

We're walking
towards
our future.

Let's put
our heart
into it.



Neighbourhood House
The heart of our community

Association of Neighbourhood Houses
& Learning Centres Inc.

Annual Report 2006 - 2007

aNHC

Acknowledgements

The Association of Neighbourhood Houses and Learning Centres would like to thank the following organisations for their support:

A Victorian
Government
initiative



The Department for Victorian Communities



Adult Education
in the Community

The Adult Community and Further Education Board



Guild Insurance and Financial Services Limited



Annual Report 2006 - 2007

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President's Report

The past year has been one of challenges and achievements for ANHLC and the Sector. It has also seen the continued commitment and dedication of ANHLC to ensuring that the Neighbourhood House and Learning Centre sector is strong and viable.

Conference: The *Taking the Next Step Together* conference, provided an opportunity to reflect on our history and the many successes we have achieved over the years through concerted collective action by the Sector.

The Conference was also an opportunity for the Sector to meet our new Minister Richard Wynne. We were very pleased to hear Minister Wynne's announcement that the criteria for Modernising Neighbourhood Houses grants had been broadened resulting in a significant increase in the number of houses being eligible for this funding stream.

Sector Collective Agreement: In response to the Federal Government's Work Choices legislation, ANHLC initiated negotiations with relevant unions – ASU, LHMU and the NTEU and employer bodies Jobs Australia and ACEVic to create a collective agreement covering the pay and conditions of staff members in our Sector. Clare Corbet, on behalf of ANHLC was responsible for initiating the initial discussions and, along with the ANHLC IR Working Group, put a tremendous amount of work in to ensuring the success of the discussions. Thanks to the hard work and dedication of the members of this working group the Workplace Authority has finally authorised the collective agreement, resulting in the protection of our pay rates and employment conditions.

Guild Insurance: ANHLC entered into an agreement with Guild Insurance during the year to provide our members with an insurance cover that has been tailored to the needs of our Sector. Guild is now the preferred provider for contents and building insurances for the Sector, with ANHLC receiving support from Guild via referral fees and sponsorship. Guild sponsored the 2006 Conference Dinner at the Melbourne Aquarium. The relationship is proving to be very successful and we look forward to the continued support of Guild to both ANHLC and the Sector.

Revised Governance Structure: The revised ANHLC governance structure was developed as a direct response to the grossly inadequate

resourcing of ANHLC. A key element of the revised structure is the Strategic Coordination Group. This group has been developed to maintain the strategic leadership focus for ANHLC and the Sector. The group will also oversee the coordination of the work of the other ANHLC working groups.

It is vital that our peak body not only has the capacity to fully support and advocate on behalf of the Sector, but also to be involved in all levels of policy development. While we have welcomed the significant increases in funding to the Sector, it is of great concern that our peak body still works with inadequate resourcing and staffing levels.

This is a critical phase for ANHLC and our Sector. We need to build on the successes of the past and work together to ensure a viable future. We are all extremely busy with our own houses/centres, but if we are to ensure the sustainability of our Sector, it is imperative that we make time for the "big picture" and work together on the overall issues facing the Sector.

This is my last report as President of ANHLC. I would like to take this opportunity of thanking you for the opportunity of working on the Board for the past six years, the last four as President. It has been an incredible journey for me and a huge learning curve. I have had the opportunity of working with (and learning from) some amazing people. I have also made some enduring friendships.

Thank you to the many colleagues I have had the pleasure of working with on the Board during the past six years. My thanks also to the dedicated staff at ANHLC Bronwyn, Clare, Liz and Bernadette for their care and support. A special thank you to our Executive Officer, Merial Clark for her support, understanding and friendship. It has been a privilege working with such a great team.

Finally I would like to thank the fantastic team at The Avenue Neighbourhood House for their understanding about my many absences from the House during the past six years.

I wish ANHLC and the Sector every success for the future. I know that if we work collectively and cooperatively with our networks and ANHLC that we will all go from strength to strength.

Colleen Saunderson

Colleen Saunderson

Executive Officer's Report

Although it seems a long time ago now, The Walk of Hearts began the **2006-2007 reporting period**. We set ourselves a hectic and challenging time line for achieving the arrival of The Walk in the Treasury Gardens on 14 September 2006. The Walk was held to highlight and celebrate the Neighbourhood House and Learning Centre Sector as the heart of our community and doubled as the key Sector election campaign strategy to lobby for the balance of the Heart of the Community budget submission – for Houses & Centres, NH Networks and ANHLC to be funded to be open 5 days a week.

Other achievements through the year have been the development and presentation of a variety of submissions to Government on policy issues including Sector responses to the Children's Services Regulations Review and the State Services Authority Review of Not-For-Profit Regulation; as well as a submission to the Public Consultation on the 2007-2008 State Government Budget. ANHLC has continued to collaborate closely with VCOSS on community sector development, training and sustainability, as well as maintaining strong links with a range of other peak bodies and other relevant organisations.

A key aspect of the Board and organisation's work this year has been the review of the 2005 – 2007 ANHLC Strategic Directions and the development of a new Strategic Plan 2007-2010 for the next triennium. A summary of the vision, goals and objectives of the ANHLC Strategic Plan can be found on the following pages.

I echo a key point from the President's report that "*We need to build on the successes of the past and work together to ensure a viable future*". To do this I believe we need to maintain and build on the gains we have made in the policy and political arenas over the years. We need to continue to engage politicians of all political persuasions and key decision makers at all levels of government by inviting them to visit our Houses & Centres so they can gain a real appreciation of the vital work that we do with our communities. Lastly we need to

continue to work collectively and collaboratively as a Sector to promote our innovative and developmental style of practice which is flexible & dynamic and leads to the enormous, diverse and constantly evolving range of outcomes.

I'd like to especially acknowledge our three retiring Board members – firstly Colleen Saunderson and her inspiring leadership as President for the past four years. My thanks particularly go to Colleen for her continual support, advice and friendship which has been invaluable to me. Secondly thanks go to Margaret Fennell for her warmth, insight and quiet tenacity. Finally thank you to Jenny Poon who has travelled many miles to attend meetings and has always provided a strong rural perspective on the Board. All three have dedicated an amazing amount of their time over the last six years to support ANHLC in its development and growth. I will miss them at Board meetings but, I am happy to say, they will remain active in the work of the Sector and ANHLC. I also extend my appreciation and thanks to the rest of the ANHLC Board for their support, advice and commitment to the Sector, ANHLC and the staff over the past year.

Finally, it is my privilege to commend the small dedicated staff team at ANHLC for their skills, commitment and loyalty. Clare Corbet & Bernadette Phillips, who between them have almost 15 years of service at ANHLC, continue to do amazing jobs carrying out the work of ANHLC and supporting the NH&LC Sector. Also our newest member Elizabeth (Liz) Richards, who joined ANHLC as Office Manager in August 2006, is an excellent addition to the team - going about her work in a quiet and highly competent manner.

Merial Clark

Merial Clark

ANHLC Strategic Plan 2007-2010

Ten year vision for Neighbourhood House and Learning Centre Sector

For Neighbourhood Houses and Learning Centres to be widely recognised and fully resourced leaders in community development practice.

