



WALKER CLOSE AND BROOKLYN HALL ASSOCIATION  
*Serving the Hobsons Bay Community*



## ANNUAL REPORT 2018

27th November 2018

Walker Close Community Centre

180 Millers Road, Altona North 3025

Brooklyn Community Hall

Cypress Avenue, Brooklyn 3012



WALKER CLOSE AND BROOKLYN HALL ASSOCIATION  
*Serving the Hobsons Bay Community*



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## ACKNOWLEDGEMENTS

The Walker Close and Brooklyn Hall Asso.Inc. would like to thank the following organisations for their ongoing support.



### Hobsons Bay City Council

We proudly thank for the recurrent funding support provided to Walker Close to cover the Centre operation costs.



### Victorian Department of Health and Human Services

We also thank for the recurrent funding support provided to Walker Close to cover management and coordination costs.



### ExxonMobil Altona Refinery

We would like to extended our appreciation for the substantial contribution made to purchase computers, data projectors, website design software, data projector screen and in-kind office furniture which benefit the Walker Close Community to great extent and the community at large.



### Officeworks

We are appreciative to the Altona North Store for supporting the Altona North and Brooklyn Community in partnership with Walker Close.



### Hobsons Bay Community Fund

For the seed funding Support to the “Revive” exercise program for people 50+ with disability. This program benefits elderly people through healthy exercise, creating connections with likeminded people and establish friendships and a sense belonging in the community.



## EXECUTIVE SUMMARY

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Walker Close and Brooklyn Hall Association Incorporated is a growing prospect. The main objective of the Association is to provide a welcoming environment which is affordable and accessible to everyone within the local community while recognising that our community is located in an area of significantly disadvantage and has a high mix of culturally and linguistically diverse (CALD) communities made up of over 40 different nationalities. The centre provides a place where community members can come together to find learning opportunities, skills development, support, companionship and involvement in the local community.

### WHAT IS IMPACTING OUR COMMUNITY CENTRE?

The local community is complex, with a high number of disadvantaged people and with high level of cultural and linguistic diversity seeking support and services. There are complex social issues that need to be addressed such as relief services, wellbeing support for elderly people, personal counselling, referral services, concerns about safety and social isolation in the area. Our slogan is "our diversity is our beauty". With this insight, we closely monitor the programs/activities and services we deliver to ensure they are meeting the needs of the community.

- Altona North and Brooklyn are areas of significantly disadvantage with low levels of education.
- The area has unemployment levels that are twice the state average and is the 15th most disadvantaged post code in Victoria.

### WHAT HAVE WE ACHIEVED?

Some of the highlights that the Association has achieved in the past twelve months include:

- Increased participation/attendance at Walker Close and Brooklyn over 695 people have attended structured/unstructured programs.
- Provided programs and activities relevant to community needs to the best level of satisfaction
- Volunteers at Walker Close contributed a combined average of 48hrs hours per week
- Provided over 38 diverse programs and activities for our community
- Maintained on going management capability and built good governance
- Great results have been achieved on Auspice support and partnership projects include:
  - ✚ Partnership with Victoria University Polytechnic and Hobsons Bay City Council Cultivate Leadership training for women from the local area has been an important step in cultivating local women's community leadership successful completed.
    - Some of these women have gone on to become Portfolio Advisory Committee members at the Council taking up a civic leadership role.
    - Others have developed local community initiatives and projects designed to foster community connections and capacity in addressing local needs
  - ✚ Visual Arts together project by La PasseggaART designed for people with disabilities run by a professional artist has been a great achievement. The program attracted and benefited more than 35 and including people from diverse circumstances, homelessness, experiencing social isolation.
  - ✚ New Enterprise Incentive Schemes (NEIS) Cert IV training course in small business management run by Holmesglen College has been successfully delivered 4 terms. The training is essential for eligible job seekers who are interested in running a new small business. Income support for up to 39 weeks once the business started (if eligible)
  - ✚ We warmly celebrated diversity week 2018 with a mix of traditional dancing at Brooklyn Hall

Re: on page 16.

## ABOUT US

The establishment of Walker Close Community Centre & Brooklyn Community Hall has been undertaken strategically to provide services to the community based on its statement of purposes in line with Council's social planning process to encourage, support & assist community development initiative that arise from, &/within the community. The facilities at Walker Close Community Centre & Brooklyn Community Hall include functional rooms that can facilitate small or large groups for classes, activities, forums, family functions and gatherings. These facilities are available to and well utilized by both the community and commercial groups. The Centre offers a warm and welcoming atmosphere in which community facilities for social activities are provided. It is also centrally located for easy access for users which encourages residential participation and ultimately, promotes a sense of belonging for those in the community.

- ▶ Walker Close is one of the nine neighbourhood house/community centres in Hobsons Bay.
  - ▶ Opened in 2004 (Incorporated in Nov 2006)
  - ▶ Funded by Hobsons Bay Council, DHHS, and hiring of facilities
  - ▶ Grants from local businesses
  - ▶ Services Brooklyn and Altona North Community
- ▶ Includes two facilities:
  - ▶ Brooklyn Community Hall (Cypress Avenue); and
  - ▶ Walker Close Community Centre.
- ▶ The home of over 45 CALD (ethnically) diverse community group.



## Governance

The Walker Close & Brooklyn Hall Association Inc. is governed by a volunteer committee of management, a diverse group of community leaders and key decision makers who provide vision, mission, strategic leadership, advocacy, accountability and stewardship. The committee typically consist of 6 to 8 members and are elected at the Annual General Meeting.

### Committee of Management Members

Chairperson	Rebecca Nikau
Vice Chairperson	Clovice Mwamba
Secretary	Geoff Peacock
Treasurer	Tmaru Taku
Ordinary Member	Brian Long
Ordinary Member	Mark Clark



## STATEMENT OF PURPOSE

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The purposes for which the incorporated Association is established are:

- a) To provide welcoming environment which is affordable and accessible to everyone, from all ages and backgrounds. Recognising that our community comes from all parts of the world, can come together to find relaxation, learning opportunities, companionship and involvement in the local community in a financially sustainable manner.
- b) To encourage, support and assist community development initiatives that arise from, and/ with the community.
- c) To encourage practical support, direction and skill development for disadvantaged people and families in our community, which promote independence, access to community, social and other group activities.
- f) To develop community awareness and involvement in environmental matters and to lead by example in promoting environmentally sound practices and procedures within and around the Centre.
- g) To form links with other community organisations in order to share information and resources via networks and/or membership of relevant bodies and committees.
- h) To encourage the community to take part in the planning and management of the Walker Close and Brooklyn Hall Community Centre.
- i) To encourage and model acceptable behaviour which will have a positive impact on the social fabric of our community.
- j) The program of activities / events / hiring of facilities shall be delivered in an equitable manner.
- k) To maintain and protect the building and its surroundings.
- l) To engage in charitable and/or benevolent activities which are consistent with these purposes.



