

NEWPORT COMMUNITY EDUCATION CENTRE

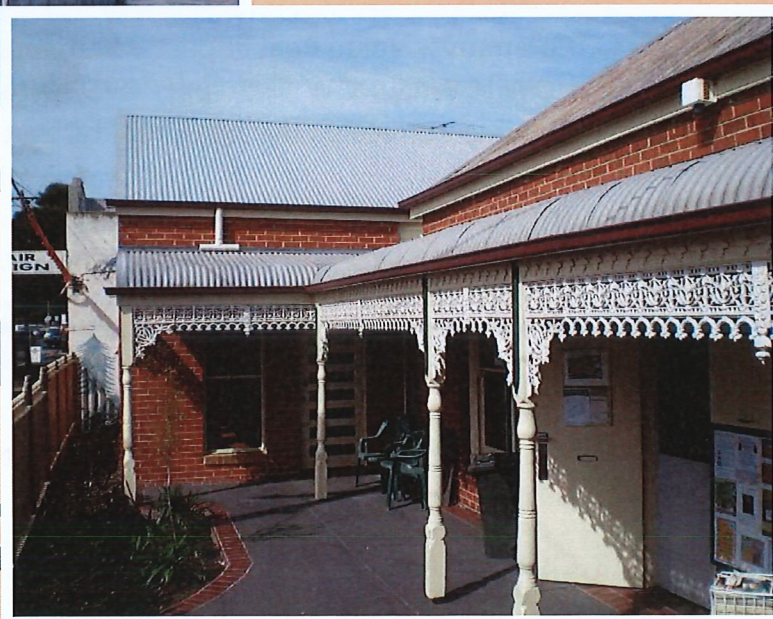
OUTLETS CO-OP NEIGHBOURHOOD HOUSE LTD

43 Mason Street, Newport 3015

outlets@outletsco-op.com.au

www.outletsco-op.com.au

48th Annual Report 2022-2023





Outlets opens up its doors

Outlets, at 43 Mason Street in Newport, went into operation earlier this month, offering the community activities ranging from china painting to home handyman skills.

Outlets is Williamstown's first neighborhood recreation centre.

Activities available at the centre are—
MONDAY: 10 a.m. basic crochets. A play group for children is also provided.
TUESDAY: 10 a.m. morning coffee discussion group; 1 p.m. crochets class.
WEDNESDAY: 9.30 a.m. china painting; 1.30 p.m. Home handyman skills.
THURSDAY: 10 a.m. craftwork, including batik and tie-dyeing.
 Child minding facilities are available each day at the centre. Evening activities planned so far include a book discussion group, at 8 p.m. on the third Wednesday of each month, and basic ballroom dancing, which is still to be arranged.
 Fridays at the centre will be open days — anyone will be able to drop in for coffee and talk.
 Sue Gould, member of the Outlets cooperative, said yesterday the centre

is still anxious for people throughout the community to help manage the house and its activities.

"This is a project designed to involve the whole family," she said.

"Anyone, male or female, who can pass on basic skills or crafts is needed urgently."

Enquiries on any aspect of Outlets should go to Sue on 391 7413 or Rosemary on 397 6013.



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OUTLETS CO-OPERATIVE NEIGHBOURHOOD HOUSE LIMITED
Newport Community Education Centre
43 Mason Street, NEWPORT
48th Annual General Meeting

25th October 2023 Wednesday

Commencing 1:pm

AGENDA

Outlets Co-op Neighbourhood House LTD acknowledges being on the land of the Bun Wurrung and to the traditional owners and the custodians of country throughout Australia and their continuing connection to land, water and community. We pay our respect to them and their cultures, elders, past present and emerging.

WELCOME:

APOLOGIES: (House Member=HM) (Auspice=Au)(CoM=Committee of Mgt)

Denis Henstridge=CoM, Lia Framstad=HM, Noel Dyson HA/A, Carol Adamcewicz=HM, Cathy Coloca Std,

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING – 26th October 2022 (47th AGM) (page 4)

REPORT FROM THE CHAIR presented by Janine Fisher

TREASURERS REPORT

- Financial Reports – Income and Expenditure 2022/2023
- Acknowledge Government Bodies/Departments for continued support in funding.
- To Appoint Auditor/Accountants for 2022-2023 –?... Chartered Accountants M: Sec:

CHILDCARE REPORT –

- Child Care Statistics and utilisation

CEO REPORT- Therese McKenney

- Business as usual – changing the delivery of services, responding to the needs of the community and our associates.
- Staff PD's – Webinars, Forums
- Outlets networking and involvement in the wider community – Hybrid Meeting: Zoom, MSTeams, WebEx and Podcasts
- Emergency Relief (ER) – 2022 - 2023

Move that ALL reports be accepted: M: Sec:

DIRECTORS

Director Vacancies - (3)

(refer to Auditors Report – Director Listing - page 1)

Succession planning essential - We do call for EOI for Committee positions

- Nominations – Tabled Nomination form
-

Call for Expression of Interest (EOI) to become a House Member and/or join board.

- *House Members supports the functioning of the Centre. Have the authority to vote at Annual General Meetings and Special Meetings. May be invited to become a Director, can be Nominated to be a Director.*
- *Directors and House Members are crucial for the Centre to function as per Co-operative Models Rules non-trading, members are required.*
- *For the sustainability and legal functioning of the Centre a Board of 6 is required as per Co-operative Model Rules. For your consideration to be part of the Board please make an appointment with CEO/Co-ordinator (Therese) in Office*

BUSINESS: Volunteers/Volunteering

- Outlets NCEC requires a Board of Volunteers to form a Committee of Management as per Co-operative Act/Regulations.
- Being on the Committee is an opportunity to work in a team in your local community, to learn about your community, to build networks and connect your community. Also on the Committee is Self-education, maintaining life-long skills, or to gain higher education and knowledge a possible step to a career change. Being on a Committee is as good as you make it – let's make it a vibrant community.

MEETING CLOSE:

OUTLETS CO-OPERATIVE NEIGHBOURHOOD HOUSE LIMITED
Newport Community Education Centre
43 Mason Street, NEWPORT
47th Annual General Meeting

26th October 2022 Thursday
Commencing 1:35pm

MINUTES

Outlets Co-op Neighbourhood House LTD acknowledges the traditional owners and custodians of country throughout Australia and their continuing connection to land, water, and community. We pay our respect to them and their cultures and elders past, present and emerging.

WELCOME: Sandy Joffe-NWW, Meg Wolk, Rhonda Collins-Latitudes, Alan Davies-NFFC, Ingrid Dodd-FoNL, Keiken Munzner, Noel Dyson-HHBUGs, Duyen Ngo, Sharmeen Naeem, Janine Fisher, Theres McKenney

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING – 28th October 2021 (46th AGM)

M: SJ 2nd: JF

REPORT FROM THE CHAIR presented by Janine Fisher

TREASURERS REPORT

- Financial Reports – Income and Expenditure 2020/2021
- Acknowledge Government Bodies/Departments for continued support in funding.
- To Appoint Auditor/Accountants for 2021-2022 – Boyar Partners Chartered Accountants

M: MW Sec: JD

CHILDCARE REPORT – read by TMc

CEO REPORT- Therese McKenney

- Business as usual – changing the delivery of services, responding to the needs of the community and our associates.
- Outlets networking and involvement in the wider community and continued fumbling of –Zoom, MStTeams, WebEx
- Emergency Relief (ER) – 2021 - 2022

Move that ALL reports be accepted: M:JF Sec: RC

DIRECTORS Director Vacancies - (3) Succession planning essential. (refer to Auditors Report – Director Listing - page 1)

We do call for EOI for Committee positions

- **Nominations – Meg Wolk - Accepted M: MB 2nd:TMc**
- Call for Expression of Interest (EOI) to become a House Member and/or join board.

General Business open to the Floor:

FoNL – Friends of Newport Lakes -Acknowledged Outlets Co-op NH support with Auspicing them thus enabling FoNL to submit applications for projects and gaining wider funding opportunities.

2023 – Whats forecasted:

Cooking NEST program delivered by Oz Harvest

MEETING CLOSE: 2:32pm

Chairperson's Report 2022-2023

Janine Fisher

Good afternoon and Welcome to the 48th Annual General Meeting of Outlets Co-Operative Neighborhood House Ltd t/a Newport Community Education Centre.

Before I begin- I would like to Acknowledge the Traditional Owners, Outlets Co-Op Neighborhood House LTD acknowledges being on the land of the Bun Wurrung and to the traditional owners and the custodians of country throughout Australia and their continuing connection to land, water and community. We pay our respect to them and their cultures, elders, past, present, and emerging.

Wow it has been another wonderful year and with Covid-19 now over, Outlets has once again been able to operate under the new norm with Covid-19 protocol in place with sanitizing signage and the option and acceptance of masks.

I must say how immensely proud of my Outlets team and how they met the challenges thrown up by the Covid 19 Pandemic, including Therese working from home for part of each week and having to close temporarily after becoming an exposure site. Not only have Therese and the team managed to keep Outlets operating, but they have also done so with good spirits and a positive determination and have kept the financial situation under control. I thank them and congratulate them for their amazing effort.

Just recently Outlets lost their Auditor of 20 years Joe Boyer who passed away, he will be sorely missed but we welcome our new Auditor Rajesh Sethi of SRC Consulting Group welcome to Outlets Rajesh.

Therese will cover operational details in her comprehensive report, so I will leave that to her.

The Board has again been mostly restricted to electronic communications with occasional small meetings. Therese has kept us informed of the measures taken to keep some programs in place and of the financial impacts of operating in a Covid environment.

Outlets needs new Members to strengthen and guide the Committee to move forward with innovative ideas, inspiration, and community involvement so that people will come flocking back to Outlets and will show their appreciation for what it brings to the community by joining the Board of Directors. If you want to join our committee and help this little house called Outlets, come alive again with fun and laughter.

I offer my sincerest thanks and appreciation to my fellow Directors, Joan, Denis, and to Therese in the office, Sharmeen our Nominated Supervisor and Duyen our Child-care Educator and to all our other staff, tutors and volunteers, thank you for working together, even working from home, to make Outlets such a welcoming, warm, secure and safe environment to spend time in, despite the restrictions we have had to endure.