Ten year vision for ANHLC

To be the effective leader of the Neighbourhood House and Learning Centre sector and a key voice in social policy development with:

- fully functioning and mutually supportive relationships with Neighbourhood House Networks, with ANHLC and NH Networks aligned with each other.
- a well maintained collaborative sector leadership role through consultation and endorsement in the areas of sector planning and policy development
- strong and strategic alliances and relationship across community and government.

The Three Key Goals

Advocacy and Partnerships

To drive and influence systemic change with and on behalf of Neighbourhood Houses and Learning Centres and their communities.

NH & LC Sector Development and Sustainability

To increase the capacity of Neighbourhood Houses & Learning Centres in their Community Development Practice & Processes.

ANHLC Organisational Development and Sustainability

To increase capacity of ANHLC to fulfil its vision.

ANHLC Strategic Plan 2007-2010

Goal 1 Advocacy & Partnerships

Aim: To drive and influence systemic change with and on behalf of Neighbourhood Houses and Learning Centres and their communities.

Objectives

To build and maintain mutually beneficial advocacy and research relationships with all levels of government and other peak bodies and relevant organisations including tertiary institutions and private sector organisations.

To ensure Neighbourhood Houses & Learning Centres are funded as an essential platform for community strengthening in Victoria by the Neighbourhood House Coordination Program

To be an effective and successful advocate on issues of relevance to the Neighbourhood House & Learning Centre Sector

Goal 2 NH & LC Sector Development and Sustainability

Aim: To increase capacity of Neighbourhood Houses & Learning Centres in their Community Development Processes.

Objectives

To have a strong and effectual Neighbourhood House & Learning Centre Sector Structure

To enhance understanding and collaboration between all Neighbourhood Houses

To strengthen communication between ANHLC and its members

To promote use of Quality Houses as an evaluation and professional development tool

To increase the Neighbourhood House & Learning Centre Sector profile as the key platform for community strengthening in Victoria

To maintain & expand the capabilities of ANHLC to develop & deliver training to the Neighbourhood House & Learning Centre Sector

To provide the Neighbourhood House & Learning Centre Sector with wide-ranging and current governance and management resources to assist with future sustainability of the Sector

To strengthen the understanding of Community Development Practice in the Neighbourhood House & Learning Centre Sector

Goal 3 ANHLC Organisational Development and Sustainability

Aim: To increase capacity of ANHLC to fulfil its vision.

Objectives

To have sufficient financial and human resources to effectively manage and grow ANHLC

To ensure ANHLC has an effective governance structure to support its operations

To provide a positive working environment that attracts and retains skilled and committed staff

To ensure ANHLC is financially well managed and accountable for its funds to its members and funding bodies

To ensure ANHLC has a high, positive profile both with the Neighbourhood House & Learning Centre Sector as well as with community organisations, government and the corporate sector

The Funding Campaign 2006 – 2007

The Funding Campaign of the 05-06 period resulted in some major gains for the sector.

The \$27.8 million over 4 years funding package announced by Minister Broad at the annual sector conference in May 06 is the most substantial single increase in funding yet achieved by our sector.

ANHLC welcomed the hard won increases, but recognised that only the achievement of full investment by our funding bodies would provide sustainability and growth into the future for our sector.

So the campaign and the work of the Campaign Strategy Group continued—building on the work already done. The work of the CSG was co ordinated by Mary Robb (North East Neighbourhood House Networker) who, along with other working group members put in countless hours and endless amounts of energy to support the campaign.

To keep the momentum of the campaign going the ANHLC Board endorsed a recommendation by the Campaign Strategy Group (CSG) to employ a part time campaign event coordinator. This position relied on increased income from membership fees and contributions from the sector. Louise Bartlett was employed in the event co ordinator..

An important aim in this second phase of the campaign was to promote ourselves and our funding situation to the general community beyond those already involved in Houses and Centres. Stemming from a wonderful suggestion made by a sector member at the 2006 ANHLC conference, a major public event was planned by the Campaign Strategy Group and the ANHLC Board. This event was the 'Take the next Step—The Neighbourhood House Walk of Hearts' conducted between August 28th and September 13th 2006.

The Walk of Hearts

On Thursday 14th September 2006, over 350 Neighbourhood House people from all over Victoria converged on Treasury Gardens, Melbourne in a colourful lively celebration of Neighbourhood Houses and Learning Centres.

Symbolic House Hearts were brought from across the state to be planted in the giant house set up in the Gardens for the event.

The Walk of Hearts Arrival was preceded by weeks of Walk Events held all over the State, where people 'walked' or in some way travelled with their House Heart aiming to get it to Melbourne by the September 14th Arrival.

House Hearts went on bush walks, bike rides, by train, bus and car. They were carried by Neighbourhood House people, local MPs, local government councillors and a variety of local identities who support our sector.

The Walk of Hearts Events and Arrival clearly celebrated the community connectedness achieved by and through Neighbourhood Houses. Ultimately the Walk linked all Houses and Centres to Parliament House and represented a state wide appeal to politicians of all parties for their 'wholehearted support' in the lead up to the 2006 State Election.

The November 2006 State election offered a good set of opportunities for further advocacy and lobbying with local members of parliament as well as pre-selected candidates. A far reaching post card lobbying strategy was undertaken. The post cards flooded in from communities all over the state asking the premier, the treasurer and all local members to 'have a heart' and continue to support Neighbourhood Houses and Learning Centres.

Budget Submission

ANHLC, as in 2006, was invited to participate in the state government's public consultation with community groups and peak bodies as part of the development of the 2007-08 State Budget.

The consultation focused on key strategic issues and policy priorities and provided a good opportunity for ANHLC to continue to assert the vital role played by our sector in the implementation of the government's community building strategies and policies.

The submission showed how an increased recurrent investment of \$11 million would

The Funding Campaign 06 – 07

enable the Neighbourhood House and Learning Centres sector to take an effective lead role in community strengthening across Victoria.

Funding Gains 06 - 07

The gains in this period have been moderate but have opened some important doors for the sector.

The new Neighbourhood Houses Foundations Grants program provided small one off grants to Houses and Centres currently not in receipt of Neighbourhood House Co ordination Program (NHCP) funding. A small amount of this recurrent funding was also made available to eight of the currently 40 unfunded Houses and Centres. Although the amounts are small it is an important step forward that the plight of the unfunded houses has been acknowledged and that a few more houses are now incorporated into the NHCP.

In another small but important gain Minister Wynne announced that the eligibility restrictions for the Modernising Neighbourhood Houses grants for capital expenditure were to be lifted. This means that all Neighbourhood Houses in receipt of NHCP funding can apply for much need funding for upgrades and development of venues and facilities to increase disability access and general capacity and upgrade ICT facilities.

