



SURREY HILLS NEIGHBOURHOOD CENTRE 2021/2022 ANNUAL REPORT

Surrey Hills Neighbourhood Centre Inc.
Phone: 03 9890 2467
E-mail: enquiries@surreyhillssnc.org.au
Web : www.surreyhillssnc.org.au
ABN: 85 629 719 592





FIRSTLY

WHO WE ARE

OUR GUIDING AIMS

The Surrey Hills Neighbourhood Centre provides an inclusive, supportive and caring environment which promotes lifelong learning, personal development and well-being.

SERVICES

To provide a rich range of programs and activities that meet community needs and interests, and provide opportunities for individuals and groups to connect with others in the community and promote social cohesion.

COMMUNITY LEARNING

To be an organisation which promotes life-long learning, personal development and well-being in a culturally diverse community.

PROCESS

To be a trusted and transparent organisation, operating in a responsive and collaborative manner.

CONTENTS

CHAIR'S REPORT	4
.....	
MANAGER'S REPORT	6
.....	
2021/2022 HIGHLIGHTS	9
.....	
HISTORICAL SOCIETY REPORT	11
.....	
TREASURER'S REPORT	12
.....	
AUDITOR'S REPORT	13
.....	
STATEMENT BY THE BOARD	15
.....	
SCHEDULE 1	16
.....	
FINANCIAL REPORT	17
.....	

CHAIR'S REPORT

TIM O'LEARY



There was an expectation in last years' report at the end of financial year, that we would somehow be out of the danger of COVID-19 by Christmas. Most formal restrictions have been eased but the impact continues to be felt by our community in general and to our Neighbourhood Centre activities in particular. People in at-risk groups are naturally reticent at times about mixing in larger groups and venturing out of the home.

Intermittently through the year we had to either cease some things or restrict the numbers that could attend activities. Maintaining community connectedness and friendships has been challenging, but a priority and again staff, volunteers and tutors have responded in innovative and thoughtful ways.

At the Centre staff, tutors and volunteers have extended themselves to create an environment that is as safe as possible for activities and coming together. We have purchased air filters which will effectively filter out both the COVID virus and in addition, minimise flu transmission and micro particles that can impact on those with asthma and other respiratory conditions. Whilst prompted by Covid these measures will help to maintain a healthy indoor environment for the future.

Although the volume of face-to-face participation has been affected, in many ways the bonds between us and between members and each other, have also been deepened and strengthened by these difficult years.

The financial provisions we had made in previous years for contingencies affecting our service and income have been

appreciated, as COVID continues to impact substantially on our attendances and income. We have assumed the Centre will probably fall behind in income by a similar amount in the next year. We have made provision for this. To date, the main impact has been due to COVID issues but it is possible that in the next 12 months the Crossing works may have some impact as the Covid aftermath lessens.

We continue to work with the Crossing Authority, our friends and neighbours and the traders in Union Road to reduce the impact of construction works where possible. We look forward to the new improved station and the removal of the dangerous level crossings. We will work with Boroondara Council to improve and upgrade an even more people friendly Union Road.

“Although the volume of face-to-face participation has been affected, in many ways the bonds between us and between members and each other, have also been deepened and strengthened by these difficult years”

Subsequent to the easing of restrictions, we finally had the opportunity to meet face to face with board and staff members to update our deferred Strategic Plan. It has been heartening to see the enthusiastic contributions to the plan through surveys, face-to-face consultations and informal conversations. With the considerable input from friends and members the updated plan will serve us well as we head into the next 5 years.

We have commenced discussions about improvements and possible expansion to our centre with Boroondara Council and have completed preliminary work for developing the Council Asset Management Plan for SHNC.

It's a tribute to the skills and enthusiasm of our staff, board and volunteers that we were invited to assist Boroondara Council with investigations into fostering neighbourhood activities around Lynden Park.

Local elected representatives, and their offices, have consistently supported us and our objectives in practical ways. We thank Mr Josh Frydenberg, our Federal Member until last May, for many years of support. Due to state electoral boundary changes after the November election Mr Paul Hamer will no longer be our state representative. We thank Paul for his support and invite him to venture across the border to join in our activities in future. We are appreciative of State and Federal Government financial support for pandemic affected businesses.

Our local councillor and Mayor, Cr Jane Addis has continued to be a long-term friend and supporter of the Centre. We have continuing productive relationships with Boroondara Council and staff.

You will be aware that one of our founding members, friend and advocate Bill Chandler died recently. Bill generously gave us over 40 years of active contribution in building and nurturing the positive strengths of our local community and Centre. We miss him and will remember him for at least another 40 years and beyond!