## CHAIRPERSON'S REPORT



I warmly welcome you to the 2017-18 Walker Close and Brooklyn Hall Association Inc. Annual General meeting.

This year has once again been a full year of activity, development, achievements and opportunities for the team at Walker Close community Centre. Reflecting on this annual report is staggering to see just how much the organisation has achieved whilst continuing to consolidate and build on its foundations and deal with new challenges.

The organisation has grown its services, programs, partnerships, relationships and funding base in response to the ever-changing needs of the community. Building on previous years' work and successes we continued to develop expertise and a sound knowledge base for service delivery in addressing community needs.

The day to day work of the Centre is overseen by our Manager Ayelign Tessema supported by a small staff

and volunteers. His efforts are key to the centre and its ongoing service as a viable service delivery operation, winning grants and meeting the complexities of the legislative requirements demanded in this day and age.

In round figures some 695 attendances per week across many programmes sees this community facility well used, delivering activities that build community and enhancing the wellbeing of people.

This year saw the strengthening of the partnership with the Hobsons Bay Council in providing leadership training for women residing in the area to give them the opportunity to build their individual and group talents in turn to provide relevant service to the Hobsons Bay community.

I would like to formally thank each of the members for their valuable voluntary contributions to WCBH during the past year.

### Funding Bodies and partners

Thanks and recognition must go to all of our funding bodies and supporters, including organisations and individuals who provide in kind support or pro bono work. Thanks to the Department of Human Services and Hobsons Bay City Council for the recurrent funding support.

### The Future

Walker Close continually reviews and improves its policies, core business and services and as a result has made a number of changes to these.

The Centre website continues to publish all Centre policies and newsletters. Changes to service emphasis may be required in the future to ensure alignment with government funding programs and policy priorities as well as to respond to changing community need and other unforeseen challenges.

The organisation's balance sheet, reputation and strategic directions all place Walker Close in a strong position to remain viable and to deliver services to the community. In the coming year the committee will review its Strategic Planning process to revisit the organisational Vision and strategic objectives and to ensure we have sound governance, effective systems, internal capability and the services in place to take the Centre into the future.

The management looks forward to sharing the outcomes of this process with all Centre stakeholders. Thank you all.

Rebecca Nikau  
Chairperson



## SERVICES AND PROGRAMS

The Centre services and programs are dynamic; there is always a change depending on the needs of the community. When some of the existing community groups move out newly emerging community groups join the community and new programs are developed and put in place to meet the prevailing community needs in line with the Council's Social Planning Process.

Currently over 37 programs/activities and services including accredited courses are provided at Walker Close.



## TREASURER'S REPORT



It is with great pleasure that I present the Walker Close and Brooklyn Hall Asso. Inc. financial report for the financial year of 2017-18 by acknowledging and extending my thanks to the funding bodies who have shown ongoing commitment and support to our organisation. The Centre receives its main funding from the State Government Department of Human and Health Services and the Local Government through Hobsons Bay Council. The income and expenditure report for the year ended 30th June 2018 showed that the total income for the year

was \$188,327 This included operational grants from Hobson's Bay City Council, and from Department of Human and Health Services (DHHS) under Neighbourhood House Coordination Program (NHCP) and from internal sources hiring venues who run various regular and causal programs as well as from course fees and grants. The full set of accounts can be seen over the pages in the financial reporting section.

The Centre financial recording and reporting system uses accrual basis accounting where actual income and expenditures are matched accurately.

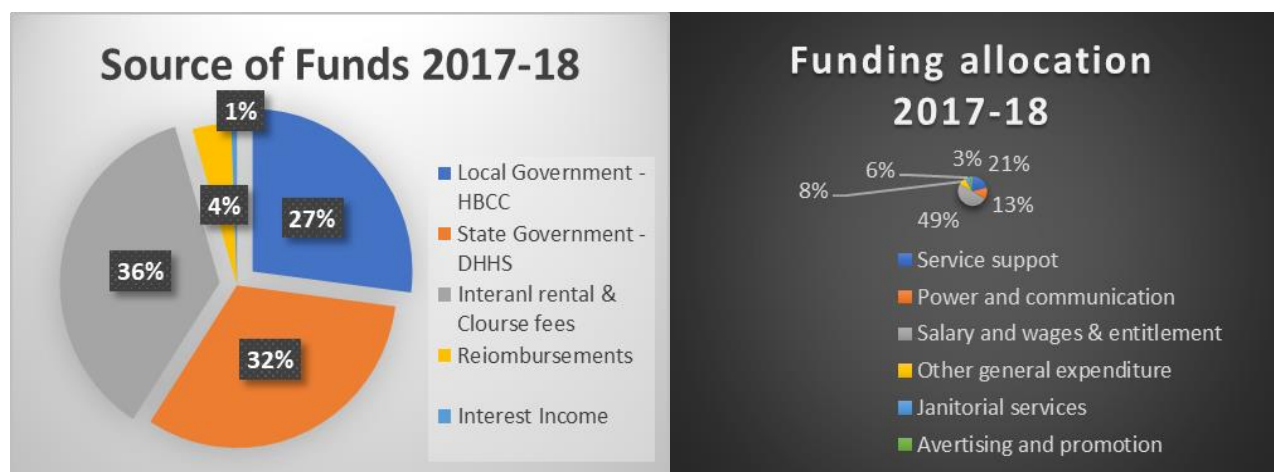
The total expenditure for the year was amounting \$175,230 the major sources of expenditure includes wages, janitorial service, utilities, promotion and telephone charges; making up approximately 65 % of total expenditure. This year's performance report demonstrated a saving of \$13,097.

The balance sheet showed a cash contingent reserve to cover unforeseen costs, accrued liabilities and employee entitlements. Over all the Centre has a strong financial position. I would like to take this opportunity to extend my thanks to the centre manager and team of the staff.

I have enjoyed working with Ayelign. He has helped make my job easy, without his assistance my job as a treasurer would have been so much harder.

I would also like to thank all the members of the Committee of Management for their valuable help. I have enjoyed watching Walker Close build into an extremely valuable service that supports the whole community.