The successes of the campaign to date are due to the hard work of all the Neighbourhood House and Learning Centre people all over the state who wrote letters and post cards, spoke to their MPs, organised campaign events and attended the Walk of Hearts. The enormous collective effort of the sector has been facilitated by a core group of talented and dedicated community activists. These people are Mary Robb (CSG convenor and campaign project worker), Linda Parlane, Marg Fennell, David Perry and Colleen Saunderson. Along with other CSG members this group have given a huge amount of time and energy to the campaign.

ANHLC Conference 2007

Taking the Next Step—ANHLC's 19th Annual Conference

7th 8th and 9th March 2007 Jasper Hotel Melbourne

The ANHLC annual conference, this year titled *Taking the Next Step*, was declared a huge success by most of the delegates attending. It was held on the 7th, 8th and 9th of March at the Melbourne CBD.

As always people valued the opportunity to Network and catch up with friends and colleagues above all. Many appreciated the CBD location, particularly those from regional areas. A number of the metro House people said they missed travelling out of town. This has lead ANHLC to a possible plan for one city conference in every three.

Minister Richard Wynne, the new minister for Local Government launched the Participation in Neighbourhood Houses 2006 Census at the conference. Delegates were pleased to hear the Minister demonstrate a good working knowledge of the sector and look forward to building on that knowledge in the future. The Census provides a useful broad brush snapshot of participation in Neighbourhood Houses. ANHLC is keen to see the data collection process and analysis further refined in the future to provide a sophisticated profiling tool for the sector.

The conference workshop program was generally considered to be interesting and well balanced, however it is clear from the evaluations that some of the long standing and very experienced co ordinators are looking for more challenges in the program. ANHLC would like to aim to cater for as wide a range of members as possible.

ANHLC is pleased to acknowledge The Department for Victorian Communities, Guild Insurance and the City of Hobsons Bay for providing sponsorship for the ANHLC conference.

Working Parties, Partnerships and Projects

Industrial Relations Working Group

Convenor: Anne Learmonth

Members: Colleen Saunderson, Kylie Pollock, Clare Corbet

In February 2006, ANHLC initiated the process to create a collective or multiple business agreement covering the pay and conditions of staff members in the NH&LC sector. Representatives from the unions ASU (Australian Services Union), LHMU (Liquor, Hospitality & Miscellaneous Workers Union) and NTEU (National Tertiary Education Union) and the employer organisations Jobs Australia and ACEVic commenced negotiations facilitated by ANHLC.

The final draft of the Sector Collective Agreement, developed during the first half of 2006, was circulated to the Neighbourhood House and Learning Centre Sector in September 2006. Over 50% of the ANHLC membership had indicated their intention to offer the Agreement to their staff members for consideration.

Application to the then Office of the Employment Advocate (OEA) for authorisation of the Agreement was made in January 2007. The OEA granted in principle approval subject to making some minor changes to four clauses in the Agreement. These changes were discussed and agreed upon by the IR working party. The changes were made and the Agreement was resubmitted for final approval May 2007.

At this point there was a very long delay in the process due to bureaucratic changes involving the Federal Government dismantling the OEA and establishing the new Workplace Authority in its place. With the new Workplace Authority came a new Fairness Test which applied to all agreements lodged after May 2007. The sector collective agreement was subject to this test.

Finally in September 2007 the Workplace Authority authorised the Agreement. The process has been long, frustrating and lots of hard work. Much of the work has been done by Michael Pegg of Jobs Australia and Wil Stracke of the ASU. A large number of

House and Centre management committees and co ordinators have also spent many hours ensuring that all concerned are properly informed and clear about the issues involved.

The sector Collective Agreement is being regarded in industrial circles as a unique model for a multiple organisation employment agreement in this WorkChoices era. The NH&LC Sector Collective Agreement effectively protects some fundamental employment conditions for a vulnerable group of workers. The Agreement also provides important equitable guidelines for community based volunteer committees in their capacity as employers.

Sector Logo Trademarked

At the July 2006 ANHLC Board meeting on the Heart of our Community logo was endorsed as our new sector logo. Following this decision ANHLC submitted a successful trademark application.

The logo badge (the little blue house with the silver heart and the orange roof) has been enthusiastically received by Sector members and ANHLC is encouraging all Houses and Centres to use the logo on letterhead, pamphlets and signage as a key marketing tool to make everyone aware that Neighbourhood Houses and Learning Centres are the heart of the of our community. The image originates from the logo and primary theme of the NHCP funding campaign: "Save the Heart of Our Community".



Neighbourhood Houses
The heart of our community

Working Parties, Partnerships and Projects

Guild Insurance

Kylie Pollock, ANHLC Board Member and Barwon Networker, initiated contact with Guild Insurance early in 2006 to explore the possibilities of creating an appropriate building and contents insurance package for Neighbourhood Houses and Learning Centres. During 2006, after a period of negotiations and several visits to Houses and Centres across the State, Guild Insurance provided a submission to the ANHLC Board to become the sector's preferred provider of contents and building insurances. To be a preferred provider for the sector ANHLC expects knowledgeable personalised service, a commitment to resourcing and supporting the sector regarding insurance issues, accurate cover and well priced premiums.

In late 2006 ANHLC entered into an agreement with Guild Insurance to provide members with a contents and building policy designed to meet the needs of our sector. Guild Insurance specialises in providing insurance to groups of members of professional associations particularly in the health-care and childcare fields. They do not work with brokers and do not insure private individuals. Guild currently works with the Tasmanian Association of Community Houses (TACH).

The Guild Neighbourhood House package includes cover for:

- Replacement value cover on Building and Business Property;
- Burglary cover for Business Property;
- Business Interruption cover;
- Electrical Equipment and Machinery destruction or damage cover;
- Electronic Equipment physical loss or damage cover;
- Merchandise/Stock in Transit cover;
- Replacement Value cover on glass.

Guild representatives can also be called upon to provide information and resourcing on risk management and other insurance related topics.

By referring members to Guild the ANHLC receives support from Guild in the form of 10% referral fees, sponsorship and marketing support.

DGR Research and Advocacy Project Stage 1

Reference Group Convenor: Maureen McConnell

Reference Group Members: Merial Clark, Marg Fennell, Cameron Bragg, Wayne Hewitt, Genevieve Fitzgerald, David Perry, Sue Miller

Project Workers: Kaz MacKay and Glenda George

Issues of taxation status for Neighbourhood Houses and Learning Centres have been a persistent dilemma for the Sector for many years. In response to this, the Association of Neighbourhood Houses and Learning Centres (ANHLC) (within its limited resources) has actively pursued research, advocacy and project work on tax issues on behalf of the Sector

The most recent example of this is the DGR Research and Advocacy Project. The project is managed by ANHLC in partnership with Bendigo Neighbourhood House and funded by the Reichstein Foundation.

Project Objectives:

To provide a means by which corporate and private individual sponsorship, bequests and trust granting can support the valuable community strengthening work of Neighbourhood Houses & Learning Centres.

Develop an advocacy strategy and process to remove barriers to gaining DGR endorsement for Neighbourhood Houses & Learning Centres in Victoria.

Assist Neighbourhood Houses & Learning Centres to gain endorsement as DGR recipients.

Document the strategy and process for use by the broader community services sector across Australia to support others who are currently not eligible for DGR status.

