at all levels.

Chiara, September 2020



Leigh Cook, Volunteer

COMMUNITY SERVICE SNAPSHOTS



COMMUNITY GROCER offers a range of fruit and vegetable box services for households, organisations and businesses. Your box helps them to do what they do best—run weekly, affordable, fresh food markets to support healthy connected communities.



SNH provided a room, use of computers and WIFI for the ATO to help taxpayers with their tax returns.



SNH became a collection point for the Big Group Hug 'PJ's, Jocks, Singlets & Socks' campaign. The community were very generous in their donations.



SNH are one of the many organisations that collect Bread Tags for Wheelchairs. Thank you to our community for bringing in their bread tags for us to donate.



SNH made a call out for volunteers to come and help out with making pouches for rescued wildlife due to the bushfires. The volunteers answered the call and made a lot of pouches for the wildlife.



SNH became a collection point for sanitary items for the August 'Share the Dignity' campaign. Prior to stage 3 restrictions, the community had donated a significant amount of items.



SNH provides many community information sessions. SNH provides meeting space for such sessions as 'Understanding Aged Care' presented by Elder Rights Advocacy.



SNH provides a meeting space for the Sussex Autism Carers Support Group. This group has grown in numbers and interested participants. They have had many guest speakers at their meetings.

Many people and groups contribute to the Big Group Hug by knitting and crocheting winter warmers such as beanies and scarves. Thank you to all who do this. SNH takes the generous donations of the Yarn Circle, Volunteers, Staff and the general community to the Big Group Hug on an annual basis.



As of July 2020, SNH are auspicing the Pascoe Vale Food Collection.

CONTACT DETAILS



SUSSEX NEIGHBOURHOOD HOUSE INC

7 PROSPECT STREET
PASCOE VALE 3044

PHONE: 03 9354 2210

EMAILS: ENQUIRIES@SUSSEXNH.ORG.AU

WEBSITE: WWW.SUSSEXNH.ORG.AU

ABN: 45 620 743 392

INC NO: A0024700T

SUSSEX NEIGHBOURHOOD HOUSE Inc

FINANCIAL STATEMENTS

For the year ended 30th June 2020.

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Contents

for the year ended 30th June 2030

Committee's Report	1
Income Statement	2
Notes to the Financial Statements	4
Balance Sheet	9
Statement of Cash Flow	10
Statement by members of the committee	11
Independent Audit Report	12
Certificate by members of the committee	14

Sussex Neighbourhood House Inc

ABN: 45 620 743 392

Committee's Report

For the year ended 30th June 2020.

Your committee members submit the financial report of Sussex Neighbourhood House Inc for the financial year ended 30th June 2020.

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

Claire Martin (Chairperson)

John Watson (Treasurer)

Principal Activities:

The principal activity of the association during the financial year is the providing of Community services,

Significant Changes

The House's activities has been affected by the medical emergency economic measurements introduced by the Federal Government in March 2020.

Operating Result

The net profit of the Association for the financial year after providing for income tax amounted to \$102,852.

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



Claire Martin (Chairperson)



John Watson (Treasurer)

Dated: 19th October 2020.

**SUSSEX NEIGHBOURHOOD HOUSE
INC**

ABN: 45 620 743 392

**Income Statement
For the year ended 30th June 2020.**

	2020	2019
Income:		
	\$ 3,327	\$ 3,226
Donations	\$ 53,685	\$ 35,335
Facility Hire	\$ 2,101	\$ 893
Fund Raising Activities	\$ 320,700	\$ 280,555
Government Grants	\$ 132,530	\$ -
Government Subsidies	\$ 2,793	\$ 2,246
Interest from Banks	\$ 455	\$ 5,091
Private Organizations grants Program	\$ 82,855	\$ 110,828
Service Fees		
	<u>\$ 598,446</u>	<u>\$ 438,174</u>
Total Income		
Operating Expenses:		
	\$ -	\$ 3,340
Advertising	\$ 3,159	\$ 192
Assets write offs	\$ 1,900	\$ 1,850
Auditor's Renumeration	\$ 847	\$ 804
Bank Fees	\$ 7,569	\$ 5,238
Computer exp	\$ -	\$ 32
Consumerable Items	\$ 890	\$ 890
Depreciation	\$ 1,909	\$ 2,271
Employee Amenities	\$ -	\$ 181
Filing Fees	\$ 778	\$ 652
Insurance	\$ 1,824	\$ 1,824
Lease Fee	\$ 6,423	\$ 1,164
Light, power & heating	\$ 5,800	\$ 522
Long Service & Annual Leave Postage	\$ 2,662	\$ 1,458
Printing & Stationery	\$ 10,893	\$ 3,928
Program Costs	\$ 20,308	\$ 17,640
Rates & Taxes	\$ 2,338	\$ 1,532
Recruitment Fees	\$ 275	\$ 591
Repairs & Maintenance	\$ 20,163	\$ 12,887
Salaries & Wages	\$ 289,725	\$ 198,620
Security Patrols	\$ 600	\$ 430

The accompanying notes form part of the financial statements and these statements should be read in conjunction with the auditor's report.