Thanks to our Manager, Ms Ellen Prior, who has again guided us through another difficult COVID year and manoeuvred us through the difficult decisions around health and safety of members, financial prudence and strategic planning all the while spreading good cheer and enthusiasm. The "new" Working From Home (WFH) isn't always easy or trouble free however all staff, tutors and volunteers have

provided outstanding support with an eagerness to adapt creative approaches as needed. Thank you all (and your WFH families).

Thank you to the SHNC board members who have been a deep well of skills, support and goodwill throughout.

Board member, Ms Chris Callahan, has indicated her intention to stand down due to health reasons after this AGM. Chris has contributed much to the Centre over many years both prior to and during her board membership, particularly in the area of Human Resources and staff selection matters.

This makes it the third year in a row that I think I've said "we look forward to some ending of the impact of COVID by Christmas". As a lesson in forecasting it is indeed instructive. It is more likely now that there may be a lessening of impact, but not an ending to public health issues.

The Neighbourhood Centre has shown over the last few years that we can respond to unexpected challenges and adversity with an approach that builds on our community strengths. I've no doubt we can continue to support each other and thrive whatever the circumstances.



Our inaugural Christmas Vibes event was one of the few face-to-face events we'd been able to hold in the two years of COVID-19. It brought the community together to celebrate Christmas at the end of a tough year and was a huge success.

MANAGER'S REPORT

ELLEN PRIOR



As I look out of my window to write this report and reflect on the year that has been, I am struck by the bare trees and how they represent the season Surrey Hills Neighbourhood Centre (SHNC) is in, both literally and metaphorically – Winter.

The continued and cumulative impacts of COVID-19 together with the disruptions of the level crossing removal project, resulted in some activities becoming dormant (e.g. room hire for community gatherings) while others were pruned (levels of participation in activities down on pre-COVID years). We also experienced deep sadness in the passing of one of the Centre's greatest friends, founder William (Bill) Chandler OAM. Bill was a passionate advocate for strong, connected communities and dedicated himself to this end. We are so very grateful to Bill for his many years of faithful service to Surrey Hills and for sharing his interest in people and local news with us. He is missed.

Despite this, much has been achieved and is to be celebrated. We have kept almost all of our classes running throughout

the challenges of COVID and the level crossing removal, thanks to the support of our members and the adaptability of our tutors, and we have continued, at the Centre or online, to act as a support centre for the community that we serve. We were thrilled to welcome people back to our two Surrey Hills Music Festival events, Christmas Vibes in December and the main Music Festival event in February. On both occasions we loved getting together with family, friends and neighbours to enjoy live musical performances, good food and sunshine. What a delight it was to gather in person following extended periods of lockdown and restrictions. Festival Director Emmanuel Cancino and the volunteer steering committee are to be commended for delivering two glorious all-age events. Special thanks are also due to all our fantastic volunteers and invaluable sponsors.



Playgroup visit the Level Crossing Removal Project

“Much has been achieved and is to be celebrated”

Buoyed by the success of these two events, at Boroondara Council's invitation, we took our energy and hospitality to our neighbours in Lynden Ward and hosted a special community day, drawing over 300 people. Funded by a Boroondara Council Community Strengthening Grant and delivered in partnership with Camberwell Petanque Club, a range of family friendly activities were offered including a jumping castle, face painting, games, 30-minute trial classes (Strength Training, Art Class, Children's Yoga and Tai Chi), Devonshire teas and a sausage sizzle. This project extended the Centre's commitment to promoting social connection and community engagement beyond our usual boundaries and was warmly appreciated by the residents surrounding Lynden Park Recreation Reserve.

Even though Winter's conditions can sometimes be tough, it is a great time to plant - especially trees which bear fruit. The SHNC team is to be commended for the introduction of several new programs this year including our reimagined playgroups, Parents with Prams Walking Group, Lego Legends Club and Italian Cooking (to name a few). We also held an International Women's Day Breakfast and Refugee Week Celebration. These memorable events provided opportunity to be nourished by inspiring stories and great food.

In addition to delivering a busy program including regular classes and activities (online during lockdowns), minor works were completed to improve storage in both the Cottage and Chandler Room, a new editorial team was established to oversee the preparation of the Neighbourhood News, and a new Strategic Plan was developed. Furthermore, we maintained our commitment to those experiencing disadvantage by continuing to collect and deliver pantry items to the Asylum Seeker Resource Centre Foodbank, supporting the Music for Refugees initiative and through administering the Power Saving Bonus scheme (for which all households are now eligible: please talk to our reception if you'd like to lodge an application).

None of this would be possible without the hard work of an amazing team. My thanks first to the staff team including Rochelle,

Melanie, Ruth and Chris together with our office volunteers Liz, Mary, Ruth and Victoria. I appreciate the care you take to make the Centre friendly, welcoming and accessible. Special thanks also to Alison Dews. Alison has been a marvellous contributor to the Centre over many years, as a volunteer and sometimes as a staff member; in that time she has built an extensive knowledge of all that we do.