**Tumaru Tauri**  
Treasurer



## WALKER CLOSE

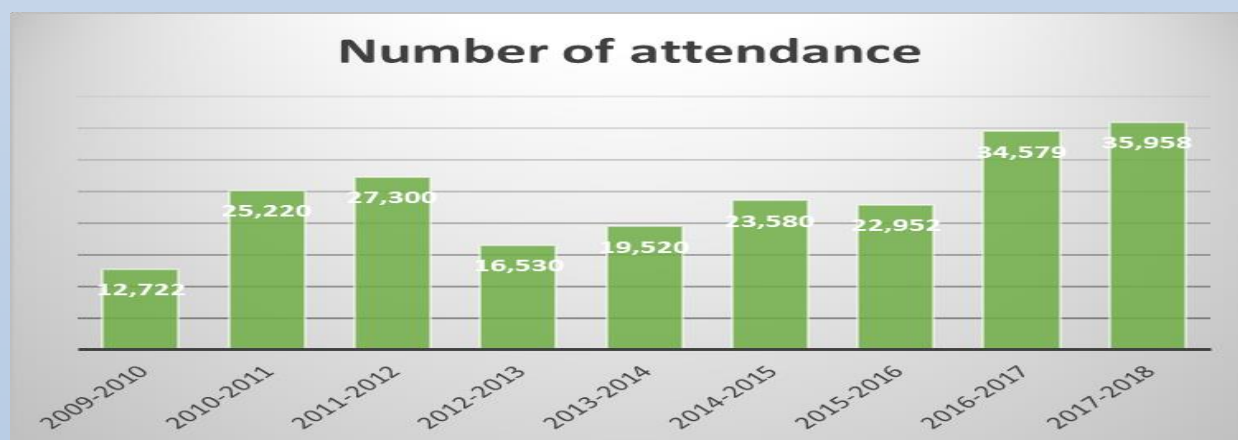
Walker Close is an ideal place for the community. It has a welcoming atmosphere attracting lots of interest from a diverse group of people. It is a focal point for all community groups to meet and learn from each other. It truly is a pleasing place to be. With this insight, quite a lot of programs and activities run throughout the year.

Some of the regular programs, services and activities run include:

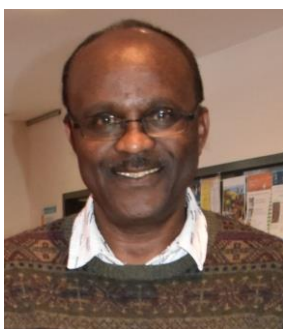
- Health and wellbeing exercises programs progressively every Tuesdays and Wednesdays Bone boosters and weight lifters
- Crisis intervention counselling and referral service every Wednesday and Thursdays
- Nationally accredited, full-time Cert-IV in Small Business Managements Training by Holms Glen College to assist people who wants to establish won business, meeting eligibilities of unemployed and are under Centrelink assistance
- Community Service training by TMG collage every Tuesday evening
- Revive exercise cardio-based exercise program designed for elderly people with disability every Monday & Wednesdays
- Various community group practicing their culture and belief
- Migration professional advice for joining family members
- New mum group and breast feeding etc.
- Chin community group meeting and practice their tradition and cultural music
- Macedonian Women self-help welfare group
- Immunisation services every 2<sup>nd</sup> and 4<sup>th</sup> week of each month
- Serbian community group practicing their culture and beliefs every Sundays
- Yoga training classes every Thursday evening and Saturday morning
- Tonga community group practice their cultural and belief every other Saturdays
- Anglo-Indian Australian senior group meet every Last Saturday of each month
- Other programs and activities, various one-off functions etc.

Throughout the year quite a number of one-off casual programs and functions such as, workshops, training, family gatherings, social events and other celebrations also run.

To effectively use the two venues additional facilities such as data projectors, projector screens, podiums and other sources have been included to assist with the delivery of courses, workshops and for other group presentations. The figure below presents the attendance of the Centre's users for both structured and unstructured programs on a yearly basis.



## **CENTRE MANAGER'S REPORT**



It is with great pleasure to present my report for the financial year 2017-18.

The Centre had a very successful year building on its capacity for the services we offer to the community. We were successful in increasing our coordination hours which will give us more time to offer the service. We are also greatly appreciative to DHHS for recognising the value of our services.

There are many people and organisations I need to thank for making this year extremely rewarding, productive, despite some of the challenges we encountered.

Firstly, I would like to thank the wonderful staff and volunteers who generously gave their time to support the Centre. Without you, WCBH would not be able to offer the diversity of services and programs that it does.

The Centre is lucky to have the extraordinary, committed, skilled and talented committee of management members who govern and strategically direct the organisation with great foresight and vision. I would like to personally acknowledge

the support and advice you have so generously given me in this year of that, growth and change that was at times challenging. Our Committee ensures that we achieve our organisation's vision and that our governance is effective, so that our activities are in turn effective. Thank you to Chairperson Rebecca Nikau and all members of the Committee for your support and work

This year we provided extra activities and projects for our service users as detailed over the pages. I would like to thank and acknowledge all of our partners who collaborate with us to provide meaningful and needed programs/activities with these valuable contributions evident throughout this annual report. We are lucky to have many people with ideas and energy for things to happen all they need is some support from us to make it happen please see the following report (under "Auspice & partner projects")

I also, would like to thank our funding bodies which support us providing services that will empower individuals and ensure they can fully participate in their local community. Thank you to: Hobsons Bay Council and Department of Human and Health services for the recurrent funding support

As we rise to meet the challenges in the coming year with the wonderful people who share common aspirations I look forward with a sense of optimism, knowing that we are placed in a great position to deliver responsive services that will empower individuals to contribute to their community.

I would like to extend my many thanks to Cr Sandra Willson, Jill Bliston, and Tmara Churchill for their support and attendance to our AGM every year, they are always with us despite some of them having already reached retirement.

A big thank you goes to the Hobsons Bay community development staff Ben Pollard, Amber Cassidy, Rachel Burns Tenaha Greco and others for the good working relationship and support to Walker. It is a privilege to work with such a wonderful; talented team.

Special thanks to Mary Robertson the Maternal Child Health nurse, for her great support to our team. She is always very keen to help whenever it is needed. Also, thank you too all regular and casual users of the Centre, the wonderful emergency relief support service staff and volunteers, Immunisation nurses, Altona Gate Kinder, Lorraine Bedella senior's team, and Sharon Matovic planned active, for the support and help they so kindly have given to Walker Close and Brooklyn community.

**Thank you**  
**Ayelign Tessema**



## AUSPICE & PARTNERSHIP PROJECTS

As part of our community development strategic plan we provide auspice support to the non-incorporated community group. In this reporting period we continued our support to the following programs and groups.

