

MILPARA COMMUNITY HOUSE INC.

KORUMBURRA

ANNUAL REPORT 2022



*Community
is about doing something
together
that makes belonging
matter.*

Brian Solis

Vision

Enable people in the Korumburra district have access to new skills, personal development and community networks.

Mission

To be the focal point for the delivery of a range of services and learning opportunities.

Direction

Deliver innovative, relevant, quality and affordable services.

Encourage personal and community growth, drive community change.



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Who is Milpara Community House?

Committee of Governance

Name	Position
Neil Coxon	President
John Davies	Vice President
Sarah Kerwick	Secretary
Donna Wilks	Treasurer
Lee Fletcher	Committee Member

Staff

Name	Position
Jennifer Keerie	Manager
Belinda Nicholls	Program Coordinator
Leisa Minogue	Administration Officer & Centrelink Agent
Naira Belling	Centrelink Agent
Christine Ortland	Centrelink Agent
Amber Betts	Cleaner
Jack Oster	Tutor
Sylvi Shayl	Tutor
Heather Wilkinson	Tutor

A message from the President

Year 2021-22 has continued to present challenges and opportunities for Milpara.

I would like to begin my message by giving heartfelt thanks to Jenni and staff, tutors, instructors organisers, volunteers, donors and committee members for all of your “beyond the call of duty” efforts for Milpara over the year. I want to do this first, as without you Milpara would not operate as a successful organisation.

At a recent local social function it came up that I was involved in Milpara and I was asked “What does Milpara actually do?” I gave the usual spiel of adult classes and activities, food bank and Centrelink as a nutshell of what we do. The next day I thought about my reply and came to the realisation we are much more than that. Whilst our main focus is on developing skills. personal development and networks across Korumburra we are actually this plus the sum of a myriad of many “small things” as well.

I have attempted to list the normal and not so normal that happens at Milpara. Please bear with me as it is a long list but I think it is important that the community realise what Milpara is and what it actually does. The list has been compiled from Jenni’s reports to the committee and is by no means exhaustive.

Usual activities: Office duties, classes & activities, Centrelink, food bank donations and parcels, computer use, book nook, general enquiries, printing, scanning & photocopying for the public, referrals to other organisations, JP, financial visits, men’s shed.

Not so usual activities: Activating SIM cards, COVID vaccination certificates, document certification, working with children check, DSP parking applications, Seniors transport tickets, flight bookings, laminating, advocacy work, referrals to agencies such as Ombudsman or rental agency, supporting support workers to identify activities for their clients, gateway service, phone directory, linking devices to computers, international photo identity, interpreting documents, activating phones, photo identification for documents, proof of age. All this happened in one week.

The above is what I am thanking everybody for. Without your efforts Korumburra would be a much lesser place.

On a different note we should be moving to our new community hub premises in the new year. This will be a shared facility with the library, elderly citizens and the historical society. This will present new challenges and opportunities but I know Milpara has the ability to rise to these and continue to provide Korumburra with a most worthwhile service.

It has been my pleasure and privilege to be President of Milpara.

Thank you all

Neil Coxon

House News from the Manager

I have to smile when I pick up the phone and the person on the other end asks 'can you give me the number for the ATO please?'

Or, 'can you teach me how to use Excel formulas to calculate the anticipated birth date of a calf?'

Well, the answer is - yes we can, and we do - there is a very wide variety of requests made on a weekly basis, sometimes daily and it certainly keeps life interesting and our brains active.

Neil mentioned in his report some of the usual and not so usual actions undertaken at the House and the following table sets out frequent interactions.

1 July 2021 to 30 June 2022	Number of interactions
Assist with Computer/phone (completion of documents, email, phone apps etc)	239
General Enquiries	116
Book Nook/Puzzles	11
Classes	2834
Computer Use	29
Laundry and shower facilities	6
Meals donated for the Emergency Foodbank	420 (meals)
Miscellaneous	33
Application Help	157
Printing, Scanning, Photocopying, Laminating	153
Produce donations for Emergency Food Relief	434 (bags)
Referral to Agencies SalvoCare, Anglicare, Uniting Care, Financial Counselling, Other	479
Visits for Compassion	13
Visits to JP	36
Visits for Vouchers	289
Total	5249

Milpara Community House has been one of the outreach agencies through a partnership between Neighbourhood Houses Victoria and The Good Shepherd to assist community members to apply for the Power Saving Bonus during the period ending 30 June 2022. During this period of time we assisted 141 residents to claim back their \$250 and this equated to a return to community of \$32,500.

The restrictions and impacts of living with the COVID pandemic have effected the operations of the House, just as it has all forms of businesses, organisations, clubs and groups. This is evident again in the number of people accessing the Community House. Our annual figures are usually around the 10,000 mark. During the period 2021-2022, the number of House Users attending Milpara has dropped to just over 7100. In monetary terms, using 'economies of scale' we usually average annually self generated funds of \$4.00 per person - usually around the \$40,000 mark. With our numbers reduced, this equates to a loss in income of approximately \$11,600.

House News from the Manager continued.....

This reduction was not unforeseen, nor was the environment in which we operated something totally within our control. We knew the year was going to be tough and fortunately funds received to support businesses during the previous year provided a buffer. As we head into the 2022-2023 financial year, we're starting to see an increase in engagement, an appetite for building skills and certainly a lift in people wanting to get connected again.

Drive Community Change is one of the *directions* of the Strategic Plan of the House, and this action has very clear foundations in the Principles that underpin the work of the Neighbourhood House Sector. The operations of a community house are about building social capital and this is at the very heart of community development, and building stronger communities (sometimes one person at a time).

Drive is probably not the right term, the House's involvement in community activities is more about being a part of the change, it's trust, co-operation, respect, a common purpose, a shared sense of identity, value derived from strategic alliances and working with others to make things happen.

A very clear example of this is the delivery of the free monthly community meals. This meal comes about through alliances and a common purpose - that is to connect people through place, food and music; to reduce loneliness and isolation; to share a meal with others; to welcome new people to the community; and to build a sense of belonging. It's also fun and a lot of laughter. COVID interrupted these meals and people have been very happy that they have got underway again. Everyone is welcome - needing a meal is not one of the criteria, wanting to share a meal with others is.