I would also like to thank the Board for their support and good governance, Val White and Sue Pitt for coordinating the distribution of the Neighbourhood News, Sue Barnett for her oversight of the Heritage Collection and Andrew, Charmaine, David and Mark for helping to look after the facilities. My deepest gratitude also to our dedicated team of tutors and group leaders/facilitators, without whom we could not offer such a rich program of activities. Thank you for sharing your skills and interests with our members. Finally, a huge thank you to all our volunteers for your continued support in difficult times. While you are too numerous to list here, it was wonderful to formally acknowledge your contributions at our annual Volunteer Appreciation Event, held this year, in person, during Volunteer Week.



Volunteer Appreciation Drinks

We value the great support that we receive from our local business community, particularly from Bendigo Bank and Ross Hunt Real Estate, from the Level Crossing Removal Project, and from many local traders. Our community's intertwined ecology gives strength to us all.

The Centre also extends its thanks to the City of Boroondara and to the Department of Families, Fairness and Housing (DFFH) for their continued support. Thank you also to our peak body Neighbourhood Houses Victoria, the Network of Inner

OUR PERFORMANCE

East Community Houses and Neighbourhood Houses Boroondara Managers for their ongoing support of our work. Thanks also to Maling Ward Councillor Jane Addis, Lynden Ward Councillor Lisa Hollingsworth, Council officers Caddy Purdy and Katelyn Stanyer from the Department of Community Planning and Development for their time and interest in the Centre. We also appreciate the support of Paul Hamer, Member for Box Hill, and the outgoing Hon Josh Frydenberg MP's Office. We also congratulate Monique Ryan on her election, and we look forward to developing our relationship with her office once she has had time to settle into her role.

Lastly, thank you to the Surrey Hills, Mont Albert and surrounding community members for your patience and understanding with all the changes we have had to make to our course delivery and facility availability during these difficult times. It has been our pleasure to help and support wherever we can. You are always at the heart of all we do at Surrey Hills Neighbourhood Centre.

In every Winter Garden lies a promise, something waits beneath it. While we anticipate this Winter will continue for a little while yet (at least until the level crossing removal project is completed), we look forward to the Surrey Hills Spring and to seeing the Centre flourish and burst forth with new life.



The re-establishment of our playgroups has seen a number of new families join the centre this year.

WHY I VOLUNTEER AT SHNC

"I love being part of this community and giving something back. It's been so great to meet people locally and to feel like I'm making a small difference each week."

- Victoria

Volunteers are the lifeblood of the events we run at the Centre.



Val White was awarded Life Membership for her years of volunteer service to the Centre.

2021/22 HIGHLIGHTS

Christmas Vibes, December 2021



Surrey Hills Music Festival, February 2022

Music Festival Feedback

"It was great to see lots of young talent!"

"Lovely day with great energy"

"So much fun and a great vibe!"

"Great relaxed festival in a lovely setting."



International Womens Day Breakfast, March 2022



"The best thing about the Neighbourhood Centre is the sense of community connection. Whatever your reason for being there, you are guaranteed a warm welcome and a listening ear."

- Gillian

Lynden Park Community Day March 2022



Community Conversations: Refugee week, June 2022

Guest speaker Edita mujKIć Zooming in from Sarajevo



HISTORICAL SOCIETY REPORT

SUE BARNETT

During the last 12 months both the Surrey Hills Historical Society and the volunteer team working with the heritage collection have continued to meet in slightly modified ways as we adjusted to the ongoing challenges of operating with the background of COVID. During the later part of 2021 the historical society meetings were held via Zoom. This resulted in members from other historical groups joining some meetings, but made them less accessible to older members. It was a welcome relief to again be able to meet in person in March. However, sadly a number of older members have not come back to participate in meetings and we lost the last 'foundation' member of the Society with Arthur Tonkin's death in April.

The heritage collection volunteers returned to onsite work at the beginning of the year but have met for shorter individual sessions as a means of limiting crowding in a small space. In both these cases, the challenge going forward will be to rebuild capacity. One step facilitating this has been the recent purchase of key computer equipment items used to research, catalogue and share our history. This was made possible through a successful grant from the Federal government's Strengthening Communities Program - Round 7.

With 3127 crossing two municipalities, we endeavour to contribute to public events in both. This year's Whitehorse Heritage Week runs from 8-15 September around the theme of 'We came to Whitehorse'. Members of the Society will team with members from the Box Hill Historical Society to deliver a cemetery tour on



Historical society volunteers setting up the new computer equipment



Friday 9 September, 10.30am - 12.30pm. Bookings are through <https://www.trybooking.com/events/landing?eid=918386&>. This follows tours held to mark International Women's Day in March and a pioneer tour marking Victoria Day in July.

