

# ANNUAL REPORT 2022



# Cheltenham Community Centre STRATEGIC PLAN 2023-2025

## 2025 VISION

We are an innovative community centre, known for providing learning, social opportunities, and support with a focus on wellbeing.

## GOALS

*What we will achieve by 2025.*

Community participation has grown

We are a partner of choice

Our programs are valued, relevant, and meet a community need

Our team is supported with clear plans for development, progression, & resource distribution

Spaces and resources meet our needs

We operate in a way that is innovative, and environmentally and financially sustainable

## STRATEGIC PRIORITIES

*What we will focus on to get to our goals & vision.*

Strengthening and establishing high value partnerships

Extending community engagement and programming

Growing the CCC brand and profile

Improving business efficiencies, systems, and space utilisation

Ensuring regulatory compliance and quality assurance

Maintaining good governance and financial management

Prioritising our people's health, wellbeing, and development

Understanding the environmental impacts of our work and role in the community

## VALUES

Caring

Inclusive

Welcoming

Professional

Sustainable

## MISSION

We connect the community by responding to local needs.

# Contents

Strategic Plan 2023-2025.....	1
2023 AGM Agenda.....	3
2022 AGM Minutes.....	4
Values.....	6
Statistics.....	6
Our Board of Governance.....	7
President's Report.....	9
Organisational Chart.....	10
Our Operations Team.....	11
Our Program Staff.....	12
Our Volunteers.....	13
Life Members.....	14
Manager's Report.....	15
Adult Education.....	16
Childcare.....	17
Soul Cafe.....	18
Netball.....	19
Holiday Activities.....	20
Health & Wellbeing.....	21
Events & Projects.....	22
Treasurer's Report.....	23
Financial Report.....	24
Abbreviations.....	36
Supporters.....	37



# 2023 AGM Agenda

To be held on Wednesday 29 March 2023, commencing at 10:00am

1. Acknowledgement of country and welcome
2. Apologies
3. Minutes of previous Annual General Meeting - Thursday 5 May 2022
4. Presentation of reports
  - a) Board
  - b) Manager
  - c) Treasurer - audited financial statements
5. Appointment of auditor
6. Presentation of CCC Life Membership Award
7. Election of Board of Governance 2023-2024
8. Close of meeting



# 2022 AGM Minutes

**Thursday 5 May 2022**  
**Meeting held in Cheltenham and via Zoom,**  
**opened at 10am**

## Welcome

As Chairperson, Jack Noonan opened the meeting welcoming everyone and acknowledging the traditional owners.

## Attendance

Alex Ashcroft; Nadia Beauchamp; Noel Boyd; Libby Briggs; Alexander Budden; Linda Cuno; Chris D'Arcy; Philippa Davies; Cr. Jenna Davey-Burns; John Devereaux; Harrison Dzivkinski; Claire Emmanuel; Alana Firth; Sam Forsyth; Sara Ganderton-Spencer; Rebecca Harvison; Judith Haskins; Wendy Hiam; Alison Hollands; David John; Diane John; Leanne Lee-Ack; Donna Lomagno; Kathy MacKenzie; Bill Moss; Jack Noonan; Arna O'Connell; Sally Potter; Glenys Reid; Brad Rowswell MP; Judith Self; Doug Smith; Anne Spoelder; Steven Strange; Ali Street; Monique ten Hoopen; Alina Urbanczyk; Kim Wareham; Pamela Wight; Kevin Gidman; Katrina Dimer; Jamuna KC; Mandy Forsythe

## Attendance via Zoom

Bryan Cole (Cheltenham Friendly Society Pharmacy); Chris Hill (Sandybeach Centre); Jodi Embling (CCC employee); Kate Ali (CCC employee); Ian Baldock; Andrea Fennessy (Sandybeach Centre)

## Apologies

Meng Heak Tak MP (State Member for Clarinda); Adrian Bertolini (Vice-President Highett/Hampton Community Centres); Rajah Ramanathan (Sandybeach Centre Board Chair); Gail McDonald (City of Kingston Team Leader); Mark Patterson (City of Kingston Acting General Manager); Kevin Norris (SCCC Treasurer/Secretary); Meredith Adams (CRV Manager Cheltenham);

Richard Jones (Beaumaris Rotary Club); Naki Khan (CCC employee); Steve Rose (former minister SCCC); Tammy Rowed (former CCC employee); Judy Oakes; Sean Reilly; Thomas Richardson; Nicole Battle

## Minutes of Previous AGM on 22 April 2021

Motion: That the minutes of the 2021 meeting be accepted.

Moved: Bill Moss  
Seconded: Steve Strange  
Passed unanimously

## President's Report

Report is available as printed in the CCC 2021 Annual Report document, and Jack read the report in full.

## Manager's Report

Report is available as printed in the CCC 2021 Annual Report document, and Arna read the report in full.

## Treasurer's Report

Report is available as printed in the CCC 2021 Annual Report document, and Sam read the report in full.

Motion: That the financial report be accepted.

Moved: Sam Forsyth  
Seconded: Judith Haskins  
Passed unanimously.

## Appointment of Auditor

Motion: That Kidman Partners be appointed as financial auditor for 2022.

Moved: Sam Forsyth  
Seconded: Noel Boyd  
Passed unanimously.

## Life Membership Awards

Jack introduced the Life Membership Awards, created to celebrate the skills, passion and commitment shown by long-term service and contribution to CCC. For each of the recipients Jack described their contribution in a wide variety of aspects of CCC's work over many years.

Cr. Jenna Davey-Burns made presentations to each new Life Member. Recipients were Diane John and Tammy Rowed. Tammy was an apology for this meeting but had provided a video which expressed her appreciation for the award. Di John gave a very warm thank-you speech for her award.

## Election of Board of Governance

Cr. Jenna Davey-Burns (Wattle Ward, Kingston Council) conducted the election. She stressed the importance of volunteering in strengthening community and connecting people, and congratulated Board members and CCC staff on the impressive work done during 2021 to make a difference to the surrounding community. She specifically acknowledged Arna O'Connell's skill in leading and motivating the CCC team in a challenging year.

Under the Rules of Association vacancies existed for four Executive positions and up to six ordinary member positions for the coming year.

## Nominations received:

President – Jack Noonan  
Vice-President – Sean Reilly  
Secretary – Alison Hollands  
Treasurer – Sam Forsyth  
General Member – Steven Strange  
General Member – Alexander Budden  
General Member – Elizabeth (Libby) Briggs  
General Member – John Devereaux  
General Member – Thomas Richardson

Motion: That those nominated be appointed to the positions indicated.

Moved: Jack Noonan.

Seconded: Steve Strange.

Passed by an absolute majority of voting members.

New Board members John and Libby were introduced to the meeting. Thomas was already acknowledged as an apology.

## Two members appointed to represent SCCC continue on the Board:

Judy Oakes  
Alison Hollands

## Conclusion

Jack closed the meeting at 10:57am so that those present could attend the grand opening of the mural wall.