Another long term effort has been in keeping alive the goal of seeing the Korumburra Railway Station brought back to life. The original core group of TS@K (The Station at Korumburra Working Group) initially a group of 8 in 2016 dwindled to 4 when the hard won funding was withdrawn due to circumstances beyond anyone's control. Advocacy and lobbying continued to keep this project alive and in 2020 the work on the Station got refunded. Many thanks to those who helped to keep the spotlight on this project and also to those who were tolerant of the frequent contact and urging to use their influence and voice. It worked!

The work on the Korumburra Railway Station is specialised work, the building is heritage listed, many aspects needed to be considered to progress the restoration, and finally the tender was allocated, the contract was signed and in mid June 2022 the work commenced.

The original plan for how the building was to be used by community needs to be reviewed, there are new ideas and new opportunities present that weren't in the mix initially and the community work has recommenced to determine how the building can be best used, operated and sustained. The challenges aren't over but the finish line is getting closer.

House News from the Manager continued.....

Integral to the future success of the revitalisation of the Station will be the Great Southern Rail Trail which goes straight passed the station building. The Korumburra to Leongatha leg of the trail was officially opened earlier this year, and in preparation for this grand opening and to showcase the potential of the rail yards precinct, the community came together to 'Clean up the Yard'. Over 50 people volunteered at this clean-up, and it was very much a community effort, (again a common purpose, cooperation, and working together), effort that showed pride in this space as an asset and understanding the value and potential for the town.

The big change that we have been preparing for over the past many, many years is getting very close. We've all watched as the Korumburra Community Hub has started to emerge on the hillside in Little Commercial Street, we've seen the adaptations of community to the change in parking spaces as the area is being transformed. Many comments have been heard about where the building is visible from, how amazing the aspect is, what the view will be like, what it will mean to the main areas of town.

We've been privy to the plans for quite a while and had input into the spaces available in the building. It is exciting but a little daunting too as the relocation to the Hub will have a significant impact on the way the community house operates. We are also looking forward to sharing spaces with the library, the historical society and the elderly citizens - I am certain we can all learn from each other, and offer opportunities to our local communities by working together.

Jenni Keerie

Become a Milpara Member

It's only \$5.50 per year

For us at the House, being a member is a great way to support the ongoing work of the of the House and provide input into the future of the organisation. It also means we can tap into local knowledge and experiences, understand the issues and concerns that are impacting on this area, and work on ways we can respond.

Membership is about becoming a part of the Milpara Community House community.

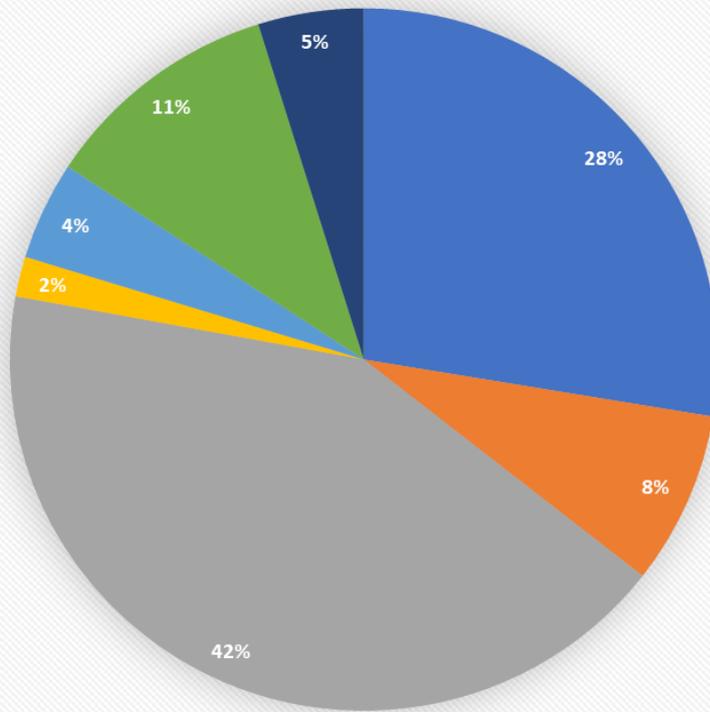
One of the actions we take for our members is to keep them informed of any updates that may be of interest and provide links into community consultations, funding rounds and so much more.

Membership of a not for profit organisation is integral to ongoing sustainability and it should not be forgotten that members add weight to any lobbying or advocacy actions we undertake.

If you're not a member of Milpara Community House, call in and ask us how you can share in the value of the work we do.