### A) Cultivate Leadership for women



In partnership with Victoria University Polytechnic and Hobsons Bay City Council, the Walker Close Community Centre supported 24 women from Altona North, Brooklyn and surrounding suburbs to participate in a Community Leadership Program over 16 weeks. This has been an important step in cultivating local women's community leadership.

- Some of these women have gone on to become Portfolio Advisory Committee members at Council taking up a civic leadership role.
- Others have developed local community initiatives and projects designed to foster community connections and capacity in addressing local needs.
- Others still, have joined local community groups bringing new skills, confidence and community leadership knowledge.

Walker Close Community Centre provided this program and these women with a safe, flexible and nurturing environment for their learning. The staff and volunteers at Walker Close Community Centre provided mentorship and support over and beyond what was expected of them. Walker Close will now be auspicing some of the women to implement their community projects in the coming 12 months.



## A) VISUAL ARTS TOGETHER

La PasseggARTa received a Hobsons Bay 2-year partnership grant to deliver Visual Arts Together, a social arts program in Brooklyn, Altona North and Altona Meadows. These areas have a growing ageing population as well as being home to significant numbers of people experiencing isolation and disadvantage.

The Walker Close Community Centre and the WCBH Association facilitated the program by offering an accessible, affordable space for the program to call 'home' during 2018, as well as being a project partner and auspice agency.

The support, encouragement and advocacy offered by Walker Close Community staff and management not only enabled the pop-ups and the weekly 1.5-hour program to be seamlessly conducted over an extended period of time, but also contributed to the welcoming and friendly atmosphere that the participants came to enjoy.



The program attracted and benefited more than 35 and included people coming from diverse circumstances such as being early onset dementia, homelessness, experiencing grief, being socially and culturally deprived, recuperating and adjusting to life post-paralysis, as well as those coming from aged care settings such as Lionsville Wintrinham, Williamstown and TLC Marina, Altona North. The disability organisations of Annecto and Scope valued the opportunities, social interactions and artistic engagement that Visual Arts Together provided their clients.

The artworks created by the participants during the first phase of the program will be exhibited at the Louis Joel Gallery in November 2018.



## BROOKLYN COMMUNITY HALL

It is very exciting to see Brooklyn Community Hall has been actively used throughout the year and we have had quite a number of casual and regular programs/activities. Some of the regular programs run include:

- The Dance Dreamers, dance training for children and adults, TAP, JAZZ, Ballet every Saturdays
- Williamstown camera club, meet & create new friends, share and again skills anyone welcome to the club to learn and how to use camera for effective photographic imaged
- Cook islanders' youth group, traditional dance and music training every Saturday evening
- Traditional self-defence karate for the local community, run regularly every Monday and Thursday evening.
- Altona North Combined Probus, the semi-retired and retired professionals and business entrepreneurs' social activity groups share their diverse experience and skills and to strengthen their relationship through socialisation.
- Macedonian pensioner group meet thrice in a month to celebrate and practice their culture and social activities.
- Every Sunday a large diverse community group member with a bond of common interest come together and harmoniously celebrate their culture and religious belief.
- A community Forum, Brooklyn Community Reference Group (BCRG) occasionally meet at Brooklyn Hall to facilitate community, industry, local government and EPA working together to ensure that public concerns and aspirations regarding odour, noise and dust in the general Brooklyn area are constantly understood and considered.
- The Tongan Community group exercise their cultural and belief activities every Friday evening
- Cook Islanders' senior group meeting and practicing their cultures and believes every Sundays

Additional improvements to Brooklyn Hall will enhance the facility to be more usable. In this regard council's close attention is vital for example to replace the existing old model stove with industrial type, adding more storage rooms outside the hall, installing raised stage inside the hall to maintain and varnish the floor board would be vital for the service delivery while the newly built foot path and the additional car park; the newly built playground has enhanced the community hall to be more usable and it has created great opportunity to come together with a sense of belonging in the diverse community.



## PARTNERSHIPS AND NETWORKS

Collaboration and partnership remain a priority and relationships with formal and informal partners continue to be productive. Such strong connections enable continuous conversations around community need, opportunity for creative responses and enhanced organisational profile. Our community service is linked with external and internal organisations which include:

### External organisations

- Lorraine Beddela seniors
- Annunciation primary school
- Mobile Exon Refinery
- City West Water
- Hobsons Bay Planned Activity group
- Altona Bunnings
- Network West
- Brooklyn Tennis Club
- Altona North Primary school
- Altona Gate Centre management
- Altona Office Works
- Marina Age care
- Altona North library
- Altona Gate kinder
- Hobsons Bay Community Centres
- Brooklyn community Reference group

### Internal community groups

- Chin community group
- Tongans community group
- Horn of African community Network
- Macedonian seniors' group
- Serbian community group
- Retired and semiretired community club
- Cook Is ladders youth and seniors' group
- Indian Australian seniors' group
- Maori Polynesian community group
- Williamstown Camera group
- Altona Karate club
- The Dance Dreamers



Though each one of us are different, and no matter how strong individually we are, we believe it is much better when community services are delivered jointly. This inclusive approach creates more opportunities for individuals and groups to enrich their lives through connections they might not otherwise make.



## Diversity Week Celebration

As part of our shared community engagement programs with the Council every year in March we celebrate diversity week community groups participating in the event such as the ones displayed below. The event was very entertaining and embraces quite a lot of community groups and individual community members of over 80 attendees. It was very entertaining and accompanied several guest speakers.

**A few photos from the event.**



## SPRING INTO LIFE

Spring into life is an annual event organised by the council and hosted by the Neighbourhood houses to engaged and participate with different free programs and activities to create an opportunity to discover what is available in our local area and spring into something fun in September. This year we participated with the programs and activities include:

<ul style="list-style-type: none"> <li>• Revive exercise 50+ cardio based exercise to build and maintain energy levels etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Martial arts for self-defence, young and adult, self-empowerment and discipline</li> </ul>
<ul style="list-style-type: none"> <li>• Early bone boosters for women group only stretch and weight lifting exercise help stronger bones.</li> </ul>	<ul style="list-style-type: none"> <li>• New mum's group create connection and share skills, get out and know each other and make friend.</li> </ul>
<ul style="list-style-type: none"> <li>• Divers community youth choir group</li> </ul>	<ul style="list-style-type: none"> <li>• Dance training TAP, JAZZ, classical ballet</li> </ul>

## Volunteering

The Centre relies on the work of volunteers to provide the services it does. There have been many opportunities to learn, grow, give back to community and get involved. Volunteering remains at the heart of Walker Close.

