

2023-2024

# ANNUAL REPORT



**SHARE | LEARN | ENJOY | GROW**

7 PROSPECT STREET, PASCOE VALE 3044

ABN: 45 620 743 392 | INC NO: A0024700T





*Our community's heart, where everyone belongs.*

## OUR VISION

## 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.*



# TABLE OF CONTENTS

<b>Committee of Governance</b>	3
<b>Staff &amp; Volunteers</b>	4
<b>Leadership Report</b>	6
<b>Volunteers</b>	8
<b>Activity &amp; Course Participation</b>	10
<b>Activity &amp; Course Reports</b>	11
<b>Pascoe Vale Food Collective</b> Auspice Report	25
<b>Community Facility Utilisation</b>	27
<b>Pascoe Vale Repair Cafe</b>	28
<b>Sustainability</b>	30
<b>Community Partnerships &amp; Events</b>	31
<b>Our Digital Presence</b>	34
<b>Acknowledgements</b>	35
<b>Treasurer's Report</b>	37
<b>Financials</b>	Attached

Sussex Neighbourhood House is located on the land of the Wurundjeri Woi Wurrung people of the Kulin Nation. We acknowledge Aboriginal and Torres Strait Islander peoples as custodians of the land and waters on which we operate and respect their unique ability to care for Country and deep spiritual connection to it. We honour Elders past and present whose knowledge and wisdom has ensured the continuation of culture and traditional practices.

Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.



# COMMITTEE OF GOVERNANCE

## COMMITTEE MEMBERS 2023-24

### CURRENT



**MS ANGELA GIOULEKAS**  
CHAIRPERSON



**MR STUART POLWARTH**  
SECRETARY



**MS ELISABETH TA**  
TREASURER



**MRS CLAIRE MARTIN**  
COMMITTEE MEMBER



**MS KATE LAMONT**  
COMMITTEE MEMBER  
COMMENCED OCT 2023



**MS JALAJA  
BALAKRISHNA**  
COMMITTEE MEMBER  
COMMENCED OCT 2023



**MR JOE CASSAR**  
GENERAL MANAGER  
EX-OFFICIO

### RETIRED



**MS RUTH ROBLES MCCOLL**  
COMMITTEE MEMBER  
UNTIL OCT 2023



**MS PATRICIA CLIVE**  
COMMITTEE MEMBER  
COMMENCED OCT 2023  
RESIGNED JAN 2024



**MR PREET TOKI**  
COMMITTEE MEMBER  
RESIGNED JAN 2024



# STAFF

**GENERAL MANAGER**

Joe Cassar

**COMMUNITY DEVELOPMENT & PROGRAMS COORDINATOR**

Jodie Swan

**ADMINISTRATION OFFICER**

Huma Mittro

**ADMINISTRATION/COMMUNICATIONS/DIGITAL MENTOR**

Rachel Currao

**FINANCE OFFICER**

Alfina Astuto

**YOUTH PROGRAMS ADVISOR**

Campbell Rider

**CLEANER**

Anthony Vento

# SESSIONAL EMPLOYEES & CONTRACTORS

**CLAY ART**

Elnaz Nourizadeh, Michelle Giaccotto, Tiffeny Yong,  
Ursula Dutkiewicz\*

**COMPUTER & TECHNOLOGY PROGRAMS**

Dinusha Perera, Hina Hussain

**CREATIVE MOVEMENT & DANCE**

Simone Litchfield & Tiffeny Yong

**DANCE FITNESS**

Yulay Perez\*

**DRAWING & WATERCOLOUR**

Ted Dansey

**ENGLISH AS AN ADDITIONAL LANGUAGE**

Dinusha Perera, Marzia Niaz,  
Hina Hussain, Carol Aljawabra, Nashmeel Frotaninia,  
Trish Jannu\*

**HOMEWORK CLUB**

Katecia Taylor, Siena Izzard

**INTRODUCTION TO COMMUNITY SERVICES**

Marzia Niaz

**INTRODUCTION TO PERMACULTURE & GARDEN DESIGN**

Leila Alexandra

**KIDS KEYBOARD**

Isaiah Semertzidis, Olivia Zuber\*

**KIDS CREATE**

Tiffeny Yong

**KNITTING**

Christine Hill

**LET'S SHOOT (INTRO TO SCREEN & MEDIA), LET'S**

Cosmo Polke

**ANIMATE, CHESS CLUB, VIDEO GAMES CLUB**

**LITTLE ARTISTS**

Michelle Giaccotto

**MIXED MEDIA**

Tiffeny Yong, Michelle Giaccotto

**SCALLYWAGS PLAYGROUP**

Rose Van Herk, Melissa Barber

**SEWING**

Janette Bowles

**SKYLARKS CHOIR & UKULELE**

Phil Hudson

**SPANISH LANGUAGE**

Carolina Huerta

**TAI CHI**

Averil Lewis

**YOGA**

Simone Litchfield, Melisa Chabierski

**YOUTH ARTSPACE**

Scarlet Sykes-Hesterman, Gretel Tobin

\*Left SNH during 23-24 FY



# VOLUNTEERS

## **ART SPACE**

Marisa D'Agostino, Chris Nagel, Kate Weir, Jennifer Burnett

## **BOOK CLUB & SUSSEX FAMILY HISTORY GROUP**

Janette Bowles

## **CLAY ART**

Maria Oddo, Nikolas Dart, Gloria Dellora

## **CODE CLUB**

Prateek & Rishi Jampani, Gavin & Gabriel Bertram

## **CRAFT CIRCLE**

Mary Scanlon

## **ENGLISH AS AN ADDITIONAL LANGUAGE**

John Wloch

## **IN-HOUSE ARTIST**

John Whittam

## **KIDS CREATE**

Jolanta Slodyczka, Karina Walsh

## **LITTLE ARTISTS**

Maria Oddo, Poppy Giaccotto

## **MAKERS, MENDERS & BASKETRY**

Anne Newton

## **OFFICE VOLUNTEERS**

Christine Hill, Helen Delaney, Christine Hunt, Christine Baker, Jolanta Slodyczka, Silvia Garcia, Christine Nagel, Irina Simdikova, Elizabeth Cleland, Carmela Aparo, Nazanin Bismillah, Rob Seamons, Vasiliki (Vicki) Petropoulos, Norbert Harry, Narelle Graffe, Deepak Swain, Peter Symons, Milton Eliadis, Irene Wloch, Nivy Phillips

## **PASCOE VALE FOOD COLLECTIVE**

Sylvia Lo Piccolo, Penny Sekeris, Joanne Dietrich, Derly (Joanna) Sarmiento, Christine Hill, Belinda Johnson, Bec Drake, Angela Collier, Christine Jennings, Leanne Schiavello, Louise Pacor, Lucie Lanyon, Patricia James, Paul Sutton, Rod Callander, Anne Richardson, Victoria Dale, Tess Murton, Lynn McFarland, Madiha Rizwan, Marissa Bertram, Sara Pontonio, Susan Nippard, Karen Victor, Rosanna Di Grazia

## **PASCOE VALE REPAIR CAFÉ**

Margaret Riley, Lyn McFay, Moya White, Peter Adams, Ian Thomson, Frank Deserio, Glenn Newman, Eril Pickford, Meredith Poyner, Caroline Nott, Elaine Brook, Kate de Wit, Lou Collodetti, Jared Soper, Nicole Pudney, Bev O'Donohue, Leanda Smith, Paula Brosnan, Satya Gunnam, Anand & Adi Kakarala, Carol Courtis, Jenny Jhoty, Pascale Pitot, Carmen Lopez

## **SCALLYWAGS PLAYGROUP**

Liz Blyth

## **SPANISH LANGUAGE**

Carolina Huerta, Ruth Wilson

## **STUDENT PLACEMENT**

Debra Lee, Angelina El-Tawil, Laura Flanagan, Karena Ng, Nicolette Vaszolyi

## **SCHOOL HOLIDAY PROGRAMS**

Lara Denes, Georgiana Denes, Luca Denes, Sylvia Lo Piccolo, Penny Sekeris, Christine Hill, Claire Fraser, Joanne Currao, Christine Reilly, Maria Oddo, Stella Oddo, Luca Oddo, Vicki Petropoulos, Jolanta Slodyczka

# 2023-2024 LEADERSHIP REPORT

Over the past year, we have made solid progress in advancing our strategic plans and priorities. The year has been marked by significant achievements across all areas. These have included an increase in diversification of our program offerings, enhancing a more welcoming and inclusive culture and nurturing new and existing partnerships. Expanding the utilisation of the facilities to individuals, families and community groups is also an achievement worth noting.

## Adult Community and Further Education (ACFE)

We have significantly developed and diversified our ACFE program. A highlight has been in delivering auxiliary English as an Additional Language classes in 3 local primary schools. In recognition of this important work, ACFE has funded SNH for 2 years through a Family Learning Partnership grant to enhance EAL class offerings in primary school settings.

## A Broader Range of Offerings

SNH proudly offers a wide range of programs and events designed to engage individuals across all age groups, from pre-schoolers to older adults. Some examples include Scallywags pre-school playgroups, kids and youth arts classes and Tai Chi and Supportive Yoga for older adults. This ensures that members of our community have access to meaningful and age-appropriate activities and learning opportunities.

## Diversity and Inclusion

Reflecting our commitment to creating an inclusive environment, we have been working on the development and implementation of the SNH Disability Action Plan. The Brotherhood of St Laurence, two Social Work Masters

students from the University of Melbourne, and a Community Services student from Holmesglen TAFE all played invaluable roles in supporting numerous workshops, social gatherings, and consultations aimed at boosting our diversity and inclusion plans, program offerings, and approaches.

## Social Groups

We have continued to broaden and enhance our social group activities. To name a few:

**Chatty Café:** Providing an adult social space for casual conversations.

**Code Club:** Volunteer led, engaging kids and youth in coding and digital literacy.

**Chess** for kids and **Art Space** for adults. Offering recreational and creative activities

**School Holiday Programs:** Engaging children and families during school breaks.

## Sustainability

We are committed to integrating further sustainability initiatives across our operations and programs.

**Environmental awareness:** Programs that educate community members about sustainable practices such as the new 'Introduction to Permaculture and Garden Design' course.

**Green Initiatives:** Extending eco-friendly practices within our facilities, including recycling programs and reuse and repair initiatives. This includes the monthly Repair Café and the introduction of Recycle4Change container collection scheme.