# Values



**Innovation & Creativity**



**Organisational Vitality & Growth**



**Communication**



**Integrity**



**Responsiveness**



**Leadership**



**Participation**



**Commitment**



**People Emphasis**

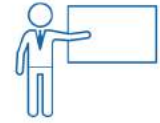


**Competent People**

# Statistics



**24,396 ACFE hours delivered**



**15 pre-accredited courses & 4 accredited courses**



**2,702 followers on Facebook**

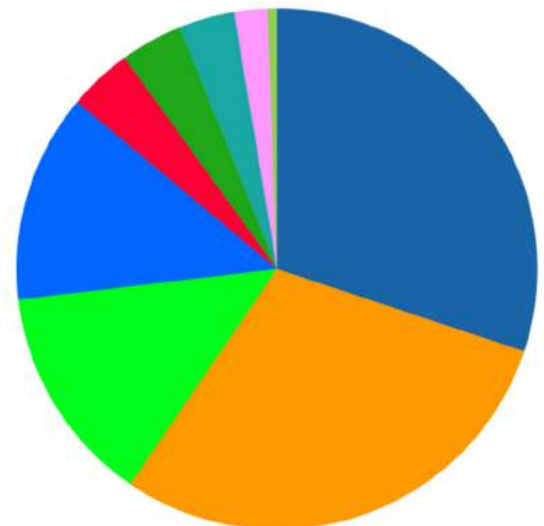


**545 followers on Instagram**



**19,142 unique website visits**

# Income



# Our Board of Governance

## Jack Noonan, President



I live in Moorabbin and work for the International WELL Building Institute, where I am involved in a range of sustainability and public health programs. I have degrees in science, psychology and business, and have been a winner of the National Australia Bank Science in Business Award. In addition to sustainability and environmental issues, I am passionate about my local area and community, having been a local resident for over twenty years.

## Sean Reilly, Vice-President



I am employed in an education program with young people who have experienced homelessness. My experience includes case management, youth development, managing teams, and establishing and nurturing stakeholder partnerships. I live in Bentleigh with my schoolteacher partner, and school age children. I joined the Board in 2019 to contribute to a strong local community organisation whose values and practice I admire.

## Sam Forsyth, Treasurer



I am a Chartered Accountant with diverse financial management experience, including ten years in my current role as Director of Finance with the Royal Melbourne Golf Club. Over my career I have developed strong governance, strategic planning and risk management skills. I have been able to draw on these skills to assist the CCC Board with planning and decision making.

## Alison Hollands, Secretary



I am one of the two Southern Community Church of Christ representatives on the CCC Board. I have a passion for education for all and a community focus. Our children have grown up and I now have time to start volunteer work, and what better way than to be part of the CCC Board. Looking to support the Board and continuing as part of the team in 2023.

## Judy Oakes, General Member



I am one of the two representatives on the Board from the Southern Community Church of Christ. Initially I trained as an Infant teacher, followed by 20 years of administering programs for the teaching of Languages Other Than English in the Independent School Sector.

For over thirty years I had a major involvement with children and young adults who had an intellectual disability, including the establishment of a school for students with an intellectual disability followed by a facility for young adults. I served on the Council for both of these facilities for 20 years. I am keen to continue using these experiences to contribute to the work of CCC and our local community.

## Steven Strange, General Member



As CEO and founder of Health Metrics, and with computing and law qualifications, I have a passion for technology and innovation. My years of industrial experience have served to develop a business acumen which I have applied to my membership of the CCC Board. I first joined the Board in 2014 and have enjoyed making a difference in the local community by applying the various skills I have accrued over my career, specifically management and strategy.



**Alexander Budden,  
General Member**

My professional background is a mix of government, operations and public health. I hold tertiary qualifications in arts/business and analytics with further studies in a Master of Social Work at the University of Melbourne. I'm passionate about serving the community, having been involved in local campaigns, tertiary advisory bodies and as a Combat Engineer in the Army Reserve. I look forward to what's to come in 2023. It's a privilege to be working alongside staff, Board members and volunteers, and contributing to the great work the CCC does.



**Thomas Richardson,  
General Member**

I work in the energy sector managing a portfolio of contracts delivering engineering, construction, and maintenance. My areas of knowledge range from technical, industrial relations, HSE, commercial, finance, etc. My background is as an industrial engineer which has led me to live and work in different locations. One of those locations was Sydney where I met my beautiful wife. We now live in Parkdale and we are expecting our first child in 2023. I joined the CCC Board as I wanted to give something back to the community and have loved being part of a wonderful team.



**Libby Thomas,  
General Member**

I started my career a decade ago in Education, working at Melbourne's top government boys' school. I soon took on leadership roles, managed teams, projects and implemented new programs, including an entrepreneurship program. Most recently I have worked with women-founders, empowering them to succeed in startups, raising capital and scaling to become global companies.

I speak fluent German, run my own business, enjoy running with our family dog Bruno, and spending time with my little boy Oliver and partner Nick.



**John Devereaux,  
General Member**

I have over 30 years of senior/ executive level experience in Higher Education and Local Government. I hold deep and extensive skills in leadership, human resource practices and leading policy, strategy, service design and delivery in the areas of health, wellbeing, welfare, social and cultural engagement, recreation, crisis management, sexual harm prevention and response, behavioural threats, aged, family, youth and children's services, community development and public and environmental health.



# President's Report



Jack Noonan, President / Chair

"Impact". While we've seen many buzzwords over the last few years and words that we'd probably like to see the back of, impact is something that continues to pop up and something that should be embraced. Understanding the importance of the work that each member of the team has on the wider community has never been so important. The work that continues to be done at CCC makes a real difference to people's lives. CCC is having an impact.

It was another record year for CCC in terms of community engagement, participation, and financial sustainability. Last year, our incredible manager, Arna O'Connell, facilitated more external grant funding than in any other year. This is a testament to two things. Firstly, the undeniable fact that Arna is an excellent grant writer and representative of CCC. But secondly, the way that CCC is seen by external parties and our unique ability to drive outcomes in the community. We are a partner of choice, and organisations put their faith in us to deliver. And we do so. Again and again.

At our last strategic planning day, the Board and management team of CCC collaborated on our new strategic plan that will take us to 2025, and I'm delighted to share this plan with you all and our stakeholders via our Annual Report. Many of you will notice that the plan is the image of a house, a tribute to the history of community centres as neighbourhood houses, and it is similar to the model of our previous strategic plan. This framework has served us very well over the previous three years and was fundamental to our success as an organisation during the last few years of the pandemic. Rather than demolishing this house and starting again, we tried to embrace our value of sustainability and focus on a simple renovation. I hope that, through this plan, each of you can see the special work that CCC does and our ongoing ambition as an organisation.

I would like to take this opportunity to thank our management team at CCC, led by Arna, for their work over the last year and the success that they

have facilitated, as well as our partners at SCCC who continue to help us drive outcomes in the community.

Volunteerism is at the heart of so much of our work as an organisation. In addition to paying tribute to the many volunteers who give up their time for CCC in so many different ways every day, I would like to thank my fellow Board members throughout the year who have contributed their time - Sean Reilly (Vice President), Sam Forsyth (Treasurer), Alison Hollands (Secretary), Judy Oakes, Alexander Budden, Steve Strange, Libby Briggs, John Devereaux, and Thomas Richardson. The addition of Libby, John and Tom has brought fresh ideas and enthusiasm to us as a group.

This year we pay tribute to departing Board member and former President of CCC, Steve Strange. Steve has been on the Board for the last eight years, including three as President. He departs due to a constitutional limit of eight-year terms. Despite his departure, we know that he won't be a stranger and will remain involved. We also hope that he considers re-joining the Board in the future, as his strategic and innovative approach has been highly valued by other Board members.

This year will also be my last as President as I take a break to embrace my role as a new Dad to my little boy, Charlie. I look forward to remaining involved as an ordinary Board member and supporting the new President as part of the transition. And who knows - I might even attend a Music for Tots class with Charlie in the near future.

My heartfelt thanks to everyone involved in CCC. I look forward to sharing a coffee with many of you at our Soul Café - to reflect and look forward to what will be a significant year for our centre, our people, and our community.