A further funding application was submitted to the Reichstein Foundation for Stage 2 of the DGR Project. Thus application was successful and Stage 2 is underway. The report from Stage 1 of the project provides an excellent tool for use in Stage 2.

Working Parties, Partnerships and Projects

Quality Houses

Convenor: Marg Fennell

Members: Ron Crosling, Leslie Wood, Kylie Pollock, Cass Roche

The highlight of this year was *Pakenham's Living & Learning In Cardinia* (LLINC) receiving the Quality Houses Endorsement.

LLINC has been trialling the ANHLC's Quality Houses System since its launch in 2002.

Over that time, LLINC's Committee of Management has conducted annual self assessments to evaluate their organisation's performance in key areas of governance, planning, administration, community, staff and volunteer relationships, program delivery and quality. The assessment outcomes are then used to implement action plans to strengthen the organisation's overall effectiveness and sustainability.

The Quality Houses Validation Process has been recently introduced to provide the opportunity for Neighbourhood Houses using the Quality Houses system to have their self assessment processes scrutinised by an external expert.

We congratulate LLINC on achieving their successful Validation which provides them with the "ANHLC Quality House Endorsement" for 3 years from the date of Validation. This can be used for promotion of their capabilities to their community, and potential partners.

The Working Party together with our CEO Merial Clark has also revised the Quality Houses workbook and it will be available soon to all the Houses through the ANHLC website.

In closing I wish to thank all the working party members and the ANHLC Board Members & staff for their support and advice during this past year. May the coming year see more Houses implementing the Quality Houses self-assessment system.

Key Resource Development

Guide to Creating a Financial Systems and Procedures Manual

The Guide was introduced to delegates at the 2007 Taking the Next Step Conference and very enthusiastically received. The resource has been specifically created for Neighbourhood Houses and Learning Centres. It provides the basic information and layout to enable the user to create a Financial Systems and Procedures Manual for their organisation. The guide also provides clear, easy to read explanations of key financial concepts and procedures. It is written for all community committee members and staff, but will be particularly welcomed by the new and inexperienced who are keen to develop their understanding of the financial systems & procedures for the management side of their responsibilities.

Finding Funding Submission Writing Training Series

In 2006, the Adult Community and Further Education Division (ACFE) of the Department of Education & Training (DE&T) funded ANHLC to deliver a Grant Applications and Funding Submissions Training Project. The key aims of the project were:

To identify practical skills that could assist Houses and Centres to apply for funding from a range of sources.

To design and develop a customised training program and materials to equip organisations to identify funding options aligned to their individual purpose and strategic direction and to formulate and write effective grant applications and funding submissions.

To deliver the training program to Houses and Centres in all nine ACFE Regions.

The training sessions and accompanying resource booklet, *10 Step Strategy for Writing Funding Submissions*, provided a step by step approach to funding submissions for the newcomer including developing project outlines, identifying funding sources, understanding government speak, developing budgets and writing the submission.

Thanks go to Jan Carr for undertaking this project for ANHLC.

Neighbourhood House Network Reports

The 16 Regional Neighbourhood House Networks operate across the State in a variety of ways. At the local or Network level the Networks provide local support and advocacy for Houses and Centres in that Network. They are autonomous, community-managed and incorporated bodies. Their work is varied and complex, and is reflective of the requirements of their member houses and centres, the communities of these houses and centres, the broader sector, and the community at large.

Networks are also an integral part of the NH and LC sector. Their relationships with their member houses and centres, with each other and with the ANHLC, other organisations and the broader community are an essential element of the sector.

Networks play a key role in representing the views and needs of members and act as an interface between members and the ANHLC, local government and state governments, other organisations and the broader community. Their governance and operational training and support enhance the capacity of their members to operate effectively to meet funding requirements and local community needs.

Networks receive recurrent funding from DPCD and in some cases from local government. Many Networks also access a variety of other sources for diverse project funding. Membership numbers, geographical size and number of hours funded vary widely. Networks are funded for 10 to 36 staff hours or the equivalent per week and have a membership of 9 to 70 Houses/Centres.

The increased funding from the then DVC gained in the last financial year enabled RANCH and Mallee Networks to establish new Networker positions in the 06- 07 period.

Neighbourhood House Network Practice Framework and Resource Kit

The NH Network Practice Framework has been developed from planning and discussion by Network representatives and Networkers over a number of years. The purpose of the document is to outline a description of Network Practice that supports Networks to work with a consistent statewide approach whilst maintaining responsiveness to unique local circumstances. Along with the Practice Framework a NH Networks' Resource Kit has also been developed—containing maps and list of Houses & Centres by Local Government Area.

Mallee Network of Neighbourhood Houses

President: Melinda Lynch

Networker: Lea Johnson from March 2007

Membership: 10 Houses and Centres in the Shires of Buloke and Gannawarra and the Rural City Councils of Swan Hill and Mildura

Highlights 06-07:

Employing a networker for the first time in the Mallee

Completion and adoption of our Network Strategic Plan

Plans 2008:

To identify training requirements for our members including ways to incorporate the newest member (Quambatook) in all aspects of co-ordination – effectively identifying community need, advocacy, project planning, submission seeking skills.

CHCHN-Central Highlands Community House Network

Chair: Susan Thompson

Secretary: Anna Curry

Membership: 14 Houses and Centres in the Shires of Hepburn, Golden Plains, Pyrenees, Moorabool and Ballarat City Council

Highlights 06-07:

All Centres participating, therefore increasing ownership of the Network, sharing the workload, knowledge and skills to achieve the Network's objectives.

Combined Meeting with ACFE, auditor and most Houses and Centres supporting them to develop their Business Viability Statement

Plans 2008

Developing actions plans related to the review and outcome of the Networks current model of operation.

Neighbourhood House Network Reports

Barwonet-Barwon Network of Neighbourhood Centres

Networker: Kylie Pollock

Membership: 21 Houses and Centres in the City of Greater Geelong, Surfcoast and Colac Otway Shires and the Borough of Queenscliff

Highlights 06-07:

“Planning in Neighbourhood Houses”, - from this came “Strategic planning facilitators training”.

Leadership Development sessions – for Chairpersons, and for Coordinators/ Managers

The Network got its very own volunteer!

Plans 2008:

The Network is developing training for people wanting to volunteer in Neighbourhood Houses. The training will then be available twice a year for Network member Houses, and will be supported by a manual for volunteers and volunteer managers. The aim is to ensure that volunteers are trained and informed about our sector, and ready to begin their volunteer experience.

The Network will undertake its own Strategic planning in 2008, which will be facilitated by Network members who did the Strategic Planning facilitators training in 2007.

North East Neighbourhood House Network

Networker: Mary Robb

Membership: 29 Houses and Centres in Darebin, Yarra, Banyule, Nillumbik and Whittlesea

Highlights 06-07:

Auspice of Creeds Farm Living and Learning Centre by the Network in its establishment phase.

Appointment of part time administrative assistant.

Development and signing of memoranda of understanding re NH/LGA partnerships with three local governments.