October is The Royal Historical Society of Victoria's Heritage Month and our speaker on Tuesday 20 October will be Emeritus Professor Graeme Davison (AO). Graeme is well known for his books on urban history. Amongst many roles held, he is a former President of the Australian Historical Association, Chairman of the Heritage Council of Victoria and a Fellow of the Australian Academies of Social Sciences and Humanities. Graeme is also a local resident and his presentation will focus on the Windsor Park Estate. Also, in October we will hold our first Trivia Night with quiz master Graham O'Rourke. Consider forming a table or joining one for a fun night – not all history questions! Bookings are through <https://www.trybooking.com/events/landing/939057>

Finally, an update on progress towards the creation of a shared heritage facility as part of the Canterbury Community Precinct (CCP). As previously reported, this will be located in the former Canterbury Library (currently Playstation Occasional Care). Retrofitting this building is part of Stage 2 of the CCP and will commence as soon as Stage 1 is completed, projected to be October. We have been working closely with members of the Canterbury History Group, with whom we will share this space. However, until such time as the Surrey Hills Historical Society and the collection move some time in 2023, the Society and the volunteer team will continue to meet and be part of the Neighbourhood Centre's program. Volunteers meet on Mondays in the Cerini Room of The Cottage between 10am and 3pm, and continue to catalogue the collection and respond to research enquiries from the public either in person or by email.

TREASURER'S REPORT

DEEPAK BHARADWAJ



I have pleasure presenting the Treasurer's Report for the 2021-22 financial year for Surrey Hills Neighbourhood Centre.

Despite the restrictions to operations since the onset of COVID-19 in March 2020, Surrey Hills Neighbourhood Centre remains in a strong financial position. This has been made possible by the hard work of the Centre Management and staff, Board of Management, and Government support.

As you can see from the financial reports presented to the Board, our overall income increased by \$15,598 (5.29% over last year) due to gains in Grants and Activities income which was slightly offset by decrease in General, Membership and Interest income. On the expenditure side, we saw an increase of \$46,383 (14% over last year) resulting in a Net Operating Loss of -\$53,753 this year. This was due to a decreased revenue in tutor classes, room hire and volunteer classes and increased expenditure in activities and staffing costs. This was anticipated in lieu of the combined consequences of COVID-19 restrictions and Level Crossing removal works in the area, for which the Centre had put in strategies to overcome this expected downturn in a phased manner.

We received our regular funding of \$89,596 from DHHS, and \$60,333 from Boroondara City Council, for which we are ever grateful, however lost on funding received as top up or special grants provided last year like the Vic Business Support Grants, Job keeper Support and the ATO Business Booster Grants, which we either did not qualify for or were discontinued this year. Despite this, the Centre management helped bring down the net loss by cutting down on administration and printing costs, which is remarkable considering the challenges faced by the Centre in 2021-22.

Our net assets decreased by -\$52,547 which is in line with our loss this

year. There were no significant capital purchases made during the year, and the Board passed a resolution to reduce the reported loss by \$5,000 using funds from the reserve set aside for Level Crossing removal. The reserve was set up last year, in anticipation of a gradual decrease in the Centre's income due to this work, as a deliberate strategy to counter this disruption by drawing on this reserve as needed.

As a not-for-profit organisation, our goal is to break even as a minimum, allowing Surrey Hills Neighbourhood Centre to provide affordable activities to its community. A surplus is preferred, as this allows us to invest money back into the Centre, for programs, staffing and equipment. The Board is confident we have a solid foundation in terms of our financial position this year.

I would like to take this opportunity to thank all the Board Members, staff and volunteers at SHNC who have inspired me to be a part of this close-knit community. Thank you all for your steadfast support.

On behalf of the Board, I commend this Financial Report to our members.

***“The Board is confident
we have a solid
foundation in terms
of our financial position
this year”***

AUDITOR'S REPORT



Chartered Accountants
Registered Company Auditors

Director:
A.R Ager CA, BEc
Registered Company Auditor

Assur Pty. Ltd.
PO Box 987
Level 1, 189 Coleman Parade,
Glen Waverley, VIC 3150
ABN. 78 167 481 834
T: +61 (3) 9561 6311
M: +61 419 541 727
F: +61 (3) 9562 5965
E: tony.ager@optusnet.com.au

Authorised Audit Company
No. 453122

Surrey Hills Neighbourhood Centre Inc

Independent Auditor's Report to the Members

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Surrey Hills Neighbourhood Centre Inc (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet as at 30 June 2022, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 30 June 2022 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012.