**Community Projects:** Collaborating with the community on initiatives to promote sustainability and environmental responsibility. Our auspice with the Pascoe Vale Food Collective, and partnership with the Pascoe Vale Spinners and Weavers and Jesuit Social Services Ecological Hub are all great collaboration examples.

CONTINUED PG 7

# 2023-2024 LEADERSHIP REPORT

## Community Development and Partnerships

We are proud to have built on our strong relationships with various community organisations and groups. To name a few:

**Merri Community Shed (MerriCS):** This is a strong and evolving partnership. SNH has provided funds, kept in trust from an earlier Men's Shed establishment grant, to help support the establishment of MerriCS. The Merri-bek-wide shed is available to all. MerriCS also supports the SNH Repair Café every month – as neighbours helping neighbours fix stuff.

**Italian Seniors Puglia Association:** Engaging seniors through cultural and social activities.

**Merri-bek Toy Library:** Supporting the benefits of borrowing quality rather than buying cheaper more disposable toys for pre-schoolers and their families.

**Brotherhood of St Laurence:** Enhancing diversity and inclusion plans and efforts.

**Local Schools and Multi-Cultural Groups:** Collaborating on various programs and activities.

## Organisational/Community Group

**Facility Access:** Maximising strategically aligned facility utilisation. The Pascoe Vale Primary School, Strathmore Kids and Women's Health in the North are examples of this.

## Conclusion

This year has been a turning point for SNH, with all the pieces finally coming together in creating a thriving and dynamic environment. We look forward to building on this success and continuing to partner with our local community next year and beyond.

None of the achievements this year would have been possible without our experienced and capable Committee of Governance, our skilled and stable staff team, our loyal and adept sessional program tutors, our passionate and committed volunteer base and most importantly a supportive and engaged local community.

We thank you all.

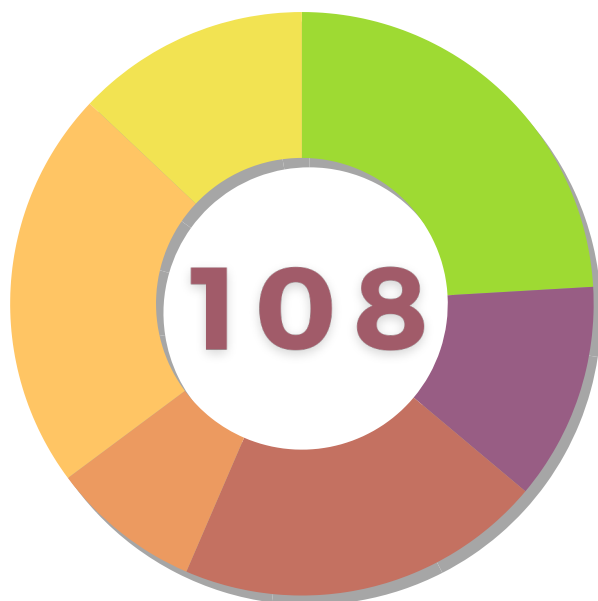
**General Manager,  
Joe Cassar**

**Chairperson,  
Angela Collier-Gioulekas**





# VOLUNTEERS



- Office reception and administration (13)
- Group program support (22)
- Committee of Governance (9)
- Pascoe Vale Repair Café (24)
- General (14)
- Pascoe Vale Food Collective auspice - distribution days and annual Makers Market (26)



Vicki sorting plastic bread tags and bottle lids

“Sussex Neighbourhood House staff and their devotion, support and friendly approach made me realise that I can look at the future with different perspectives.”

**Jolanta, office & program volunteer**



John's painting of Luna Park, completed in the Hub

“Thank you very much for organising the Volunteer Morning Tea 2024! So much thought, care and creativity went into organising that event. Your efforts made every Volunteer at the Sussex NH feel welcomed and cared for. It is a real pleasure to be a part of the wonderful Sussex NH community. With much appreciation,  
**Irina, Office Volunteer**”



Chris & Jolanta at the 2024 Winter Solstice

# VOLUNTEERS

Our 108 volunteers are the heart of SNH, contributing an incredible 5,880 hours over the past year. Their dedication, passion, and commitment have significantly enhanced the programs and services we offer, creating a vibrant, inclusive, and supportive environment for all.

The **Chatty Café** has thrived thanks to the involvement of consistent volunteers, who foster welcoming and warm spaces for social connection. Additionally, student placements conducted insightful reviews, further enhancing the quality of this initiative.

Volunteers have also been key to the success of our social groups. **Art Space** has seen a surge in participation, evolving into a dynamic group thanks to a roster of passionate volunteer facilitators. In **Code Club**, the tradition continues with the baton being passed from one volunteer father-and-son duo to another. Prateek and Rishi have led the club with energy and dedication, keeping this popular after-school program going strong.

Rob and Vicki shared their personal journeys with profound honesty at a *Merri-bek Inclusion & Access training* for local neighbourhood houses. Their contributions have been invaluable as they serve as lived experience disability advisors.

Our volunteers are not only leaders in our programs but also lifelong learners. Many have taken part in training opportunities, such as the aforementioned *Merri-bek training session*, the online *SBS Diversity & Inclusion Course*, and a two-day *Mental Health First Aid Training* course. These experiences have equipped our volunteers with skills and knowledge that benefit both their personal growth and our broader community.

We are deeply grateful for the commitment, time, and energy that each of our volunteers bring to SNH. Their collective efforts have had an immeasurable impact on our programs, sustainability initiatives, and social connections, helping us foster a stronger, more inclusive community.

**5880** = **3.16**  
VOLUNTEER HOURS FULL-TIME EQUIVALENT

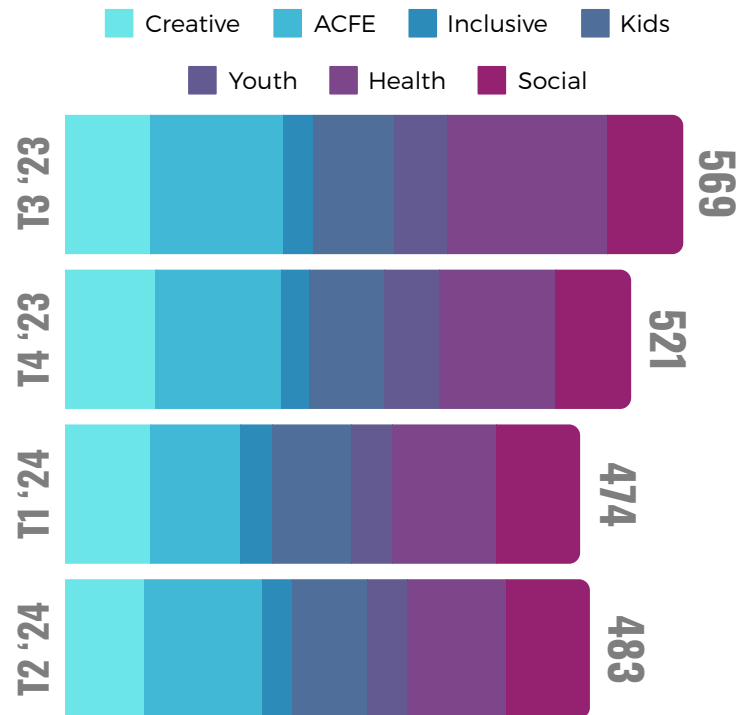
**336** VOLUNTEER COMMITTEE OF GOVERNANCE HOURS

# ACTIVITY & COURSE PARTICIPATION

## RANGE OF PROGRAM OFFERINGS



## 2023-2024 ENROLMENTS



**2047**  
TOTAL ENROLMENTS



**4.8/5** SATISFACTION RATING  
FOR PROGRAMS & TUTORS

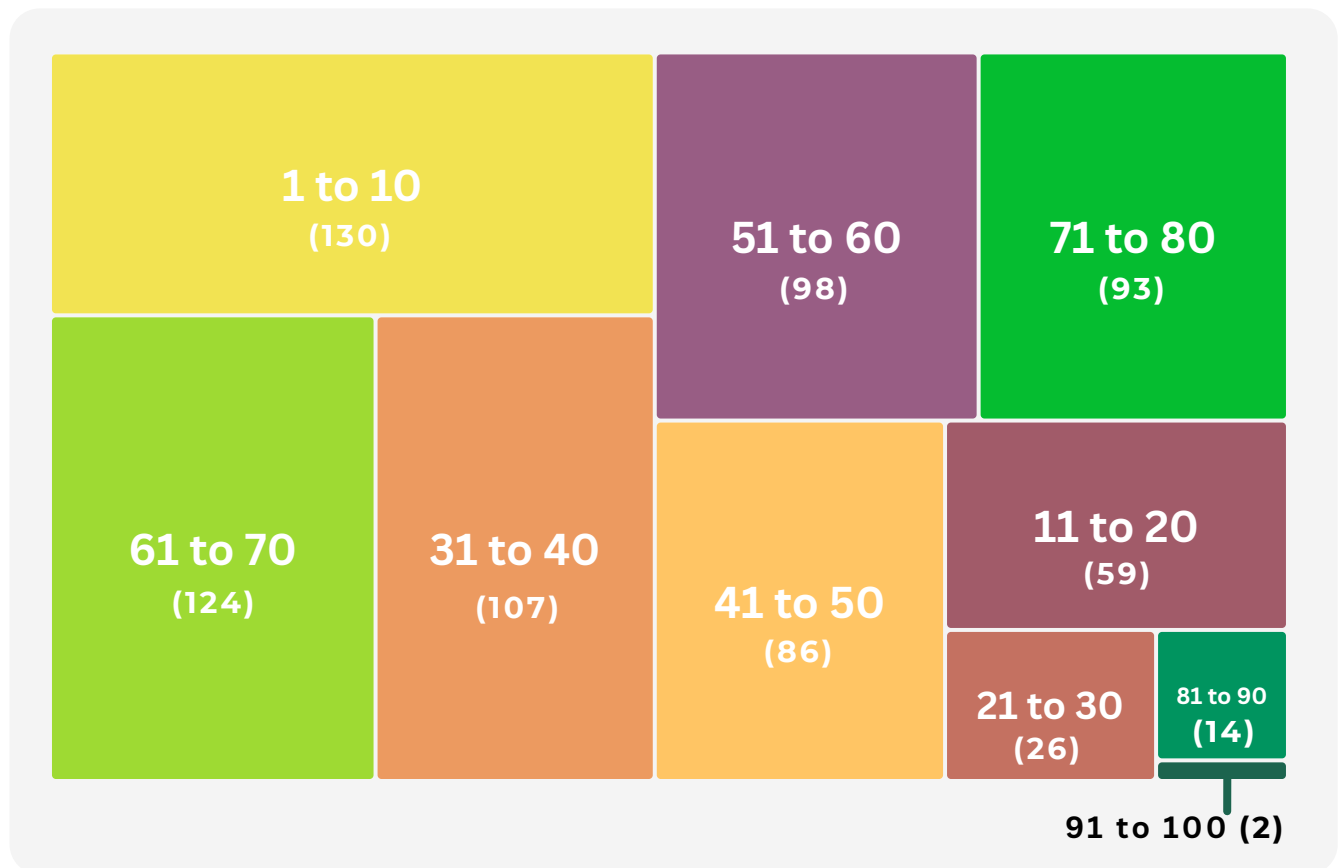
Of the 957 participants surveyed, 496 provided feedback.