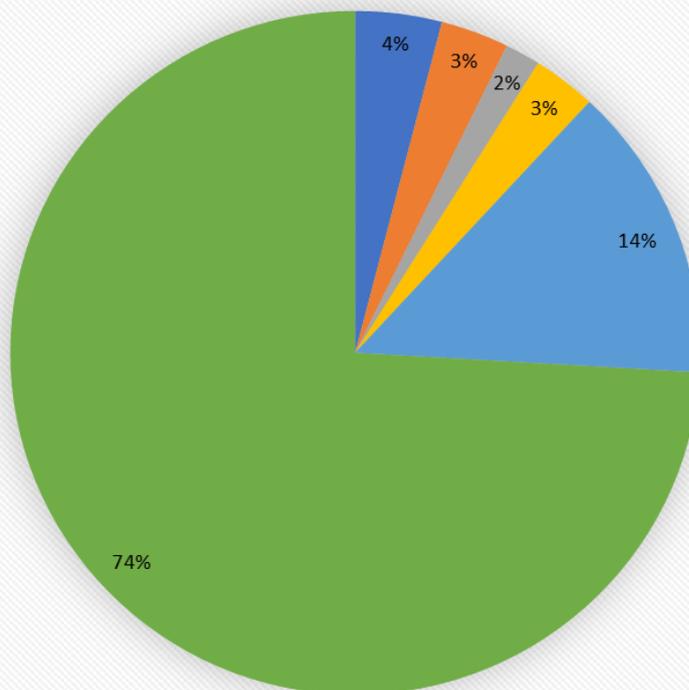
The Finances

INCOME 2021-2022 = \$254,093



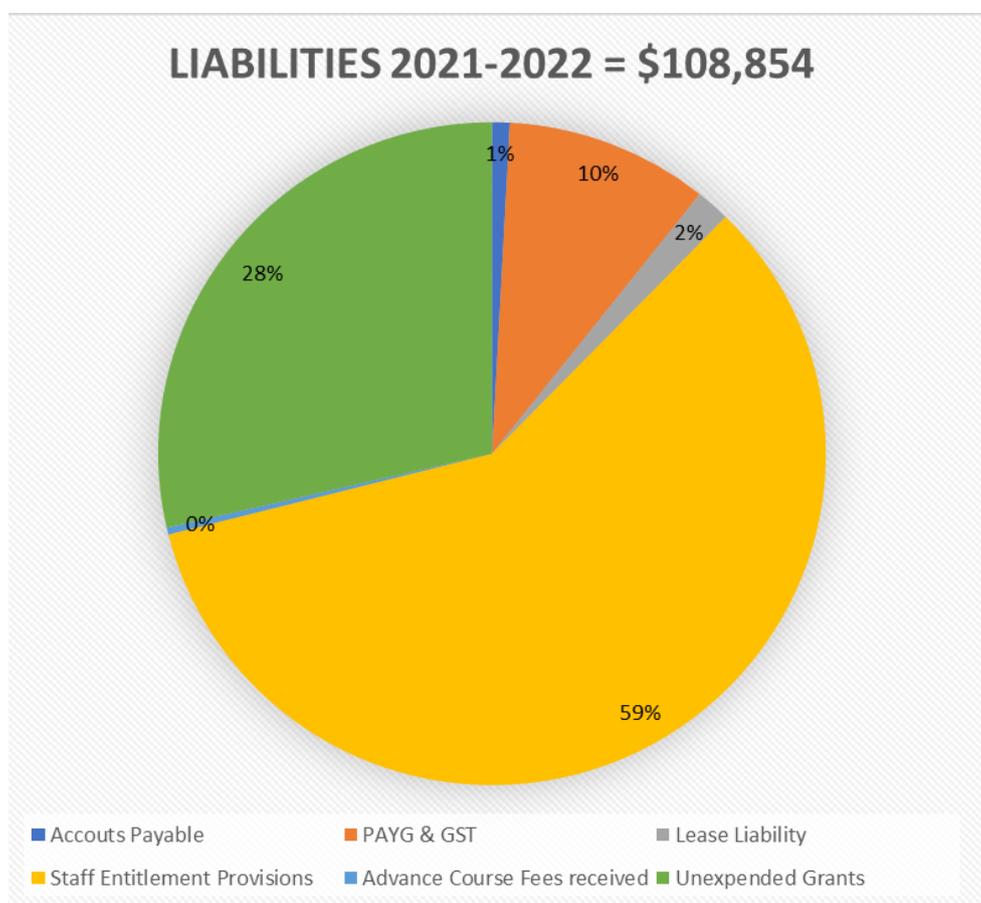
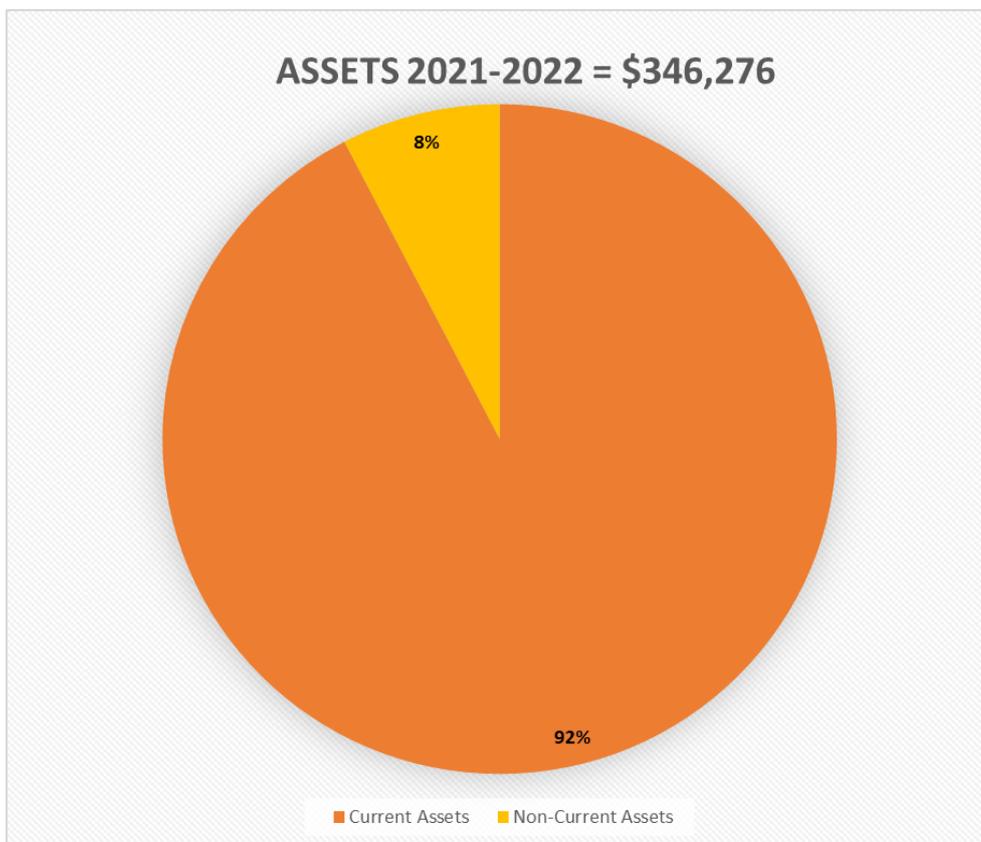
■ ACFE ■ Adult Education ■ NHCP ■ Donations ■ Mens Shed ■ DHS ■ Administration Services

EXPENDITURE 2021-2022 = \$277,783



■ Adult Education Costs ■ Centrelink Expenses ■ Foodbank Expense
■ Men's Shed Expenses ■ Operational Expenses ■ Payroll Expenses

The Finances continued



A message from the Treasurer

Milpara is currently transitioning from Reckon to Xero for financial recording, which will provide benefits of time saving efficiencies and allow for more comprehensive and clearer reporting options. Updates to the Chart of Accounts are being made to ensure our reports continue to provide information that is understandable and relevant to interested stakeholders.