Jack Noonan  
President / Chair

# Organisational Chart

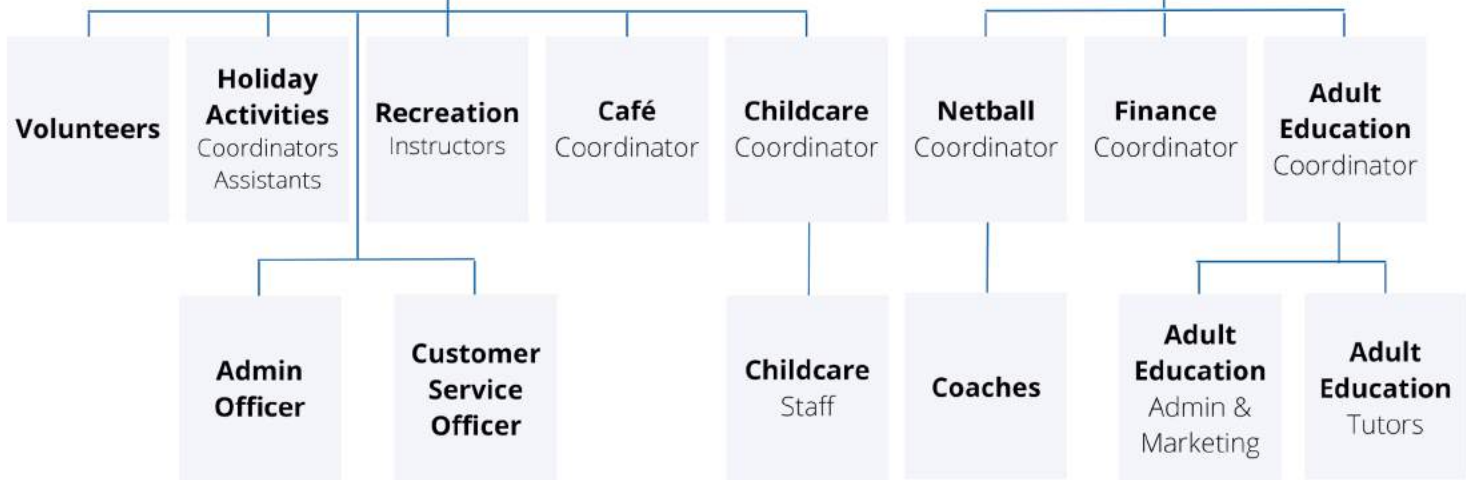
## Organisational Chart

### CCC Board of Governance

President - Jack Noonan, Vice-President - Sean Reilly, Treasurer - Sam Forsyth, Secretary - Alison Hollands  
Members - Steve Strange, Judy Oakes, Alexander Budden,  
John Devereaux, Libby Briggs, Thomas Richardson

**Centre Manager**  
Arna

**Assistant Manager**  
Kim



Community



# Our Operations Team



**Arna O'Connell**  
Manager



**Kim Wareham**  
Assistant Manager



**Leanne Lee-Ack**  
Childcare Coordinator



**Sara Ganderton-Spencer**  
Adult Education Coordinator



**Rita Ying**  
Finance



**Donna Lomagno**  
Adult Education  
Administration & Marketing



**Alana Firth**  
Netball Coordinator &  
Customer Service



**Alex Ashcroft**  
Administration Officer



**Bahar Beheshti**  
Customer Service &  
Administration

# Our Program Staff

## Adult Education Teachers

Kate Ali  
Sue Bond  
Wendy Bridges  
Rachel Cohen  
Petal Goodman  
Miro Graystone  
Brenda Hoggart

Maria Morabito  
Wendy Naik  
Sally Potter  
Petra Proctor  
Kirstie Reynolds  
Meg Thorley  
Lena Traficante (fill-in)

## Childcare

Jess Baranov  
Nicole Chamberlin  
Kerrie Ellingsen  
Derya Guley  
Nguyen Harrison

Juanita Joju  
Taya McCarthy  
Chitra Samarakone  
Summer Zhu

## Holiday Activities

### Coordinators

Tori Baranov  
Mirrin O'Keefe

Jordan Rodgers

### Assistants

Leila Azimi  
Jessie Baranov  
Keagan Foorie  
Tatumn Gendron  
Pranaati Kannan

Sasha Knowles  
Becky Lee-Ack  
Matt Lee-Ack  
Daniel Rumanovsky

## Health & Wellbeing

Tammy Cantoni - Playgroups  
Katherine Catano - Spanish for Fun  
Marie Kachel - French Language & Culture  
Naki Khan - Zumba Gold® & Love to Live  
Jennifer Lee - Line Dancing  
Nikki Licheri - Strength & Balance  
Sergio Maggiore - Italian cooking workshops  
Helen Bellino - Mosaic workshops  
Janis Morgan - Art for All  
Arzu Yilmaz - Turkish cooking workshops  
Rita Ying - Yoga

## Soul Cafe

Wendy Naik (Coordinator) *January - June*  
Marc Judson (Coordinator) *from July*  
Jodi Embling  
Heather Rowe  
Steph Stilla

## Student Placement

Martin Femi Ajiboye



# Our Volunteers

## Adult Education

Con Alexiadis	Elif Ives
Lynne Anastasi	Mary Jurus
Christine Banerjee	Joanne Keegan
Jill Berger	Abigail Levy
Sandra Bonassin	Nataliia Marchanska
Trevor Boyd	Bill Moss
Karen Curnow	Rosalyn Neal
Cr. Jenna Davey-Burns	Amy Roberts
Philippa Davies	Maneerat Roongtawechai
Chelsea Dombrovski	Bertie Spencer
Libby Evans	Billy Spencer
Anna Haranas	Josette Strnad
Judith Haskins	Nathan Tay
Vivianne Hessler	Jane Wainwright
Lillian Ho	Pam Wight
Brenda Hoggart	Genna Young

## Children's Recreation

Annie Barber

## Coffee Time

Mark Barlow	Megan McLaughlin
Helen Beck	Kyle Mistri
Anastasios Chatzidimpas	Desiree Munso
Maria Connolly	Elaine Portbury
Pippa De Marco	Shallen Sienkiewicz
Ruby Edhouse	Sabrina St. Marchetti
Toby Frost	George Steele
Petal Goodman	Steph Stilla
Lucy Huang	Lily Sun
Carol Humphrey	Ron Takdare
Leanne Humphrey	Lena Traficante
Isabelle Iacovangelo	Aaron White

## Customer Service

Jennifer Arnold	Judith Self
Barbara Bereznicki	Lisa Thomson
Kathy Jagan	

## Holiday Activities

Camile Leblanc	Lok Yi
Anne Liu	

## Childcare

Martin Ajiboye	Jean Sparks
Karen Curnow	Josette Strnad

*In 2022, CCC had over 100 volunteers who supported every area of our business each week. Our volunteers are the lifeblood and backbone of our organisation and we simply could not succeed without them.*

*Research has shown that volunteering is associated with improved health and well-being, including increased longevity, sense of belonging and purpose along with a reduction in depression and stress.*

*Volunteering reflects the values of our organisation – what we care about, the vision for our community, our notion of justice, providing an inclusive environment, maintaining and expanding the sustainability of our programs and our sense of responsibility for creating opportunities to share and gain knowledge with others.*



## Netball

### Coaches

Rachelle Anstey	Liz Mackay
Jen Foley	Josie Mulcahy
Colin Hicks	Arna O'Connell
Rachel Isles	Ruth Parker
Nikki Johnson	Michaela Rocks

### Junior Coaches

Caitlin Hicks	Jordan Rodgers
Caitlin Isles	Lily Proudfoot-Napier
Finlay O'Connell	Thea Tsipos
Hannah Mullins	

### Team Managers

Collette Beck	Kate Pearce
Troy Cavanagh	Susan Poon
Carla Gangi	Marnie Proudfoot-Napier
Clare Holden	Mel Quigley
Razz Isles	Bec Ross
Kellie Johnson	Shantal Sims
Nicole Leathem	Peta Stubbs
Nish Mahanty	Viv Woollett

### Netball Fundraising

Susan Poon

## Other CCC Volunteer Roles

Diane John	Gail Jennings
Lynette Daniell	Elisabeth Leach
Graeme Farr	Mary Saunders
Kristine Fitzpatrick	Scott Harrison
Colin Hardinge	

# Life Members

The CCC Board presents an award of "Life Membership" as an honour bestowed on individual CCC members whose exceptional, loyal and outstanding service and contribution has provided a measurable benefit to CCC over an extended period of time.