Janine Fisher

Chairperson

October 2023



OUTLETS CO-OPERATIVE LIMITED

2022-2023 OPERATIONS TEAMS

Management Committee:

Chair	Janine Fisher
Secretary/Public Officer	Therese McKenney (Independent Director)
Director	Denis Henstridge
Director	Joan Shephard
Director	Meg Wolk
Director x 3 vacancies	
Treasurer- PO/Bookkeeper:	Therese McKenney

STAFF:

Co-ordinator/CEO	Therese McKenney
Administration Support	Keiken Munzner
Education Facilitator/Teacher	Jeremy Driver
Art Facilitator/Teacher	Meg Wolk
Childcare Educator- Nom Supervisor	Sharmeen Naeem (<i>Diploma in Early Childhood Education and Care</i>)
Childcare Educator – Day2Day	Duyen Thi Nhu Ngo (<i>Diploma in Early Childhood Education and Care</i>)
Childcare (Casual)	Melissa Prout (<i>Diploma in Early Childhood Education and Care</i>)
Childcare (Placement & Casual)	Ishita Mandel (<i>Certificate 3 in Early Childhood Education and Care-trainee</i>)
Childcare Educator (<i>Casual</i>)	Holly Yacoub (<i>Diploma in Early Childhood Education and Care</i>)

VOLUNTEERS:

We still had to continue the directions from Chief Health Officer (CHO) regarding volunteers being unable to participate unless required vaccinations had been taken and certificate submitted to centre. Outlets acknowledges the many hours given by our Volunteers in our community, being a Volunteer is a two-way process.

The Volunteers gain invaluable work experience, job satisfaction and strong community engagement. Outlets gains immense support from these people and is proud to have their assistance to make us a stronger unit in the community.

Volunteers:

Debbie Middleton
Marion Forsyth
David Bonavia
Yen Tran

Department:

Childcare
Childcare – Senior Volunteer -background of OSHC Cert3
Class Support – IT
Emergency Relief assistance, House cleaning

Student Placements:

- Ishita Mandel –studying Certificate 3 in Early Childhood Education and Care

Outlets also wish to acknowledge the support of the following for their continual assistance and funding:

City of Hobsons Bay - (HBCC)

Dept of Family, Fairness and Housing (DFFH) – Neighbourhood House Co-ordination Program

Dept of Education and Training (DET) - (Federal) – Community Child Care Fund-Restricted (CCCFR)

Dept of Education and Training (DET)-(State) **Learn Local-Adult Further Community Education (LLAcfe)**

Alan Davies – Creating our Website and Website assistance.

NAIKO – IT and Computer support. A BIG thank you to Naiko for our IT support and requirements!

Donations:

Anglican Parish of Altona/Laverton (St Eanswythe's, Altona) - Donation towards our ER

Rotary Club of Altona – Donation towards ER

Co-ordinators Report

CEO -Therese McKenney

2022 still proved hard with the coming out of CoVid, learning now to manage and live with this looming threat. Classes suffered, Centre trying to reconnect the community and assuring them it's safe, the centre to remain diligent. We all adapted to mask wearing and now when someone is wearing a mask no questions asked, Staff if ill will return to work and to keep safe wear a mask till THEY if comfortable not to.

We still work toward minimising cross contamination and sanitise places commonly touched, Hand sanitisers still readily available and Air filters working and being maintained.

As this financial year has transpired and we move through our 50years from an "idea' towards our Anniversary the concept of why Outlets is here and also the how Outlets adapts, though I will say that ALL Neighbourhood House and Community Centres adapts to its community and each one is individual in its outlook or focus.

Through this report I have a couple of Newspaper clips, it gives you a taste of **WHAT and WHY Outlets is from 50 years.**

***Thank you to Dame Margaret Guilfoyle Senator and held the Office of Childcare in Parliament. Outlets came to life.**

Some significant programs a highlight to our year:

HBCC Hobsons Bay City Council put on a Volunteer Expo at the new Council.

We were happy with our booklet and information we had for a display for EOI Volunteers. We received several calls and a great candidate David B and he was with us for approx. 4-5months as he pondered what employment he wanted to follow. He assisted as Classroom support and partook in some training classes we held here. David gained confidence and looking at different approaches to employment. We knew he would move on though thought he would stick around for a while longer; we are happy with the outcome for David and prove what we do is right.

NEST Program- Oz harvest delivered an 8week course in Nutrition Education and Skills Training-NEST.

It was easy together 12 students and more start coming along after the word got out. We were told HBCC had funded Harvest to deliver to Centres offer Emergency Relief – we thank Oz Harvest and HBCC.

Safe Food Handlers Certificate – we delivered this Accredited course here in Newport after an Auspiced group was looking at raising funds at its Anderson St-Playstreet. Outlets hold a Streetrader Certificate, and I mentioned do a sausage sizzle at Playstreet – requirement a Food handlers Certificate. The members in this Street basically all put up their hand to do. This gave the opportunity to open to a wider community, businesses-Newport Traders Assoc. and 3 of my staff/volunteer. Outlets engaged RTO Laverton Community Education Centre to deliver – all happy very successful.

Hobsons Bay Traders Associations in partnership with Hobsons Bay put on and hosted an International Women's Traders Evening in NEWPORT at Lil Gingers. This was a ticketed event, and the proceeds were nominated to a nfp organisation. I was honoured to learn that Outlets Newport was to be the recipient of the IWD ticket proceeds 'to support women/families in crisis and transition to support Childcare costs incurred. Received \$730

Outlets Auspices, Advocates and mentors to groups and/or organisations.

This year saw many groups close their doors, fold and wind up. Each group is different depending on their status.

After 20years I assisted the Windup of the Hellenic Hobsons Bay Women Club Assoc. Aphrodite was so gracious and the women enjoyed every moment till their last session. The women have moved onto other Greek groups and social connection continues.

It was quite interesting 'wind up' this group as I was successful with funding till 2025 with Multicultural Seniors-VMC so to contact the department saying we don't want these \$'s is really quite daunting; no department really wants to hear this as they don't know where to put it back. With Consumer Affairs and VMC this was about a 3-4month process – all completed, and life goes on.

The Williamstown and Surrounding District Greek Elderly Club Assoc. (WDGEC)

Have regrouped with face to face biweekly meeting at the Newport Hub and I stayed in constant communication with these groups and for their well-being assisted them to gain the confidence and knowledge to regroup and slowly rebuild their community standing.

New Staffing

We welcomed Keiken Munzner to our staffing in Administration and Melissa Prout to our Childcare department.

Again it takes time to learn the working of a Neighbourhood House both a proving well in this ever changing environment.

Keeping in Contact.

The phone and emails were/are mainly our contact with patrons, committee.

With our networks and reporting depts, Government we maintained meeting by Zoom, MSTEams, SKYPE, WebEx
Going forward online meetings are more functional for attendance, this is something to keep plus working from home.

Upskilling and Professional Development – Child Care department

Through the 12 months staff have engaged in many Professional Development opportunities.

- **Quality & Safety ‘Stage 2’ in Childrens Services (C’wealth)**– delivered by ACECQA (Australian Childrens Education & Care Quality Authority) Myself, Duyen and Sharmeen – an 8 week course by zoom this was an intense course encompassing Safety and supervision, Self-assessment and quality improvement-QiP, and Staff roles, responsibilities, obligations. These were well presented and open. We engaged with associates across Australia (our 7 states, 1 Territory) and in remote townships in Darwin, WA, Nth Qld and Tasmania. To learn of restraints from other services due to limited funds and lack of/or non-accessible education within/for family units. We all were very proud of our service and this re-affirmed we are on the right track and our infrastructure as per Quality and Safety are in line with standards – National and State
- Victorian Childrens Services Regulations – implementation of Child Safe Standards (Vic) acknowledging Cultural Safety and the National Principals for Child Safe Organisations, Childrens Regulations (Vic) aligning them to the National Quality Framework (NQF)
- DET(Vic) – Child Safety Standards (Vic) preparation for 1 July 2022 implementation.
- Inclusion Support Program - Inclusion Development strategies

Partners and Connections

Hobsons Bay Co-ordinators/Managers Meeting: We met continued to meet by zoom and did finally get a Face-to-face meeting in this year.

Sunshine Hospital Rehabilitation unit – continuing our communication regarding a collaboration in programs, engaging their patients in the immediate Western region and Hobsons Bay for stroke clients though also open to other clients of needs. This again is still being impacted with the CoVid restriction put in place with the health units and Hospital.

Newport Traders Association – meetings monthly at local cafes. 2022-2023 and we have commenced a new marketing program with greater promotion for our Traders in 2022-2023. Outlets holds position on Board as VP/Secretary for the Association. Outlets offers in kind support to governance and Association administration also to host Exec meetings

Volunteering –being part of our community:

I continued my commitment as part of the Rotary Club Altona

The networking of community services and Rotary works well together. Many projects, undertaken by our local Rotary clubs, crosses over our path of community services, mental health etc, and our network make their projects stronger. WERN-Western Emergency Resource Network, Breakfast in Schools- Altona College P-12, Hobsons Bay Rotary Altona Art Show - contributions to Latitudes - community projects - youth leadership programs in local schools
I thank the committee for supporting my commitment to Rotary and understanding its importance to me.

I thank all my Committee of Management each one of our Director’s brings specific skills to Outlets.

We are all very proud of them and that they give their time voluntary to be “our” Committee of Management. I also thank the Committee for encouraging me and supporting me in my wider voluntary works in the community.

Outlets again focuses on benchmarking, our transitional childcare delivery, Early Years Framework and the future, following our 5 year Business framework, strategic planning for the Childcare dept sustainability which was to end in 2023 we are happy to have learned this has been **extended to 2025. Thank you to DET-CCCFR Commonwealth**

Once more every year, I must reinforce to everyone that the flexibility of a centre like ours is at its foremost, all my staff, tutors and volunteers hold this very special attribution, that’s what makes us Outlets!!!

I welcome NEW interested persons to meet with myself to start the conversation for future delivery and audiences. We are ALL looking forward to 2024.

Within this report acknowledges our volunteers and supporters that Outlets Co-operative Neighbourhood House Ltd receives.



International Women Day at Lil Gingers 2022



MARY BURBIDGE



Outlets Co-operative Neighbourhood House

Mary's long history of intellectual, creative and hands on service in her community has spanned from her work as a doctor, councillor, author, choir singer, board member and disability advocate.

She also has provided incredible leadership in Newport through her volunteer work at Outlets Co-operative Neighbourhood House and help in creating Newport's Lakes for a rubbish tip.