Plans 2008:

Building and growing of the Network through environmental projects, undertaking of ACE project and engaging with the disability Changing Days initiatives.

NIECH—Network of Inner East Community Houses

Networker: Anne Gedye

Membership: 25 Houses and Centres in the Cities of Boroondara, Monash, Manningham and Whitehorse

Highlights 06-07:

‘Governance made Easy’ combined training day for NIECH and CHAOS members

Bookkeepers and Treasurers training session on the ANHLC Financial Systems and Procedures Manual

Network Strategic Plan 2007-2009 developed a new vision for the network, *‘Active Network, Vibrant Houses, Strengthened Communities’*

Plans 2008:

2007-2008 will bring together the strategic plan, the launch of our new website and the production of a new edition of our brochure and directory to support and advocate for the Neighbourhood Houses in the network and the whole sector.

GRNHG—Gippsland Regional Neighbourhood Houses Group

Networker: Lin Chandler

Membership: 20 Houses and Centres in the Shires of Bass Coast, Baw Baw, South Gippsland, part of Wellington and the City of Latrobe

Highlights 06-07:

Active, good-natured volunteer steering committee and sub-committee/working party members who offer invaluable governance and other support for the Network and its various activities across the huge sub-region of central, south and west Gippsland.

Collaborative work by the Network and members with ANHLC colleagues to further consolidate our community development work assisted by increased NHCP funding for the NH&LC Sector this year.

Plans 2008:

We are looking forward to putting into action our latest five-year Strategic Plan – including a new Vision and Mission – developed in consultation with all our members and due to be launched in early December 2007.

Neighbourhood House Network Reports

RANCH—Regional Association of Neighbourhood and Community Houses

Networker: David Perry

Membership: 25 Houses and Centres in the Shires of Loddon, Mt. Alexander, Campaspe, Macedon Ranges, Central Goldfields, Buloke and the City of Greater Bendigo

Highlights 06-07:

Annual Ranch Conference attended by 71 members representing 23 Houses

Appointment of RANCH networker in January 2007

Strategic Planning commenced

Plans 2008:

RANCH will focus on the development of policy and protocols to reflect the new functions of RANCH created through the Networker position. Together with the finalisation and implementation of the strategic plan, this will create a clear direction and solid foundation for the future.

GNEACC—Goulburn North East Association of Community Centres

Networker: Dawn Cooper

Membership: 23 Houses and Centres in the City of Greater Shepparton, and shires of Murrindindi, Mitchell, Strathbogie, Benalla, Mansfield and Moira.

Highlights 06-07

Greater use of Network resources by member houses

Pilot RPL Course for co ordinators in partnership with GOTAFE

Consolidation of relationships with regional DVC and ACFE

Plans 2008:

Revise and revamp resource material available to committees and improve accessibility.

Upper Murray Regional Neighbourhood House Network

Network Representative: Diane Mant

Membership: 13 Houses and Centres in the Shires of Indigo, Wodonga, Moira, Alpine, Towong and Wangaratta Rural City

Highlights 06-07:

Good Governance training for Committees

Two day Professional Development for Co ordinators x 2

Risk Management Audits – Volunteers and Committees of Management

ASU Workshops

Plans 2008:

To work in line with our strategic plan and to develop further training sessions of interest to all Houses.

CHAOS—Community Houses Association of Outer Eastern Suburbs

Networker: Maureen McConnell

Membership: 31 Houses and Centres in the Shire of Yarra Ranges, and Cities of Manningham, Whitehorse Maroondah and Knox

Highlights 06-07:

Launch of promotional DVD from the Synthesis Project promoting greater access to Community Houses for people with mental health issues.

Research project into the participation of Volunteers in member Houses.

Plans 2008:

Utilize the findings from the research project to continue to provide members with a responsive and relevant network.

South West Neighbourhood House Network

Network Contact: Debra King

Membership: 7 Houses and Centres in the Shires of Moyne, Warrnambool, Corangamite, Glenelg and Southern Grampians

Highlights 06-07:

Consultation for committees and co ordinators with Michael Pegg — Jobs Australia and Wil Stracke — ASU re employment conditions/requirements.

Network Strategic Plan 2007-2009 developed a vision and plan for the network and provided resources suitable for the member Houses & Centres.

Plans 2008:

To develop strategies to further engage with Local Government for the support and benefit of Neighbourhood Houses and their communities in each of the Shires.

Neighbourhood House Network Reports

Network West

Networker: Tracey Oliver

Membership: 40 Houses and Centres throughout the municipalities of Moonee Valley, Maribyrnong, Brimbank, Melton, Wyndham, Hobsons Bay and Melbourne

Highlights 06-07:

Welcoming many new houses into the Network and working with them to establish committees of management

4 Houses being accepted into the NHCP Program

Launching Network West Inc. and developing a strategic plan

Plans 2008:

To begin work on the strategic plan and continue to support and resource houses of the network whilst attempting to secure realistic funding for the network to do so.

CHN—Community House Network of the Southern and Westernport Regions

Networker: Bob Weber

Membership: 70 Houses and Centres in the Cities of Port Phillip; Bayside; Stonnington; Glen Eira; Kingston; Dandenong; Casey; Frankston; Cardinia and Mornington Peninsula

Highlights 06-07:

Joint CHN/ACFE conference which attracted 120 participants

Completion of the Neighbourhood House Manual

Updating of website

Plans 2008:

Employment of a finance officer to assist neighbourhood houses.

Improve in-house training for committees of management

Wimmera West Grampians Neighbourhood House Network Collective (WWG)

Networker: Tamara Alexander (Peachey)

Membership: 9 Houses and Centres in the Shires of Hindmarsh, Northern Grampians and Yarriambiack, and Ararat and Horsham Rural Cities

Highlights 06-07:

Increased funding via the Modernising Neighbourhood Houses program making a wide range of improvements in House and Centre kitchens, offices including improved disability access, expansion and upgrade of IT equipment

Successful introduction and establishment of new staff members at a number of Houses and Centres.

House and Centre programs continue to develop and involve increasing numbers of community members despite the pressures created by drought, fire recovery and local business closures.

Plans 2008:

Planning for new premises or relocations for a number of Houses and Centres.

Nurture the mutual support provided by Network members.

Continue to work constructively with ANHLC and the regional team from DPCD.

North West Neighbourhood House Network

Networker: Shirley Young

Membership: 19 Houses and Centres in the cities of Hume and Moreland

Highlights 06-07:

Committee of Management Forum- Sharing Your Committee Experience

Network Membership consultations determining member satisfaction, needs and identifying strategic direction

Completion of Member handbook and website

Development within LGAs of stronger, more clearly defined relationships between Houses and with local government

Plans 2008:

Implement new committee support initiatives; focus on supporting local government relationship-building; plan and facilitate affordable and focussed training opportunities for Network members in response to identified need.

The People of ANHLC

Board Members

In accordance with the constitution, clause 31 elected board members' terms of office are for a period of two years with a maximum of three consecutive terms allowable.