The 2020 & 2021 financial years were greatly affected by Covid-19, with 2022 seeing the start of a return to normal operations. To provide some analysis of Milpara's 2022 financial performance a comparison back to 2019 is relevant.

Over the 2020 & 2021 years Milpara received nearly \$250,000 in Covid-19 support payments; Jobkeeper, Cash Flow Boost & Business Support Grants. Half of this was paid out to employees as Jobkeeper top up payments, with the remaining payments supplementing reduced income levels and an increase to the bank accounts of \$60,000 since 2019.

2022 saw the removal of all support payments and while the *Mens Shed Income* has seen an increase over the Covid-19 period from \$6,500 in 2019 to \$11,500 in 2022, *Donations Received* has dropped to under \$5,000 in 2022 from \$12,000 in 2019. A reflection of the record low interest rates has seen the \$4300 *Interest Received* in 2019 decline to just \$192 in 2022. *Adult Education Income* remains well below pre-Covid levels, with \$37,000 received in 2019 compared to \$5,500 in 2022. A positive trend is the increase in *Membership Fees* received from \$270 in 2019 to \$340 in 2022.

Expenses have remained generally stable over this period apart from the significant increase to *Payroll Expenses* in 2020 & 2021 due to the Jobkeeper program and *Foodbank Expenses* which more than doubled from \$2079 in 2019 to \$4600 in 2022.

The overall result of Milpara Community House operations for the 2022 FY was a deficit of \$34,000. This is expected to improve in the coming years as the impacts of Covid-19 continue to reduce and the move to the Korumburra Community Hub provides new advantages and opportunities.

Donna Wilks

Services Australia



Australian Government
Services Australia

The Services Australia agency at Milpara Community House has been operating since before 2006 and the service offered to local residents has continued and expanded. Services Australia now covers Centrelink, Medicare, Children's Services and through the MyGov portal, links are also open to a number of different government services.

During the past year, this Service has reach over 1200 people—not bad for 10 hours a week. And, some people make Korumburra a destination because of the Service they receive at the Korumburra Agency. Not too many government agencies can claim that, and we are proud of it.

Korumburra Men's Shed and Men's Shed Hospital Community Garden



Working Day - Thursdays

9:00 am - 12 pm

New Members & Visitors Welcome

Call in and say hello.

Korumburra Men's Shed



As always, it's been an interesting year for the Shed.

Membership continues to grow steadily despite the fact that we do not actively recruit new members mainly because the workshop is at capacity. Fortunately, we are a very social shed and many members do not take part in workshop activities but would rather talk and interact with each other – in many ways this is the ideal shed as a men's Shed should be about the members who keep coming back and not how much they make.

On any day we are open, we have between 12 and 20 members in the shed out of a membership of 48. The Men's Shed Hospital Garden Group also continues to be well supported.

We do, however, manage to do some work in the workshop. Some of the members in the workshop work on personal projects while others work on fund raising projects such as display boxes for a local retailer. The biggest project we undertook this year was the construction of a wishing well for the Kongwak Fire Brigade. This project involved a lot of woodwork and metal work. You will see it outside the Fire Station as you drive through Kongwak. Several members made items that were sold at a very successful stall at the Korumburra Twilight Christmas celebrations.

We had some success with Grant applications this year receiving \$9,600 from FRRR for a kitchen in our new shed (more about that later) and \$1,400 for an emergency wash station for the workshop from AMSA. We also have a new defibrillator donated by the Shire and had a training session from Ambulance Victoria.

We outgrew the shed not long after we moved into the existing building – it always happens, you always need a bigger shed, so we have been negotiating with VicTrack for the lease of the large shed on the corner of Bridge and Station Street. I am happy to report that we have just received the lease documents which we are reviewing at the moment. Hopefully, by this time next year we will be well on our way to occupying the much larger building with more facilities and then we can start actively recruiting. That shed is much, much larger than the existing building and we already have interest from other groups in the community who are looking for space for storage or activity space.

There is still a lot to do as there are planning issues to be resolved and a lot of work to be done in getting the building ready. It currently is an empty tin shed with a gravel floor so we have applied for the 2022 DFFH Mens Shed Grant and the Living Local Regional Development Grant to help us bring the building and grounds up to scratch. Both grants will be announced later this month – fingers are crossed.

On the administrative side, this year we revised our Strategic Plan and the MOU between Milpara and Korumburra Men's Shed and the Korumburra Men's Shed Hospital Community Garden to bring them up to date with current plans. With the help of Milpara's Committee of Governance and legal consultants we also looked into the possibility of obtaining deductible gift recipient (DGR) status which would allow us to receive tax-deductible donations. Unfortunately, the cons outweighed the pros significantly and the Committee decided not to proceed.

The next year will be a very exciting and extremely busy time for Korumburra Men's Shed. Details in the next annual report.

John Davies

Volunteers - the Heart of the Community

Volunteers make a significant difference to what we are able to offer at the House. These aren't just words, we have the figures to provide it.

The nature of volunteering is changing and the more traditional roles we understand are not where the most action is taking place. People want to get involved, be involved. They want to get stuck into projects. The Clean up the Yard working part was a great example, so many people came to help, and they enjoyed it too.

Milpara is fortunate that it has the support of a whole group of community members who step in to support the work done. If I have forgotten anyone's name, please forgive me and do come and remind me, it is important that people's contributions are recognised, they are certainly valued, no doubt about it.

During the year from 1 July 2021 to 30 June 2022, volunteers have contributed over 3000 hours to the House. If I had to put a dollar figure on this, this contribution is in the region of over \$84,000.

Congratulations and thank you. Your work and time is important and appreciated.

Issy Carpenter

Jenni Keerie

Gayle Revill

John Cengia

Sarah Kerwick

Cheryl Roberts

Kay Coxon

Denise Lacey

Julie Thomas

Neil Coxon

Barbara Look

Matt Thompson

John Davies

Cheryl Moore

Peter Walker

Lee Fletcher

Belinda Nicholls

Noelle Walker

Debbie Harris

Xavier Nicholls

Dianne Williams

Barbara Hosking

Chris Orland

Donna Wilks

John Julian

Jack Oster

Ian Wilson



TO OUR VOLUNTEERS!