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 Report section of our report. We are 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 our audit of the financial report in Australia. We have also fulfilled our ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Committee for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Reform Act 2012, the Australian Charities and Not-for-profits Commission Act 2012 and for such internal control as the committee 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, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.



CHARTERED ACCOUNTANTS
AUSTRALIA - NEW ZEALAND

CHARTERED ACCOUNTANTS | REGISTERED COMPANY AUDITORS

Liability limited by a scheme approved under Professional Standards Legislation. ABN: 78 167 481 834

Director:
A.R Ager CA, BEc
Registered Company Auditor

Assur Pty. Ltd.
PO Box 987
Level 1, 189 Coleman Parade,
Glen Waverley, VIC 3150
ABN. 78 167 481 834
T: +61 (3) 9561 6311
M: +61 419 541 727
F: +61 (3) 9562 5965
E: tony.ager@optusnet.com.au

Authorised Audit Company
No. 453122

Surrey Hills Neighbourhood Centre Inc

Independent Auditor's Report to the Members

Auditor's Responsibilities for the Audit of the Financial Report

Our 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 the 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 this financial report.

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 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 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 association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee'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 association'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 report 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 association 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.

We communicate with the committee 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.

Signed on: 17 AUGUST 2022

ASSUR PTY LTD
ASSUR PTY LTD
Authorised Audit Company Number: 453122
Chartered Accountants

Anthony Ager
Anthony Ager
Director, Audit & Assurance
Chartered Accountant

STATEMENT BY THE BOARD

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

STATEMENT BY THE BOARD

In the opinion of the Board of the Surrey Hills Neighbourhood Centre Inc. :

The Board has determined that the Association is not a reporting entity and that the financial statements have been prepared as a special purpose financial report in accordance with the Australian Charities and Not-For-Profits Commission Act 2012.

The Statement of the Financial Performance is drawn up so as to give a true and fair view of the results of the Entity for the year ended 30 June 2022.

The Statement of Financial Position is drawn up so as to give a true and fair view of the state of affairs affairs of the Entity as at 30 June 2022

As at the date of this Statement that there are reasonable grounds to believe that the Entity 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 and is signed for and on behalf of the Board of the Surrey Hills Neighbourhood Centre Inc.



.....

Dated:



Signed:

Dated:

SCHEDULE 1**Regulation 15****FORM 1****Associations Incorporation Reform Act 2012**

Sections 94(2)(b), 97(2)(b) and 100(2)(b)

This form is required to be provided to the members at the AGM with the association's' accounts.

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

We, Timothy O'Leary and Deepak Bharadwaj, being members of the Board of the Surrey Hills Neighbourhood Centre Inc. certify that:

The statements attached to this certificate give a true and fair view of the financial performance and position of the Surrey Hills Neighbourhood Centre Inc. during and at the end of the financial year of the association ending 30 June 2022.



Signed:

Dated:



Signed:

Dated:

FINANCIAL REPORT

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2022

	<u>NOTE:</u>	<u>2022</u>	<u>2021</u>
<u>INCOME</u>			
Grants Received	2	\$ 174,995	\$ 164,926
Activities Income	3	\$ 117,343	\$ 99,006
General Income	4	\$ 8,462	\$ 19,722
Membership Fees		\$ 8,150	\$ 7,944
Interest Income		\$ 1,023	\$ 2,777
		<u>\$ 309,973</u>	<u>\$ 294,375</u>
<u>EXPENDITURE</u>			
Activities Costs	5	\$ 77,763	\$ 57,294
Administration Costs	6	\$ 16,053	\$ 18,972
Audit Fees		\$ 1,500	\$ 1,200
Bank Transaction Fees		\$ 3,175	\$ 2,841
Building Costs	7	\$ 7,496	\$ 6,074
Depreciation - Fixtures & Equipment		\$ 5,242	\$ 6,898
Depreciation - IT Development Costs		\$ -	\$ 2,430
Insurance - General		\$ 2,156	\$ 2,420
Insurance - Worksafe		\$ 2,364	\$ 1,264
Lease Amortisation		\$ 1	\$ 1
Loss on Disposal of Non-Current Assets		\$ -	\$ 3,911
Lynden Park Project Expenses		\$ 9,238	
Printing Course Brochures		\$ 1,851	\$ 3,805
Staffing Costs	8	\$ 232,199	\$ 206,762
Staff Protective Equipment		\$ 245	\$ 248
Utilities		\$ 4,443	\$ 3,223
		<u>\$ 363,726</u>	<u>\$ 317,343</u>
<u>NET OPERATING INCOME FOR YEAR</u>		<u>\$ (53,753)</u>	<u>\$ (22,968)</u>
<u>EXTRAORDINARY INCOME & EXPENSES</u>			
JobKeeper Support Received		\$ -	\$ 89,100
Less JobKeeper Top-Ups Paid		\$ -	\$ (16,889)
Vic Business Support Grants		\$ -	\$ 30,000
ATO Business Booster Received		\$ -	\$ 13,428
<u>NET EXTRAORDINARY INCOME</u>		<u>\$ -</u>	<u>\$ 115,639</u>
<u>OTHER INCOME & EXPENSES</u>			
Music Festival Surplus (Loss)		\$ 419	\$ -
Net Income from Fund Raising Activities		\$ 684	\$ 6,601
Heritage / Local History Projects	9	\$ 103	\$ 772
<u>NET OTHER INCOME</u>		<u>\$ 1,206</u>	<u>\$ 7,373</u>
<u>NET INCOME FOR YEAR</u>		<u>\$ (52,547)</u>	<u>\$ 100,044</u>
Transfer to/(from) Festival Reserve		\$ -	\$ -
Transfer to/(from) Special Projects Reserve		\$ -	\$ 5,714
Transfer to/(from) Level Crossings Removal Reserve		-\$ 5,000	\$ 76,600
<u>NET SURPLUS (LOSS) FOR YEAR</u>		<u>\$ (47,547)</u>	<u>\$ 17,730</u>