Colleen Sauderson *President*

Colleen has been involved in the Avenue Neighbourhood House in Blackburn since 1997. She was initially employed as Community Development Worker there and currently holds the position of Manager. She has been president of the ANHLC Board since 2003. This year Colleen completes the 2nd year of her final term and stands down from the Board.

Kylie Pollock *Vice President*

Kylie has been the Barwon Network of Neighbourhood Houses Networker for five years. Her involvement in the sector started through student placements at Barwon Houses during her Diploma of Community Development and Welfare Studies course at Gordon TAFE. She is in the 1st year of her 2nd term.

Moya White *Secretary to May 2007*

Moya is co ordinator at Dallas Community House. She has been there for 4 years and involved in the sector for 16, in paid and volunteer roles. At Dallas Moya has made a priority of addressing disability and CALD community issues. During the year Moya was elected as a local councillor in the City of Hume. Moya was in the 2nd year of her 2nd term when she resigned from the Board in May 07.

Anne Learmonth *Secretary from May 2007*

Anne is chairperson at Jika Jika Community Centre in Northcote where she has been involved for over 21 years. Anne has wide experience in community arts and workplace skills training. She has a strong commitment to industrial justice and convenes the ANHLC IR working party. Anne has completed the 2nd year of her 1st term.

Jenni Bramham *Treasurer*

Jenni is Manager at Vermont South Community House. She has been involved at Vermont in many different roles since joining a playgroup there in 1987. She was appointed to the Board to fill a casual vacancy in mid 2004. She was first elected to the Board at the AGM in Nov 2004 and is now in the 1st year of her second term.

Jay Chubb

Jay is the manager at SPAN Community House in Thornbury where he has been involved in a variety of roles since 1999. Jay has been a active member of the ANHLC Campaign Strategy Group and has extensive experience in community development and advocacy work. Jay was elected to the Board at the 2006 AGM and is in the 1st year of his 1st term.

Yvonne Evans

Yvonne is currently co ordinator/project manager at Mt Beauty Neighbourhood Centre. She has been involved at the centre for 7 years, initially as secretary. Yvonne has been an active member of diverse community volunteer organisations for over 31 years. She is in the 1st year of her 2nd term.

Marg Fennell

Marg has been involved with Japara Neighbourhood House in Montrose for 20 years in both paid and volunteer capacities. She was first elected to the Board in 2001. During this year Marg, won a 2007 Council on the Ageing (COTA) Victoria Senior Achiever Award for her long standing and wide ranging involvement in the community sector. ANHLC was proud to be one of Marg's nominators for the award. This year Marg completes the 2nd year of her final term and stands down from the Board.

Carol Pawsey

Carol has had a long term involvement in the sector both as a co ordinator and as a volunteer committee member at Louise Multicultural Community Centre in Nunawading. She was elected to the Board in 2005. Carol resigned from the Board in March 07 in the 2nd year of her 1st term.

The People of ANHLC

Jenny Poon

Jenny has been involved in the sector since the late eighties. She is currently co ordinator at Traralgon Neighbourhood Learning Centre in Gippsland. She was first elected to the Board in 2001. This year Jenny completes the 2nd year of her final term and stands down from the Board.

Ron Moore

Ron is the co ordinator at Castlemaine Community House. He has been at Castlemaine for 14 years and has also been president of his local NH Network, RANCH, for 6 years. Ron has extensive experience on governing boards including school council, workers collectives, local agency and local government steering committees. Ron is in the 1st year of his 1st term.

Yolande Palumbo

Yolande was the Administrative Assistant at Melton South Community Centre. She had worked at the Centre since the mid nineties as a tutor, office volunteer and committee member. In early 2007 Yolande moved to Yea and became a member of the committee of management at the Neighbourhood House there. Yolande is in the 1st year of her 1st term.

Jan Simmons

Jan is CEO at Morrison House in Mt Evelyn. She has been involved in the sector for 30 years and has taken the classic neighbourhood Houses career path of volunteer to Centre CEO in that time. Along the way Jan has worked for the sector at the local, state and national level. Jan filled casual vacancy created by Carol Pawsey's resignation till the 06-07 AGM.

Kay Vrieze

Kay has been involved at Narre Community Learning Centre for 25 years. She is currently the Executive Manager Community Development. Kay is an active member of the sector and has extensive community management experience. Kay has completed the 2nd year of her 1st term.

Lisa Young

Lisa has been manager at Clota Cottage Neighbourhood House for 6 years. She is an active member of her regional Neighbourhood House Network, NIECH and of her local House cluster, COWNCH. Lisa has also been involved for many years in the community housing sector. Lisa filled the casual vacancy created by Moya White's resignation till the 06-07 AGM.

Lou Brazier *Public Officer*

Lou has been co ordinator of Norlane Neighbourhood House for 14 years and extensively involved in community development in Australia and USA for over 30 years.

Farewell and Thank You

With regret the ANHLC board accepted the resignations of Moya White and Carol Pawsey during this year. We would like to thank them for the time and effort they gave as Board members and wish them well for all future endeavours.

Three long standing Board members completed their final terms this year and stood down. Colleen Saunderson, Marg Fennell and Jenny Poon were all first elected to the Board in 2001. Colleen has been president of the Board since 2003. Between them, these three women have made an extraordinary contribution to the sector. They are all dedicated co ordinators or managers of busy, active Neighbourhood Houses and yet have consistently found the time and energy to share their expertise and support to the ANHLC Board and many sector wide projects and activities. Their warmth, humour and skill will be missed. We cannot thank you all enough.

The People of ANHLC

Staff Members

Merial Clark

Executive Officer

Merial has been ANHLC's executive officer for almost eight years. She works four days a week. The focus of this year's work has continued to be on advocacy and negotiation in key areas of government and social policy including childcare, regulations & compliance and increased funding for the NHCP. Work has also been undertaken at an organisational level to assist the Board develop the new Strategic Plan.

Clare Corbet

Information Resource Co ordinator

Clare has worked at ANHLC for nine years. She works 26 hours a week. Clare edits the monthly ANHLC News and responds to the resourcing and information needs of members. Highlights of this year's work have been working with the unions and employer bodies to introduce the Collective Agreement to sector members providing information referral and support as required, participation in funding campaign, producing the monthly ANHLC News and keeping it as responsive as possible to the needs of the sector.

Maureen Shaw

Cleaner

Maureen has worked as the ANHLC office cleaner for one and a half years.

Bernadette Phillips

Finance Officer

Bernadette has been ANHLC's finance officer for six and a half years. She works one day a week. Bernadette manages ANHLC's accounts payable and bookkeeping requirements. She also has a key role supporting the Executive Officer in Financial Planning and monitoring the budget. This year Bernadette focussed on consolidating our arrangements with Community Sector Banking. Over the last 12 months ANHLC has also further developed online banking with Community Sector Bank, we have encouraged payment of membership and other transactions using online banking.

Liz Richards

Office Manager

Liz took up the office manager position at ANHLC in August 2006. Liz comes to us with an exciting range of qualifications and experience in professional writing, office admin and community services. She had been working at the Refugee and Immigration Legal Centre and spent some time at the Fitzroy Learning Network on a work placement as part of her Community Services Work course. Liz has quickly made herself an indispensable part of the ANHLC team.