# ACTIVITY & COURSE PARTICIPATION

## PARTICIPANT AGE SPREAD - TERM AVERAGE



“

Reflecting on my family's nearly two-year journey in Australia from Afghanistan, I cannot help but count Sussex Neighbourhood House as one of our greatest blessings. During our settlement period, Sussex became our primary community, providing us with warmth, a strong network, inclusion, and a deep sense of belonging. I could fill pages with all the wonderful first experiences we've had, but what touches me most is that Sussex has become a place my parents love to visit. Whether it's attending sewing classes or English lessons, seeing them dressed up and ready to go—like children off to school—fills my heart with joy

As I say to them with a smile

“پام چې شونښی و نه نکړی.. په ځان پام کوی.. ډیره ښوکه و نه خوری”

("Don't be naughty in class, watch for traffic on your way")

it is the joyful exchange between a daughter and her parents (who have cared for us through the hardest times— my mother never had the chance to attend school) that makes us both so happy—an experience made possible by Sussex.

It is even a relief to know that Huma is there who can understand Pashto which is our native language when parents have things to explain

Thank you to each and every one in this neighbourhood for looking after us and making our impression of Australia so beautiful and positive

”

**SNH Community Member**

# ACTIVITY & COURSE REPORTS

## ENGLISH, TECHNOLOGY & JOB SKILLS

Learn Local Adult Education is a cornerstone offering at SNH. This year, free programs to support community engagement, vocational training, and lifelong learning were offered.

**256**

total EAL enrolments

### English as an Additional Language (EAL)

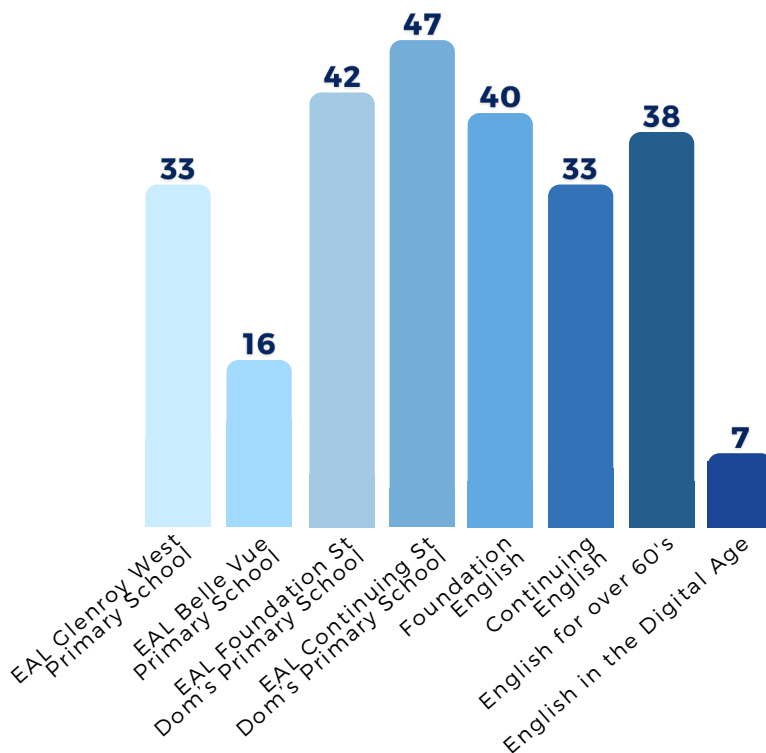
Offering eight EAL programs each term to meet participants' diverse needs.

### Family Learning Partnership Grant

Enhancement of learning partnerships at local primary schools, enabling key collaborations with participants, tutors, schools, and communities about the programs we offer and understanding key needs.



Dinusha & her Continuing English class celebrating the end of term



“

The teacher is very good and professional and our group is friendly. Our lessons are interesting and useful for me.

**Galina,**  
Continuing English  
participant

”

“

Thank you for these services. Especially for migrants like us, it is very helpful to feel connected to our community.

**Bahadar,**  
English for over 60's  
participant

”

# ACTIVITY & COURSE REPORTS

## ENGLISH, TECHNOLOGY & JOB SKILLS

### Digital Programs

Consistently attracting enthusiastic learners.

**108**  
total digital  
enrolments



Sewing projects

“

*I have learnt a great deal in the sewing group. Jan is very helpful. It also gets me out of the house and meeting new people.*

**Cheryl,**  
Sewing participant

”

### DIGITAL MENTORING



**Be Connected** Network  
Every Australian online. Partner

SNH has been able to continue the provision of one-on-one digital support for community members aged over 50 thanks to the federal-government-funded Good Things Foundation “Be Connected” program.

This year, we have provided one-on-one mentoring assistance to 25 people and provided group training to an additional 27 learners. This program supports and empowers older learners to gain confidence with using technology and getting online.

### Employment Skills

Including Sewing, Let's Shoot: Introduction to Screen and Media, and the addition of the Introduction to Permaculture and Garden Design which has enabled us to establish a front garden.

**66**  
total job skill  
enrolments



Introduction to Permaculture & Garden Design

**430**

**TOTAL ENROLMENTS  
IN ENGLISH, TECHNOLOGY &  
JOB SKILL COURSES**

**12,900**

**HOURS OF LEARNING**

**= 537**

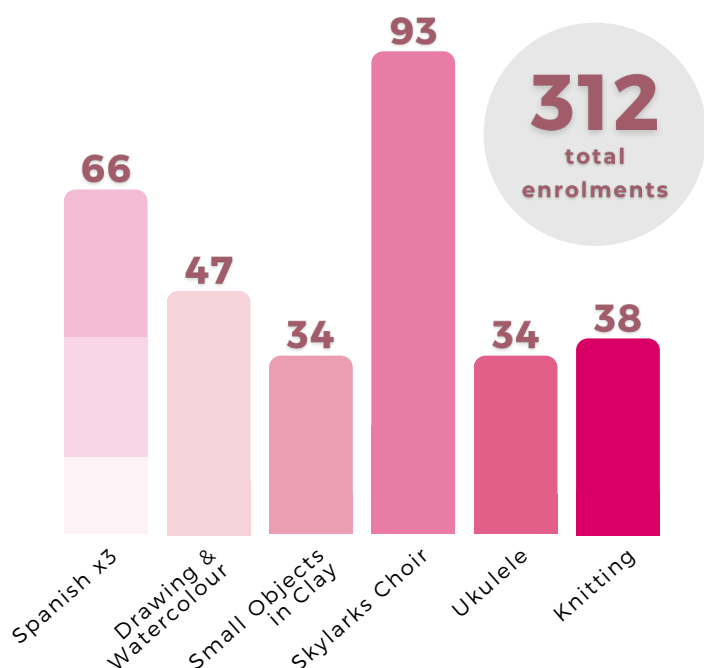
**DAYS OF  
LEARNING ACROSS  
THE CATEGORY**



# ACTIVITY & COURSE REPORTS

## CREATIVE ARTS, LANGUAGE & MUSIC

Our creative program continues to unite the community, fostering friendships and skill-building opportunities. Many of these programs were showcased at the end-of-year event to the delight of the community.



**87%**  
OF SNH PARTICIPANTS  
REPORTED AN INCREASED  
SENSE OF BELONGING IN  
THEIR COMMUNITY AS A  
RESULT OF PROGRAM  
PARTICIPATION

“

*Lessons are great. Great bunch of people & Christine is fantastic. Provides whatever support/advice needed on good time. Terrific on managing a diverse group.*

”

**Elisabeth,  
Knitting participant**

“

*Phil is very responsive to comments, ideas, raised by participants. Wonderful facilitator and group*

”

**Choir participant**

“

*Loved the variety in course, plus student participation.*

”

**Ukulele participant**

“

*Carolina puts so much time and effort into preparing classes that they are truly applicable to the group's needs and wants. I have learned so much from the class and look forward to continuing to come.*

”

**Kate,  
Spanish participant**

“

*Attending this course gives me an opportunity to take time out for myself. A relaxed atmosphere & great people.*

”

**Rosemary, Drawing &  
Watercolour participant**



CREATIVE ARTS, LANGUAGE & MUSIC

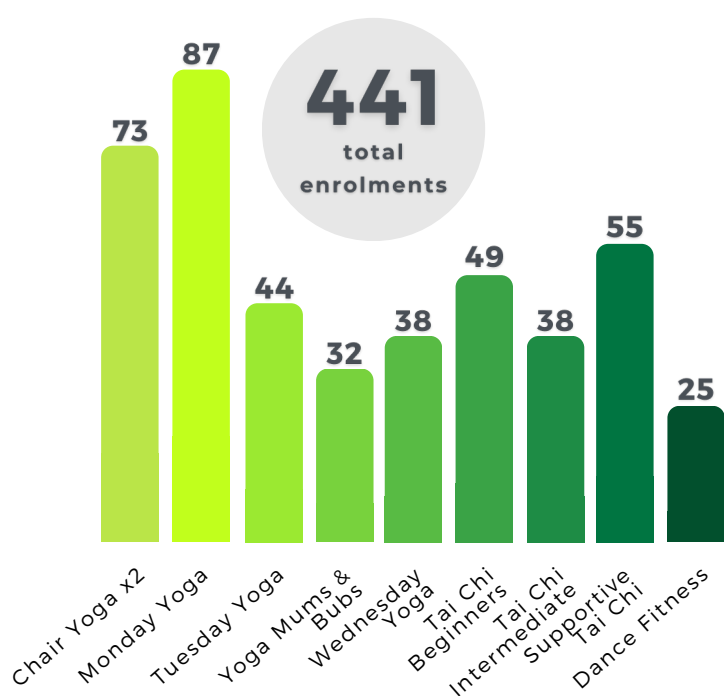




# ACTIVITY & COURSE REPORTS

## HEALTH & WELLBEING

Our health programs have maintained excellent quality and consistent attendance. Chair Yoga and Supportive Tai Chi were trialed this year with the support from a 'Strong and Active' Merri-bek City Council grant.