Emergency Foodbank



The emergency foodbank at Milpara is so much more than providing some groceries to people finding it had to make ends meet.

There are many reasons why people come to get food, and we are often privileged to hear people's stories when they feel comfortable enough to share. Many feel embarrassed to be needing to access the foodbank - there is no need, so many people go through hard times and what is important is that they don't let their families and children go hungry.

It's not just food, it's a chance to connect, to listen, to share thoughts and ideas, offer help, provide links to others who can provide professional assistance and advice, discover what can be done to lift a weight and provide interventions if that is what is the best thing. By interventions I mean going into bat, advocating on behalf of, sometimes with housing, power companies, Centrelink, support agencies and the like.

The support the House receives from local community and community members to offer the foodbank is enormous and we appreciate this.

Throughout the year, the foodbank has supported over 758 people with over 1192 bags of groceries distributed.

This is groceries donated, or purchased as well as fresh produce received from both Growlightly Connect and Secondbite of over 2500 kg. We have a great working relationship with Red Cross volunteers and they collect the produce from Aldi Leongatha each Monday and bring this to the House. Growlightly Connect volunteers drop fresh locally grown produce to the House each Wednesday. Thank you sincerely for your support.

Koringal Women's Service Club and the members of the Korumburra Men's Shed Community Garden, along with House staff regularly provide home cooked meals to the pantry, to be frozen and distributed as required. An estimate of the number of meals donated each year is 420.

If there are meals left over from the monthly Community Meal, these are boxed up and shared through the Foodbank too - nothing is wasted.

Korumburra is a great place and it certainly does take care of its local community members.

Orange the World



The Orange the World Campaign is one of the main annual campaigns that Milpara gets involved in. It's 16 days of activism to say NO to violence. We think it signals a very important message and it's one we are very happy to get behind and promote.

We know that the timing of this activism conflicts a little bit with the preparations for Christmas however statistics and research have clearly identified that it's not a happy time for everyone as pressures build, family violence can escalate.

We have learned so much about family violence, the triggers, the impacts, the costs, the service responses, supports, available as well as the number of people impacted. Stopping violence is the only way to reduce the trauma experienced - services can not always respond to every situation that's why prevention is always better.

As you may have noticed, the campaign starts with a highly visual display along the highway. This display is prepared by many volunteers throughout the year and we appreciate the support and the contributions.

Every day there is a different message posted on social media giving different aspects, statistics, myths, facts, information services available.

We gratefully acknowledge the contribution of the following organisations and individuals who have given support to the House, in many ways, over the past twelve months. Thank you.

Bendigo Bank Korumburra	Korumburra Baptist Church Craft Group	Uniting Churches: Korumburra, Loch, Kernot & Strzelecki	KMS Hospital Community Garden
Burra Foods	Korumburra Baptist Church	St Vincent de Paul - Korumburra	Second Bite Aldi
St Paul's Anglican Church	Korumburra Uniting Church Op Shop	Anglicare Victoria 3mFm	Michael's SUPA IGA Elder Rights Advocacy
South Gippsland Shire Council	Koringal Women's Service Club Korumburra Lions Club	The William Angliss (Victoria) Charitable Trust	Korumburra Men's Shed Foodbank Victoria
CWA Korumburra, Loch & Woodleigh Vale	Greenhills Community Benevolent Society	Korumburra Newsagency Wellways Family Services	Mine Road Op Shop Maxima
Uniting Leongatha	Korumburra Men's Shed	Red Cross	Grow Lightly Food Hub

MILPARA COMMUNITY
HOUSE INC.

A0019220Y

SPECIAL PURPOSE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

Special Purpose Financial Report - year ending 30 Jun 2022

MILPARA COMMUNITY HOUSE INC.

A0019220Y

INCOME AND EXPENDITURE STATEMENT

FOR THE YEAR ENDED 30 JUNE 2022

	Note	2022	2021
INCOME			
Program grant		48,324	-
Concession grant		518	-
Training Delivery Support		8,228	17,643
Family Learning partnership		11,535	4,500
LEAP funding		1,530	3,498
Learning to Grow		-	15,856
Pre-accredited grant		-	22,094
<i>Total ACFE grants</i>		<i>70,135</i>	<i>63,591</i>
Adult education fees		5,489	6,195
Business Support Grant		-	25,000
DHS – NHCP grant		107,515	104,291
Donations received		4,670	8,830
Grants:			
- SGSC community grant		-	1,233
Interest received		192	733
JobKeeper income received	10	-	137,700
Membership fees		340	275
Men's Shed income		11,510	8,888
Miscellaneous income		470	1,685
Other education fees		14,754	7,959
Reimbursed expenses		39,018	30,557
Total income		254,093	396,937
EXPENDITURE			
Adult education costs		11,271	8,654
Advertising		1,048	606
Bank fees		38	155
Centrelink Expenses		8,878	-
Computer software		364	768
Conference expense		-	112
Consumables		3,846	2,900
Electricity		1,989	2,695
External review fees		2,120	1,900
Foodbank expense		4,600	3,691
Incorporation & legal		120	119
Insurance		237	-
Internet expenses		3,456	3,149
Loss on sale of assets		-	590
Men's Shed expenses		8,273	4,534
Miscellaneous expenses		3,011	2,422
Payroll expenses		205,795	287,135

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.		
A0019220Y		
INCOME AND EXPENDITURE STATEMENT		
FOR THE YEAR ENDED 30 JUNE 2022 (continued)		
EXPENDITURE (continued)	2022	2021
Photocopier expenses	4,862	5,092
Postage & freight	1,451	2,692
Printing and stationery	7,714	3,774
Professional development	60	1,716
Rates & lease	686	636
Repairs & maintenance	723	1,001
Subscriptions & memberships	2,541	5,144
Telephone	1,409	2,818
Workers compensation expense	3,291	2,812
Total expenditure	277,783	345,115
Net operating surplus / (deficit) for the financial year	(23,690)	51,822
Less depreciation expense	(10,660)	(10,687)
Net surplus / (deficit) for the financial year	(34,350)	41,135