Mary Robb

Project Worker/Consultant

Mary, who is also the Networker for the North East Neighbourhood House Network, was employed on a consultancy basis to assist with the preparation of the 2007 Budget Submission and as the Save the Heart of Our Community Campaign convener. She oversaw the successful Walk of Hearts Event working closely with the Event Co ordinator.

Louise Bartlett

Walk of Hearts Event Co ordinator

Louise was employed for 8 weeks to coordinate the Walk of Hearts event. The Walk was a very successful and highly visible celebration of the community connectedness of Houses and Centres across the state. Houses and Centres throughout Victoria gathered with their symbolic Heart of the Community at Treasury Gardens in September 06. The aim of the event was to promote the sector and its funding situation to community members not yet involved in their local House or Centre.

Board of Management's Financial Report

The Board of Management of ANHLC submit the financial statements of the Association of Neighbourhood Houses & Learning Centres Inc. for the financial year ended 30 June 2007.

Principle Activities

The principal activities of the association during the financial year were:

- To resource, support and advocate for the Victorian Neighbourhood House & Learning Centre Sector.

Significant Changes

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

Operating Result

The operating loss after providing for income tax amounted to \$4,578.

Statement by Members of the Board of Management

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

In the opinion of the Board the financial statements as set out on pages 18 to 21.

1. Presents a true and fair view of the financial position of Association of Neighbourhood Houses and Learning Centres Inc. and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the Association of Neighbourhood Houses and Learning Centres Inc. will be able to pay its debts as and when they fall due.

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



Colleen Saunderson - Chairperson



Jenni Bramham - Treasurer

Dated this *twenty ninth day* of *October 2007*.

Income and Expenditure Statement For The Year Ending 30 June 2007

	Note	2007 \$	2006 \$
INCOME			
Grant - DHS		100,000	78,505
Grant - ACFE		32,000	32,000
Grant - Other		20,569	49,785
Membership Fees		68,227	54,016
Workshop Registrations		37,863	50,773
Fundraising			17,932
Sponsorship		4,885	—
House Brooches		10,593	6,824
Interest received		9,013	2,464
Inserts		830	1,625
Sales - Publications		1,054	842
N.H. Week Promotions		1,049	724
Sundry Income		6,491	6,860
Donations		15,052	16,250
		<u>307,626</u>	<u>318,600</u>
EXPENDITURE			
Accommodation		35,659	35,763
Accounting & Audit		1,350	1,200
Depreciation		2,581	2,852
Facilities & Equipment		3,366	4,419
Management Expenses		6,177	4,436
National Link		903	1,097
Newsletters		6,559	6,876
Office Administration		6,016	12,058
Project Management & Fees		24,844	34,666
Promotion		10,231	7,202
Salaries and wages		139,684	138,901
Salary on-costs		21,809	13,618
Staff Development		370	1,612
Telephone		4,694	3,097
Travel		1,110	2,264
Workshops		46,851	53,463
		<u>312,204</u>	<u>323,524</u>
Profit (loss) from ordinary activities before income tax		(4,578)	(4,924)
Income tax expense	2	—	—
Profit from ordinary activities after income tax		(4,578)	(4,924)
Extraordinary Activities - change in accounting treatment	10	—	30,000
Profit after ordinary and extraordinary activities after income tax		(4,578)	25,076
Retained Profits at the beginning of the financial year		66,581	41,505
Retained Profits at the end of the financial year		<u>62,003</u>	<u>66,581</u>

The accompanying notes form part of this financial report.

Balance Sheet as at 30 June 2007

	Note	2007 \$	2006 \$
CURRENT ASSETS			
Cash	3	149,127	158,029
Trade and other receivables	4	585	2,922
Inventory		1,832	966
TOTAL CURRENT ASSETS		<u>151,544</u>	<u>161,917</u>
NON-CURRENT ASSETS			
Property, plant and equipment	5	21,243	16,678
TOTAL NON-CURRENT ASSETS		<u>21,243</u>	<u>16,678</u>
TOTAL ASSETS		<u>172,787</u>	<u>178,595</u>
CURRENT LIABILITIES			
Trade and other creditors	6	17,973	25,242
Amounts received in advance	7	51,080	54,067
Provisions	8	41,731	32,705
TOTAL CURRENT LIABILITIES		<u>110,784</u>	<u>112,014</u>
TOTAL LIABILITIES		<u>110,784</u>	<u>112,014</u>
NET ASSETS		<u>62,003</u>	<u>66,581</u>
MEMBERS FUNDS			
Retained profits		62,003	66,581
TOTAL MEMBERS FUNDS		<u>62,003</u>	<u>66,581</u>

Cash Flows as at 30 June 2007

	Note	2007 \$	2006 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Government Grants (recurrent)		136,500	176,730
Other receipts		161,891	155,427
Payments to suppliers and employees		(309,160)	(304,445)
Interest received		9,013	2,464
Net Cash provided by operating activities	9	<u>(1,756)</u>	<u>30,176</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchase of property and equipment		(7,146)	—
Net Cash provided by (used in) investing activities		<u>(7,146)</u>	—
Net increase (decrease) in cash held		(8,902)	30,176
Cash at the beginning of the year		158,029	127,853
Cash at the end of the year		<u>149,127</u>	<u>158,029</u>

The accompanying notes form part of this financial report.

Notes to the Accounts for the Year Ended 30 June 2007

Note 1: Statement of Significant Accounting Policies

This financial report is special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Act (Vic.). The Board has determined that the association is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the Associations Incorporation Act (Vic.) and the following Australian Accounting Standards:

AASB 112	Income Taxes
AASB 1031	Materiality
AASB 110	Events after the Balance Sheet Date
AASB 119	Employee Benefits
AASB 137	Provisions
AASB 108	Accounting Policies, Changes in Accounting Estimates and Errors

No other applicable Accounting Standards, Urgent Issue Group Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

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

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

a. Income Tax

The charge for current income tax expenses is based on profit for the year adjusted for non-assessable or disallowed items. It is calculated using tax rates that have been enacted by the balance sheet date.

The Association is exempt from paying income tax by virtue of Section 50-45 of the Income Tax Assessment Act, 1997. Accordingly, tax effect accounting has not been adopted.

b. Fixed Assets

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all fixed assets are depreciated over the useful lives of the association commencing from the time the asset is held ready for use. Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

c. Employee Entitlements

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amount expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of estimated future cash outflows to be made for those benefits.