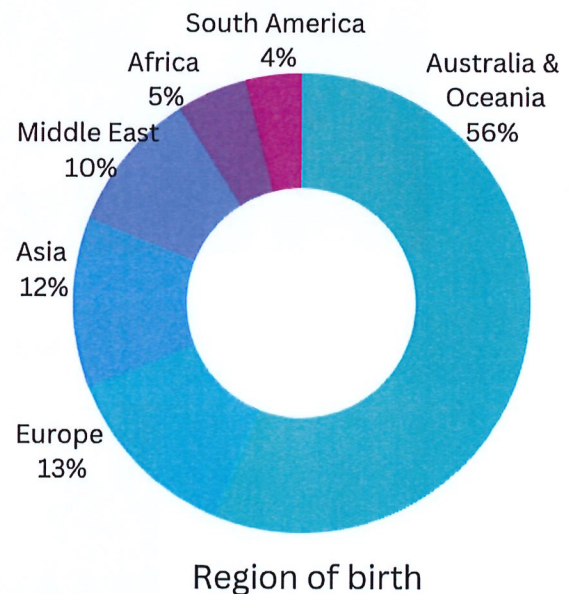
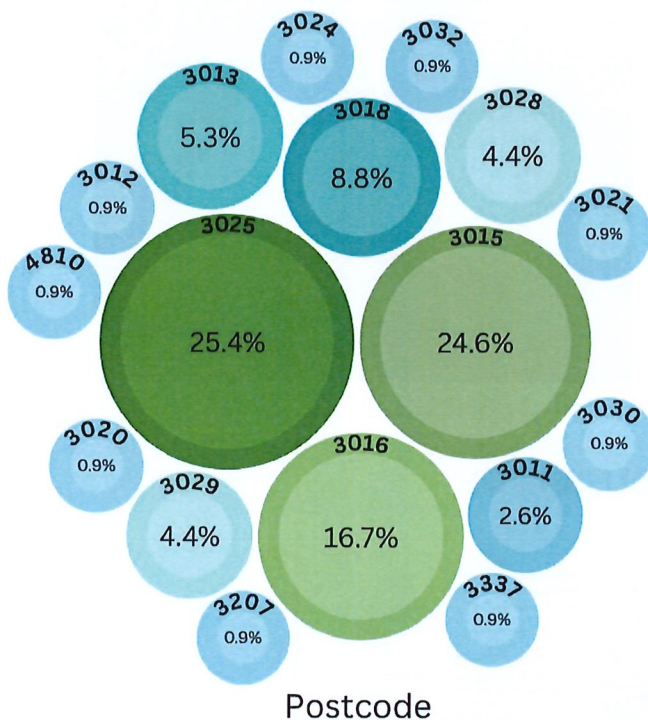
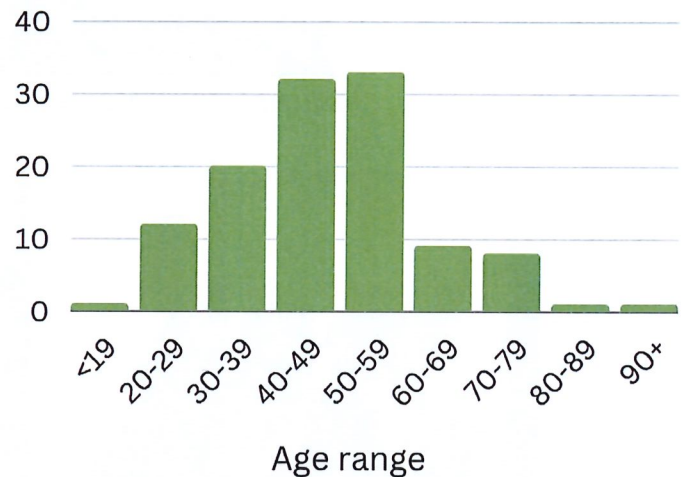
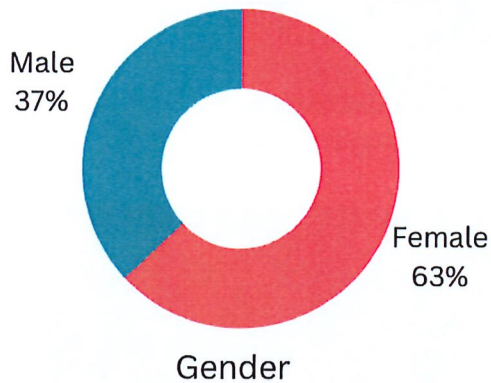
She is a formidable force for good in the world, and her lifelong work a inspiration to everyone in Hobsons Bay. Truly amazing.



Outlets Newport Emergency Relief clients Demographic profile 2022-2023



Total of
179 clients



Produce -Received/Delivered 2022-2023 (following Vic School Terms 41weeks)

Donated:

- | | |
|---|--------------------|
| • Oz Harvest -weekly Fresh and Frozen Produce | 3,323.48 Kilograms |
| • Bakers Delight – Bread | 615.00 Loaves |
| • Laverton Integrated Services – Frozen Meals | 1,435.00 Pre-made |

Purchases:

Myki Day passes	\$250.00
Pantry Can goods– Heinz	\$400.00

Stakeholders and Donors:

- Oz Harvest / Fresh Produce (delivered every Wednesday between 8:30-9:30am)
- Williamstown, Bakers Delight / Bread Loafs (Collection every Wednesday 7:00-8:00)
- Laverton Community Integrated Services / Frozen Meals (**STOPPED June 2023**)
- Vinh Hau – Kein Fat Importer Exporter, Chambers Rd Altona North – Noodles (Rotary Altona)
- Community Donations / Pantry Goods
- Goods360 – Women's Apparel and Footwear and personal hygiene products
- Share The Dignity / Sanitary Items
- Knit One Give One / Knitted Scarves & Beanies
- Altona Early Years Learning Hub / Nappies
- Heinz Discount Pantry – Altona (low priced-purchased by donated monies*gifted))
- Altona Rotary / Pantry Items plus Donation \$400 gifted*
- St Eanswythes – Altona Donation \$1000*
- Lions Club of Williamstown - Hygiene Packs – Pinchapoo.org.au
- We also thank our local community for their kind donations in our relief donation box.

Community was able to access fresh produce and pantry, personal hygiene/sanitary items, Nappies, blankets



Newport Support Services –

2022 Tax help resumed and bookings directly through ATO.

Power Bonus Scheme PSB3/4

Drop In assistance, Form assistance/utilities assistance and access to resources, though limited available and resumed in 2022.

SPG – Sick Apy Guarantee (Pilot) commencing August 2023

OUTLETS CO- OPERATIVE NEIGHBOURHOOD HOUSE

Real Impact. Real Value.

INCOME \$263,655

VALUE \$586,135

This figure includes the value of:

Improved quality of life through social connection:
\$146,933

Volunteer contributions: \$43,440

Emergency relief provided: \$134,279

Services provided: \$40,959

Adult Community Education: \$166,304

Early childhood education and care: \$46,631

Emergency relief value includes:

- Food and groceries: \$119,759
- Public transport cards: \$120
 - Clothing: \$3,000
- Personal care & hygiene items: \$11,400

Services value includes:

- Computer/internet usage: \$576
- Facilities use or hire: \$8,640
 - Tax Help: \$600
- Auspicing other organisations: \$7,590
- Community lunch, frozen or other meals:
\$21,600
- Fee for service activities: \$9,543

This community value equates to:

\$2.22 for every \$1 of income

\$6.46 for every \$1
of Neighbourhood House Coordination Program
funding

Over \$238.27 for every hour the neighbourhood
house is in use

Employment value

4.4 FTE jobs

including 3.2 direct and 1.2 indirect
Full Time Equivalent positions



Neighbourhood
Houses Victoria™

These values are produced by Neighbourhood Houses Victoria based on data provided by OUTLETS CO-OPERATIVE NEIGHBOURHOOD HOUSE in the 2022 Neighbourhood Houses Survey. Only a limited range of activities where a determinable valuation method exists are included.

Treasurers Report

2022 - 2023

Therese McKenney continues the role maintaining the bookkeeping with MYOB online.

As mentioned, Joe Boyar – Boyar Accountants passed away in May 2023.

His business divided and sold, and we got sold to someone or bought!?! A NEW auditor to track down

This has been an arduous process and to the last wire - Accountants apparently have their own system and this I have discovered.

The Audit was conducted by Rajesh Sethi - **SRC Consulting Group – Chartered Accountants and Business Advisors.**

Outlets accounts requires to various department and government levels being specific documents and operations for Outlets NCEC in viability and compliance within Service Agreements, Co-operative Act and Regulations (Model Rules). It's interesting that no one knows fully a Co-operative, except us, so we are on toes to send through correct Clauses and para's of the Model Rules and Act of a non-trading Co-operative.

2022-2023 *

- Child Care Subsidy (CCS) register with MyGov, complete Child care information to support CCS application and supporting the Additional Child Care Subsidy (ACCS) documentation for families facing - disruption and risk.
- The Commonwealth DESE CCCFR are tremendous with support and to ensure that we are successful. We have CCCFR sustainability **support HAS BEEN EXTENDED till June 2025 for the Childcare**
- **Childcare**, continued delivery with a steady number of Children/Families

Outlets Auspiced Groups: applications successful ranging from Small- Operations - Equipment- Projects

Make it Happen Grant (MIH) - HBCC

Friends of Newport Lakes (FoNL) 2x MIH and 1x Westgate Tunnel Project Funds

Friends of Market Street Reserve (FoMSR) x2 MIH – Australia day Clean UP and Market St Tree Planting

Hobsons Bay Bike Users Group x1 MIH

Ol'65ers Jam Band x1 MIH

Anderson PlayStreet x1 MIH

Forest Therapy – Liz Cyrato x1MIH

Pole Walking (Trail Blazers) – Liz Cyrato x1 MIH

Advocate/Mentor for: Governance, Funding-Applications\$ and Audit

Williamstown and Districts Greek Elderly Club Inc. 1x HBCC Social Inclusion and 1x Multicultural Seniors (VMC)

Victorian MultiCultural Commission Support – successful for both groups \$ and Insurance coverage till 2025

Hellenic Hobsons Bay Womens Club Inc – Completed Windup of Association for Club with CAV and VMC

2022-2023:

ATO Business portal – online Completion and lodgements

Monthly ATO PAYG – (STP) Single Touch Payroll

Quarterly – BAS ATO Business portal

Quarterly - Portable Long Service Leave

Monthly – Various Quick Super obligations (as per Staff

Annual ACNC/ASIC – Portal 2020-2021 charity declaration

Membership, Registration and Annual Support Subscriptions maintained:

NHVIC – Neighbourhood House Victoria

FKA – Free Kindergarten Association

ELAA – Early Learning Aust Assoc

MYOB – Support (on line)

NAIKO – IT maintenance, Support

Acuri & Associates Insurance Brokers – House & Contents

XChanging- Workcover

ASIC

ALA – Adult Learning Association

QIKKIDS – Childcare enrolment and reporting

Network West

National Occasional Childcare Association

NROLLs – Student Statistic Support

ACE Vic

Learn Local-Adult Community Further Education

VMIA P&L Insurance and QBE House & Contents

ACNC – Charitable

NTA – Newport Traders Association

Our Community

Auditors Report:

Outlets Co-operative Ltd has had auditing procedures completed by SRC Consulting Group – Chartered Accountants and Business Advisors. *Report as follows: Insert 1-24pages*

Outlets Co-operative Neighbourhood House Limited

ABN: 3458716944

**FINANCIAL REPORT
FOR THE PERIOD ENDED 30 June 2023**

SRC Consulting Group

Suite 18/ 17-19 Miles Street
MULGRAVE VIC 3170
Phone: 03 95605757 Fax: 03 95605752
Email: rajesh@src-ca.com

Outlets Co-operative Neighbourhood House Limited
ABN: 3458716944

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Directors' Report

Your directors present their report on the Co-operative for the financial period ended 30 June 2023.

Information on Directors

The names of each person who has been a director of the co-operative holding office during the year end to the date of this report are:

Janine Maree Fisher
Joan Anne Shepherd
Denis Rex Henstridge
Megan Wolk
Therese Yvonne McKenney OAM

Directors have been in office since the start of the financial period to the date of this report unless otherwise stated.

Review of Operations

The profit of the Co-operative for the financial period after providing for income tax amounted to \$16,880.38.

Significant Changes in the State of Affairs

No significant changes in the Co-Operative's state of affairs occurred during the financial period.

Principal Activities

The principal activities of the Co-operative during the financial period were providing and delivering activities as per approval of a Neighbourhood house and providing childcare to the community.

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

Events After the Reporting Date

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

Likely Developments and Expected Results of Operations

Likely developments in the operations of the Co-operative and the expected results of those operations in future financial periods have not been included in this report as the inclusion of such information is likely to result in unreasonable prejudice to the Co-operative.

Environmental Regulation

The Co-operative's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

Dividends paid or recommended

In accordance with the co-operative rules, no dividends, distributions or rebates may be paid to the members of the Co-operative.

Options

No options over issued shares or interests in the Co-operative were granted during or since the end of the financial period and there were no options outstanding at the date of this report.

Shares

No shares were issued or interests in the Co-operative were granted during or since the end of the financial period.

Indemnity and insurance of Officers and Auditors

No Indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of the Co-operative.

During the financial year, the Co-operative has not paid a premium in respect of a contract to insure the officer or auditor of the Co-operative or any related entity.

Proceedings on Behalf of the Co-operative

Directors' Report

No person has applied to the court under section 237 of the Corporations Act 2001 for leave to bring any proceedings on behalf of the Company for all or part of those proceedings. No proceedings have been brought or intervened in on behalf of the company with leave of the Court under section 237 of the Corporations Act 2001.

The company was not a party to any such proceedings during the period.

Auditor's Independence Declaration

A copy of the auditor's independent declaration as required under Section 283 of Co-operative National Law (Victoria) and Section 307C of the Corporations Act 2001 is included with the financial reports.

Signed in accordance with a resolution of the Board of Directors:

Janine Fisher

.....
Janine Fisher (Chairperson)

Therese McKenney

.....
Therese McKenney OAM

Dated: 25-10-2023

For Personal Use

Outlets Co-operative Neighbourhood House Limited
ABN3458716944

Balance Sheet

As at 30 June 2023

	Note	This Year	Last Year
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	489,466.42	468,962.63
TOTAL CURRENT ASSETS		489,466.42	468,962.63
NON-CURRENT ASSETS			
Property, plant and equipment	4	943,198.88	953,573.88
TOTAL NON-CURRENT ASSETS		943,198.88	953,573.88
TOTAL ASSETS		1,432,665.30	1,422,536.51
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	5	5,361.37	1,641.00
Tax liabilities	3	6,848.64	4,424.07
Provisions	6	16,933.62	14,000.00
TOTAL CURRENT LIABILITIES		29,143.63	20,065.07
TOTAL LIABILITIES		29,143.63	20,065.07
NET ASSETS		1,403,521.67	1,402,471.44
EQUITY			
Issued capital	7	33.00	31.90
Reserves	8	822,638.00	822,638.00
Retained earnings	9	580,850.67	579,801.54
TOTAL EQUITY		1,403,521.67	1,402,471.44

Outlets Co-operative Neighbourhood House Limited
ABN 3458716944

Statement of Changes in Equity

For the year ended 30 June 2023

	Note	Share Capital	Retained Earnings	Reserves	Total
Balance at 01-Jul-21		31.90	577,048.81	822,638.00	1,399,718.71
Comprehensive income					
Profit for the period			2,752.73		2,752.73
Other comprehensive income for the period	10,8			0.00	0.00
Total comprehensive income for the period attributable to members of the entity		0.00	579,801.54	822,638.00	1,402,471.44
Transactions with owners, in their capacity as owners, and other transfers					
Shares issued during the period	7	0.00			0.00
Total transactions with owners and other transfers		0.00	0.00	0.00	0.00
Balance at 30-Jun-22		31.90	579,801.54	822,638.00	1,402,471.44
Balance at 01-Jul-22		31.90	579,801.54	822,638.00	1,402,471.44
Comprehensive income					
Profit for the period			1,049.13		1,049.13
Total comprehensive income for the period attributable to members of the entity		0.00	1,049.13	0.00	1,049.13
Transactions with owners, in their capacity as owners, and other transfers					
Shares issued during the period	7	1.10			1.10
Shares bought back during the period	7				
Total transactions with owners and other transfers		1.10	0.00	0.00	1.10
Balance at 30-Jun-23		33.00	580,850.67	822,638.00	1,403,521.67

Outlets Co-operative Neighbourhood House Limited
ABN 3458716944

Statement of Cash Flows

For the year ended 30 June 2023

	Note	This Year	Last Year
Net increase (decrease) in cash and cash equivalents held		0.00	0.00
Cash at beginning of financial year	2	468,962.63	
Cash at end of financial year	2	468,962.63	0.00

For Personal Use

Outlets Co-operative Neighbourhood House Limited
ABN 3458716944

Statement of Profit or Loss

For the year ended 30 June 2023

	Note	This Year	Last Year
Revenue	11	282,565.40	259,782.92
Other income	11	3,106.31	3,871.34
Employee benefits expenses	12	(223,660.18)	(209,525.36)
Depreciation and amortisation expenses	13	(10,375.00)	(10,375.00)
Auditor's remuneration	14	(3,700.00)	(3,500.00)
Other expenses	15	(46,887.40)	(37,501.17)
Profit attributable to members of the entity		1,049.13	2,752.73

For Personal Use

Outlets Co-operative Neighbourhood House Limited

ABN 3458716944

Note 1: Summary of Significant Accounting Policies

Outlets Co-operative Neighbourhood House Limited is a not-for-profit co-operative limited by shares, incorporated and domiciled in Victoria,

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 year presented, unless otherwise stated. The financial statements were authorised for issued on by the directors of the co-operative.

New or amended Accounting Standards and Interpretations adopted

The Co-operative 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.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

Basis of Preparation

These general purpose financial statements have been prepared in accordance with the Australian Accounting Standards - Simplified Disclosures issued by the Australian Accounting Standards Board ('AASB'), the Australian Charities and Not-for-profits Commission Act 2012 Division 60, Co-operatives National Law (Victoria) and the Corporations Act 2001, as appropriate for not-for-profit oriented entities.

Historical cost convention

The financial statements have been prepared under the historical cost convention, except for, where applicable, the revaluation of financial assets and liabilities at fair value through profit or loss, financial assets at fair value through other comprehensive income, investment properties, certain classes of property, plant and equipment and derivative financial instruments.

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 Co-Operative's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to financial statements, are disclosed in note 1(a).

Accounting Policies

a. Critical Accounting Estimates and Judgements

The preparation of the financial statement 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 Co-Operative determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life of 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 estimates 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 useful life intangible assets

The Co-operative 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 co-operative and to the particular asset that may lead to impairment. If any impairment trigger exists, the recoverable amount of that asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which

Note 1: Summary of Significant Accounting Policies

incorporate a number of key estimates and assumptions.

b. **Income Tax**

As the Co-Operative is a charitable institution in terms of subsection 50-5 of the Income Tax Assessment Act 1997, as amended, it is exempt from paying income tax.

c. **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 co-operative's normal operating cycle; it is held primarily for the purpose of trading; it is expected to realise 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 Co-Operative's normal operating cycle; it is held 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.

Deferred tax assets and liabilities are always classified as non-current.

d. **Property, Plant and Equipment**

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Property

Free hold land buildings are carried at their fair value (being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction), based on periodic, but at least triennial, valuations by external independent valuers, less subsequent depreciation for buildings.

Increases in the carrying amount arising on revaluation of land and buildings are credited to an Asset Revaluation Surplus in equity. Decreases that offset previous increases of the same asset are charged against fair value reserves directly in equity; all other decreases are recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Plant and equipment

Plant and equipment are measured on the cost basis.

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

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

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the Co-operative. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss. Any revaluation surplus reserve relating to the item disposed of is transferred directly to retained profits.

Note 1: Summary of Significant Accounting Policies

Depreciation

The depreciable amount of all fixed assets, excluding freehold land, is depreciated on a straight line basis over the asset's useful life to the Co-Operative commencing from the time the asset is held ready for use.

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

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

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the Co-Operative. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss. Any revaluation surplus reserve relating to the item disposed of is transferred directly to retained profits.

e. Trade and Other Receivables

Trade receivables are recognised initially at cost and are subsequently measured at cost less any provision for impairment. Most sales are made on the basis of normal credit terms and are not subject to interest. Where credit is extended beyond normal credit terms and is more than 12 months, receivables are discounted to their present value.