“

*Melisa is the best - her classes are enjoyable and interesting. She has a good understanding on what middle-aged ladies need.*

”

**Catherine,  
Wednesday Yoga participant**

“

*The course caters for people of all levels of experience, age and abilities – excellent.*

”

**Tuesday Yoga participant**

“

*Love this class which has become important in my life for physical, mental and social intention. Averil is a fantastic caring tutor who adapts to the needs of participants.*

”

**Linda,  
Tai Chi participant**



*Tai Chi in the park*

# ACTIVITY & COURSE REPORTS

## KIDS & PRE-SCHOOLERS

Our Kids programs have further consolidated this year, and it was fantastic to see them showcased at the end-of-year event. The introduction of a playgroup for babies has successfully connected a different part of the community, broadening our reach and impact.

School holidays offer our community the chance to provide short programs for children, led by our wonderful volunteers, resulting in a diverse range of activities. Notably, the video game sessions continue to be popular.

“

*A place where we all belong, Both my children attended the session after school and they look forward to meeting their school friends and children from other local schools. It's a relaxed, comfortable environment for learning some fun activities together.*

**Pooja,**  
**Keyboard for Kids parent**

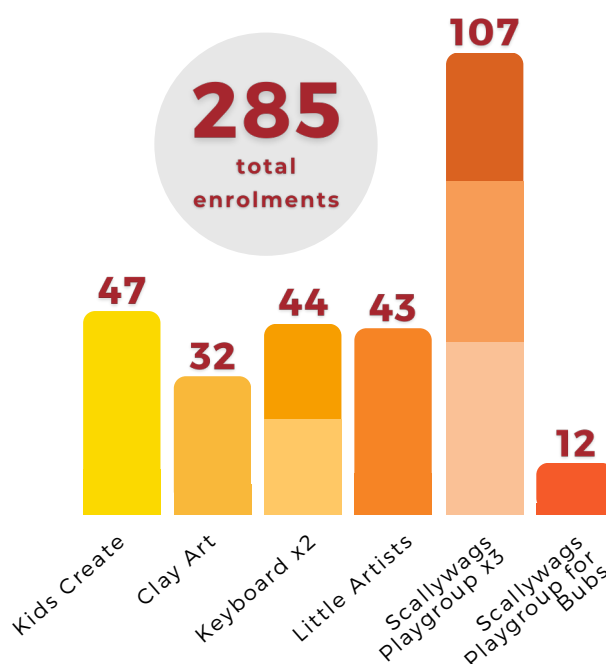
”

“

*Sussex Neighbourhood House and Scallywags creates a welcoming space for children and their parents to connect to other families, gain a support network and to have fun at the same time.*

**Alanna,**  
**Playgroup parent**

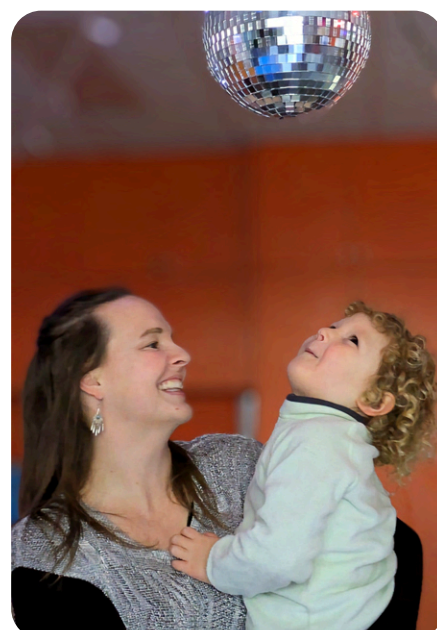
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School Holiday Lego Building session



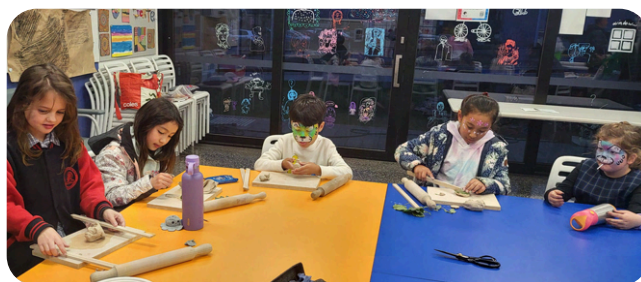
Kids' Keyboard students performing at the 2023 End of Year Event



Scallywags Playgroup end of term disco



## KIDS & PRE-SCHOOLERS



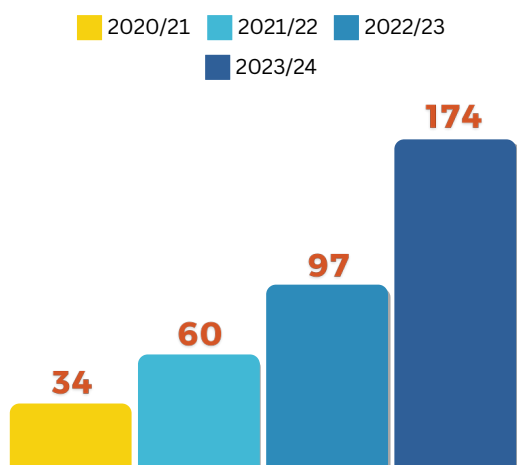


# ACTIVITY & COURSE REPORTS

## YOUTH

Our Youth Programs have also further consolidated this year, establishing stable numbers in our regular programs. Additionally, we have a strong group of young volunteers and tutors who support and enhance these programs. The Youth Engage Grant continues to support youth programs, ensuring their sustainability and growth.

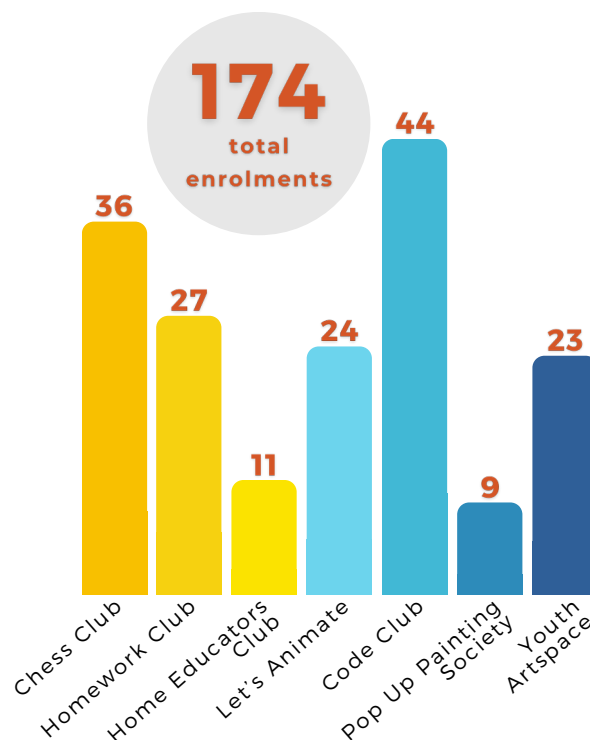
### 12-25YR ENROLMENTS



Youth Artspace creation in progress

*"I liked the project that we worked on making 3D art, it was really fun."*

**Youth Artspace participant**



School Holiday Chess Tournament

*"Having a supervised yet casual & supportive group activity to go to outside of school hours is really exciting & great way to relax with new friends. Cosmo is excellent with young boys-teens & easy to communicate with as a parent."*

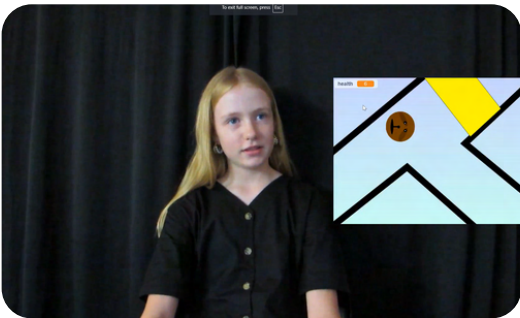
**Let's Animate parent**

*"I enjoyed it and it taught me chess better."*

**Nevra,  
Chess Club participant**



YOUTH





# ACTIVITY & COURSE REPORTS

## SOCIAL GROUPS

Our social programs are core to all we do at SNH. This year, we have seen growth in our social groups, and there is joy every day as we see people participate. All our social groups displayed the impressive work they achieved at our end-of-year event.