Obviously, board members are volunteers who are totally committed to the centre devoting their time representing the CALD community working, co-operatively in support of the staff and volunteers. I am thankful to all committee members.



Free Tax Help service from July to end of October has been given to the community. We would like to thank Brian Gorman for his professional service. Verana Hunter-Raye has been a great value to the centre helping the manager in organising and coordinating events. she has been volunteering for over four years her input through these years has put her to be a candidate that she will be congratulated with an admin support office manager part time position in the beginning of year 2019.



In 2017-8 the volunteers with Walker Close contributed on an average of 71.5 hours per month of volunteer time. The Centre appreciates for sacrificing their time, energy & valuable skills.

## COMMUNITY DEVELOPMENT FOCUS

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To support Council's social development, plan the centre provides a range of services and programs for people of all ages of community group in the areas of **health and wellbeing, social, educational, recreational programs, information and referrals** in a welcoming and supportive environment **to inform how Council responds to the needs of the community related to equitable access effective & efficient use of resources, sustainable community involvement, respect for diversity, collaboration and development partnerships with creates a sense of belonging in the community.**

### Understanding the community

Knowing the community entails understanding it in a number of perspectives. To truly understand the specific community, you're with. You have to get to know its people.... Their culture, their concerns, and relationships----- and to develop your own relationship as well. **For example**, a Chinese woman may become an intensively involved member of the ethnic and cultural community of her Sudanese husband. Whichever community defines your work, you will want to get to know it well.

### Know the physical characteristics:

- Get a map of the community and drive and/or work around
- Gather information as much as possible
- Describe the characteristics of

Taking the time and effort to understand your community well before embarking on a community effort will pay off in the long term. A good way to accomplish that is to create a community description:

- A record of your exploration and findings it is good to gain a comprehensive overview of the community....
- What is now, what it's been in the past, and what it could be in the future?

Through these information (i.e. via surveys, interviews and key community informants) To address these needs specific programs or services may therefore need to be provided for certain target groups for specific social issues or unique circumstances in relevant geographic locations. In this regard Centre programs & services provided to the community in line with council's social planning priority areas as briefly summarized below.

### Health & ageing well

Building community connection is vital in this regard, so the centre provides opportunities for people to actively participate in community activities & more effective use of community facilities as meeting & participation points between group of people such as weightlifters group, bone booster group & socialization group which encourages culturally diverse groups to participate in the life of community.



### Disability services

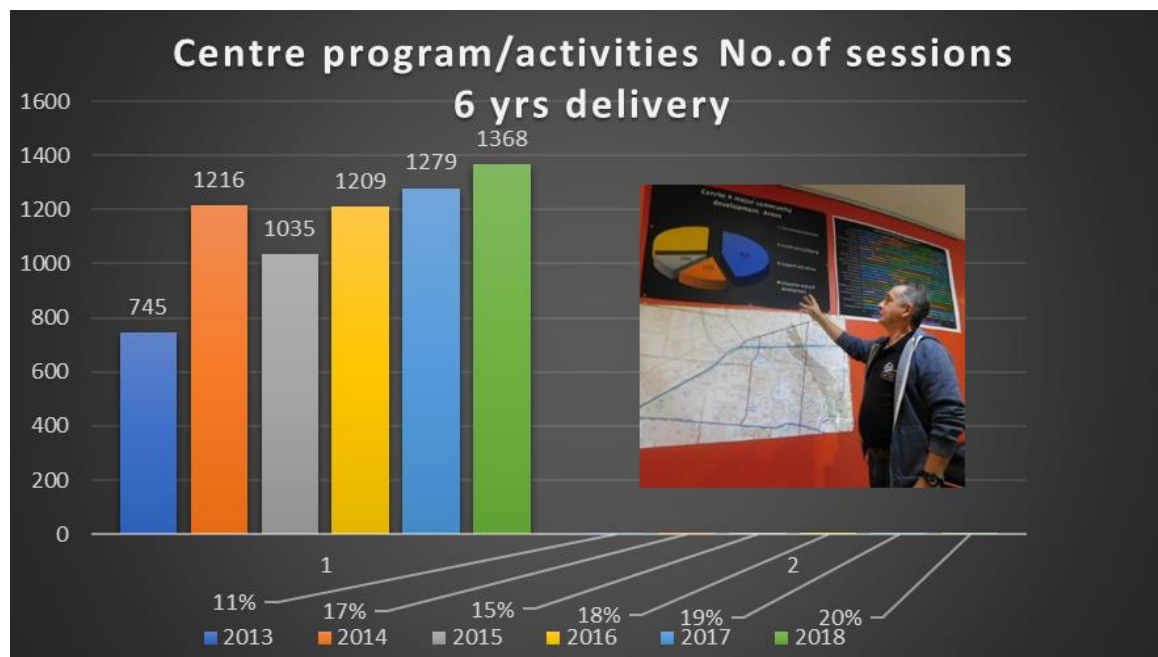
The Centre provides flexible support service to people with disabilities to participate in a recreational activity combining physical fitness & exercise with social activities & creating awareness of council services to those who are older & isolate. Encourage them by providing useful information a sense of inclusion & a means of possibility to meet their individual needs depending on their level of ability & interests.