At the end of each reporting period, the carrying amounts of trade and other receivables are reviewed to determine whether there is any objective evidence that the amounts are not recoverable. A provision for impairment is established when there is objective evidence that the co-operative will not be able to collect all amounts due according to the original terms of the receivables.

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

f. Contract Assets

Contract assets are recognised when the co-operative has transferred goods or services to the customer but where the co-operative is yet to establish and unconditional right to consideration. Contract assets are treated as financial assets for impairment purposes.

g. Cash and Cash Equivalents

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

h. Impairment of Assets

At the end of each reporting period, property, plant and equipment are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. The recoverable amount is the higher of the asset's fair value less costs to sell and the present value of the asset's future cash flows discounted at the expected rate of return. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount and an impairment loss is recognised immediately in profit or loss.

i. 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 inputs and minimising the use of unobservable inputs.

Note 1: Summary of Significant Accounting Policies

j. **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.

The co-operative's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as part of current trade and other payables in the statement of financial position.

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

The co-operative's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the co-operative does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Defined contribution superannuation expense

Contributions to defined contribution superannuation plans are expensed in the period in which they are incurred.

k. **Trade and Other Payables**

Trade and other payables represent the liabilities for goods and services received by the co-operative that remain unpaid at the end of the reporting period. They are recognised at their transaction price. Trade and other payables are unsecured and are subject to normal credit terms (30-60 days) and do not bear interest.

l. **Contract Liabilities**

Contract liabilities represent the co-operative's obligation to transfer goods or services to a customer and are recognised when a customer pays consideration, or when the co-operative recognises a receivable to reflect its unconditional right to consideration (whichever is earlier) before the co-operative has transferred the goods or services to the customer.

m. **Provisions**

Provision is made for the co-operatives liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the nominal amounts expected to be paid when the liability is settled, plus any related on-costs. Both annual leave and long service leave are recognised within the provisions liability.

n. **Revenue and Other Income**

The Co-operative recognises revenue as follows:

Revenue from contracts with customers

Revenue is recognised at an amount that reflects the consideration to which the Co-operative is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the Co-operative: 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.

Note 1: Summary of Significant Accounting Policies

Rendering of services

Revenue for tuition services is recognised over time as the course is taught. Payments from customers are received prior to services being delivered. Fees received in advance are recognised as contract liabilities.

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 co-operative satisfies the performance obligations stated within the funding agreements.

If conditions are attached to the grant which must be satisfied before the co-operative 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 co-operative 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.

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

o. Goods and Services Tax (GST) and other similar taxes

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO), in which case the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables stated are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

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.

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

p. Comparative Figures

When required by Accounting Standards or wherever considered necessary, comparative figures have been adjusted to confirm to changes in presentation for the current financial year.

Note 2: Cash and Cash Equivalents

	Note	This Year	Last Year
CURRENT			
Cash at bank and on hand		489,466.42	468,962.63
TOTAL CURRENT		489,466.42	468,962.63
TOTAL		489,466.42	468,962.63
RECONCILIATION OF CASH AND CASH EQUIVALENTS			
Cash and cash equivalents at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:			
Cash at bank and on hand		489,466.42	468,962.63
		489,466.42	468,962.63

Note 3: Tax Balances

	This Year	Last Year
CURRENT TAX LIABILITIES		
PAYG Tax Payable	2,115.00	0.00
GST Collected	4,733.64	4,424.07
TOTAL CURRENT TAX LIABILITIES	6,848.64	4,424.07
TOTAL TAX LIABILITIES	6,848.64	4,424.07

Note 4: Property, Plant and Equipment

	This Year	Last Year
Freehold Land		
Freehold Land	694,337.00	694,337.00
TOTAL FREEHOLD LAND	694,337.00	694,337.00
Buildings - At Cost		
At cost	382,098.24	382,098.24
Less Accumulated Depreciation	(144,076.00)	(134,413.00)
TOTAL	238,022.24	247,685.24
Plant and Equipment		
At cost	81,798.00	81,798.00
Less Accumulated Depreciation	(70,958.36)	(70,246.36)
TOTAL	10,839.64	11,551.64
TOTAL PROPERTY, PLANT AND EQUIPMENT	943,198.88	953,573.88

Note 5: Trade and Other Payables

	This Year	Last Year
CURRENT		
Salary & Wages Payable	0.00	1,641.00
Cheque Issued But Not Presented	4,704.03	0.00
Sundry Creditors	657.34	0.00
TOTAL CURRENT	5,361.37	1,641.00
TOTAL	5,361.37	1,641.00

The average credit period on trade and other payables (excluding GST payable) is months. No interest is payable on outstanding payables during this period. For payables outstanding longer than months, % per annum is payable on the outstanding balance.

Note 6: Provisions

PROVISIONS		This Year		Last Year	
CURRENT					
Provision for Annual Leave		6,700.00		8,000.00	
Superannuation Payable		1,733.62		0.00	
Provision for Long Service Leave		8,500.00		6,000.00	
Total current provisions		16,933.62		14,000.00	
TOTAL PROVISIONS		16,933.62		14,000.00	
ANALYSIS OF PROVISIONS	Employee Benefits	Warranties	Dividends	Other	Total
Opening balance at 01-Jul-22	14,000.00	0.00	0.00	0.00	14,000.00
Additional provisions	16,500.00	0.00	0.00	18,758.96	35,258.96
Amounts used	(15,300.00)	0.00	0.00	(17,025.34)	(32,325.34)
Closing balance at 30-Jun-23	15,200.00	0.00	0.00	1,733.62	16,933.62

Provision for employee benefits

Provision for employee benefits represents amounts accrued for annual leave and long service leave. The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the company does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the company does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement. The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

Note 7: Issued Capital

	This Year No.	Last Year No.	This Year \$	Last Year \$
ISSUED SHARE CAPITAL				
29 Fully Paid Ordinary Shares of \$1.10	0	0	31.90	31.90
29 Fully Paid Ordinary Shares of \$1.10	0	0	1.10	0.00
TOTAL ISSUED SHARE CAPITAL	0	0	33.00	31.90

	This Year \$	Last Year \$
(a) SHARES		
29 Fully Paid Ordinary Shares of \$1.10		
29 Fully Paid Ordinary Shares of \$1.10		
Shares at the beginning of the reporting period	31.90	0.00
Shares at the beginning of the reporting period	0.00	0.00
Shares issued during the reporting period	31.90	31.90
Shares issued during the reporting period	1.10	0.00
Shares bought back during the reporting period	(31.90)	0.00
Shares bought back during the reporting period	0.00	0.00
Shares at the end of the reporting period	33.00	31.90

(b) CAPITAL MANAGEMENT

Management controls the capital of the entity in order to maintain a good debt to equity ratio, provide the shareholders with adequate return and to ensure that the entity can fund its operations and continue as a going concern.

The entity's debt and capital include ordinary share capital and financial liabilities, supported by financial assets.

There are no externally imposed capital requirements.

Management effectively manages the entity's capital by assessing the entity's financial risks and adjusting its capital structure in response to changes in these risks and in the market. These responses include the management of debt levels, distributions to shareholders and share issues.

The gearing ratios for the years ended 30-Jun-23 and 30-Jun-22 are as follows:

	Note	This Year	Last Year
Trade and other payables	5	5,361.37	1,641.00
Less cash and cash equivalents	2	(489,466.42)	(468,962.63)
Net debt		(484,105.05)	(467,321.63)
Total equity		1,403,521.67	1,402,471.44
Total capital		919,416.62	935,149.81
Gearing ratio (%)		-53%	-50%

Note 8: Reserves

	Note	This Year	Last Year
RESERVES			
ASSET REVALUATION SURPLUS			
Opening balance at 01-Jul-22		822,638.00	0.00
Revaluation increments	10,4	822,638.00	822,638.00
Revaluation decrements	10,4	(822,638.00)	0.00
Closing balance at 30-Jun-23		822,638.00	822,638.00

The asset revaluation surplus records revaluations of non-current assets. Under certain circumstances, dividends can be declared from this reserve.

Note 8: Reserves

	Note	This Year	Last Year
TOTAL RESERVES		<u>822,638.00</u>	<u>822,638.00</u>

Note 9: Retained Earnings

	This Year	Last Year
Retained earnings (accumulated losses) at the beginning of the financial year	579,801.54	577,048.81
Net profit attributable to members of the entity	<u>1,049.13</u>	<u>2,752.73</u>
Retained earnings (accumulated losses) at the end of the financial year	<u>580,850.67</u>	<u>579,801.54</u>

Note 10: Tax Expense

	Note	This Year	Last Year
(b) RECONCILIATION			
Prima facie tax payable on profit from ordinary activities before income tax at % (Last Year: %)			

Note 11: Revenue and Other Income

	This Year	Last Year
REVENUE		
SALES REVENUE		
HBCC ReCurrent Funding	54,060.00	53,000.00
HBCC Community Grant Auspices	6,000.00	10,132.00
HBCC Com Grants	0.00	9,000.00
LL ACFE Program Funding	8,246.09	7,010.64
LL ACFE Delivery Support	5,500.00	189.00
ACFE - Concessional Subsidy	832.60	2,260.00
LL ACFE Concession Subsidy	270.54	192.24
DHHS Neighbourhood House Program	107,086.41	89,596.00
DET CCCFR	32,254.20	32,672.00
Australian Communities Foundation Dennoch Fund	0.00	4,000.00
Support Fund Pool	83.37	2,000.00
LL ACFE Local Innovative Grant	8,000.00	0.00
Project Funding Support - INIT	440.00	0.00
Grants	197.62	0.00
Childcare	55,140.43	46,631.16
Rec Class Fees	1,210.65	0.00
Class Fees (No GST)	2,306.87	0.00
Classes	0.00	1,429.10
Emergency Relief Fund + Donations	(1,500.00)	0.00
Playgroup	50.00	0.00
Sundry - Office	659.60	0.00
TOTAL SALES REVENUE	280,838.38	258,112.14
OTHER REVENUE		
Interest revenue	1,306.57	352.60
Room Rental	420.45	1,318.18
TOTAL OTHER REVENUE	1,727.02	1,670.78
TOTAL REVENUE	282,565.40	259,782.92
OTHER INCOME		
Fundraising	0.00	220.00
Creche Sundries	0.00	112.00
Youth Hall Hire	0.00	269.79
Donations	3,106.31	2,269.55
BBUUGS Bicycle Group	0.00	1,000.00
TOTAL OTHER INCOME	3,106.31	3,871.34