“

*I love coming to Sussex Neighbourhood House each week, I know that I'll meet up with friends and share activities and a cuppa in a welcoming space.*

”

**Carolyn,  
Makers & Menders participant**

“

*I may not do much family history but the company and conversations with the other participants is fantastic.*

”

**Jane,  
Family History participant**

“

*The tutor provided a safe space for us to explore our activity. She inspired us to try new things.*

”

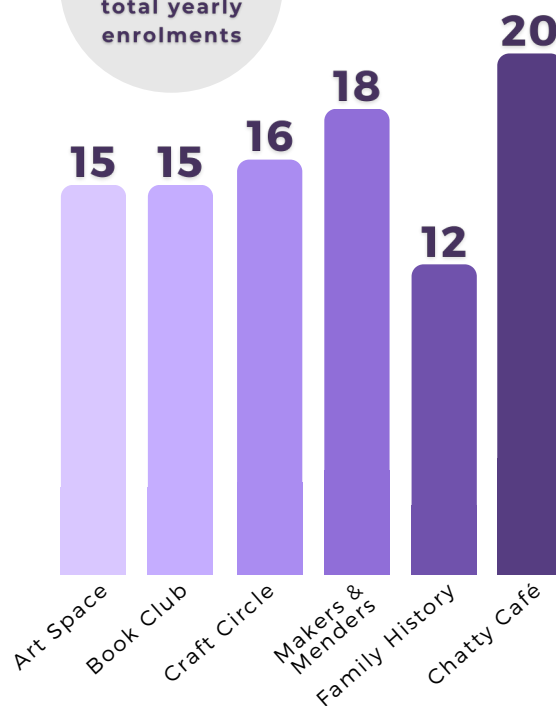
**Art Space participant**



Aussie Slang embroidered quilt by Craft Circle's Cheryl

**96**

total yearly enrolments



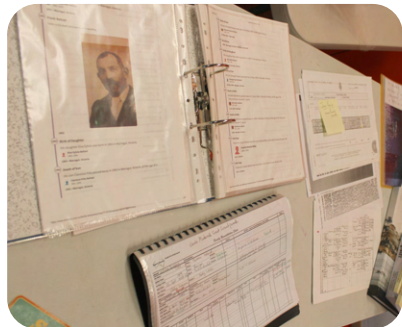
Social Group creations on display at our 2023 End of Year Event

**87%**

OF SNH PARTICIPANTS REPORTED THAT BEING INVOLVED IN PROGRAM/S HAS INCREASED THEIR SOCIAL CONNECTIONS AND NETWORKS



SOCIAL GROUPS

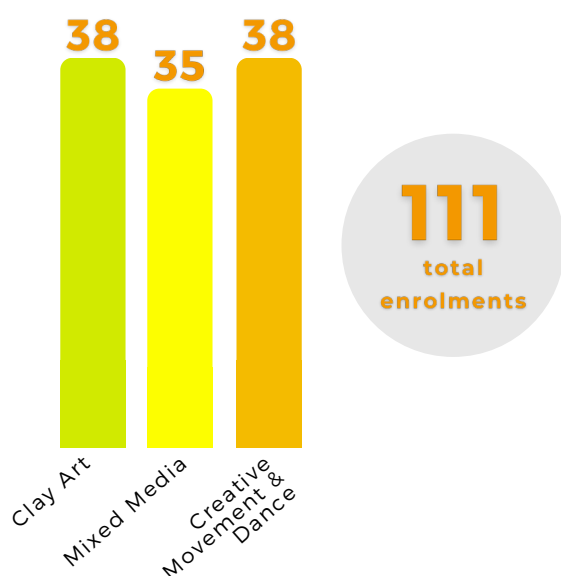




# ACTIVITY & COURSE REPORTS

## INCLUSIVE ARTS

Our inclusive classes over the past 12 months have seen consistent enrolments and attendance. These classes are vibrant and foster a welcoming and supportive environment for all participants.



“Clay art is relaxing and allows me to express myself creatively. It's just great to be able to do things, I am limited to using one hand, so it is handy to create and make things.”

**Marion, Clay Art for Adults participant**

“It's a very supportive group. It identifies individuals and provides support to all. They are responsive to all care needs. The staff are very warm and welcoming, able to help with all issues and questions. Whoever I am, wherever I'm from, I'm included.”

**Clay Art for Adults participant & carer**

## DISABILITY ACTION CONSULTATION

A significant achievement this year is the development of our disability action consultation, created with support from student placements (Nicolette, Karena & Debra), Kelly & Kath from the Brotherhood of St Laurence (BSL), and in consultation with participants in our inclusive program, tutors across all programs, and participants from various programs.

Removing barriers is key to promoting equality; inclusivity at SNH can be enhanced by supporting tutors in inclusive practices, continuing to integrate inclusive practice into program development, and raising awareness through ongoing dialogue with partner agencies and the SNH community.

### Inclusive Events Project

BSL have partnered with us to understand how to better support neurodiverse young people to attend public events.

### Inclusive Training

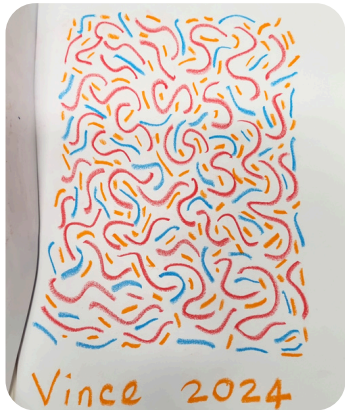
Staff and volunteers have had the opportunity to engage in training to elevate inclusivity knowledge including the online *SBS Diversity & Inclusion Course* and the *Merri-bek Diversity & Inclusion Training* where our own volunteers Rob and Vicki gave insightful speeches on their own experiences.

“I really enjoy art class. The teachers are very helpful and all staff are very friendly. Come to art class and be creative.”

**Denise, Mixed Media participant**



INCLUSIVE ARTS





# PASCOE VALE FOOD COLLECTIVE

## AUSPICEE REPORT



Pascoe Vale Food Collective (PVFC) is in its fourth year. We are proudly volunteer-run and continue to supply wholesome, sustainable food without packaging to the local community during Distribution days, once per month, at the Pascoe Vale Senior Citizens Centre.

We source as local, and as ethically as possible, non-perishable food and cleaning products, and provide these package-free to our members and the community at low prices. As much as possible we try to minimize excessive food miles and excessive packaging, whilst ensuring that growers are reasonably paid for their work.

We offer a welcoming space for the whole community. We also provide tea and coffee and delicious snacks for everyone to enjoy while they wait to be served.

### Achievements

- We held our 4th Makers Market in March supporting 18 local small home-based businesses, with over 100 people attending.
- We went paper-free this year – all our orders are now fully electronic.
- Package-free shopping means our members have helped save a heap of plastic packaging.

“

*I love knowing that my choices make a positive environmental impact, from reducing plastic waste to supporting sustainable practices. The affordability and high quality of the products are a huge plus, and being part of a community that shares these values has deepened my awareness of my own consumption habits. We're incredibly fortunate to have this local initiative, made possible by the dedicated volunteer committee who work tirelessly behind the scenes to support and sustain it.*

”

*Rosanna, PVFC Member*

### PLASTIC SAVED 2023-24 TOP 4 PACKAGING EXAMPLES





“

I love PVFC as it is what it says to be. A co-op. Everyone working together to reduce packaging, source ethical products at such a great cost. I'm always surprised at how cheap it is, even though I get sooooo much. Such a variety of products that I can get most of my shopping in one place. You appreciate it more with volunteer shifts with other co-op members, so great to get to know other like minded people from different walks of life and see how it all works behind the scenes. Shout out to Sylvia who is the brains and inspiration behind the group, she goes above and beyond. Another thing I love is that I trust the food handling and sourcing so I can safely buy bulk unpackaged products although I have coeliac disease and that puts other bulk places off limits to me!

Love it so much.

**Belinda, PVFC Member**

”



## Photos from the PVFC Makers Market 2024



# COMMUNITY FACILITY UTILISATION

In 2023-24 FY, a total of 76 families, private gatherings, and community groups accessed the Neighbourhood House facility.

ONE-OFF FAMILY  
& PRIVATE  
GATHERINGS

34

COMMUNITY  
ORGANISATIONS &  
GROUPS

26

REGULAR  
COMMUNITY  
GROUPS

16

TOTAL ONE-OFF  
ATTENDEES

3.4K



Photo courtesy of  
'DARE Drama'

REGULAR  
ATTENDEES

19K  
APPROX.

TOTAL  
ATTENDEES

\* NOT INCLUDING  
PROGRAM PARTICIPANTS

22.4K

TOTAL HOURS FACILITY IS  
UTILISED BY COMMUNITY  
GROUPS/ORGANISATIONS

\*NOT INCLUDING PROGRAM USE



4,552



# PASCOE VALE REPAIR CAFÉ



“

*In 2022, the Pascoe Vale Repair Café at Sussex Neighbourhood House was trialled four times to see if there was community interest. Fast forward two years and the monthly café now fields 50 to 60 items for fixing each session and a growing band of volunteers.*

”

**Article written by Zero Carbon Merri-bek**

[zerocarbonmerri-bek.org.au/pascoe-vale-repair-cafe-goes-from-strength-to-strength](https://zerocarbonmerri-bek.org.au/pascoe-vale-repair-cafe-goes-from-strength-to-strength)

2024 has seen a cementing of partnerships within the Pascoe Vale Repair Café. The Merri Community Shed consistently volunteer their time to providing electrical, mechanical, and handy repairs, while the Pascoe Vale Hand Spinners and Weavers provide their knowledge for all textile repairs and advice.

A destash was introduced to assist textile repairers with materials, where locals were encouraged to bring fabric and accessories to swap with ours. We were graciously inundated, which allowed overflow to be offered to our craft groups, and larger quantities of fabric to go toward Brunswick Secondary College's Visual Arts & Design programs.



# 495

REPAIR REQUESTS

## 57

NOT FIXED

## 375

FIXED

## 63

ADVICE  
GIVEN

# 76%

REPAIR SUCCESS RATE

# 10

AVERAGE  
VOLUNTEER  
REPAIRERS  
PER MONTH



# PASCOE VALE REPAIR CAFÉ



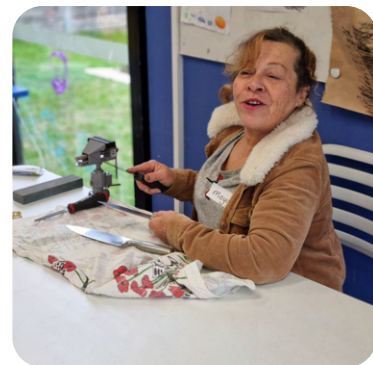
*Great service, helpful and informative*

**Café visitor**



*The Repair Café is fantastic. 'I've had many things repaired since it opened. Even to just receive advice is wonderful.*

**Heather,  
Café visitor**



*Great. The volunteers worked on my goods, I didn't have a long wait. The fabric was clean and orderly - everything was well organised. Highly recommend visiting!*

**Café visitor**





# SUSTAINABILITY AT SUSSEX



**1200+**

**PLASTIC BREAD  
TAGS COLLECTED  
& SORTED**



**1400+**

**PLASTIC BOTTLE  
LIDS COLLECTED  
& SORTED**



**160kg**

**ALUMINIUM  
COFFEE PODS  
RECYCLED**



**500+**

**CONTAINERS  
RECYCLED  
WITH R4C**



**250+**

**ODD  
TUPPERWARE  
COLLECTED**



**80+**

**REUSABLE  
SHOPPING BAGS  
COLLECTED**

Our commitment to sustainability has grown significantly this past year, reflecting our community's desire to making a positive environmental impact. We've expanded our role as a collection point for various recyclable items from 4 to 6 initiatives in partnership with local social enterprises. Additionally, we've taken a major step, with council support, towards reducing our carbon footprint by transitioning the pool hall from gas to electric.