Our members, volunteers and supporters are the lifeblood of our organisation, bringing skills, passion and commitment to CCC. The CCC Honorary Life Membership awards are our opportunity to acknowledge and celebrate the significant service and contribution provided by members for their impact on the growth and strengthening of CCC.

Eligibility includes a minimum service of 10 years, giving of exceptional and outstanding service to CCC, and demonstration of a commitment to the values and growth of CCC.

## 2022 Life Members

Diane John

Tammy Rowed

## Honour Board

### 2021

Noel Boyd

Carolyn Urquhart

Judith Haskins



*Tammy was employed for 19 years at CCC, starting officially in Childcare as an educator, and then as Coordinator, but she was much more over the years with her contribution to CCC program and Centre development through leadership in the Holiday Activities, Customer Service, Festivals, working bees, team activities, and 2IC management.*



*Di has given over 17 years of service in various roles at CCC. Joining CCC as a volunteer by assisting in adult education classes, customer service, and administration in the early 2000's, she was then employed from 2006 but never stopped volunteering for the Centre. Festivals, Holiday Activities, Painting & Drawing classes, Biggest Morning Teas - always with a smile, helping hand, and matching outfit!*

# Manager's Report

Arna O'Connell, Manager

Coming into 2022 after two years of COVID-19 lockdowns, we were delighted that people were ready and eager to come back to face-to-face learning, exercising, socialising, and volunteering.

Our mission statement **"We connect the community by responding to local needs"** stayed relevant and true through program delivery, development of new projects, partnerships with local like-minded organisations, with an fantastic team of staff and volunteers who continually work and strive to respond to the community's needs in a positive and effective manner.

Our 2020-2022 strategic plan was fulfilled in 2022, and the Board and management staff underwent a thorough process of developing the strategic plan and direction for CCC for the next three years 2023-2025 (p. 1). While our mission and vision remain robust, the team re-evaluated and tweaked the Centre's priority areas, goals and values, and produced a succinct strategic plan that will now inform the day-to-day work of our Centre's team over the next 12 months and through until 2026.

Our program areas went from strength to strength, especially Adult Education, Netball, Childcare and the Community Café (pp. 16-19). The kudos must go to our AMAZING team of tutors, coaches, childcare educators, volunteers, and management staff. I want to thank this team immensely not only for the work they do but also for their commitment to CCC's values of promoting inclusion, learning, growth, and demonstrating genuine care for the community.

CCC values the partnerships and collaborative relationships with local organisations and groups that strengthen our programs, processes, and opportunities that we can offer the diverse range of people we engage with daily (p. 37). I had the privilege of working with Elwood St Kilda Neighbourhood Learning Centre (ESNLC) in Term 3, which expanded my experience as a Manager and shared our resources with others in the community sector. Likewise, our experienced Adult Education Administrator, Donna, was able to lend her expertise to Merinda Park Learning and Community Centre, and our Childcare Coordinator, Leanne, assisted Sandybeach Centre with childcare systems. It's a credit to our team and our Centre to be regarded as a trusted and capable resource for the sector.

Our high calibre Board of Governance welcomed three new members in 2022 - Libby, John, and Thomas - who joined an already strong team representing the local community (pp. 7-8). The Board, led by President Jack, has done a tremendous job in setting our strategic direction, supporting management, and having open, honest, professional discussions about the challenges and celebrations of CCC. I am truly grateful for their skill, guidance, and willingness to be there for the Centre and myself.

Lastly, it's pleasing to report our finances are in good order to continue the growth and development of programs and staff at CCC. We had a successful year in gaining grants, including ones from VicHealth, Department of Health, and Suburban Rail Loop, which have made a big difference to the quality of our delivery as well as minor capital contributions to the SCCC facilities which we use. We look forward to getting better and better in 2023 as we respond to community needs with the values of caring, inclusiveness, a welcoming approach, professionalism, and sustainability embedded in our practice every day.



Arna O'Connell  
Manager



# Adult Education

## Aims

- **Provide high quality accredited and pre-accredited programs to members of our local community**
- **Provide an access point for lifelong learning by adults in their local community, with a focus on individual needs of learners, and assistance with socialisation into Australian culture**
- **Create an environment to ensure participants feel welcome, engaged and part of our community**

## Accredited Courses

Course in EAL
Certificate I in EAL
Certificate II in EAL
Certificate III in EAL
183 enrolments
9,877 hours delivered

## Pre-Accredited Courses

Improve your Reading & Writing
Pathways Programs (Wise) (all-abilities)
Food Wise (all-abilities)
Literacy for Living (all-abilities)
Money Matters (all-abilities)
Computer Wise (all-abilities)
iPads, Tablets & More
Introduction to Computers
Computers - "The Next Step"
Grammar, Conversation & Writing 1
Grammar, Conversation & Writing 2
Grammar, Conversation & Writing 3
Everyday Conversation Beginners
Everyday Conversation Intermediate
Everyday Conversation Advanced
16 378 enrolments
24,396 hours delivered

## Student numbers

Total number of countries represented	51
Total number of students	285
Total number of enrolments	561

## New in 2022

- Maria Morabito, Miro Graystone, Kirstie Reynolds and Wendy Naik joined the ACFE teaching team.
- A second Beginners Conversation class was added due to the arrival of Ukrainian students from March onwards.
- An additional Food Wise class was added in term 3 to address the needs of our all-ability students.
- The new proposed business model for AMEP was deferred to 2025. The current delivery and funding model will continue until 31 December 2024.
- ACFE delivery hours increased this year. Additional hours were received throughout the year in response to the demand for our courses.

## Highlights

- Delivering online through COVID maintained student engagement which set us up well for 2022 with students returning to face to face delivery.
- Classes were full with waiting lists for the first time. We were able to seamlessly pivot because of good business processes in place.
- 2022 was an incredible year with engaging people face to face, incursions and excursions, and seeing everyone learning in so many ways.



# Childcare

## Aims

- **Implement Child Safe Standards across all areas.**
- **Continue to embed Indigenous culture into our service.**
- **Look at other ways to be sustainable in our centre.**

## Childcare numbers

Total number of children	February 2022 - 58 December 2022 - 83
Attendance rate (in any given week)	97 - 130
Hours of delivery	We operated 48 weeks of the year, 8:45am - 3:45pm, Monday to Friday

## New in 2022

- Incursions: We had rabbits for four weeks and a petting zoo towards the end of the year
- Staffing: We employed more casual Early Childhood Educators, building up our own casual staff pool.
- Placements: We had students and a person wanting to get back into the childcare industry complete placement hours with us. We hope to continue and build on this opportunity offering hours to students in relevant courses at TAFE and other training organisations.