Note 12: Employee Benefits Expenses

	This Year	Last Year
EMPLOYEE BENEFITS EXPENSES		
Long Service Leave	2,500.00	2,068.54
Salaries	196,842.59	168,488.32
Staff Training and welfare	900.99	1,095.70
Annual Leave Exp	(1,300.00)	0.00
Superannuation	22,490.03	37,872.80
Workcover	2,226.57	0.00
TOTAL	223,660.18	209,525.36

Note 13: Depreciation and Amortisation Expenses

	This Year	Last Year
DEPRECIATION AND AMORTISATION EXPENSES		
Depreciation	10,375.00	10,375.00
TOTAL	<u>10,375.00</u>	<u>10,375.00</u>

Note 14: Auditors' Remuneration

	This Year	Last Year
REMUNERATION OF THE AUDITOR OF THE ENTITY:		
Remuneration of the auditor	(1,850.00)	(1,750.00)
Other Services	(1,850.00)	(1,750.00)
TOTAL REMUNERATION OF THE AUDITOR	<u>(3,700.00)</u>	<u>(3,500.00)</u>

Note 15: Other Expenses

	This Year	Last Year
OTHER EXPENSES		
Government Fees	0.00	156.36
Anderson Playstreet	6,532.52	0.00
Cleaning and Maintenance	1,679.69	0.00
ER/NSS Expenses	659.56	0.00
Creche Expenses	895.99	0.00
Creche CCS Expenses	2,579.10	4,584.34
Improvements & Equipment	1,140.00	0.00
Portable LSL	3,286.17	0.00
Rates GWW HBCC	1,495.97	1,742.33
Registration Memberships	2,307.67	2,507.63
Staff Development	653.36	0.00
Electricity	2,144.07	1,736.13
Insurances	1,828.75	3,921.85
Printing and Stationery	6,781.90	7,542.62
Repairs & Maintenance	0.00	3,778.38
IT Maintenance & Support	858.14	2,488.69
Project Expenses	0.00	5,370.16
Sundry Expenses	1,534.50	1,286.32
Bank Charges	30.00	235.23
Class Expenses	6,159.11	152.72
Amounts w/off (net)	5,501.72	0.00
Telephone & Internet	819.18	1,998.41
TOTAL	<u>46,887.40</u>	<u>37,501.17</u>

DIRECTORS' DECLARATION

In accordance with a resolution of the directors of Outlets Co-operative Neighbourhood House Limited (the Co-operative)

In the opinion of the directors:

- (a) the financial statements and notes of the Co-operative for the financial year ended 30 June 2023 are in accordance with the Co-operatives National Law (VIC), including:
 - giving a true and fair view of the Co-operative's financial position as at 30 June 2023 and of its performance for the year ended on that date; and
 - complying with Australian Accounting Standards;
- (b) there are reasonable grounds to believe that the Co-operative will be able to pay its debts as and when they become due and payable.

behalf of the Board

Janine Fisher
.....
Janine Fisher (Chairperson)

Therese McKenney
.....
Therese McKenney OAM

Dated: 25-10-2023

For Personal Use

AUSPICING – SUPPORTING - ADVOCATING *engaging a Vibrant Newport and Neighbouring community.*

Outlets supports:

Auspicing groups under their Insurance so NFP groups can obtain funding

Support Letters – letters for NFP groups - to support their applications for projects within the community

Hobsons Bay Bike User Group

- auspice nfp group to gain HBCC and sponsorship to deliver, bike education and recreational activities. Meets 1st Monday of month to plan activities. Thursday morning rides from Outlets and Saturday and Sunday for longer programmed rides. <http://hobsonsbaybug/wix.com/hbbug>



Friends of Market Street Reserve (FoMSR)

- auspice nfp organisation to gain HBCC community grants to beautiful Market Street Newport.
- And Clean up Australia Day



Friends of Newport Lakes (FoNL)

- auspice – project to work with Newport Primary school and the awareness to “keep cats in at night” was completed and presentation of project exhibited at the Newport Hub.
- Auspice to successful with Westgate Tunnel Project – water quality monitoring and training of volunteers and equipment. Running programmes to support native flowering and bee populations improving biodiversity.
- Auspice for Exxon funds – support native flower planting program



Anderson PlayStreet

- auspice – to hold a ‘PlayStreet’ for local community. Project-to block a street that children and community can engage in an open street function.

Ol’65’er Jam Band

- auspice nfp organisation to gain HBCC community grants to deliver Jam sessions at the Newport Community Hub.

Social Groups and Support Groups,

Hellenic Hobsons Bay Women Group – Amelia, Aphrodite (Wednesday) (Newport Hub) (wind up June2023)

Williamstown & Districts Greek Elderly Club Inc –George (Tuesday) (Newport Hub)

Weekly program:

Adult Courses: Trainers/Educators:

These Classes/Groups continued -when an Opening in the lockdown happened – WE BOUNCED straight back

Pre-Employment – Prep4Employment

Intro to Computers

Digital Literacy (PC)

Digital Literacy (iPhone/Smart Phones/iPads)

Conversational English for Everyday

Sew4Education

Social Enterprise/Yarning

Calligraphy

Art - Mediums and Oils Workshop

SCOPE Art Classes

NEST – Nutritient Education Skills Training

Safe Food Handlers Certificate

Jeremy Driver/Therese McKenney

Jeremy Driver

Jeremy Driver

Jeremey Driver/Keiken Munzner

Keiken Munzner

Therese McKenney

Therese McKenney

Stephen Wright

Meg Wolk

Meg Wolk

Josh – Oz Harvest

Laverton Community Education Centre



Networking, Partners, Referral, Support Groups, Rental Groups, Groups we Support -utilising Outlets House

WHW Women's Refuge (GenWest)

DHHS – Childs Protection Department

Friends of Newport Lakes

Hobsons Bay Bike User Group

Inner Westie Frenchies Playgroup

Williamstown/Sunshine Hospital- Rehab

Bubble Up workshop-Child Entertainers (QLD)

Newport Bipolar (1st Thursday of month 7-9pm)

ECMH- HBCC

Newport BiPolar

Newport Traders Association (NTA)

Bowen Geelong

ABC Friends

Dept Justice Housing – re incident at Housing

Bowen Therapy (Geelong) (Fri/Sat x Bi-Monthly)

Williamstown Writers (1st Tuesday of month 7-8pm)

Webinars, face to face Meetings and Networks – Therese

- *Following meetings changed in times and frequency – online MSTeams, Zoom, SKYPE, WebEx*

Hobsons Bay Co-ordinator Manager Cluster meetings – Quarterly

HBCC – InterAgency Custodian Meetings

HBCC InterAgency Meetings – Bi-monthly

HB Emergency Relief Network

HBSN – Bi-monthly

HBVN – Tri-monthly

NetWork West – (ZOOM)

Newport Traders Meeting (NTA) – Monthly

Learn Local (LL) Acfe – Forums/Webinars

DESE-Community Child Care (Commonwealth) – Forums/Webinars

ACECQA – CCCFR – Child Care forums/webinars NQF

VCOS - Forums/Webinars

NHVIC – Forums, Meetings

ECEC – Webinars in Child Development, Behaviours, Trauma plus policy and recording- PDs

Nominated Supervisor – Educator – Sharmeen Naeem

Day to Day Educator- Duyen Ngo

We welcome **Melissa Prout** to our team.

Duyen and Sharmeen work well and share the required accountabilities as per Regulations and requirements. Both are gaining more knowledge with digital literacy on the Computer for specific programs.

Both have completed Professional Development, *refer to Co-ordinator Report*, Quality and Safety 'Stage2' and to also a Forum/webinar referencing working with Children with Challenging behaviours and emotional trauma and other of interest webinars Professional development sessions.

On line works well with all staff and we come together and review our learnings and put this into practise and planning.

The Children's Services Vic Regulations show National Quality Framework (NQF) principals, continue to be implemented. New Child Safe Standard July 2022 and Cultural Safety and the National Principles for Child Safe organisations. Inclusion Support Program and Reconciliation Action Plan (in progress and constant review) *refer specialised care** QiP -Quality Improvement Program is updated formally in April and review annually.

We welcome **specialised care*** and have families that require extra support-eg: a Speech therapist would attend centre to work with specific child/ren with this, staff are able to gain instruction, guidance and resources how to implement tasks into planning so to engage child/ren and other child in room 'inclusion' Engagement with parents enable their children to make their milestones in their development gaining confidence and ability to work (play) in a group – parent input and working together.

'Outlets' Children Service is an Approved service through Community Child Care Funding-Restricted CCCFR (Federal) DESE offering the Child Care Subsidy (CCS)

'Outlets' Children Service is an Approved service under Victorian Children Services DET (State) and annual payment.

The **flexibility offered with our occasional care hours** has allowed many families the opportunity to introduce their children to a childcare setting by attending in the initial stage for short periods of time before increasing the hours and time spent with us.

Below are the many reasons why families have chosen to utilize the childcare service here at Outlets.

- Casual, part time, shift work or own business
- Respite care
- Appointments
- Crisis and emergency care
- Studying for work
- Transitioning to work
- Shopping
- Socialisation for child and parents
- Education for children and family
- Leisure
- Voluntary work
- To simply take a break and do their own thing



Climate change/World crisis create new reasons why Child care is utilised, especially, Flexible and transitional care:

Family living in Rochester billeted children billeted down here with Aunt while Mother secured housing/accommodation in Rochester due to Flooding.

Displaced families from war effected countries seeking Asylum and refugee safe status.

As whole, Outlets provides an inclusive program to the wider and surrounding community.

We follow the VEYLD (Victorian) Early Years Learning Developmental Framework. Belonging, Being & Becoming - Educators planning monthly with feedback from the children and parents so as to assist children in achieving learning outcomes in their early years, this the basis of our crèche curriculum.

A **Reflection book** is at front of House this for attending Parents to view – Photos and outcomes related back to monthly month and shows changes where children have requested specific learnings.
Parents receive photos of their child/ren at end of week or as directed by Educator.

With our children we acknowledge the land we are on 'Bun Wurrung; the Children learn our 1st Nations culture acknowledging the land and specific acknowledgement days also respecting each other's celebratory days and cultures, through play, craft, painting, storytelling (yarning), dance and music.