Our collective efforts have not only reduced waste but have fostered a stronger sense of environmental responsibility. The impressive collection numbers highlighted are a testament to the power of community action in driving change.

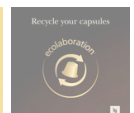
We have been very fortunate this year to have increased volunteer involvement in our sustainability efforts, with Vicki Petropoulos leading the cleaning and sorting of thousands of plastic bottle lids and bread tags. Parked in the hub as she does this, much conversation has been initiated regarding these programs, resulting in more people contributing to the cause.

“

*“.... If you're like me, you've got a drawer at home full of plastic containers with no lids and vice versa. At Sussex Neighbourhood House.... there's a container exchange where you might just find a lid that fits, or leave your lidless container to one day find its match - saving \$\$\$ and keeping hard plastics out of landfill!”*

”

**Keir Paterson, CEO of  
Neighbourhood Houses Victoria**



Merri-bek Tech

# COMMUNITY PARTNERSHIPS & EVENTS

## MAJOR EVENTS

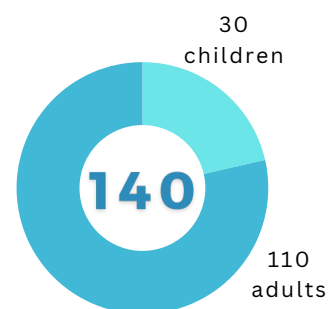
In 2024, SNH successfully ran the following community events:



### END OF YEAR EVENT - THE YEAR THAT WAS 2023

**6 December, 2023**

Celebrating the year with food and fun kids activities, showcasing creative works from the SNH community.



### VOLUNTEER MORNING TEA

**23 May, 2024**

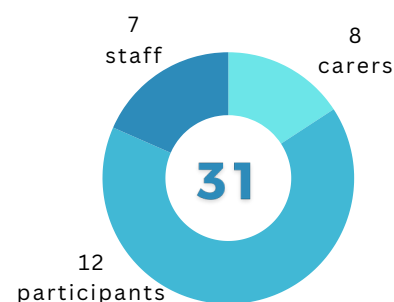
Honouring the dedication and commitment of our volunteers' contributions to the community with a special morning tea.



### INCLUSIVE SOCIAL GATHERING

**3 April, 2024**

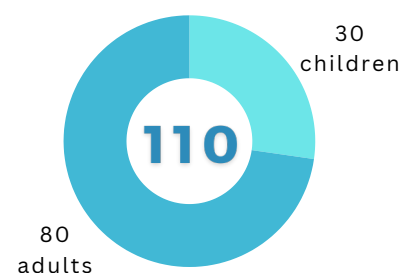
An opportunity for our inclusive arts participants to share experiences and contribute to SNH's improvement of inclusive initiatives.



### WINTER SOLSTICE

**20 June, 2024**

Taking the time to reflect on the beauty and diversity of our natural world, and the importance of preserving it for generations to come with a wealth of local sustainability information stalls, engaging kids with fun activities.



# COMMUNITY PARTNERSHIPS & EVENTS

## OTHER EVENTS

### YOUTH FEST: INTRO TO E-SPORTS

19 September, 2023



Celebrating Youth Fest by converting the computer lab into a video games room for multiplayer supported gaming. Ages 12+

*Funded by Victorian Youth Fest*

### CONVERSATION ABOUT THE VOICE TO PARLIAMENT REFERENDUM

22 September, 2023



A forum hosted by Uncle Charles Pakana, a well known Aboriginal journalist with a focus on Voice, Treaty and Truth, providing a space for Q&A and an opportunity for the community to learn more about what they will be voting on.

*Funded by Merri-bek City Council*

### FIRST AID LEVEL 2 & CPR TRAINING

14 & 15 October, 2023



Accredited training delivered by Vic First Aid and to the Merri-bek community, subsidised for volunteers.

*Subsidised by Merri-bek City Council.*

### PLAYGROUP CHRISTMAS PARTY

6 December, 2023

Hosted by playgroup leader, Rose Van Herk, bringing together her playgroup families from local neighbourhood houses for an activity-filled Christmas celebration.



Youth Fest



PVPS Special Person's Day

### THE ADAPTATION GAME

25 March, 29 April, 27 May, 2024



Preparing Pascoe Vale for climate change, bringing residents together in a workshop to connect and prepare to be more resilient to climate change. All done through the use of a thought-provoking board game.

### PASCOE VALE PRIMARY SCHOOL (PVPS) - SPECIAL PERSON'S DAY

9 May, 2024



PVPS Parents & Friends Association hosting a social breakfast honouring the important guardians in everyone's life.

### BIGGEST MORNING TEA

16 June, 2024



Hosted by Playgroup leaders, Rose & Melissa to raise funds for those impacted by cancer.

### KNIT & NATTER

6 July, 2024

In celebration of Knitting in Public Day, a social afternoon tea, getting together over a love of yarn crafting.



The Adaptation Game



Biggest Morning Tea

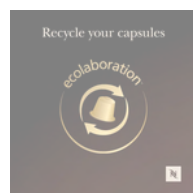


# COMMUNITY PARTNERSHIPS

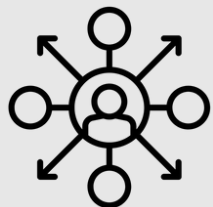
To successfully represent the community in which we live takes a community of people and a community of partners.

We sincerely thank and acknowledge the following partners:

- Aussie Bread Tags for Wheelchairs
- Brotherhood of St Laurence
- Brunswick Secondary College
- Church of Signs and Wonders
- GleeGivers
- Home Educators in the North
- Jesuit Social Services
- Lids4Kids
- Nespresso Recycling Program
- OCTEC Employment Service
- Pascoe Vale Hand Spinners & Weavers
- Pascoe Vale Primary School
- Project Pair Up
- Puglia Social Club
- Melbourne University
- Merri Community Shed
- Merri-bek City Council
- Merri-bek Toy Library
- Mind Australia
- Neighbourhood Watch
- Neighbours United for Climate Action
- North West Fiji Seniors Club Inc.
- Recycle for Change
- RMIT University, Media Precinct
- West African Muslim Community Inc.
- Women's Health in the North



# OUR DIGITAL PRESENCE



TOTAL SOCIAL  
MEDIA REACH

100,419

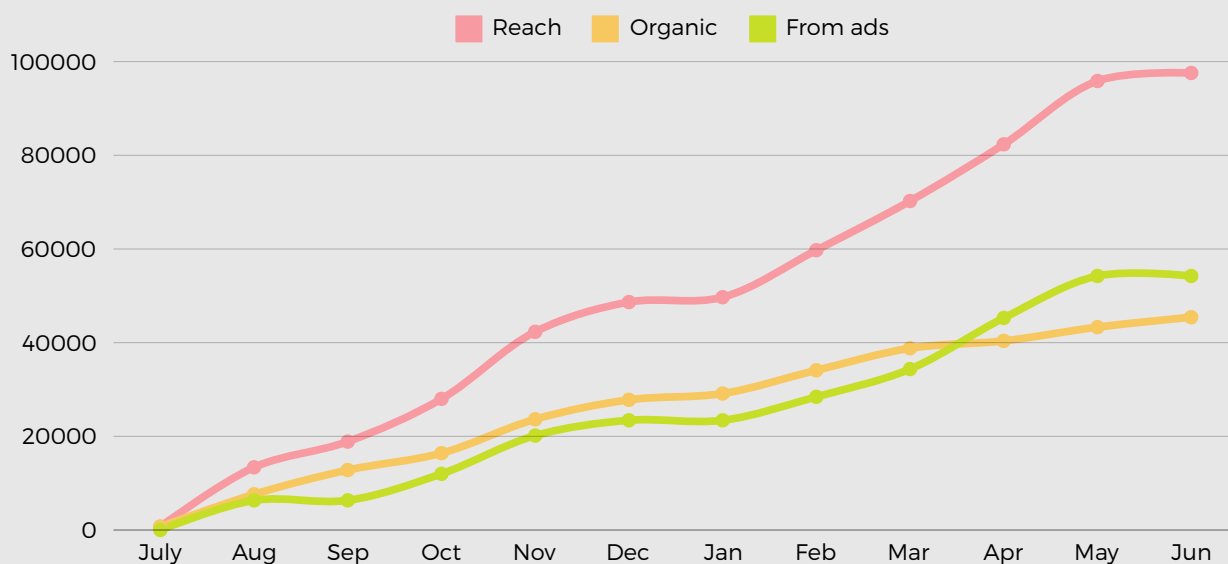


WEBSITE  
VISITS

70,745

## SOCIAL MEDIA REACH

Facebook & Instagram July 2023-June 2024



+140.1% Organic Reach

TOTAL FOLLOWERS

4,178



EMAIL  
NEWSLETTER

3,063



FACEBOOK

3,880



INSTAGRAM

202



LINKEDIN

96



# ACKNOWLEDGEMENTS

## THANK YOU

We acknowledge the support of all our local councilors and council staff, including the co-located Pascoe Vale Outdoor Swimming Pool, Maternal & Child Health Service and the kindergarten programs operated by Merri-bek Early Years Management. This year we especially thank council for the addition of air conditioners and an electric oven and stove in the pool hall. The removal of gas appliances has resulted in the hall going fully electric. These enhancements have been much appreciated by all participants.

We would like to acknowledge and offer our sincere thanks to our local members for their support - Hon Anthony Cianflone MP, State Member for Pascoe Vale, Hon Peter Khalil MP, Federal Member for Wills.

We greatly appreciate the support, advice and advocacy work of Neighbourhood Houses Victoria and the Northwest Neighbourhood House Network.

A special shoutout and thank you to Social Planet. SNH adopted Social Planet - a dedicated cloud-based platform for Neighbourhood Houses - 4 years ago and it has truly transformed how we work. Our processes, from taking payments, promoting class offerings, collecting data and reporting are now integrated and so much easier to do.

Thank you also to the support we have generously received from small businesses in Pascoe Vale: O'Heas Café and St Derby Café.