## Highlights

- Educators attended a workshop conducted by City of Kingston 'Embedding Indigenous Perspectives in Early Childhood' helping us continue our journey of gathering information about our Indigenous culture. We all found the workshop informative and insightful.
- As part of our sustainability efforts we took part in Ecobricking, filling plastic bottles with soft plastics to make solid bricks with a range of uses. Our community readily supported this project.
- Our children learnt about the natural world around us, having great fun in our garden planting, watering and picking from our plants.
- Children were engaged creatively in making crafty things for their parents on Mothers Day and Fathers Day, to the delight of their parents.
- We had a lovely end-of-year Christmas Party with the children in Cheltenham Park Reserve. The weather was wonderful, and we had a special visit from Santa. It was a great way for us to thank our families for attending Cheltenham Community Centre Childcare service.



# Soul Cafe

## Aims

- **Provide a safe, inclusive space where the community can eat, drink, socialise, connect and meet new friends.**
- **Develop and continuously improve café programs in response to and in line with the needs of the community.**
- **Provide opportunities for volunteers to extend or start their hospitality experience and skills.**

## Wednesday Lunch Delivery Program

- February to July: 60 lunches per week

## Café Programs

- Coffee Time: 45 coffees and 10 light lunches per day.
- Chatty Café: Wednesdays & Fridays, 10 participants
- Walking Club: Mondays & Fridays, 4 participants

## New in 2022

- Café Coffee Time open times extended from 10am to 1:30pm.
- Provision of light lunches every weekday for dine in and take away.
- Barista and Cooking Workshops for Youth delivered by Café Coordinators.
- Wednesday Chatty Café became music/song-based with volunteer Ron playing guitar.
- Friday Chatty Café became a conversation-based group facilitated by the Walking Club volunteers.

## Changes in 2022

- Wednesday Lunch Delivery Program: Finished July 2022 due to high costs and decreased interest from community.
- Star Weaving Weekly Workshops: Finished May 2022 but recommenced November.

## Highlight

- Christmas Lunch booked out (70 guests) at \$10 per head, increasing interest from community to provide a similar monthly sit-down lunch in 2023.

## Program Sponsors

- PharmaSave Cheltenham: Donated \$200 per month for welfare coffees, commenced November 2022
- Kingston City Council: Chapel Village social housing lunches grant, commenced October 2022
- Bayside City Council: Soup lunches grant, commenced August 2022
- Terry White Chemmart Pharmacy: Lunch delivery grant, completed June 2022



# Netball



## Aims

- *Promote playing in a cooperative, sportsmanlike manner, enjoying friendships with teammates, and enjoying the competition of the game of netball.*
- *Focus on skill development, team participation, commitment, friendships, and a positive sporting experience.*

## CCC Bolts Netball teams

Season	Teams	Players
Autumn	15, then 16	134
Spring	16	140

Teams	Autumn	Spring
NSG	1, then 2	1
11s	2	1
13s	3	5
15s	5	5
18s	4	4
<b>Total</b>	16	16

Games Played at CCC Bolts	
<b>100+ Games</b>	38 players
<b>150+ Games</b>	2 players - Ulicia Potts & Hannah Ross

## New in 2022

- Coach development: Coaches workshops; 2 x Coaches in the Field sessions; Netball Victoria Coach (Wendy Van der Peet) specialist coaching session at Kilbreda College
- Training venues: Kilbreda College, St John Vianney's PS, Ben Cavanagh Reserve
- Melbourne Vixens outing: In May 2022, 90 CCC Bolts families and friends came together to watch a professional netball game.
- Presentation night: Held at Dales Park, more than 120 people joined us to celebrate our wonderful year of netball. We spent an enjoyable evening coming together to acknowledge all of our coaches, junior coaches and players for the time and effort that they dedicate to netball each week.

## School Holiday Netball Clinics

**Instructors:** Arna/Michaela

**Assistants:** Atlanta, Finlay, Jo, Jasmine, Camryn, Emma, Hannah, Emily, Grace, Eliza, Jordan

January	April	July	September
25	30	31	30

## FunNet - Beginner Netball Skills Program

**Instructor:** Arna

**Assistants:** Finlay, Olivia, Caitlin, Jo

Term 1	Term 2	Term 3	Term 4
19	16	17	21

## Highlights

- CCC Bolts Netball Club had a great start to the year with 15 teams starting in the Autumn season.
- Mid-way through the season a new NetSetGO (NSG) team was established with children from the FunNet program.
- After two years of disrupted netball, teams played two complete seasons this year, with 10 teams finishing in the top four and entering finals.
- The Spring season saw 16 CCC Bolts teams take to the courts, culminating in more finals and festivities.
- This year we acknowledged tenure at the club for the first time, and recognised players who achieved 100 games and 150 games with CCC Bolts. At the presentation night we presented certificates and Bolts scrunchies to 38 players who had played 100+ games with the club, and presented trophies to two players who had achieved the milestone of playing 150 games with the club.

## Program Sponsors

- Buxton Mentone, Health Metrics, and Maro's Pizza & Pasta, which has committed to continued sponsorship through 'Player of the Day' vouchers in 2023.

## Club Sponsors

- Bunnings BBQ held in March, which raised \$2,794 for the club. We thank all our fabulous volunteers who worked tirelessly on the day.

# Holiday Activities



## Aims

- **Provide an affordable, high quality school holiday program for local children and their families where the children can socialise, be active and have fun in a safe and caring environment.**
- **Provide leadership opportunities for university students, student placements and secondary school students to work or volunteer as Program Coordinators or Assistants and gain valuable skills and knowledge for possible future career choices.**

## Participation rates

School Holidays	Duration (days)	Capacity per day	Enrolments	% of capacity
January	9	30	235	87%
April	7	34	220	93%
June/July	10	36	356	99%
Sept/Oct	8	38	300	99%

## New in 2022

- New Coordinators: Jordan and Tori
- VicHealth JumpStart Grant: Commenced Sept/Oct school holidays
- Live Survey: We now have a live survey available to parents/carers which guides us to improve our Holiday Activities Program accordingly.

## Highlights

- A grant from VicHealth JumpStart enabled us to include more cultural and active incursions and excursions, and offer free places on a welfare basis.
- Our paid staff were supported by a team comprised of 7 volunteers and a student placement, assisting us in conducting four Holiday Activities Programs in 2022.
- Excursions took participants to the Melbourne Zoo, Waves Leisure Centre, Bounce Inc. and films at Village Cinemas Southland.
- Incursions included activities from Bricks 4 Kidz, Spot of Yellow Art, Ready Set Play, Animals on the Move and more.
- We received excellent feedback from parents in response to our survey, which also helped us identify new organisations for us to engage with and expand the variety of activities available for the children attending our program.
- We enjoyed collaborating with specialist providers including Mad Science, Proactivity, Hands on Science and Passion Art Parties.