Outlets has had an increase of families under risk, FV, refugees and Child Protection – requiring Additional Child Care Support, we have accomplished this and given wholistic support to whole family. Outlets has been successful with submissions to NDIS for families requiring further assistance and for those moving on to kindergarten.

We are pleased with our stronger connection with Hobsons Bay Early Childhood Maternal Health dept (ECMH) and look forward to an open and stronger working relationship for our families in Hobsons Bay.

- HBCC-ECMH dept held a workshop Circle of Security at Centre which was successful.

2022/23 We had a steady number of families children utilising Centre – being Workers and Vulnerable families.

Childcare is always fluctuating, though steady, as we are a transitional, flexible and Adhoc unit.

We have increase with more referrals and EOI through online searches and "new" families enrolling.

More enquiries for under <3yrs old places, we have engaged another worker and have a casual on hand.

- We continue with minimising parental contact and contactless standards are still in place here, to as to lessen cross-contamination **n on-contact continues – office signs in**
- Hand Sanitising Units outside and inside (Portable stand and bottled)
- Ipad (sign in/out) this is completed by Staff. – This to be reviewed 2023.
- Parents are allowed in room 5mins and for orientation
- Contactless temperature taken and recorded at start of session
- Childrens hands washed thoroughly at beginning of session and throughout day.
- Childrens Bags and containers removed and disinfected, stored for collection at end of day.

Risk Management - Play and education areas are inspected daily - and recorded

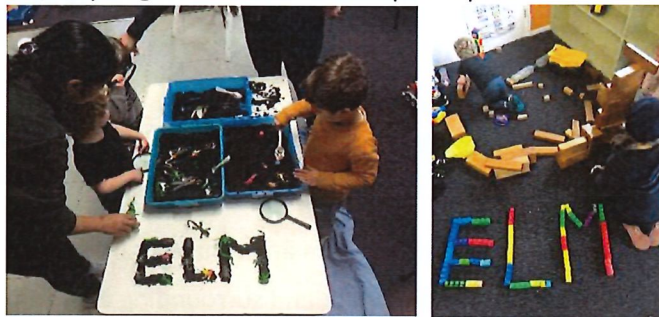
Any maintenance required is directed immediately to CEO and prioritised for action.

ALL high touch areas were cleaned with Hospital grade disinfectant prior to start of day and end of day – and recorded
Check list developed and signed off by employee when task completed.

As we move on Outlets will continue our 'new' practices within the childcare unit and till we feel comfortable to revisit our procedures and the new norm, will stay for just a while longer. possibly March/April 2024.

Duyen and Sharmeen have both attended Professional Development courses in their own time to benefit their/our delivery to the children.

I appreciate the input the Sharmeen, Duyen give to increase child participation.



Early Learning Matters



Enjoying outdoor Play – WATER



Creations-ReUse



Inclusion – Flag learning

Attendances July 2022 – 30 June 2023

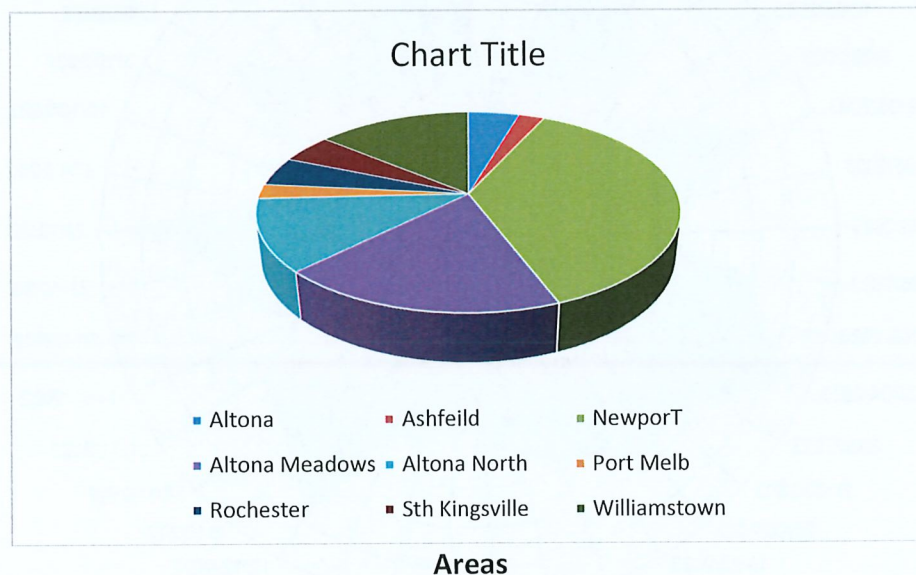
- The Centre is *approved as 35 places* we mainly operate from 1 room being 22 placed.
- Centre applied for and granted Special Determination from the Secretary of the Minister till 2025.
- Operating a 41-week year
- Under the (Victorian) Childrens Services Regulations Centre is an approved Occasional Care 4days per week max 5hrs per day – with max per child 15per week.