**SUSSEX NEIGHBOURHOOD HOUSE
INC**

ABN: 45 620 743 392

Income Statement

For the year ended 30th June 2020.

	\$	2,020	\$	2,019
	\$	180	\$	2,881
Staff Training	\$	70,249	\$	107,727
Sub-Contractors	\$	1,913	\$	1,055
Subscriptions	\$	36,331	\$	36,325
Superannuation	\$	4,638	\$	4,003
Telephone and Internet	\$	-	\$	907
Waste Disposal	\$	4,220	\$	2,558
Work cover				
	<u>\$</u>	<u>495,594</u>	<u>\$</u>	<u>411,500</u>
Total Operating Expenses				
	<u>\$</u>	<u>102,852</u>	<u>\$</u>	<u>26,675</u>
Net Profit				

The accompanying notes form part of the financial statements and these statements should be read in conjunction with the auditor's report.

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Notes to the financial statements for the year ended 30th June 2020.

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 Incorporated Reforms Act 2012 ("The Act").

The principal activity of the association for the year ended 30th June 2020 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 Governance, 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 Statements of Cash Flows and AASB 108 Accounting Policies.

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 methods modified, where applicable by the measurement at fair value of selected non-current assets and liabilities.

2. Income Tax.

The association is exempt from income tax under Division 50 of the Income Tax Assessment Act of 1997 as amended,

The accompanying notes form part of the financial statements and these statements should be read in conjunction with the auditor's report.

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

**Notes to the financial statements
for the year ended 30th June 2020.**

2. Summary of significant accounting policies

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 is recognized using the effective interest method.

Revenue in relation to rendering of services is recognized depending on whether the outcome is the services can be estimated reliably. If the outcome can be estimated 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 recognized to the extent of expenses that are recoverable.

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

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

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

Plant and equipment is depreciated on a diminishing method over the useful life to the Association, commencing when the asset is ready for use.

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 when the liability is settled.

The accompanying notes form part of the financial statements and these statements should be read in conjunction with the auditor's report.

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

**Notes to the financial statements
for the year ended 30th June 2020.**

Employee benefits expected to be settled more than one year after the end of the reporting period has been measured at the present value of the estimated future cash outflows to be made for those benefits. In deterring 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 bonds 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 recognized in profit or loss.

3. Cash and cash Equivalents.

Petty Cash	\$ 100	\$ 100
Cash on Hand	\$ 3	\$ 3
ANZ Banking Corporation Cheque A/C	\$ 129,063	\$ 113,655
ANZ Banking Corporation Term Deposits A/CS	\$ 110,891	\$ 107,963
AXA/AMP Investments A/C	\$ -	\$ 135
	<u>\$ 240,057</u>	<u>\$ 221,856</u>

4. Trade and other receivables

Trade Debtors	\$ 6,059	\$ 5,282
Sundry Debtors - Cash Boost	\$ 44,304	\$ -
	<u>\$ 50,363</u>	<u>\$ 5,282</u>

5. Other Assets

Prepayments	\$ 509	\$ 2,739
	<u>\$ 509</u>	<u>\$ 2,739</u>

6. Plant & Equipment

Plant & Equipment	\$ 4,450	\$ 4,450
Less Accumulated Depreciation	-\$ 3,675	-\$ 2,785
	<u>\$ 775</u>	<u>\$ 1,665</u>

The accompanying notes form part of the financial statements and these statements should be read in conjunction with the auditor's report.

SUSSEX NEIGHBOURHOOD HOUSE INC**ABN: 45 620 743 392****Notes to the financial statements
for the year ended 30th June 2020.****7. Trades and other payables**

Sundry Creditors - GST for June quarters	\$ 7,232	\$ 11,612
Trade Creditors	\$ 4,178	\$ 11,784
Accrued Expenses	\$ 370	\$ 13,332
Superannuation Payable	\$ 2,101	\$ -
PAYGW Payable	\$ 8,998	\$ 4,534
	<u>\$ 22,879</u>	<u>\$ 41,262</u>

8. Provisions

Provision for Annual Leave	\$ 12,339	\$ 8,410
Provision for Long Service Leave	\$ 11,709	\$ 14,193
	<u>\$ 24,047</u>	<u>\$ 22,603</u>

9. Other Liabilities

Income in Advance	\$ 54,821	\$ 80,572
	<u>\$ 54,821</u>	<u>\$ 80,572</u>

10. Retained Earnings:

Balance at the start of the financial year	\$ 87,105	\$ 60,431
Current Year Earnings	\$ 102,852	\$ 26,675
	<u>\$ 189,957</u>	<u>\$ 87,105</u>

11. Provisions

Provisions are recognized 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.