SURREY HILLS NEIGHBOURHOOD CENTRE INC.
Charity ABN: 85 629 719 592
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2022

	NOTE:	2022	2021
MEMBERS FUNDS			
Members General Accumulated Funds	10	\$ 207,610	\$ 255,157
Festival Reserve	11	\$ 14,071	\$ 14,071
Special Projects Reserve	12	\$ 18,998	\$ 18,998
Level Crossings Removal Reserve	15	\$ 71,600	\$ 76,600
		\$ 312,279	\$ 364,826
Represented by:			
CURRENT ASSETS			
Bank Accounts		\$ 82,602	\$ 120,603
Petty Cash Float		\$ 600	\$ 600
Cash on Hand		\$ 450	\$ 50
Accounts Receivable		\$ 1,545	\$ 4,037
Other Debtors		\$ 39	\$ 3,201
Prepaid Expenses		\$ 2,976	\$ 3,414
		\$ 88,212	\$ 131,905
INVESTMENTS			
Cash on Deposit		\$ 132,643	\$ 132,146
Term Deposits		\$ 170,686	\$ 170,160
Shares at cost - Bendigo Community Bank		\$ 500	\$ 500
		\$ 303,829	\$ 302,806
FIXED ASSETS			
Fixtures & Equipment at written down value	13	\$ 17,329	\$ 19,255
IT Development Costs at written down value	13	\$ -	\$ -
Premises Lease - Right of Use at written down value	14	\$ 2	\$ 3
		\$ 17,331	\$ 19,258
TOTAL ASSETS		\$ 409,372	\$ 453,969
LESS CURRENT LIABILITIES			
Sundry Creditors		\$ 11,820	\$ 24,148
Peppercorn Lease Liability		\$ 5	\$ 5
Accrued Expenses		\$ 16,223	\$ 14,701
Income Received in Advance		\$ 32,390	\$ 23,594
Festival Funds in Advance		\$ 8,841	\$ 10,105
Grants Received in Advance		\$ 6,147	\$ 2,008
Annual Leave Accrued		\$ 15,346	\$ 9,680
Long Service Leave Accrued		\$ 4,367	\$ 1,691
Time Off In Lieu Accrued		\$ 441	\$ 1,363
Purchased Leave Accrued		\$ 1,513	\$ 1,848
TOTAL LIABILITIES		\$ 97,093	\$ 89,143
NET ASSETS		\$ 312,279	\$ 364,826

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022****Note 1**

The Financial Statements are a special purpose financial report prepared to satisfy the financial reporting requirements of the Associations Incorporated Reform Act 2012 and of the Australian Charities and Not-For-Profits Commission Act 2012.

The Surrey Hills Neighbourhood Centre Inc. is a Tier Two entity for the purposes of the Act. The Board has determined that the association is not a reporting entity.

The financial statement has been prepared in accordance with Australian Accounting Standards where applicable and material to the reporting of the entity.

The Financial statements are prepared on an accruals basis.

The Financial Statements are based on historical cost with no adjustment to reflect changing money values.

No value has been placed on donated goods or services provided to the entity.

Depreciation has been calculated on effective life of assets as determined by the Board.

Annual Leave for staff is valued on annual leave due but not yet taken as at balance date.

Long Service Leave for staff has been accrued based on years of service.

Purchased Leave for staff is valued on purchased leave due but not yet taken as at balance date.

Time Off In Lieu Accrued is valued on time accrued but not yet taken at balance date.

Personal Leave (Sick leave) has not been accrued.

Under rules of mutuality, the entity is exempt from income tax on member's activities.