# Health & Wellbeing



## Aims

- **Provide affordable and high-quality health and wellbeing programs that encourage our community to participate and have fun in a healthy, safe and social environment.**
- **Provide activities that improve the lifestyle choices and health of our staff, volunteers and community members as an informal social prescription for preventing chronic physical or mental illness.**

## Classes

- Qi Gong (Dual delivery)
- Hatha Yoga Basic
- Advanced Yoga
- Zumba Gold® Monday
- Zumba Gold® Friday
- Strength & Balance (Zoom)
- Art for All
- Fit & Feisty with CBCHS
- Music for Tots Monday
- Music for Tots Wednesday
- Music & Play for Bubs Wednesday
- Baby Playgroup Monday
- Baby Playgroup Wednesday

## Workshops

- Turkish Cooking
- Italian Cooking
- Vegetarian Cooking
- Introduction to Cooking
- Barista for Youth
- Cooking for Youth
- Baklava Workshop
- Mosaic
- Lebanese Cooking

## New in 2022

- Due to greater interest in our Baby Playgroup's Wednesday sessions than the Monday sessions we chose to discontinue the Monday sessions.
- The name of our Baby Playgroup program was updated to Music & Play for Bubs.
- Love to Live replaced our Gentle Exercise classes, and operates at almost full capacity.
- Central Bayside Community Health Services (CBCHS) commenced running Better Balance classes at CCC. Attendees are referred by CBCHS.
- In response to expressions of interest from parents, we trialed two classes for children this year - KIDS Fun ART and KIDS Fun YOGA.
- We conducted Spanish for Fun classes, and later added French Language and Culture to our list of classes.

## Classes that finished in 2022

- Hatha Yoga
- Chi Yoga
- Baby Playgroup Monday
- Spanish for Fun

## Highlights

- Qigong has exploded in popularity. This dual-delivered class has the maximum number of participants, twenty one, including those online.
- Music for Tots sessions are very popular, with great feedback on instructor Tammy.
- Strength & Balance classes saw a small increase in attendance due to the possibility of claiming from Private Health Insurance.
- Amazing feedback was received for our French Language & Culture classes.
- Our cooking workshops have proven to be incredibly popular, and in response to this interest we organised at least two per term.



# Events & Projects



## Aims

- ***Celebrate community engagement and spirit through hosting social events and community involvement projects for our community to come together and feel they belong and have real purpose.***
- ***Increase awareness of the programs and activities CCC has to offer the community.***

## Events

### **National Volunteer Week: Friday 20 May**

We hosted a lunch to celebrate, recognise and thank our volunteers for the vital work they do. We welcomed guest speaker Hazel Maynard from the Training and Sector Support section of Volunteering Victoria.

### **Biggest Morning Tea: Thursday 26 May**

A wonderful high tea was held with a Tropicana theme to raise money for the Cancer Council and connect with over 80 of our community members. We raised a record \$760 through raffles, donations and silent auctions and everyone enjoyed the Zumba dancing with Naki.

### **Seniors Month: October**

Throughout October we provided free trial classes in QiGong, Love to Live and a special Masala Bhangra dance class, along with a Smart Retirement workshop, farm animal petting zoo, and a luncheon for our senior community members. Funds for the activities were raised by selling locally-made quilts.

### **Get Online Week: 17 to 23 October**

Supported by Good Things Foundation Australia, we provided free digital literacy classes with morning tea focusing on areas of social media, using Google and other search engines and digital photography. Classes were facilitated by our digital literacy tutor, Kate Ali.



### **Children's Festival: Saturday 23 October**

Our Children's Festival celebrated the right of children to enjoy childhood, and showcased children's achievements while providing educational experiences for them and their families. This year's theme was 'All Children have the right to a standard of living that supports their wellbeing and healthy development'. The free event included rides, activities, entertainment, song, dance, food, drink and tours through the Childcare Centre along with Music for Tots sessions.

Supported by Kingston City Council, Bayside City Council, Cheltenham Rotary, Department of Education and Beaumaris Rotary.

### **Christmas Party: Friday 16 December**

The Christmas party for staff and volunteers was held at Black Rock Yacht Club and, again, was a great success with over 60 guests all wearing festive hats.

## Projects

### **Community Wall Mural - Completed April 2023**

Through several community consultation meetings facilitated by Janis Morgan, our Art for All teacher, local artist and art therapist, we shortlisted two final designs which went to a community vote. The winning design was then prepared for painting on the 23m brick wall at the end of Pine Street carpark. The painting was completed by staff, volunteers and local community members over several weeks.

The project was funded through a Victoria Health Partnership Grant - Social Connections, with additional support from Bunnings Mentone and Dulux which donated painting equipment and mural protection topcoat paint.

### **Street Library**

Created by the Bentmoor Men's Shed team, the CCC Street Library was installed in April 2022 and is due to be painted in 2023. With weekly refilling, the street library is popular with community members who regularly borrow, swap and donate books.

# Treasurer's Report



Sam Forsyth, Treasurer

I am pleased to report that Cheltenham Community Centre had a total comprehensive income of \$47,430 for 2022. Our turnover for the year was just over \$1.4m which was a 25% increase from 2021 and is reflective of the continued growth and activity within the Centre.

Our profit as a percentage of turnover was just 3%, which is a very modest profit margin. As a not for profit organisation, we aim to have a sustainable business model that generates sufficient income to cover our overheads and direct costs associated with our programs and services.

As our activity grows, so do our costs of operation. We face the continued challenge of delivering programs and services which remain accessible to the community while also ensuring that we are financially sustainable. We simply wouldn't be able to deliver our programs and services without the generosity of our funding partners and I sincerely thank all those organisations which continue to support CCC.

We also wouldn't be able to do what we do, without the dedication of the staff and volunteers. I would like to thank Arna for her leadership and the whole team for making CCC a special place. I would also like to acknowledge Rita's diligent financial reporting and Kidman Partners for their work conducting the annual audit.

The Centre remains in a solid financial position. We have net assets of \$757,970 and are well placed to continue servicing the local community.

## Financial Summary

- Income: \$1,409,300
- Expenditure: \$1,374,286
- Surplus: \$47,430
- Current Assets: \$1,133,775
- Current Liabilities: \$365,606
- Total Net Assets: \$757,970
- Working Capital Ratio: 3.1

## Statement by the Board of Governance

The Board of Governance 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 Board of Governance, the financial statements, comprising the Statement of Profit or loss and other Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flows and Notes to the Financial Statements are in accordance with the Australian Charities and Not-for-profits Commission Act 2012 and:

- Present a true and fair view of the financial position of Cheltenham Community Centre Inc. as at 31 December 2021 and its performance for the year ended on that date in accordance with Australian Accounting Standards and the *Australian Charities and Not-for-profits Commission Regulations 2013*; and
- At the date of the statement, there are reasonable grounds to believe that Cheltenham Community Centre 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 Board of Governance and is signed for and on behalf of the Board of Governance by:

A handwritten signature in black ink, appearing to be 'S Forsyth', written over a faint horizontal line.