We would like to thank our government funding bodies for making possible the numerous programs and activities we provide to the local community.

- Merri-bek City Council
- Victorian Department of Families, Fairness and Housing
- Victorian Department of Education and Training
- Adult, Community and Further Education (ACFE)
- Merri Health
- Victorian State government
  - \$250 Power Saver Bonus scheme through the Department of Energy, Environment and Climate Action
- Good Things Australia - Be Connected program.
- Victorian Youth Fest

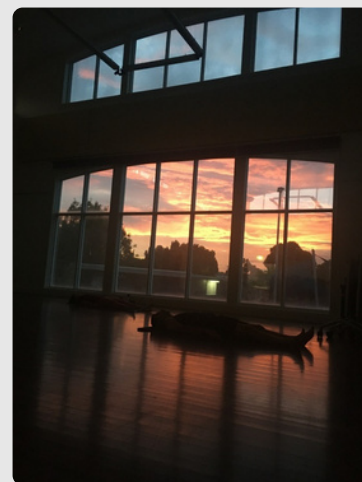


# ACKNOWLEDGEMENTS CONT.

## THANK YOU

Finally, we also acknowledge and thank the following community groups for offering their valuable programs and resources to the community:

- Annecto - aged care/dementia day program
- Australian Electoral Commission
- Autism Abilities
- Coburg Special Developmental School
- Dare Drama
- Early Intervention Support Services
- EdConnect Australia
- Enliven Community
- Farris Care Services
- Glenroy Art Group annual exhibitions
- Gruppo Culturale Italiano Inc.
- Merri-bek City Council - Maternal Child Health, Immunisation program & playgroups
- North Western Victoria | ACFE Division, Department of Jobs, Skills, Industry and Regions
- Little Sprouts Program
- Me 2 Family Day Care
- Renters and Housing Union Victoria (RAHU)
- Rotary Club of Pascoe Vale
- Soteria Consulting
- Starting Over Dog Rescue
- Strathmore Kids Psychology
- The Art of Nature Floral Studio
- The Greater Metropolitan Cemeteries Trust
- Yemeni Australian Community Victoria (YACV)
- Yoga in Daily Life



*Photo courtesy of 'Yoga in Daily Life'*



# TREASURER'S REPORT

It is with great pride that I present this year's Treasurer's Report, along with the audited financial reports for the year ending June 30, 2024. This year has been one of continued excellence, marked by significant achievements and the ongoing commitment of our House to serve and uplift our community.

Reflecting on the past year, the performance of House has been nothing short of extraordinary. We've operated at full capacity, a clear indication of the community's trust in and need for our programs. The notable increase in program fees and room hire income emphasises both the value of our offerings and the community's eagerness to engage with our services. This sustained growth highlights not only our ability to meet the evolving needs of our community but also our success in creating an environment that fosters connection, learning, and support.

My genuine gratitude goes out to Joe and the entire team. Their unwavering dedication has ensured that the House's operations not only run smoothly but also continue to thrive. The seamless coordination of our programs, coupled with the effective management of our resources, reflects the team's commitment to excellence. Their efforts in securing additional funding have been particularly commendable. I am delighted to report that the team has successfully obtained a total of \$396,459 in grants. This accomplishment, especially in a climate where government grants are increasingly competitive, speaks volumes about the impact of our work and the high regard in which our House is held by grant-awarding bodies. It's a testament to the team's

strategic vision and their ability to articulate the value that the House brings to the community. As expected, the rising cost of living has impacted our expenses, with increases in utilities and wages. Our expenditure on employees and program costs rose from \$469,781 to \$541,309, a positive indication of our expanding reach and the growing demand for our services. These figures not only demonstrate our capacity to adapt to changing economic conditions but also highlight the essential role our House plays in the lives of so many. The increase in costs is a natural outcome of our commitment to maintaining high-quality services and ensuring that our House remains a welcoming and supportive space for all.

Despite a slight decrease in grant income, I'm proud to share that we achieved a respectable profit of \$26,089. This result is a testament to the team's exceptional management of expenses, particularly during a time when many organisations are facing significant financial challenges. The ability to maintain financial stability while continuing to grow and expand our services is a clear indication of the team's financial acumen and their dedication to the long-term sustainability of our House.

Our Balance Sheet remains robust, with total assets of \$428,843, including \$427,097 in cash and cash equivalents. Total liabilities stand at \$36,299, encompassing provisions for annual leave and long service leave totalling \$25,758, as well as \$47,565 in income received in advance. These figures reflect a healthy financial position that will enable us to continue delivering vital services to our community in the year ahead.

CONTINUED PG 38

# TREASURER'S REPORT

In conclusion, I extend my deepest congratulations to the entire team for their remarkable efforts and achievements this year. Your hard work and dedication continue to make Sussex Neighbourhood House a pillar of our community. The success we have achieved this year is a direct result of your commitment, and I have every confidence that we will continue to build on this strong foundation in the years to come.

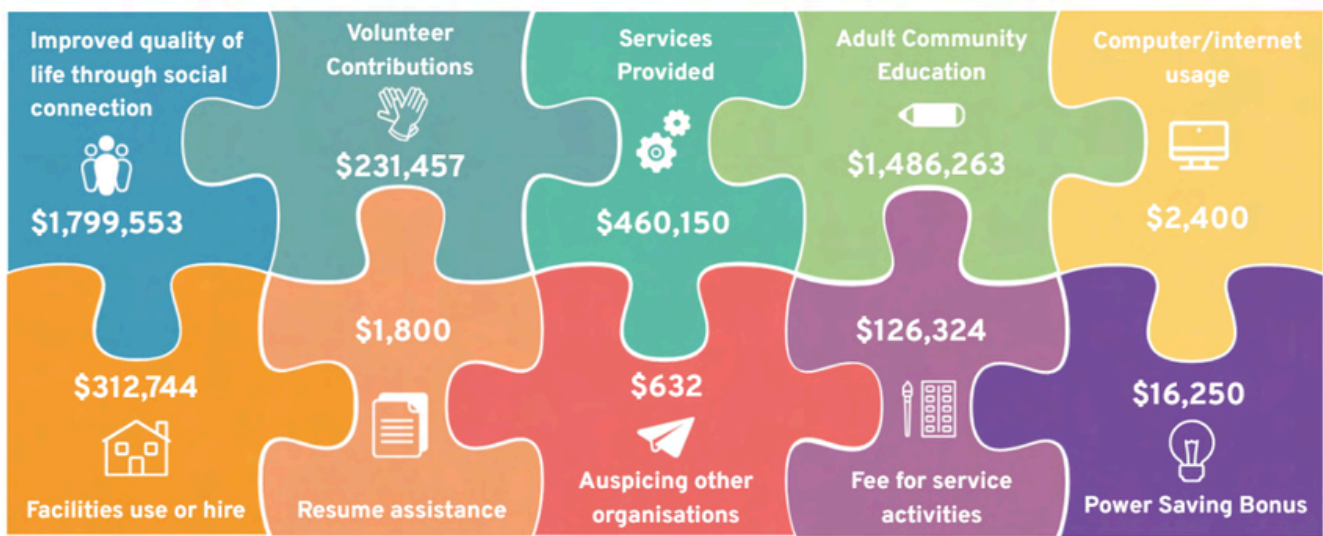
Keep up the good work, Team!

Treasurer,  
Elisabeth Ta



## IMPACT & VALUE REPORT

INCOME: **\$670,836**      VALUE: **\$3,997,034**



Data analysis - Neighbourhood House Vic Survey 2023



**SUSSEX NEIGHBOURHOOD HOUSE INC**

**ABN 45 620 743 392**

**SPECIAL PURPOSE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**

<b>CONTENTS</b>	<b>PAGE</b>
Committee's Report	1
Income and Expenditure Statement & Statement of Comprehensive Income	2
Statement of Financial Position	4
Statement of Changes in Equity	5
Statement of Cash Flows	6
Notes to the Statement of Cash Flows	6
Notes to the Financial Statements	7
Statement by Members of the Committee	9
Independent Auditor's Report	10
Certificate by Members of the Committee	12



**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**COMMITTEE'S REPORT**

---

Your committee members present the special purpose financial report on the entity for the financial year ended 30 June 2024.

**Committee of Governance Members**

The names of committee of governance members at the date of this report are:

Angela Collier-Gioulekas	Chairperson	
Ruth Robles McColl	Deputy Chairperson	Retired October 2023
Stuart Polwarth	Secretary	
Elisabeth Ta	Treasurer	
Claire Martin	General Board Member	
Preet Toki	General Board Member	
Jalaja Balakrishna	General Board Member	Appointed October 2023
Kate Lamont	General Board Member	Appointed October 2023
Patricia Clive	General Board Member	Appointed October 2023/ Resigned June 2024
Preet Toki	General Board Member	Appointed July 2023/ Resigned January 2024

**Principle Activities**

The principle activities of the entity during the financial year were:

Sussex Neighbourhood House is a community hub committed to providing lifelong learning through social activities that are inclusive, accessible and sustainable for the local community. We offer a range of activities suitable for all ages and abilities.

**Significant Changes**

No significant changes in the nature of the entity's activity occurred during the financial year.

**Operating Results**

The surplus for the year attributable to the entity amounted to \$26,089 (2023: \$34,617 - surplus).

**After Balance Date Events**

No matter has evolved since 30 June 2024 that has significantly affected, or may significantly affect:

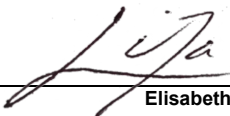
- (a) the entity's operations in future financial years, or
- (b) the results of those operations in future financial years, or
- (c) the entity's state of affairs in future financial years.

Signed in accordance with a resolution of the Members of the Committee.