Peppercorn lease of 155-157 Union Road has been capitalised at cost in accordance with AASB1058-8

The peppercorn lease is amortised evenly over its duration.

(a) Events after the reporting period:

The Board is not aware of any matter or circumstance that may affect the operations of the association nor affect the results as disclosed in the financial statements.

The Board is not aware of any contingent liabilities as at the date of this report that would affect the financial position of the association.

Note 2**Grants Received**

	<u>2022</u>	<u>2021</u>
City of Boroondara	\$ 60,333	\$ 59,150
Dept. of Health & Human Services	\$ 89,596	\$ 86,909
City of Boroondara Strength Training	\$ 15,816	\$ 16,945
Special Projects Grants	\$ 9,250	\$ 1,922
	<u>\$ 174,995</u>	<u>\$ 164,926</u>

Note 3**Activities Income**

Playgroup fees	\$ 2,115	\$ 946
ANZAC Day Service Contributions	\$ -	\$ 941
PSB Fees Received	\$ -	\$ 400
Class Fees	\$ 106,203	\$ 90,851
Volunteer Programmes	\$ 9,025	\$ 5,868
	<u>\$ 117,343</u>	<u>\$ 99,006</u>

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022 - continued**

	<u>2022</u>	<u>2021</u>
Note 4		
General Income		
Net Advertising Revenue - Neighbourhood News	\$ 659	\$ 872
Venue Rental Income	\$ 7,567	\$ 18,636
Other Income	\$ 17	\$ -
Donation Income	\$ 142	\$ 137
Dividend income	\$ 77	\$ 77
	<u>\$ 8,462</u>	<u>\$ 19,722</u>
Note 5		
Activities Costs		
Centre Activities Expenses	\$ -	\$ -
Miscellaneous Expenses	\$ -	\$ -
ANZAC Day Service Expenses	\$ -	\$ 917
Playgroup Expenses	\$ 23	\$ 11
Tutor Expenses	\$ 73,711	\$ 55,247
Volunteer Led Program Expenses	\$ 4,029	\$ 1,119
	<u>\$ 77,763</u>	<u>\$ 57,294</u>
Note 6		
Administration Costs		
AGM, Committee and Registration Expenses	\$ 473	\$ 1,827
IT Expenses	\$ 6,293	\$ 6,642
Equipment Maintenance	\$ -	\$ -
Office Supplies, Postage and Delivery costs	\$ 1,167	\$ 1,677
Subscriptions	\$ 1,537	\$ 1,108
Telephone	\$ 4,467	\$ 5,042
Gifts	\$ 630	\$ 695
Staff Recruitment Costs	\$ -	\$ 1,040
Training and Conferences	\$ 1,486	\$ 941
	<u>\$ 16,053</u>	<u>\$ 18,972</u>
Note 7		
Building Costs		
Cleaning	\$ 6,417	\$ 4,635
Maintenance	\$ 316	\$ -
Security & Caretaker Costs	\$ 763	\$ 1,439
	<u>\$ 7,496</u>	<u>\$ 6,074</u>

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022 - continued****Note 8****Staffing Costs**

	<u>2022</u>	<u>2021</u>
Salaries	\$ 208,835	\$ 184,697
Superannuation	\$ 20,029	\$ 19,151
Portable Long Service Leave Contributions	\$ 3,335	\$ 2,914
	<u>\$ 232,199</u>	<u>\$ 206,762</u>

Note 9**Heritage / Local History Projects -**

Donations and Revenue Received	\$ 198	\$ 1,073
Expenditure	\$ (95)	\$ (301)
Special Project Expenditure	\$ -	\$ -
Transfer from Heritage Grant Received	\$ -	\$ -
Net Surplus (Loss) on Heritage Projects	<u>\$ 103</u>	<u>\$ 772</u>

Note 10**Members Accumulated Funds**

Opening Balance	\$ 255,157	\$ 237,427
Add Surplus for year	-\$ 47,547	\$ 17,730
	<u>\$ 207,610</u>	<u>\$ 255,157</u>

Note 11**Festival Reserve**

Opening Balance	\$ 14,071	\$ 14,071
Transfer to/(from) Current Year Music Festival surplus	\$ -	\$ -
Less Expenditure on long term benefits to Festival	\$ -	\$ -
Closing Balance	<u>\$ 14,071</u>	<u>\$ 14,071</u>

Note 12**Special Projects Reserve**

Opening Balance	\$ 18,998	\$ 13,284
Transfer from Current Year Festival surplus	\$ -	\$ 5,714
Expenditure offset against Reserve	\$ -	\$ -
Closing Balance	<u>\$ 18,998</u>	<u>\$ 18,998</u>