Name: Sam Forsyth  
Position: Treasurer  
Date: 02 March 2023



# Financial Report

**Cheltenham Community Centre Inc | ABN 89 194 090 141**  
**Statement of Profit or Loss and Other Comprehensive Income**  
**For the year ended 31 December 2022**

	Note	2022	2021
		\$	\$
Revenue	3(a)	1,409,300	1,135,109
Other income	3(b)	12,416	4,851
		<b>1,421,716</b>	<b>1,139,960</b>
<b>Expenses</b>			
Advertising and promotion expenses		16,150	8,797
Depreciation and amortisation		9,576	5,146
Employee benefit expenses		932,467	882,718
Grant & program delivery costs		324,684	205,042
Occupancy expenses		24,602	16,594
Office and administration expenses		62,296	71,138
Professional Fees		4,512	4,520
<b>Total expenses</b>		<b>1,374,286</b>	<b>1,193,955</b>
<b>Net Surplus</b>		<b>47,430</b>	<b>(53,995)</b>
Other comprehensive income	3(c)	-	113,850
<b>Total Comprehensive Income</b>		<b>47,430</b>	<b>59,855</b>

## Statement of Financial Position

For the year ended 31 December 2022

	Note	2022 \$	2021 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	4	1,068,945	941,386
Trade and other receivables	5	64,330	77,272
Other assets	6	500	2,099
<b>Total current assets</b>		<b>1,133,775</b>	<b>1,020,757</b>
<b>Non-Current Assets</b>			
Plant and equipment	7	16,247	12,531
<b>Total non-current assets</b>		<b>16,247</b>	<b>12,531</b>
<b>Total assets</b>		<b>1,150,022</b>	<b>1,033,288</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and other payables	8	74,054	39,139
Employee benefits	9	167,545	169,956
Other liabilities	10	124,007	95,626
<b>Total current liabilities</b>		<b>365,606</b>	<b>304,721</b>
<b>Non-Current Liabilities</b>			
Employee benefits	9	26,446	18,027
<b>Total non-current liabilities</b>		<b>26,446</b>	<b>18,027</b>
<b>Total liabilities</b>		<b>392,052</b>	<b>322,748</b>
<b>NET ASSETS</b>		<b>757,970</b>	<b>710,540</b>
<b>EQUITY</b>			
Retained surplus		757,970	710,540
<b>Total Equity</b>		<b>757,970</b>	<b>710,540</b>

Statement of Changes in Equity

For the year ended 31 December 2022

	Retained Surplus \$	Total \$
<b>Balance at 1 January 2021</b>	650,685	650,685
<b>Comprehensive income</b>		
Net surplus for the year	(53,995)	(53,995)
Other comprehensive income for the year	113,850	113,850
<b>Total comprehensive income attributable to members of the entity</b>	<b>59,855</b>	<b>59,855</b>
<b>Balance at 31 December 2021</b>	<b>710,540</b>	<b>710,540</b>
<b>Balance at 1 January 2022</b>	710,540	710,540
<b>Comprehensive income</b>		
Net surplus for the year	47,430	47,430
Other comprehensive income for the year	-	-
<b>Total comprehensive income attributable to members of the entity</b>	<b>47,430</b>	<b>47,430</b>
<b>Balance at 31 December 2022</b>	<b>757,970</b>	<b>757,970</b>

Statement of Cash Flows

For the year ended 31 December 2022

	Note	2022 \$	2021 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts from customers (inclusive of GST)		1,459,439	1,305,737
Interest received		6,910	1,368
Payments to suppliers and employees (inclusive of GST)		(1,325,498)	(1,160,463)
<b>Net cash provided by operating activities</b>	12	<b>140,851</b>	<b>146,643</b>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Payment for property, plant, equipment		(13,292)	(17,677)
<b>Net cash provided by investing activities</b>		<b>(13,292)</b>	<b>(17,677)</b>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>			
Proceeds from / (Repayments of) borrowings		-	-
<b>Net cash used in financing activities</b>		<b>127,560</b>	<b>128,967</b>
Net increase/(decrease) in cash held		127,560	128,967
Cash at beginning of the year		941,386	812,419
Cash at end of the financial year.	4	<b>1,068,945</b>	<b>941,386</b>

## Note 1. Significant Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

### Basis of preparation

These special purpose financial statements have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and the Associations Incorporation Reform Act 2012. The association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

These financial statements have been prepared in accordance with the recognition and measurement requirements specified by the Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') and the disclosure requirements of AASB 101 'Presentation of Financial Statements', AASB 107 'Statement of Cash Flows', AASB 108 'Accounting Policies, Changes in Accounting Estimates and Errors', AASB 1048 'Interpretation of Standards' and AASB 1054 'Australian Additional Disclosures', as appropriate for not-for-profit oriented entities.

### Historical cost convention

The financial statements have been prepared under the historical cost convention.

### Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the incorporated association's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 2.

### Revenue recognition

The incorporated association recognises revenue as follows:

#### Revenue from contracts with customers

Revenue is recognised at an amount that reflects the consideration to which the incorporated association is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the incorporated association: identifies the contract with a customer; identifies the performance obligations in the contract; determines the transaction price which takes into account estimates of variable consideration and the time value of money; allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and recognises revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Variable consideration within the transaction price, if any, reflects concessions provided to the customer such as discounts, rebates and refunds, any potential bonuses receivable from the customer and any other contingent events. Such estimates are determined using either the 'expected value' or 'most likely amount' method. The measurement of variable consideration is subject to a constraining principle whereby revenue will only be recognised to the extent that it is highly probable that a significant reversal in the amount of cumulative revenue recognised will not occur. The measurement constraint continues until the uncertainty associated with the variable consideration is subsequently resolved. Amounts received that are subject to the constraining principle are recognised as a refund liability.

#### Sales revenue

Events, fundraising and raffles are recognised when received or receivable.

### Donations

Donations are recognised at the time the pledge is made.

### Grants

Grant revenue is recognised in profit or loss when the incorporated association satisfies the performance obligations stated within the funding agreements.

If conditions are attached to the grant which must be satisfied before the incorporated association is eligible to retain the contribution, the grant will be recognised in the statement of financial position as a liability until those conditions are satisfied.

### Interest

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

### Other revenue

Other revenue is recognised when it is received or when the right to receive payment is established.

### Volunteer services

The incorporated association has elected not to recognise volunteer services as either revenue or other form of contribution received. As such, any related consumption or capitalisation of such resources received is also not recognised.

### Income Tax

The association is a not-for-profit organisation and a registered charity and accordingly is exempt from income tax under section 50.5 of the Income Tax Assessment Act 1997.

### Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the incorporated association's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the incorporated association's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

### Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

### Trade and other receivables

Other receivables are recognised at amortised cost, less any allowance for expected credit losses.

## Property, Plant and Equipment

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Depreciation is calculated on a straight-line basis to write off the net cost of each item of property, plant and equipment over their expected useful lives as follows:

- Leasehold improvements
- Plant and equipment
- Office furnitures & equipment

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the incorporated association. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

## Employee Benefits

### Short-term employee benefits

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

### Other long-term employee benefits

The liability for annual leave and long service leave not expected to be settled within 12 months of the reporting date are measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds

with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

## Fair value measurement

When an asset or liability, financial or non-financial, is measured at fair value for recognition or disclosure purposes, the fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date; and assumes that the transaction will take place either: in the principal market; or in the absence of a principal market, in the most advantageous market.

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming they act in their economic best interests. For non-financial assets, the fair value measurement is based on its highest and best use. Valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, are used, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

## Goods and Services Tax ('GST') and other similar taxes

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the tax authority is included in other receivables or other payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the tax authority, are presented as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the tax authority.

### **New or amended Accounting Standards and Interpretations adopted**

The incorporated association has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period. There has been no significant impact on the financial statements as a result of adopting these standards.

### **Note 2. Critical accounting judgements, estimates and assumptions**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements, estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below.

### **Estimation of useful lives of assets**

The incorporated association determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

### **Impairment of non-financial assets other than goodwill and other indefinite life intangible assets**

The incorporated association assesses impairment of non-financial assets other than goodwill and other indefinite life intangible assets at each reporting date by evaluating conditions specific to the incorporated association and to the particular asset that may lead to impairment. If an impairment trigger exists, the recoverable amount of the asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which incorporate a number of key estimates and assumptions.