Sick Leave is provided for on the balance sheet at the rate of 100% of the actual liability of the Association.

d. Provisions

Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

	2007	2006
	\$	\$
Note 2: Income Tax Expense		
Prima facie tax payable on operating profit at 30% (2006: 30%)	(1,373)	(1,477)
Less tax effect of:		
- non-taxable member income arising from principle of mutuality	<u>1,373</u>	<u>1,477</u>
Income tax expense	<u>—</u>	<u>—</u>
Note 3: Cash and cash equivalents		
Cash on Hand	200	100
Cash at Bank	38,927	48,435
Cash on Deposit	<u>110,000</u>	<u>109,494</u>
	<u>149,127</u>	<u>158,029</u>
Note 4: Trade and other receivables		
Debtors	157	2,922
Prepayments	<u>428</u>	<u>—</u>
	<u>585</u>	<u>2,922</u>

Notes to the Accounts for the Year Ended 30 June 2007

	<u>2007</u>	<u>2006</u>
	<u>\$</u>	<u>\$</u>
Note 5: Property, plant and equipment		
Office Equipment - at cost	45,487	38,341
Less accumulated depreciation	(24,244)	(21,663)
	<u>21,243</u>	<u>16,678</u>
Note 6: Trade and other payables		
Sundry Creditors	7,824	12,620
GST payable	4,255	4,972
PAYG Tax payable	5,894	7,650
	<u>7,973</u>	<u>25,242</u>
Note 7: Amounts received in advance		
Grants in Advance	37,998	54,067
Income in Advance	13,082	—
	<u>51,080</u>	<u>54,067</u>
Note 8: Provisions		
Current		
Provision for Staff Entitlements	<u>41,731</u>	<u>32,705</u>
Note 9: Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax		
Profit after income tax	(4,578)	(4,924)
Cash flows excluded from operating profit attributable to operating activities		
Non-cash flows in profit		
- Depreciation	2,581	2,852
Changes in assets and liabilities, net of effects of purchase and disposal of subsidiaries		
- (Increase)/decrease in trade receivables	2,337	(1,739)
- (Increase)/decrease in other current assets	—	1,321
- (Increase)/decrease in grants in arrears	—	5,000
- Increase/(decrease) in trade and other payables	(8,135)	16,787
- Increase/(decrease) in grants in advance	(16,069)	11,440
- Increase/(decrease) in income in advance	13,082	—
- Increase/(decrease) in provisions	9,026	(561)
Net cash provided by Operating Activities	<u>(1,756)</u>	<u>30,176</u>

Note 10: Accounting Policies, Changes in Accounting Estimates and Errors

The nature of the prior period error related to the provision for future projects.

The nature of the provision for future projects was reviewed and subsequently the committee of management have determined that the provision should not have been recognised as a liability as it was determined that the tests required to meet the definition of a liability were not satisfied. There was no present obligation, and the committee subsequently determined that the liability should have been brought to account as income.

This affect of this treatment has resulted in the provision for future projects liability in the balance sheet reducing by \$30,000 from \$30,000 to nil. This has also resulted in the retained earnings being increased in the 2006 year by credited retained earnings by \$30,000.

Independent Audit Report to the Members of the Association of Neighbourhood Houses & Learning Centres Inc.

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report of the Association of Neighbourhood Houses & Learning Centres Inc. which comprises the balance sheet as at 30 June 2007, and the income statement, a summary of significant accounting policies, other explanatory notes 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 and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Associations Incorporation Act (VIC 1981) and are appropriate to meet the needs of the members. The committee's responsibilities also include establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conduct our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the committee's financial reporting under the Associations Incorporation Act (VIC 1981). We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion, the financial report of the Association of Neighbourhood Houses & Learning Centres Inc. presents fairly, in all material respects the financial position of Association of Neighbourhood Houses & Learning Centres Inc. as of 30 June 2007 and of its performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.



Sean Denham

Dated: 26 October 2007

Hawthorn VIC 3122

**Sean
Denham
& Associates**
Business Advisors
and Accountants

What is ANHLC ?

ANHLC is the Association of Neighbourhood Houses and Learning Centres. It was established in the early 1970's as the peak body for Victorian Neighbourhood Houses and Learning Centres. ANHLC currently has a membership of over 370 organisations, which includes just about all the Houses and Centres in the state.

Membership of the ANHLC provides:

- monthly newsletter -ANHLC News, 12 pages of developments and issues, funding opportunities, current discussion with government agencies, resources, industrial information, and reports & ideas from other neighbourhood houses/centres.
- annual residential conference -3 days of professional development & great networking opportunities for 200 neighbourhood house staff and committee members. Members pay reduced registration. For the past 4 years ANHLC Conferences have been fully booked out, with a waiting list. The conference moves to a different regional location each year to ensure equitable access.
- telephone information service - available for staff and management committee members. We provide information on incorporation, funding, insurance, finances, employment, planning and more. If we can't answer your question, we will put you in contact with someone who can.
- model policies, job descriptions and other resource documents are available by fax, post, or email to staff and management committee members
- website www.anhlc.asn.au development continues within our staff time and resources
- member forums provide another place to share ideas and network with other houses/centres.

- discounted membership with the employer organisation Jobs Australia; and special bulk purchasing prices with Not for Profit Purchasing.
- eligibility to nominate for the ANHLC Board and actively participate in leading the sector
- The *Quality Houses* Self Assessment tool provides member Neighbourhood Houses with a sector specific Quality Assurance process, which will also meet DHS and ACFE requirements.
- ANHLC represents members to National Link, linking the 1000 neighbourhood houses around Australia.

The Vision of ANHLC

The vision of the Association of Neighbourhood Houses and Learning Centres is of just and empowered local communities in which our member organisations provide opportunities for people's participation and learning.

The Mission of ANHLC

The mission of the Association of Neighbourhood Houses and Learning Centres is to support and develop the movement of Neighbourhood Houses and Community Learning Centres as individual organisations and as a collective.

Funding

ANHLC is funded by membership fees, donations, the Department for Victorian Communities, and the Adult Community and Further Education Board.



The Neighbourhood House and Learning Centre Sector

Sector Vision

Building community, valuing diversity

Sector Purpose Statement

Building sustainable community connections with choice, opportunity and flexibility that is responsive to local needs and issues.

Sector Principles

- Community Ownership
- Community Participation
- Empowerment
- Access and Equity
- Life Long Learning
- Inclusion
- Networking
- Advocacy
- Self Help
- Social Action



Summary of Sector Outcomes

Individual Outcomes	Community Outcomes
Social Wellbeing <ul style="list-style-type: none"> • Emotional wellbeing; • Physical wellbeing. 	Social <ul style="list-style-type: none"> • Building and sharing community resources; • Community interaction; • Organisational synergies, connections and partnerships; • Community activism; • Empowerment and inclusion; • Social cohesion.
Human Capital <ul style="list-style-type: none"> • Literacy and language; • New knowledge and skills; • Lifelong learning; • Command over goods and services. 	
Social Capital <ul style="list-style-type: none"> • Social connections and networks; • Social participation; • Active citizenship. 	Economic <ul style="list-style-type: none"> • Employment advocacy, referral and placement; • Innovation and business development; • Savings in health costs; • Savings in social and economic support.
Economic <ul style="list-style-type: none"> • Pathways into further education; • Pathways into employment; • Self-sufficiency; • Income generation 	
	Environmental <ul style="list-style-type: none"> • Environmental sustainability; • Savings in environmental costs.

From *Building Victorian Communities: Outcomes of the Neighbourhood House & Learning Centre Sector*
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