The accompanying notes form part of this financial report.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.			
A0019220Y			
BALANCE SHEET			
FOR THE YEAR ENDED 30 JUNE 2022			
	NOTE	2022	2021
CURRENT ASSETS			
- Milpara Community House	3	135,542	166,422
- Foodbank	3	3,779	7,499
- Men's Shed	3	<u>24,516</u>	<u>14,399</u>
Total cash at bank		163,837	188,320
Petty cash & cash floats		160	160
Term deposits – Milpara Community House	4	153,727	153,590
Prepaid expenses		3,097	1,373
TOTAL CURRENT ASSETS		320,821	343,443
NON CURRENT ASSETS			
Property, plant & equipment	5	22,921	33,264
Right-of-use-assets	6	3,534	5,301
TOTAL NON CURRENT ASSETS		26,455	38,565
TOTAL ASSETS		347,276	382,008
CURRENT LIABILITIES			
Accounts payable		914	1,004
PAYG & GST payable		10,539	14,076
Lease Liability	7	1,767	1,767
Annual leave provision		10,177	9,282
Long service leave provision		21,013	19,108
Sick/Personal leave provision		31,687	27,203
Course payments received in advance		360	2,070
Unexpended grants	9	30,612	31,174
TOTAL CURRENT LIABILITIES		107,069	105,684
NON-CURRENT LIABILITIES			
Lease Liabilities	7	1,767	3,534
TOTAL NON-CURRENT LIABILITIES		1,767	3,534
TOTAL LIABILITIES		108,854	109,218
NET ASSETS		238,440	272,790
EQUITY			
Opening accumulated surplus		272,790	231,655
Current year surplus / (deficit)		(34,350)	41,135
TOTAL EQUITY		238,440	272,790

The accompanying notes form part of these financial statements.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2022

	Accumulated Surplus
Balance at 1 July 2020	231,655
Operating surplus for the year	41,135
Balance at 30 June 2021	272,790
Operating deficit for the year	(34,350)
Balance at 30 June 2022	238,440

The accompanying notes form part of these financial statements.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2022

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES		
Fundraising and donations	4,670	8,830
Grants received	225,349	196,588
Interest received	192	733
Operating receipts	43,095	247,466
Payments to employees and suppliers	(297,335)	(364,871)
NET CASH PROVIDED BY / (USED IN) OPERATING ACTIVITIES	(24,029)	88,746
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property, plant & equipment	(137)	(8,213)
Interest reinvested in term deposits	(317)	(547)
NET CASH USED IN INVESTING ACTIVITIES	(454)	(8,760)
NET INCREASE / (DECREASE) IN CASH HELD	(24,483)	79,986
CASH AT THE BEGINNING OF THE FINANCIAL YEAR	188,480	108,494
CASH AT THE END OF THE FINANCIAL YEAR	163,997	188,480

The accompanying notes form part of these financial statements.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022

CASH FLOW INFORMATION	2021	
a) Reconciliation of cash for purposes of cash flows:		
Cash on hand	160	160
Cash at bank	163,837	188,320
Total	163,997	188,480
b) Reconciliation of net cash provided by operating activities to surplus / (deficit) from ordinary activities:		
Surplus / (deficit) from ordinary activities	(34,350)	41,135
Add back non-cash items:		
Depreciation expense	10,660	10,687
Loss on disposal of assets	-	590
<i>Changes in assets & liabilities</i>		
(Increase) / decrease in accounts receivable	(1,724)	42,257
(Increase) / decrease in income in advance	(5,337)	(370)
Increase / (decrease) in trade payables	(562)	(8,591)
Increase / (decrease) in leave entitlement provision	7,284	3,038
NET CASH PROVIDED BY / (USED IN) OPERATING ACTIVITIES	(24,029)	88,746

c) The association has no credit standby or financing facilities in place.

d) There were no non-cash financing or investing activities during the year.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2022

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

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

The financial report has been prepared on an accruals basis and is based on historical costs and does not consider changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in this financial report.

Accounting Policies

- (a) **Income Tax**
The association is exempt from income tax due to the nature of its activities.
- (b) **Inventories**
All costs except for fixed asset purchase are expensed at the date of purchase. No amount is brought to account for consumable stocks held on the balance day.
- (c) **Property, Plant and Equipment**
Existing plant and equipment were identified at 30 June 2008 and recognised at fair value for the first time in the balance sheet. All subsequent purchases of plant and equipment are measured on the cost basis.
- The carrying amount of plant and equipment is reviewed annually by the association to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the bases of the expected net cash flows which will be received from the asset's employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

Depreciation

The depreciable amount of all property, plant and equipment are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements. The land and buildings are leased from the South Gippsland Shire Council. The current lease is valid for 4 years from 1 July 2020.

The depreciation rates used for each class of depreciable asset are:

Class of Fixed Asset	Depreciation Rate
Plant and equipment	10 - 33.3% Straight line
Leasehold Improvements	16.67% Straight line

- (d) **Employee Benefits**
Provision is made for the association's liability for employee benefits arising from services rendered by employees to balance date. All employee benefits which are expected to be settled within one year and have been measured at their nominal amounts. Where the long service leave liability is not currently due, the liability has been calculated in relation to the probability of each employee remaining until the long service leave is entitled.
- (e) **Goods and Services Tax**
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 Tax Office. In these circumstances the GST is recognised as part of the cost of the acquisition of the asset or as part of the item of expense.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2022

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(f) Leases

The association assesses at contract inception, whether the contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

A single recognition and measurement approach are applied to all leases, except for short-term leases and leases of low-value assets. The association recognises liabilities to make lease payments and right-of-use assets representing the right to use the underlying assets.

(i) *Right-of-use assets*

Right-of-use assets are recognised at the commencement date of the lease (i.e., the date the underlying asset is available for use). Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. The cost of right-of-use assets includes the amount of lease liabilities recognised, initial direct costs incurred, and lease payments made at or before the commencement date less any lease incentives received.

Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets.

(ii) *Lease Liabilities*

At the commencement date of the lease, the association recognises lease liabilities measured at the present value of lease payments to be made over the lease term. The carrying amount of lease liabilities is remeasured if there is a modification, a change in the lease term or a change in the lease payments.