### **Employee benefits provision**

As discussed in note 1, the liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

### Note 3. Revenue

	2022	2021
	\$	\$
<b>a). Revenue</b>		
Revenue consists of the following:		
Adult Education Income	418,245	445,911
Childcare Income	428,130	340,799
Programs Income	184,048	90,774
Soul Café Income	42,935	27,256
General Funding Income	184,153	177,501
Specific Purpose Grants and Income	151,789	52,867
	<b>1,409,300</b>	<b>1,135,109</b>
<b>b). Other Income</b>		
Festivals and Donations	5,506	3,483
Sundry income	6,910	1,368
	<b>12,416</b>	<b>4,851</b>
<b>c). Covid19 Government Package</b>		
JobKeeprPayment - ATO	-	70,450
Cash Boost Funding - ATO	-	-
Small Business Fund - Dept of JPR	-	43,400
	-	<b>113,850</b>

### Note 4. Cash and cash equivalents

	2022	2021
	\$	\$
CURRENT		
Cash at bank	466,361	741,096
Term deposits	602,304	200,000
Petty cash	280	290
	<b>1,068,945</b>	<b>941,386</b>

### Note 5. Trade and other receivables

	2022	2021
	\$	\$
CURRENT		
Trade receivables	64,330	77,272
	<b>64,330</b>	<b>77,272</b>

### Note 6. Other assets

	2022	2021
	\$	\$
CURRENT		
Deposit & Prepayments	500	2,099
	<b>500</b>	<b>2,099</b>

### Note 7. Plant and equipment

	2022	2021
	\$	\$
<b>LEASEHOLD IMPROVEMENTS:</b>		
<b>Leasehold Improvements, Fixtures &amp; Fittings</b>		
At cost	31,933	31,933
Less accumulated depreciation	31,933	31,933
	-	-
<b>PLANT AND EQUIPMENT:</b>		
<b>Plant &amp; Equipment</b>		
At cost	79,715	66,422
Less accumulated depreciation	67,947	60,610
	<b>11,768</b>	<b>5,812</b>
<b>Office Furnitures &amp; Equipment</b>		
At cost	42,530	42,530
Less accumulated depreciation	38,051	35,811
	<b>4,479</b>	<b>6,719</b>
	<b>16,247</b>	<b>12,531</b>



### Note 8. Trade creditors and other payables

	2022	2021
	\$	\$
CURRENT		
Trade creditors	35,865	5,442
GST and payroll-related taxes	25,936	23,154
Superannuation payable	12,253	10,542
	<b>74,054</b>	<b>39,139</b>

### Note 9. Provisions

	2022	2021
	\$	\$
CURRENT		
Employee benefits		
Annual leave	90,001	81,414
Long service leave	77,543	88,542
	167,545	169,956
NON-CURRENT		
Employee benefits		
Long service leave	26,446	18,027
	26,446	18,027
	<b>193,991</b>	<b>187,983</b>

### Note 10. Other liabilities

	2022	2021
	\$	\$
CURRENT		
Income received in advance	65,898	39,129
Deferred grant revenue	58,109	56,497
	<b>124,007</b>	<b>95,626</b>

### Note 11. Auditor's remuneration

During the year the following fees were paid or payable for services provided by the auditor of the Association:

	2022	2021
	\$	\$
<i>Audit services - Kidmans Partners Audit Pty Ltd</i>	3,512	3,000
Audit of the financial statements	3,512	3,000

### Note 12. Cash flow information

	2022	2021
	\$	\$
<b>Reconciliation of Cash Flow from Operations</b>		
Net surplus	47,430	59,855
Non-cash flows in profit		
Depreciation	9,576	5,146
Net (gain)/loss on disposal on property, plant and equipment	-	-
Changes in assets and liabilities		
Receivables	12,942	18,859
Other assets	1,599	4,644
Payables	34,915	12,879
Provisions	6,008	15,468
Other liabilities	28,381	29,793
<b>Net cash provided by operating activities</b>	<b>140,851</b>	<b>146,643</b>

### Note 13. Association details

The registered office of the Incorporated Association is: 8 Chesterville Road, Cheltenham, Victoria 3192, Australia

### Note 14. Events after reporting date

No material events have arisen in the interval between 31 December 2022 and the date of this report.

**INDEPENDENT AUDITOR'S REPORT TO THE BOARD OF GOVERNANCE OF THE  
CHELTENHAM COMMUNITY CENTRE INC.**

**Opinion**

We have audited the financial statements of The Cheltenham Community Centre Inc. (the Association), which comprises the Statement of Financial Position as at 31 December 2022, the Statement of Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year ended on that date, and the notes to the financial statements, including a summary of significant accounting policies and Statement by the Board of Governance.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the entity as at 31 December 2022, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards (AASB's) to the extent described in Note 1, the *Australian Charities and Not-for-Profits Commission Act 2012*.

*Emphasis of Matter*

Without qualification to the opinion expressed above, attention is drawn to the following matter:

1. As is common for associations of this type, it is not practical for the Association to maintain an effective system of internal control over cash transactions, until their entry into the accounting records. Accordingly, our audit in relation to these activities was limited to the amount recorded.

**Basis of Accounting**

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Board of Governance's financial reporting responsibilities under the *Australian Charities and Not-for-Profits Commission Act 2012*. As a result, the financial statements may not be suitable for another purpose.

**Basis for opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report.

We are independent of the Association in accordance with the independence requirements of Australian professional accounting bodies, of the the *Australian Charities and Not-for-Profits Commission Act 2012*. We have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Kidmans Partners Audit Pty Ltd

---

Suite 4, 255 Whitehorse Road, Balwyn,  
Victoria, Australia 3103

Postal Address: P.O. Box 718, Balwyn,  
Victoria, Australia 3103

**Other Information**

Management is responsible for the other information. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and in doing so consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Going concern**

Management's use of the going concern basis of accounting appears to be appropriate and based on the audit evidence obtained, there is no material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern.

**Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or 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.

**Auditor's Responsibilities for the Audit of the Financial Statements**

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

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our 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 Entity's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We 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 control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence and, where applicable, related safeguards.

From the matters communicated with those charged with governance, we determine those matters that were of most significance in the audit of the financial statements of the current period and are therefore the key audit matters. We describe these matters in our auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, we determine that a matter should not be communicated in our report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

**Kidmans Partners Audit Pty Ltd**  
ABN: 46 143 986 841



**John Petridis**  
Director  
Melbourne, 7 March 2023

# Abbreviations

ACFE Adult, Community and Further Education  
AMEP Adult Migrant English Program  
CBCHS Central Bayside Community Health Services  
CCC Cheltenham Community Centre  
DET Department of Education and Training  
DFFH Department of Families, Fairness and Housing  
DHA Department of Home Affairs

EAL English as an Additional Language  
KDNA Kingston & District Netball Association  
MCC Mordialloc Community Centre  
MP Melbourne Polytechnic  
NHVic Neighbourhood Houses Victoria  
NSG NetSetGO  
SCCC Southern Community Church of Christ  
WFH Working from Home



# Supporters

Thank you to our sponsors and supporters in 2022



Australian Government  
 Department of Industry, Science,  
 Energy and Resources  
 Department of Infrastructure, Transport,  
 Regional Development and Communications



Australian Government  
 Department of Home Affairs



Education  
 and Training



Families,  
 Fairness  
 and Housing



Department  
 of Health



Jobs,  
 Precincts  
 and Regions



City of  
 KINGSTON



Bayside  
 CITY COUNCIL



Kingston & Districts  
 Netball Association



Southern Community  
 Church of Christ



Health Metrics™  
 Intelligent Solutions for Health & Social Care