Note 13**Fixed Assets:****Fixtures & Equipment at written down value:**

Cost at start of year	\$ 49,092	\$ 110,022
Additions during year	\$ 3,316	\$ 4,461
Write off cost of fully depreciated items	\$ -	\$ (65,391)
Cost at end of year	<u>\$ 52,408</u>	<u>\$ 49,092</u>
Less Accumulated Depreciation	<u>\$ 35,079</u>	<u>\$ 29,837</u>
Written Down Value	<u>\$ 17,329</u>	<u>\$ 19,255</u>

IT Development Costs:

Cost at start of year	\$	-	\$	16,882
Additions during year	\$	-	\$	1,707
Cost at end of year	\$	-	\$	18,589
Less Accumulated Depreciation	\$	-	\$	18,589
Written Down Value	\$	-	\$	-

The development of the Centre's website and IT back office reporting system was developed over a number of years. The benefit of the upgrade has been utilised over more than one year, the cost of the project has been written off over 4 years.

Note 14**Premises Lease - Right of Use:**

Peppercorn Lease at Cost		\$5	\$5
Less Accumulated Amortisation		\$3	\$2
Written Down Value	\$	2	\$ 3

This lease is a five-year Community Services Lease granted by the Boroondara City Council for the five years from 1 July 2019 to 30 June 2024. The premises leased are those at 155-157 Union Road, Surrey Hills. This lease runs for three more years at a rental of \$1 per year including GST, and is for a community facility for the provision of Neighbourhood House activities. Boroondara City Council have assessed the current market rental value of the premises to be \$36,400 per annum plus GST.

Note 15**Level Crossings Removal Reserve:**

Reserve Balance B/fwd	\$	76,600	\$	-
Transfer from Current Year Income	-\$	5,000	\$	76,600
Closing Balance:	\$	71,600	\$	76,600

This reserve has been created to provide financial support for the Centre through the duration of the removal of level crossings located on Union and Mont Albert roads.

STATEMENT OF CASH FLOWS

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2022

	<u>2022</u>	<u>2021</u>
Cash Flows from Operating Activities		
Net Surplus excluding Investment Income per Statement of Financial Performance	-\$ 48,570	\$ 14,953
Adjustments to reconcile Net income to Net Cash provided by Operations:		
Increase/(Decrease) in Accounts Receivable	\$ 2,492	\$ (2,849)
Prepaid Expenses	\$ 439	\$ (132)
Festival Funds Received in Advance	\$ (1,264)	\$ (5,740)
Increase in Accrued Expenses	\$ 1,522	\$ 1,608
Increase in Income in Advance	\$ 8,795	\$ 2,789
Increase/(Decrease) in Grants Received in Advance	\$ 4,139	\$ (942)
Increase in Lease Liability	\$ -	\$ -
Increase/(Decrease) in Annual Leave Accrual	\$ 5,667	\$ (6,961)
Increase/(Decrease) in Long service Leave Accrued	\$ 2,676	\$ (8,488)
Increase in Purchased Leave Accrued	\$ (334)	\$ (540)
Increase in TOIL Accrued	\$ (922)	\$ 1,363
Other Debtors	\$ 3,163	\$ 8,861
Other Creditors	\$ (280)	\$ -
Payroll Superannuation Payable	\$ -	\$ -
Payroll PAYG Payable	\$ (13,006)	\$ 14,446
GST Payable	\$ 297	\$ 3,758
Depreciation & Amortisation	\$ 5,243	\$ 9,329
Loss on Disposal of Non-Current Assets before Insurance Proceeds	\$ -	\$ 7,967
Credit Card Debt	\$ 658	\$ (732)
Net Cash provided by Operating Activities	\$ (29,285)	\$ 38,690
Cash Flows from Investing Activities		
Interest Income	\$ 1,023	\$ 2,777
Purchases of Plant & Equipment	-\$ 3,316	-\$ 6,168
Peppercorn Lease Established	\$ -	\$ -
Net Cash from Investing Activities	\$ (2,293)	\$ (3,391)
Cash Flows from Financing Activities		
Transfers to Reserves	-\$ 5,000	\$ 82,277
Net Increase (Decrease) in cash and cash equivalents	\$ (36,578)	\$ 117,576
Cash and cash equivalents at beginning of year	\$ 423,559	\$ 305,983
Cash and cash equivalents at end of year	\$ 386,981	\$ 423,559



THANK YOU TO OUR PARTNERS

The Surrey Hills Neighbourhood Centre relies on and receives very generous financial and in-kind support from many organisations and businesses.

Surrey Hills Neighbourhood Centre
157 Union Road, Surrey Hills, Vic, 3127
Website: <https://www.surreyhillsnc.org.au>
Phone: (03) 9890 2467
Email: enquiries@surreyhillsnc.org.au