(iii) *Short term leases and leases of low value assets*

The short-term lease recognition exemption is applied to its short-term leases (i.e., those leases that have a lease term of 12 months or less from the commencement date and do not contain a purchase option). It also applies the lease of low-value assets recognition exemption to leases that are considered to be low value. Lease payments on short-term leases and leases of low value assets are recognised as expense on a straight-line basis over the lease term.

(g) Revenue

Revenue is recognised when the entity obtains control over the funds which is generally at the time of receipt.

Grant revenue is recognised in the income statement when the entity obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be reliably measured.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied. Refer to Note 6 for the details of unexpended grant funding.

NOTE 2: RELATED PARTIES

Members of the committee receive no payment or other consideration for their services as committee members. Where a member of the committee is engaged to teach courses or to act in a managerial capacity that person receives no special advantage or other consideration when compared with other employees or tutors.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2022

NOTE 3: CASH AT BANK	2022	2021
Milpara Community House:		
Bendigo Bank LSL account	44,264	44,220
Commonwealth Bank online saver account	90,581	115,570
Commonwealth cheque account	<u>697</u>	<u>6,632</u>
	135,542	166,422
Foodbank:		
Bendigo Food Bank account	3,779	7,499
Men's Shed:		
Commonwealth Bank Milpara Men's Shed account	4,890	4,374
Commonwealth Bank Men's Shed online saver account	<u>19,626</u>	<u>10,025</u>
	24,516	14,399
Total cash at bank	163,837	188,320
NOTE 4: TERM DEPOSITS		
Bendigo Bank term deposit	94,145	94,039
Commonwealth Bank term deposit	59,582	59,551
Total	153,727	153,590
NOTE 5: PROPERTY, PLANT & EQUIPMENT		
Leasehold improvements:		
Building renovations	53,911	53,911
Carpark	9,100	9,100
Less accumulated depreciation	<u>(62,726)</u>	<u>(62,667)</u>
Written down value	285	344
Men's Shed:		
Men's Shed (at Coal Creek) improvements	26,378	26,378
Men's Shed equipment	12,439	12,122
Less accumulated depreciation	<u>(34,022)</u>	<u>(28,787)</u>
Written down value	4,795	9,713
Plant & equipment:		
Furniture & fittings	17,271	17,271
Kitchen equipment	223	223
Miscellaneous plant	14,829	14,829
Office equipment	53,626	53,626
Toys & equipment	220	220
Resource library	2,127	2,127
Tool library	1,068	1,068
Less accumulated depreciation	<u>(71,523)</u>	<u>(66,157)</u>
Written down value	17,841	23,207
Total property plant and equipment at written down value	22,921	33,264

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2022

NOTE 5: PROPERTY, PLANT & EQUIPMENT (continued)

Movements in Carrying Amounts

	Leasehold Improvements	Men's Shed	Plant & Equipment	Total
Balance at beginning of year	344	9,713	23,207	33,264
Additions	-	317	-	317
Depreciation	(59)	(5,235)	(5,366)	(10,660)
Disposals (Net)	-	-	-	-
Balance at end of year	285	4,795	17,841	22,921

NOTE 6: RIGHT-OF-USE-ASSETS

	2022	2021
Photocopier	3,534	5,301
Total right-of-use-assets	3,534	5,301

Movements in the carrying amount of the right-of-use-asset between the beginning and the end of the current financial year:

Balance at the beginning of the year	5,301	7,068
Expensed	(1,767)	(1,767)
Balance at the end of the year	3,534	5,301

NOTE 7: LEASE LIABILITIES

CURRENT

Relating to right-of-use-assets	1,767	1,767
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NON-CURRENT

Relating to right-of-use-assets	1,767	3,534
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Total Lease Liabilities	3,534	5,301
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The following amounts are recognised in the profit and loss:

Expense relating to right-of-use-assets	1,767	1,767
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NOTE 8: CAPITAL AND LEASING COMMITMENTS

Operating lease commitments:

Payable – minimum lease payments		
Not later than 12 months	104	104
Between 12 months and 5 years	104	208
Later than 5 years		
Minimum lease payments	208	312

The operating lease referred to above relates to the annual rental of the premises owned by the South Gippsland Shire Council.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2022

NOTE 9: UNEXPENDED GRANTS	2022	2021
ACFE Training Delivery Support Grant	8,109	2,812
ACFE Family Learning partnership grant	-	11,535
AMSA – DSDP Round 21 funding	-	792
DHHS – Men’s Shed	-	1,217
William Angliss Trust grant	10,000	8,000
DET LEAP	-	1,530
Magistrates Court Victoria donation	2,135	2,273
Rotary – FIXIT Korumburra	470	470
Freemasons donation	1,171	2,545
FRRR – Men’s Shed	8,727	-
Total	30,612	31,174

NOTE 10: COVID-19 PANDEMIC

In March 2020, a global pandemic for COVID-19 coronavirus was declared by the World Health Organisation. As a result, the Australian Federal Government announced financial stimulus packages, including the ATO *Cash Flow Boost* and *Job Keeper*.

The association was entitled to receive a total of \$37,208 in Cash Flow Boost income which was recognised as income under AASB1058 *Income of Not-for-Profit Entities* given the entity was entitled to receive the remaining instalments as at 30 June 2020.

The association was also entitled to participate in the JobKeeper scheme of which \$45,000 was received to 30 June 2021. \$137,700 was received for the period from July to December 2020 when eligibility for the scheme ceased.

House operations and financial capacity continue to be impacted by COVID-19 during the 2020-21 financial year impacting on the organisation being able generate its own funding. Self-generated funds are integral to the entity’s sustainability. Most operations are secure due to the Government funding the organisation receives, however funding sources such as through the Department of Education and Training is reliant on delivery of student contact hours for delivery of courses. Across the board, uptake of delivery has been slow, and this is affecting organisations much larger than the Community House. COVID continues to have an impact through staff availability and resources due to restrictions and isolation requirements.

NOTE 11: FUTURE DEVELOPMENTS

In 2013 Milpara Community House made a commitment to the South Gippsland Shire Council to become one of the lead tenants in the Korumburra Community Hub upon its completion. The construction and relocation to the new Hub is proposed to occur in late 2022 to early 2023.