**Chairperson**

  
\_\_\_\_\_  
Angela Collier-Gioulekas

**Treasurer**

  
\_\_\_\_\_  
Elisabeth Ta

**Dated this**

23rd day of September 2024

**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2024**

	2024 \$	2023 \$
<b>INCOME</b>		
<b>Grant Funding Income</b>		
Local Government Grants	63,894	70,612
State Government Grants - NHCP	155,022	149,948
State Government Grants - ACFE	93,944	98,160
State Government Grants - Other	47,000	51,904
Other Grants	36,599	64,626
	<b>396,459</b>	<b>435,250</b>
<b>Operating Income</b>		
Program/ Course Fees Income	148,072	126,324
Facility Room Hire Income	123,230	104,233
Student Administration Fees	-	-
	<b>271,302</b>	<b>230,557</b>
<b>Other Income</b>		
Interest Received	14,849	1,011
Donations	3,717	2,803
Fundraising income	294	764
Other Income	2,396	451
	<b>21,256</b>	<b>5,029</b>
<b>TOTAL INCOME</b>	<b>689,017</b>	<b>670,836</b>
<b>EXPENDITURE</b>		
<b>Administrative &amp; Operating Expenses</b>		
Administration Fees	4,029	2,678
Assets write offs	8,793	6,000
Audit and Bookkeeping Fees	2,675	2,550
Bad Debts	3,237	110
Bank Fees and Charges	401	350
Board Meeting Expenses	696	224
Cleaning	7,018	7,198
Computer and IT Services	9,260	24,425
Consultancy Fees	-	4,502
Depreciation	5,616	5,616
Furniture and Equipment	141	1,452
Insurance	357	823
Membership Fees & Permits	1,940	1,766
Office Supplies	-	6
Postage, Advertising & Delivery	2,190	2,188
Photocopier and Printing	3,858	4,680
Repairs and maintenance	657	195
Telephone & Internet	2,304	2,285
Utilities - Electricity, Gas and Water	8,091	6,181
	<b>61,263</b>	<b>73,229</b>

**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2024**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>Employee Related Expenses</b>		
Salaries & Wages	461,868	406,556
Superannuation	50,776	49,372
Annual leave and Long Service Leave Expenses	7,130	(2,943)
Payroll Expenses	390	390
Portable Long Service Benefits Scheme Levies	7,480	6,322
Recruitment	238	796
Staff Gifts and Amenities	2,450	2,340
Training and Development	1,295	1,386
WorkCover	9,682	5,562
	<u>541,309</u>	<u>469,781</u>
<b>Program Expenses</b>		
Program Fees - Event Costs	5,140	5,246
Program Fees - Fuel	-	92
Program Fees - Materials	6,336	7,763
Program Fees - Subcontractors	47,173	77,773
Program Fees - Volunteer Expenses	1,707	2,335
	<u>60,356</u>	<u>93,209</u>
<b>TOTAL EXPENDITURE</b>	<u><b>662,928</b></u>	<u><b>636,219</b></u>
<b>NET SURPLUS/(DEFICIT) FOR THE YEAR</b>	<u><b>26,089</b></u>	<u><b>34,617</b></u>

**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2024**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>NET SURPLUS/(DEFICIT) FOR THE YEAR</b>	<b>26,089</b>	<b>34,617</b>
Other Comprehensive Income for the Year	-	-
<b>NET SURPLUS/(DEFICIT) ATTRIBUTABLE TO THE ASSOCIATION</b>	<u><b>26,089</b></u>	<u><b>34,617</b></u>



**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2024**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash at Bank	427,097	396,133
Cash on Hand	116	1,373
Cash at Term Deposits	-	-
Accounts Receivable	-	697
Other Receivables	1,630	9,269
<b>TOTAL CURRENT ASSETS</b>	<b>428,843</b>	<b>407,472</b>
<b>NON-CURRENT ASSETS</b>		
Computer Equipment	28,449	22,463
Less Accumulated Depreciation	(16,041)	(10,425)
	12,408	12,038
<b>TOTAL NON-CURRENT ASSETS</b>	<b>12,408</b>	<b>12,038</b>
<b>TOTAL ASSETS</b>	<b>441,251</b>	<b>419,510</b>
<b>CURRENT LIABILITIES</b>		
Accounts Payable	11,661	10,510
Sundry Payables	11,400	6,578
ATO GST Payable	16,588	14,447
ATO PAYGW Payable	6,398	9,665
Superannuation Payable	6,110	626
Fees Received in Advance	3,451	5,676
Funds under Auspice Arrangements	7,368	5,127
Grants Received in Advance	47,565	69,389
Provision for Annual Leave	19,617	14,815
Provision for Long Service Leave	6,141	3,814
<b>TOTAL CURRENT LIABILITIES</b>	<b>136,299</b>	<b>140,647</b>
<b>TOTAL LIABILITIES</b>	<b>136,299</b>	<b>140,647</b>
<b>NET ASSETS</b>	<b>304,952</b>	<b>278,863</b>
<b>EQUITY</b>		
Accumulated Funds	304,952	278,863
	<b>304,952</b>	<b>278,863</b>

The Statement of Financial Position 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 OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2024**

	<b>Accumulated Members Funds \$</b>	<b>Total \$</b>
<b>Balance as at 1 July 2022</b>	<b>244,246</b>	<b>244,246</b>
Surplus/ (Deficit) attributable to the Association	34,617	34,617
<b>Balance as at 30 June 2023</b>	<b>278,863</b>	<b>278,863</b>
Surplus/ (Deficit) attributable to the Association	26,089	26,089
<b>Balance as at 30 June 2024</b>	<b>304,952</b>	<b>304,952</b>

The Statement of Changes in Equity 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 OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2024**

	Note	2024 \$	2023 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from grant funding		404,795	445,928
Receipts from customers		247,253	216,316
Receipts from other sources		6,407	4,018
Payments to suppliers and employees		(637,611)	(625,039)
Interest received		14,849	1,011
<b>Net cash generated from/(used in) operating activities</b>	<b>(i)</b>	<b>35,693</b>	<b>42,234</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for property, plant and equipment		(5,986)	-
<b>Net cash (used in)/provided by investing activities</b>		<b>(5,986)</b>	<b>-</b>
Net increase/(decrease) in cash held		29,707	42,234
Cash and cash equivalents at beginning of financial year		397,506	355,272
<b>Cash and cash equivalents at end of financial year</b>	<b>(ii)</b>	<b>427,213</b>	<b>397,506</b>

**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**NOTES TO THE STATEMENTS OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2024**

	2024 \$	2023 \$
<b>Note (i). Net cash generated from/(used in) operating activities</b>		
Net surplus for the year	26,089	34,617
Non-cash flow item: depreciation	5,616	5,616
(Increase)/decrease in trade and other receivables	8,336	10,678
(Increase)/decrease in prepayments	-	-
Increase/(decrease) in trade and other payables	10,331	7,196
Increase/(decrease) in income received in advance	(24,049)	(14,241)
Increase/(decrease) in funds under Auspice arrangements	2,241	1,311
Increase/(decrease) in provisions	7,129	(2,943)
	<b>35,693</b>	<b>42,234</b>
<b>Note (ii). Cash and cash equivalents at end of financial year</b>		
Cash on hand	427,097	396,133
Cash at bank	116	1,373
Cash on deposit	-	-
	<b>427,213</b>	<b>397,506</b>

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**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024**

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**Note 1. Statement of Significant Accounting Policies**

This financial report includes the financial statements and notes of Sussex Neighbourhood House Inc, an incorporated association, which is incorporated in Victoria under the Associations Incorporation Reform Act 2012.

**Basis of preparation**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the *Australian Charities and Not for Profits Commission Act 2012* and the *Associations Incorporation Reform Act 2012*. The committee has determined that the association is not a reporting entity and also a not-for-profit association

The financial report has been prepared on an accruals basis and is 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 is a summary of the material accounting policies adopted by the company in the preparation of the general purpose financial report. The accounting policies have been consistently applied, unless otherwise stated.

**Accounting Policies**

**a. 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 losses.

**Plant and Equipment**

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by directors to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the company and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

**Depreciation**

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the Committee commencing from the time the asset is held ready for use.

The asset's residual values and useful lives are reviewed and adjusted, if appropriate, at each balance date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the income statement.

**b. Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the balance sheet.

**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024**

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**Note 1. Statement of Significant Accounting Policies(continued)**

**c. Revenue**

Grants are recognised at fair value where there is reasonable assurance that the grant will be received and all grant conditions will be met. Grants relating to expense items are recognised as income over the periods necessary to match the grant to the costs they are compensating.

Grants received for specific programs are recognised as income only to the extent of work completed on those projects when the terms of the grants stipulate that any unexpended funds are to be returned to the sponsor if the program is not completed. In those circumstances the funds attributable to work still to be completed are carried forward as grants income deferred.

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

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and the cessation of all involvement in those goods.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers

All revenue is stated net of the amount of goods and services tax (GST).

**d. Income Tax**

By virtue of its aims as set out in the constitution, the Association qualifies as an organisation specifically exempt from income tax under Section 50-45 of the *Income Tax Assessment Act 1997*.

**e. Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

**f. Employment Entitlements**

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amount expected to be paid when the liability is settled. Contributions are made by the association to employee superannuation fund and are charged as expenses when incurred.

**g. 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.

**h. Related Party Transactions**

The Committee Members act in an honorary capacity and are not paid for their services as Committee Members

There were no transactions with related parties during the 2024 year.

**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**STATEMENT BY MEMBERS OF THE COMMITTEE**

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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 1 to the financial statements.

In the opinion of the committee, the financial report as set out on pages 2 to 8, satisfy the requirements of the Australian Charities and Not-for-profits Commission Act 2012 and:

- 1 a. comply with Australian Accounting Standards applicable to the association; and  
b. give a true and fair view of the financial position of Sussex Neighbourhood House Inc as at 30 June 2024 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 declaration is signed in accordance with subsection 60.15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013.

**Chairperson**

  
\_\_\_\_\_  
**Angela Collier-Gioulekas**

**Treasurer**

  
\_\_\_\_\_  
**Elisabeth Ta**

**Dated:**

23rd day of September 2024





# 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 2024, 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 2024 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: 17 October 2024**

**SUSSEX NEIGHBOURHOOD HOUSE INC**  
**ABN 45 620 743 392**  
**CERTIFICATE BY MEMBERS OF THE COMMITTEE**

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I, **Angela Collier-Gioulekas** and I, **Elisabeth Ta** certify that:

- (a) We are members of the committee of governance of Sussex Neighbourhood House Inc.
- (b) We attended the annual general meeting of the association held on 16 October 2024.
- (c) We are authorised by the attached resolution of the committee to sign this certificate.
- (d) This annual statement was submitted to the members of the association at its annual general meeting.

**Chairperson**

  
\_\_\_\_\_  
**Angela Collier-Gioulekas**

**Treasurer**

  
\_\_\_\_\_

**Dated this**

**16th day of    October 2024**



# CONTACT US

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