Utilisation of Centre 2022-2023

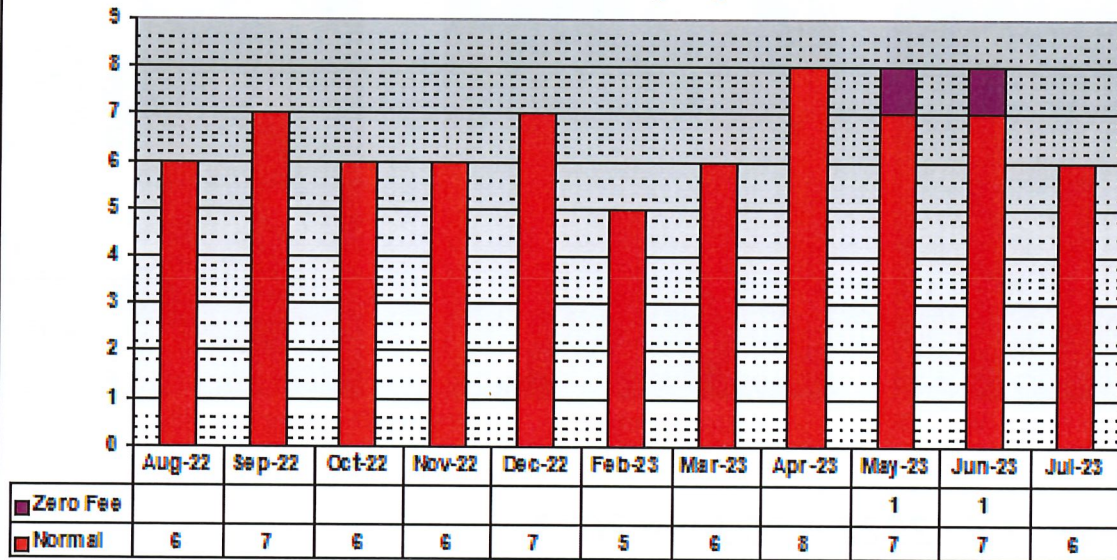
Monday, Tuesday, Wednesday, and Friday

5hours session 9-2pm 3hr sessions 9-12noon or 11-2pm Occasional care

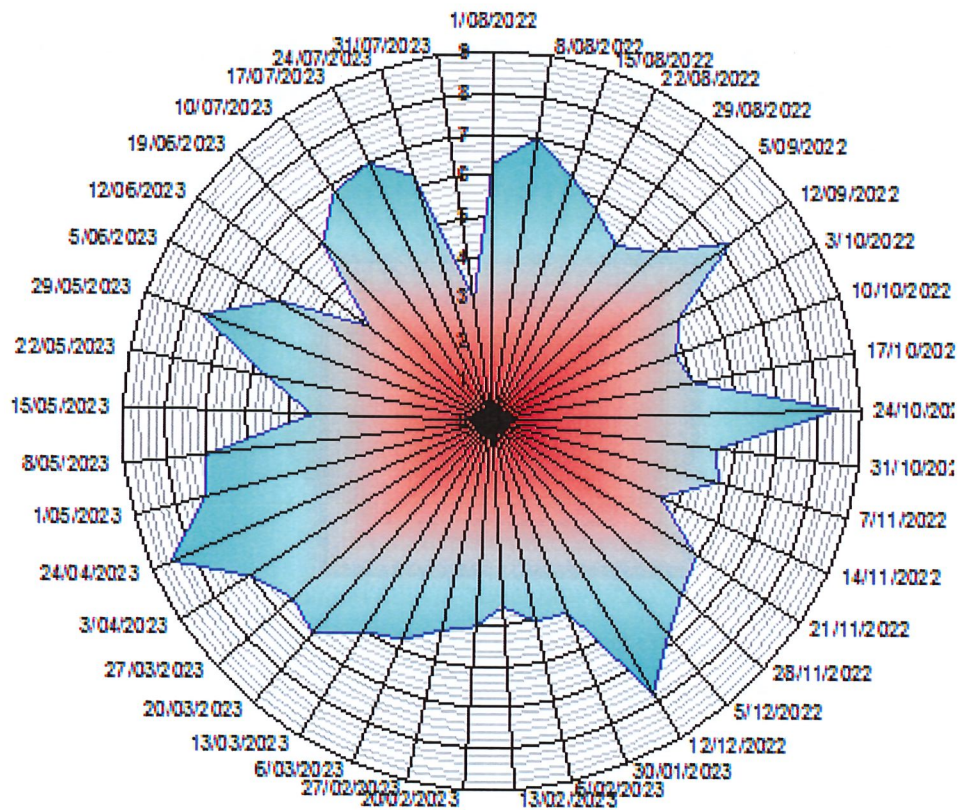
Circle of Security-Parenting workshop

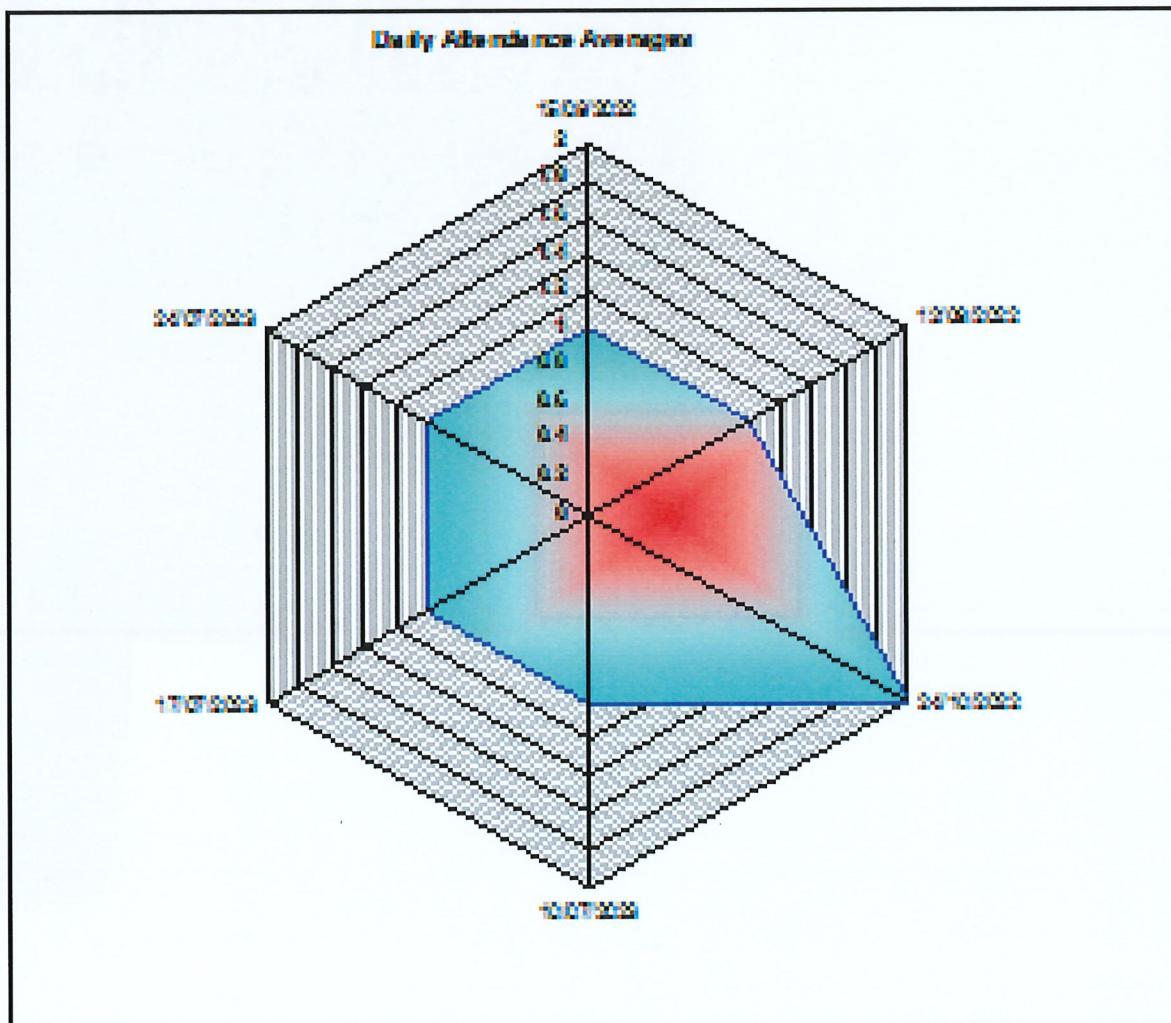
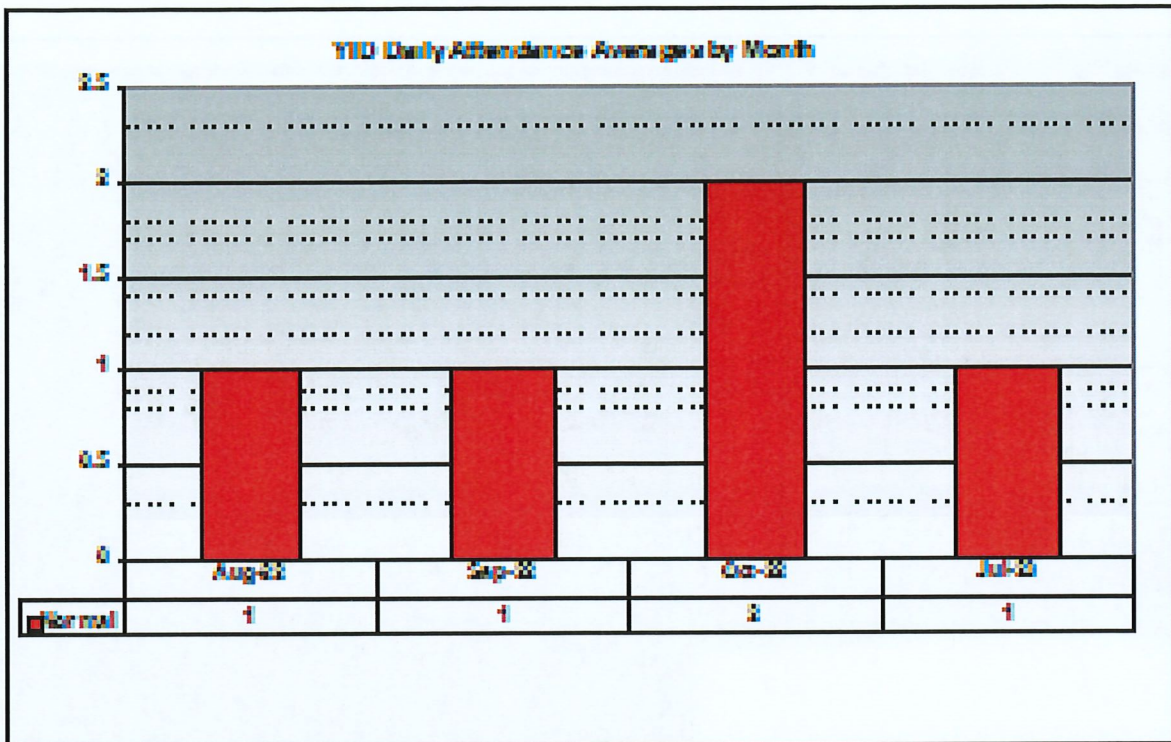


YTD Daily Attendance Averages by Month



Daily Attendance Averages





Outlets: haven for the lonely

by Ron Coleman

Emily Pankhurst and Louisa Lawson — rest in peace.

We men are dragging our feet, while a dedicated band of women is getting it all together for the community in Newport.

The sign on the door of the weathered weatherboard house at 43 Mason Street says 'Outlets' with a capital 'O'.

Wedged between a garage and a shop, this timber colonial home is a haven for some of the harassed mums of Newport.

A place where housewives can share their hassles and escape some of the pressures of 20th century west suburbia.

Hand-made toys adorn a humble mantelpiece and the laughter of children can be heard as each woman, in her own way, gently breathes more life

into the pulse that is Newport.

A children's room in the community house is being painted out by boys from the recently established Spotswood Attendance Centre.

Outlets, as the name suggests, provides outlets and opens new doors for women who, faced with the task of rearing a family on a meagre income, become isolated and lonely in their homes.

This syndrome is not uncommon in the western suburbs and a survey showed that until re-

cently, a high number of women in the west were attempting to solve their problems with an overdose of sleeping tablets.

But in Newport four years ago, a group of everyday housewives who met over morning tea, decided there had to be a better way.

And instead of reaching out for the anti-depression tablets (we're all headed for a social depression these days) they agreed it was time to do something positive about improving the family quality of life in Newport.

Need

They met regularly, opening their homes to each other to discuss their problems and the need for developing a better understanding of their children.

These women had met at schools, kinders and netball games.

Their numbers grew rapidly and the group decided there was a definite need for school holiday programmes for children. So they acted.

After organising and running two successful school holiday programmes for parents and children they found there were other needs in their area not being met by existing community facilities.

These included infant welfare centres, kindergartens and the lack of an effective link-up between local schools.

The women decided to draw up their own submission for funds to the Office of Child Care (then the Children's Commission) and the Outlets neighborhood community house was born.

Open

The Outlets project was approved for funding by the Federal Government

● A demonstration of pottery-ware was given last week at the Newport Outlets Centre. And it's quite possible that some women at the centre may soon be making their own pottery. Pictured (from left) are: Kerry Padbury, North Altona; Rosemary Robertson, Newport and Faberware demonstrator Lillian Blanche.



in 1975 and the community house (formerly a youth centre owned by the Catholic Church) opened its doors in February last year.

The centre in Mason Street is co-ordinated by Sue Gay and Sue Gould, who receive a token wage for their efforts.

"We're a co-operative of families," Sue said.

"The majority of our work revolves around women but we do have men involved in our chess club, china painting and on our committee."

According to Sue Gould, Outlets gives many Newport house-

wives the opportunity to bring their children to a community home and share the friendship of other women.

The centre also runs a netball competition for 80 Newport women at the Wilkins Street netball centre.

"We're attempting to bring back family closeness and support families where they need it," Sue said.

"If mums get stuck in the city while they are shopping, they can ring us and we will pick up their children from school."

"The whole place is run on a give and take basis." About 80 people use the Newport Outlets centre every week.

They are able to attend classes for guitar and leatherwork.

Outlets is also used by the Noah's Ark Toy Library for Handicapped Children and the Family Day Care Group and for Greek language classes and ALP meetings.

Future activities in-

clude after school and holiday programmes, adult education courses, hobby and interest groups and for occasional child care while mothers shop.

"And there's still a lot of programmes we'd like to start," Sue said.

"Many mothers go out to work, come home, make tea, clean up and collapse in bed."

"We want to give them a chance to mix in their own community. And not just young mums. We have older women here too."

The centre runs on donations, funds raised by the women themselves and a grant from the Williamstown Council.

Recently the Outlets women arranged a trip to the snow for a busload of mothers and their children.

"Many of them had never seen snow before," Sue said. "They just never had the opportunity."

Outlets also aims at rebuilding lost confidence in many mothers.

"None of us are pro-

thing about our community," Sue added. Outlets has also introduced the S.T.E.P. programme (systematic training for effective parenthood) to Newport.

Any man, woman or child who would like to become involved in any of the numerous activities at Outlets can contact Sue Gould, 391 8504 or 391 7473 after hours.

The centre is open Monday to Thursday from 9.30 am to 3.30 pm and will soon be open five days a week.

OUTLETS CO-OPERATIVE NEIGHBOURHOOD HOUSE LTD
NEWPORT COMMUNITY EDUCATION CENTRE

ACKNOWLEDGES THE **2022-2023** CONTRIBUTION FROM THE FOLLOWING GOVERNMENT DEPARTMENTS
Neighbourhood Houses/Community Centres are the lifeline to many in the Community without the support of
our Government and the various agencies we would not be able to deliver services to you
We Thank you