Milpara Community House will continue its current lease arrangement with the South Gippsland Shire Council.

The model of delivery for the House and funding arrangements will continue however it is anticipated there will be an effect on our business model relating to the new arrangements. Negotiations are still underway relating to the governance of the facility.

The cost of the relocation to the new Hub has been planned for by the Committee of Governance over the past 10 years and sufficient funds are available to fit out the new offices. There will be a change in the assets of the association with many former items of inventory being surplus to our requirements.

Special Purpose Financial Report ... continued

MILPARA COMMUNITY HOUSE INC.

A0019220Y

STATEMENT BY MEMBERS OF THE COMMITTEE

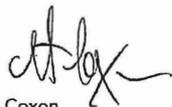
FOR THE YEAR ENDED 30 JUNE 2022

The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee, the financial report as set out on pages 2 to 12:

1. Presents a true and fair view of the financial position of Milpara Community House Inc. as at 30 June 2022 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Milpara Community House Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:



Neil Coxon
President



Donna Wilks
Treasurer

11 August 2022

Special Purpose Financial Report ... continued

L J McKenzie *Accounting, CA*
Financial

REGISTERED COMPANY AUDITORS
 INTERNAL AUDITORS
 CHARTERED ACCOUNTANTS

CARDELL
 ASSURANCE AND AUDIT

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT TO THE MEMBERS OF MILPARA COMMUNITY HOUSE INC.

We have reviewed the accompanying financial report, being a special purpose financial report, of Milpara Community House Inc., which comprises the balance sheet as at 30 June 2022, the income and expenditure statement, the cash flow statement and the statement of changes in equity for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation of the special purpose financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the financial reporting requirements of the *Associations Incorporation Reform Act (Vic) 2012* and the *Australian Charities and Not-for-profits Commission Act 2012* and to meet the needs of the members. This responsibility also includes such internal control that the committee determine is necessary to enable the preparation of the special purpose financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express a conclusion on the special purpose financial report based on our review. We conducted our review in accordance with Australian Auditing Standard on Review Engagements ASRE 2415 *Review of a Financial Report: Company Limited by Guarantee or an Entity Reporting under the ACNC Act or Other Applicable Legislation or Regulation*, in order to state whether, on the basis of the procedures described, we have become aware of any matter that makes us believe that the special purpose financial report does not satisfy the requirements of the *Associations Incorporation Reform Act (Vic) 2012* and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* including; giving a true and fair view of the association's financial position as at 30 June 2022 and its performance for the year ended on that date; and complying with the Australian Accounting Standards to the extent described in Note 1 to the financial report and the *Australian Charities and Not-for-profits Commission Regulations 2013*.

ASRE 2415 requires that we comply with the ethical requirements relevant to the review of the special purpose financial report.

A review of the special purpose financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Conclusion

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the special purpose financial report of Milpara Community House Inc. does not satisfy the requirements of the *Associations Incorporation Reform Act (Vic) 2012* and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* including:

- a) Giving a true and fair view of the association's financial position at 30 June 2022 and its financial performance and cash flows for the year ended on that date: and
- b) Complying with Australian Accounting Standards to the extent described in Note 1, the *Associations Incorporation Reform Act (Vic) 2012* and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis of Accounting and Restriction on Distribution

Without modifying our conclusion, we draw attention to Note 1 to the special purpose financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the association's financial reporting responsibilities under the *Associations Incorporation Reform Act (Vic) 2012* and the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the special purpose financial report may not be suitable for another purpose.

CARDELL ASSURANCE & AUDIT

Lyndal J. McKenzie
 3A Billson Street
 WONTHAGGI VIC 3995

Liability limited by a scheme approved under
 Professional Standards Legislation

15 August 2022

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Sector Principles

Community Ownership

To set, manage and control the direction, resources, decision making and processes of the neighbourhood house or centre in order that local volunteer members have a sense of ownership and intrinsic belonging.

Access and Equity

To ensure fair and equitable access for all people. Striving to make meaningful opportunities, programs, activities and services accessible to individuals, groups and the community. To promote a fairer distribution of economic resources and power between people.

Advocacy

To act with and on behalf of community members to endeavour that their individual or group needs are met.

Social Action

To analyse internal and external factors that have an impact on the local community, and to transform relationships between individuals, groups and organisations and within the community through collective action.

Self-help

To come together in a supportive group environment to share information, knowledge, skills and life experience in order that each participant can reach their own personal goals.

Inclusion

To value the diverse contributions that people make and to be sensitive to their individual needs.

Networking

To link, form alliances, collaborate and work with individuals, groups, other agencies, government and business.

Lifelong Learning

To build and support the personal skills, knowledge, abilities and resilience of people. To develop the health, wellbeing and connection of people and their families through formal and informal pathways in education, employment and self-development.

Community Participation

To recognise that everyone has a valuable contribution to make and to facilitate community members to join in at any level. Volunteers and community members are integral to the decision making, evaluation, provision, participation and direction setting at all levels of the organisation.

Empowerment

To put into practice a process that respects, values and enhances people's ability to have control of their lives. This process encourages people to meet their needs and aspirations in a self-aware and informed way that takes advantage of their skills, experience and potential.

Neighbourhood Houses are guided by these sector principles



Neighbourhood Houses
The Heart of Our Community

Milpara Community House

21 Shellcot Road, Korumburra VIC 3950

03 - 5655 2524

milpara@dcsi.net.au

milparacommunityhouse.org.au

Simple appreciation and the last word:

Working in a community house is very challenging, no two days are the same, no person's situation is either. We try our very best to respond, to listen, to lend a hand, to help lift people up. Our aim is give people the assistance they need to be able to better manage for themselves, and hopefully to teach someone-else down the line.

We hope our connections and interventions have helped.

My very sincere thanks to Team Milpara: Belinda, Leisa, Nicki, Chris, Deb, Amber, Jack, Heather, Sylvi, Julie, Cheryl, Di, Neil, John, Sarah, Donna, Lee, Barb, Noelle and so many more – you are the Heart of the House, and it is a privilege to share the journey and challenges of Housework with you.