### Youth/children services

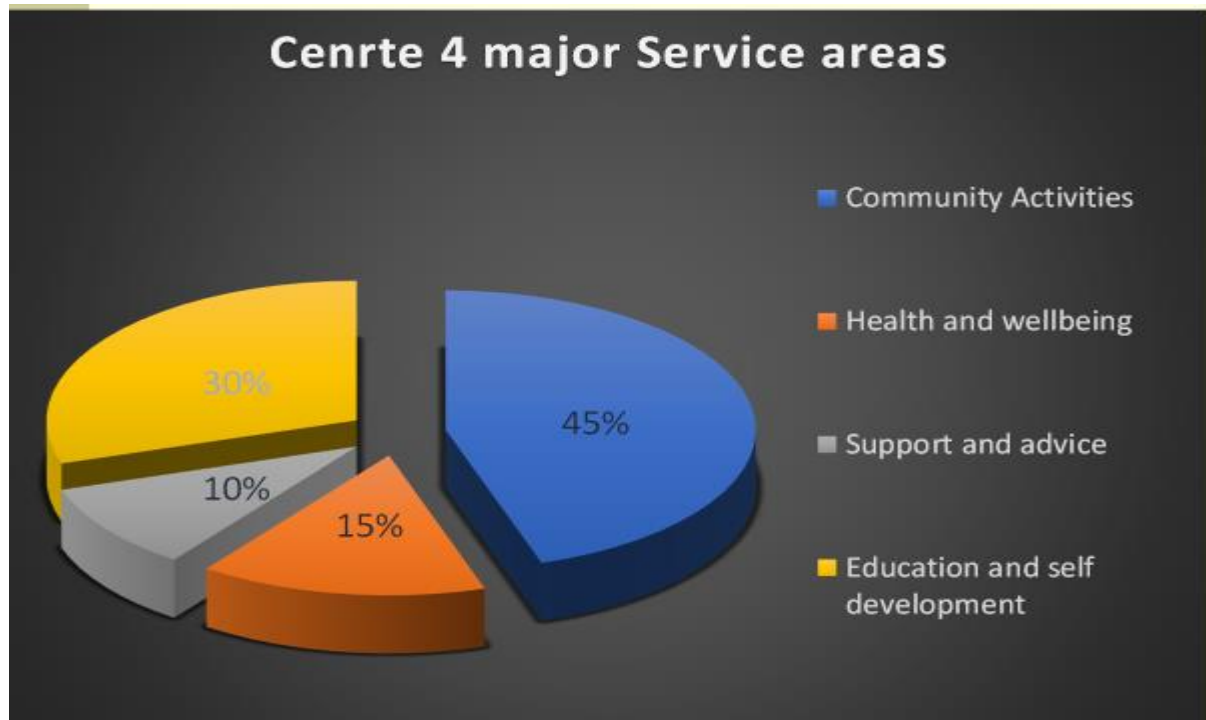
The centre delivers services that are accessible & responsive to the need of young people & children with the opportunities that acknowledge and are reflective of the diversity. The services vary accordingly to the individuals and their age groups which includes youth drop in services, self-defense training, music & dance such the dance dreamers, Calisthenics dance. The Chin and Cook Islander youth choir variety of opportunities for youth to come together & share their experience & cultures. Encourage and acknowledging young people's support and positive contributions to the community and local organizations is vital to continuing the running of such programs the for the future generations.

### Other social community services

The centre provides services to mothers group to participate in their new life skills meeting new friends. Provide further encouragement of cultural/ethnically diverse groups to participate in the life of the community. Ensure the use of facilities & spaces are affordable to the community, maintain clean environment, retain & expand connection of individuals & groups to the community. Encourage, support & undertake events & activities which bring people together including cultural events; recreation & leisure activities.





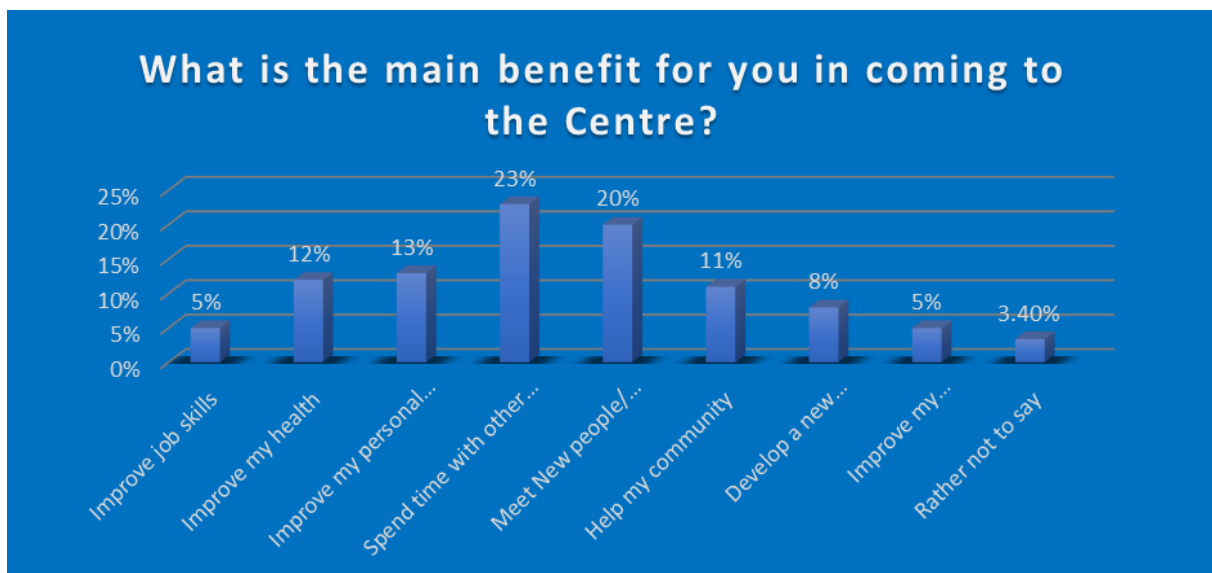


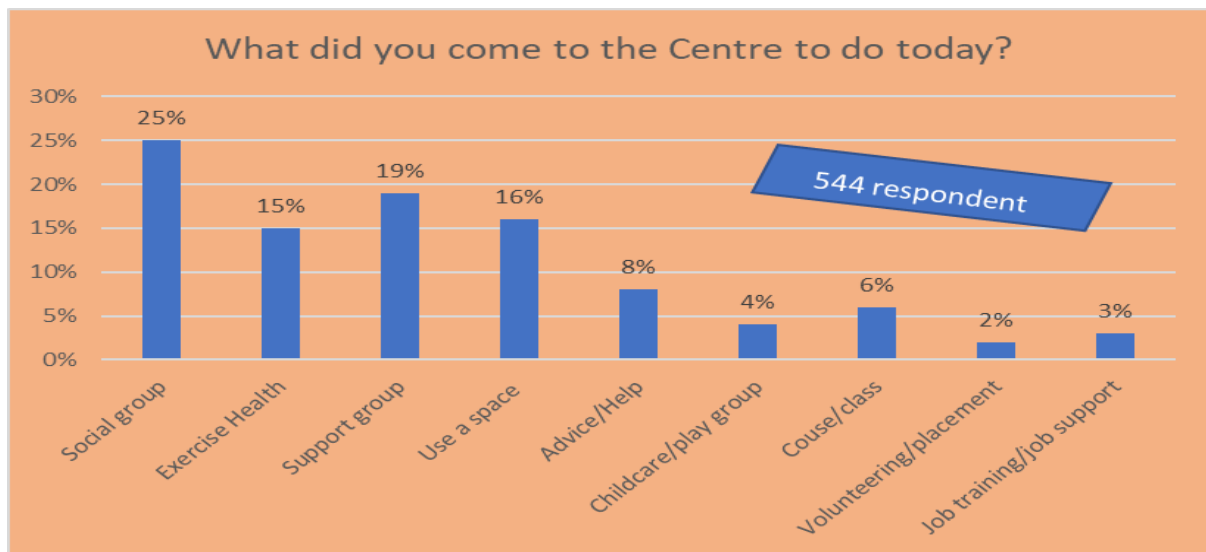
It is a privilege to meet and work with the CALD community group. Every day is new and challenging always learning and finding ways to develop and continuously improve community services.