The accompanying notes form part of the financial statements and these statements should be read in conjunction with the auditor's report.

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

**Notes to the financial statements
for the year ended 30th June 2020.**

12. Events occurring after the reporting date:

The current medical emergency economic measurements is expected to continue until early March 2021. This may continue to have an impact on the operations of the association and its results for the association in future financial years.

13. Statutory Information

The registered office and principal place of business of the association is 7 Prospect St., Pascoe Vale, Vic., 3044.

The accompanying notes form part of the financial statements and these statements should be read in conjunction with the auditor's report.

**SUSSEX NEIGHBOURHOOD HOUSE
INC**

ABN: 45 620 743 392

**Balance Sheet
as at 30th June 2020**

	Note	2020	2019
Current Assets	3	\$ 240,057	\$ 221,856
Cash and Cash Equivalents	4	\$ 50,363	\$ 5,282
Trade and other receivables	5	\$ 509	\$ 2,739
Other current assets			
		<u>\$ 290,929</u>	<u>\$ 229,877</u>
Total			
Non-Current Assets	6	\$ 775	\$ 1,665
Pant & Equipment			
		<u>\$ 775</u>	<u>\$ 1,665</u>
Total			
		<u>\$ 291,705</u>	<u>\$ 231,542</u>
Total Assets			
Current Liabilities	7	\$ 22,879	\$ 41,262
Trade ands other payables Provisions	8	\$ 24,047	\$ 22,603
Other current liabilities	9	\$ 54,821	\$ 80,572
Total		<u>\$ 101,747</u>	<u>\$ 144,437</u>
Total Liabilities		<u>\$ 101,747</u>	<u>\$ 144,437</u>
Net Assets		<u>\$ 189,957</u>	<u>\$ 87,105</u>
Member's Funds			
Retained Earnings		\$ 189,957	\$ 87,105
Total Members' Funds		<u>\$ 189,957</u>	<u>\$ 87,105</u>

The accompanying notes form part of the financial statements and these statements should be read in conjunction with the auditor's report.

SUSSEX NEIGHBOURHOOD HOUSE INC.
STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2020

	Note	2020 \$	2019 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Government Grant Recurrent Funding		294,949	296,480
Receipts from Customers		229,872	153,527
Payments to Suppliers and Employees		(509,413)	(405,196)
Interest Received		2,793	2,246
Net Cash Generated From/ (Used in) Operating Activities	i	<u>18,201</u>	<u>47,058</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		18,201	47,058
Cash and Cash Equivalents at Beginning of Financial Year		221,856	174,798
Cash and Cash Equivalents at End of Financial Year	ii	<u>240,057</u>	<u>221,856</u>

NOTES TO THE STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2020

	2020 \$	2019 \$
Note i - Net cash generated from/ (used in) operating activities		
Net (Deficit)/ Surplus for the Year	102,852	26,675
Non-Cash Flow Item: Depreciation	890	890
Non-Cash Flow Item: Loss on Disposal of Assets	-	-
(Increase)/ Decrease in Trade and Other Receivables	(45,081)	(1,846)
(Increase)/ Decrease in Prepayments	2,230	(1,602)
Increase/ (decrease) in Trade and Other Payables	(18,383)	6,494
Increase/ (Decrease) in Income Received in Advance	(25,751)	15,925
Increase/ (Decrease) in Provisions	1,444	522
	<u>18,201</u>	<u>47,058</u>
Note ii - Cash and cash equivalents at end of financial year		
Cash on Hand	103	103
Cash at Bank	129,063	113,655
Cash on Deposit	110,891	108,098
	<u>240,057</u>	<u>221,856</u>

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

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Statement by members of the 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 No 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 30th June 2020 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 on behalf of the committee by:



Claire Martin (Chairperson)



John Watson (Treasurer)

Dated: 19th October 2020.



Collins & Co Audit Pty Ltd

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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 2020, 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 2020 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 Audit Pty Ltd, 127 Paisley Street, FOOTSCRAY VIC 3011

Signature:

Date: 12 October 2020

SUSSEX NEIGHBOURHOOD HOUSE INC

ABN: 45 620 743 392

Certificate by members of the committee

The annual statements give a true and fair view of the financial position of the incorporated association,

We, being the members of the Committee of the Sussex Neighbourhood House Inc, do certify that -

The statements attached to the certificate give a true and fair view of the financial performance of the Sussex Neighbourhood House Inc during and at the end of the financial year of the association ending 30th June 2020.



Claire Martin (Chairperson)



John Watson (Treasurer)

Dated: 19th October, 2020.