The centre has a warm and welcoming environment it attracts lots of interest and there is a buzz with many different activities happening, and lots of different people coming and going. It truly is a pleasing place to be and is an ideal place to work towards serving the community an average of 690 people for 92.6 hours per week attended or appeared structured and unstructured

## Specific period Service users' response

The centre programs/activities and services are dynamic and are closely monitored; there are always changes upon the community needs as analysed below.





**From these analyses we learn that the interests of our community participation tell us what is possible for our community, what is important, what we can do further and better**

## TRAINING AND SERVICES

### MIGRATION ADVICE

This is a free professional advice service for families, students and others. We would like to thank Jambu Nathan for providing this support to numerous community members every year.

### FREE TAX-HELP

The service is provided by volunteers assigned by the Australian Taxation Office. The service is run every year starting in July through to end of October and it is helpful to the community who do not have access or knowledge to lodge their own income tax returns. We would like to thank Brian Gorman for dedicating his time and helping our community members. We wish to thank the Australian Taxation Office for assigning professionals every year and working in partnership with us.

### CRISIS INTERVENTION SERVICES

One of the crucial services provided at Walker Close is the outreach crisis intervention counselling and emergency assistance service provided every Tuesdays and Wednesdays. This outreach service has been provided for several years by Laverton Integrated Community Service in partnership with Walker Close. We wish to thank Laverton Community Integrated Services for providing this vital service at Walker Close.

This service has been crucial to the disadvantaged members of Altona North and Brooklyn community. Walker Close is proud to provide support to the service including providing a convenient space, referrals, receiving enquiries over the phone, in-person, promoting the service, providing appropriate information on the service.

## Revive exercise program

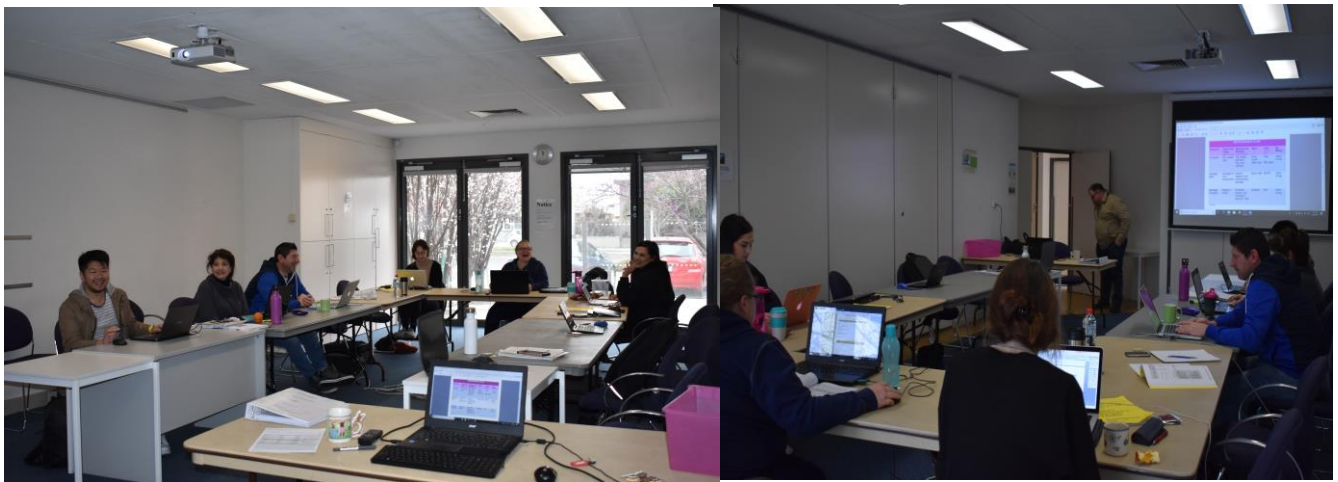
A program specifically designed to improve the fitness and wellbeing of people over 50's with disabilities. The exercise is run by a qualified professional to maintain health and fitness while also socialising with other likeminded people. I would like to thank **Melissa Moorfoot**, through her engaging program she has been able to encourage participation and create new interest in the group. This program has benefited lots of people and it is keep going very well.

## TRAINING COURSES

One of Walker Close Community Centres strategic objectives is to work in partnership with teaching organisations to deliver short courses of benefit to the local community. In this reporting period, Holmesglen College, under the New Enterprise Incentive Scheme (NEIS), delivered the Certificate IV training course in Small Business Management over 4 terms. The course is run for eligible job seekers who are interested in running a new small business.

### How can NEIS Help?

- Accredited small business management training
- Income support for up to 39 weeks once the business started (if eligible)
- Home rent assistance for up to 26 weeks (if eligible)
- Mentoring and support during the first year of the new business



## Committee members declaration

### Statements by Members of the Committee

**30 June 2018**

As stated in Note 1 to the financial statements, in the committee members' opinion, the Entity is not a reporting entity because there are no users dependent on general financial reports. This is a special purpose financial report that has been prepared to meet the Associations Incorporation Act 1981 requirements.


The Financial Report has been prepared in accordance with Accounting Standards and mandatory professional reporting requirements to the extent described in Note 1.

In the opinion of the Committee the financial report as set out on the next pages.

- (i) Presents a true and fair view of the financial position of Walker Close and Brooklyn Hall Asso. Inc. as at 30 June 2018 and its performance for the period on that date in accordance with Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.
- (ii) At the date of this statement, there are reasonable grounds to believe that Walker Close and Brooklyn Hall Asso. 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:

Chairperson.....  ..... Date this 19 day of Nov. 2018  
Rebecca Nikau

Treasurer.....  ..... Date this 19 day of Nov 2018  
Tumaru Tauri



APPENDIX A - FINANCIAL STATEMENT

<b>Walker Close and Brooklyn Hall Asso. Inc</b>		
<b>Profit &amp; Loss</b>		
<b>30-Jun</b>	<b>2018</b>	<b>2017</b>
<b>Income</b>		
<b>Government funding</b>		
Operational Grant-HBCC	\$48,024	\$47,306
NH-Coordination Grant - DHS	\$60,391	\$57,206
<b>Project Grant Income</b>		
Promotion support HBCCC	\$750	\$855
Project grant	\$2,200	\$0
<b>Facility usage Income</b>		
Regular users - WC	\$37,730	\$26,198
Regular Users - BH	\$25,433	\$22,294
Casual users - WC	\$836	\$1,693
Casual users - BH	\$2,666	\$6,020
Support service income	\$0	\$600
Exercise fees	\$1,547	\$733
Reimbursement-Utilities	\$7,367	\$8,015
Printing and photocopy income	\$74	\$185
Miscellaneous income	\$188	\$286
<b>Total Income</b>	<b>\$187,207</b>	<b>\$171,392</b>
Total Cost of Sales	\$0	\$0
<b>Gross Profit</b>	<b>\$187,207</b>	<b>\$171,392</b>
<b>Expenses</b>		
General Expenses		
Accounts audit fee	\$1,000	\$1,200
Advertising & Marketing	\$900	\$3,506
Association Membership fee	\$77	\$382
Licence and registration	\$52	\$51
office equipment supplies	\$101	\$353
Bank Fees	\$211	\$79
Bad Debts	\$780	\$0
Janitorial Services - WC	\$3,748	\$4,653
Janitorial Services BH	\$3,972	\$5,607
Kitchen amenities	\$456	\$204
Cleaning supplies	\$2,276	\$1,638
Booking Cancellation reimbursement	\$382	\$448
WorkCover Insurance	\$170	\$573
MYOB Subscription	\$1,091	\$0
Electricity Expenses WC	\$16,295	\$14,496

Electricity expense BH	\$5,538	\$3,239
Garbage Cleaning expenses	\$0	\$423
Volunteer travel expense	\$1,311	\$1,916
Donations	\$50	\$142
Exercise program tutor fees	\$1,484	\$780
General Repairs & Maintenance	\$1,157	\$1,816
Printing & photo copy	\$3,630	\$2,040
Lease expense office eqpt	\$0	\$1,121
Internet & webhosting	\$917	\$0
Program and group support exp.	\$363	\$581
Computer services & fixtures	\$0	\$145
phone landline and Internet exp	\$198	\$0
Event Celebration	\$600	\$0
Utility - Water Expenses	\$855	\$137
Water expense BH	\$0	\$486
Domain name reg/webhosting fee	\$0	\$1,097
Stationery supplies	\$2,718	\$2,600
Office 365 subscription	\$117	\$0
Event prog.promotion expense	\$1,605	\$891
Waste Removal/Garbage cleaning	\$0	\$35
Professional development	\$396	\$0
Telephone Expenses	\$4,715	\$3,985
Postage	\$9	\$36
Miscellaneous. expenses	\$2,477	\$912
Gathering and celebration	\$1,998	\$647
Meeting amenities	\$1,023	\$656
Workshop program expenses	\$535	\$1,826
Subscription and membership fee	\$214	\$0
Office 365 subscription	\$0	\$2,833
Salary and wages	\$83,379	\$79,433
Work Cover Premiums	\$559	\$150
Long Service leave entitlement	\$2,777	\$1,832
Annual Meeting Expenses	\$1,206	\$0
Partnership project Expenses	\$0	\$386
Admin and General services	\$10,127	\$9,152
Travel Expenses	\$1,423	\$905
Annual meeting, workshop expense	\$0	\$1,022
Superannuation contribution ex	\$8,996	\$8,885
<b>Total General Expenses</b>	<b>\$171,886</b>	<b>\$163,298</b>
<b>Depreciation Expenses</b>		
Depreciation Expenses	\$3,344	\$0
Office Equipment Depreciation	\$0	\$123
Computer Depreciation	\$0	\$3,669
Data project. & Camera dep exp	\$0	\$1,156
Low pool value Asset Dep. Exp	\$0	\$94
<b>Total Depreciation Expenses</b>	<b>\$3,344</b>	<b>\$5,042</b>
<b>Total Expenses</b>	<b>\$175,230</b>	<b>\$168,340</b>

<b>Operating Profit</b>	<b>\$11,977</b>	<b>\$3,051</b>
Other Income		
Interest Income	\$1,120	\$1,364
Total Other Income	\$1,120	\$1,364
<b>Total Other Expenses</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Profit/(Loss)</b>	<b>\$13,097</b>	<b>\$4,416</b>

Walker Close and Brooklyn Hall Asso. Inc  
**Balance Sheet**

30 June	2018	2017
<b>Assets</b>		
Current Assets		
Bank Accounts		
Current account	141,699	106,609
Contingency account	99,742	98,622
Petty Cash/Cash On Hand	500	500
<b>Total Bank Accounts</b>	<b>241,941</b>	<b>205,731</b>
Other Current Assets		
Trade Debtors	4,467	1,171
Total Other Current Assets	4,467	1,171
<b>Total Current Assets</b>	<b>246,409</b>	<b>206,902</b>
Non-Current Assets		
Fixed Asset at cost	103,865	103,865
<b>Acc.Dep.Fixed Assets</b>	<b>103,865</b>	<b>100,521</b>
Net Non-Current Asset	-	3,374
<b>Total Assets</b>	<b>246,409</b>	<b>210,276</b>
<b>Liabilities</b>		
Current Liabilities		
GST Liabilities		



GST Collected	139,564	120,229
<b>GST Paid</b>	<b>135,908</b>	<b>118,919</b>
<b>Total GST Liabilities</b>	<b>3,656</b>	<b>1,310</b>
<b>Payroll Liabilities</b>		
PAYG Withholding Payable	4,880	4,542
Superannuation Fund #1	2,535	2,227
Entitlements LSL	14,171	11,394
Accrued holiday leave	9,841	10,341
Accounts audit fee accruals	1,000	1,200
<b>Total Payroll Liabilities</b>	<b>32,427</b>	<b>29,705</b>
<b>Other Current Liabilities</b>		
Trade Creditors	4,223	4,506
Customer Deposit- Bond	5,683	5,353
A/P Accrual - Utilities	7,069	1,478
City West Water refund	6,496	7,546
Give Take Stand Project Aus	1,000	1,000
La PassegArt -Visual Art	1,910	-
Cultivate leadership project	11,000	-
<b>Total Other Current Liabilities</b>	<b>37,380</b>	<b>19,883</b>
<b>Total Liabilities</b>	<b>73,463</b>	<b>50,897</b>
<b>Net Assets</b>	<b>172,945</b>	<b>159,348</b>
<b>Equity</b>		
Retained Earnings	159,847	154,861
<b>Current Year Surplus/Deficit</b>	<b>13,097</b>	<b>4,486</b>
Historical Balancing	1	1
<b>Total Equity</b>	<b>172,945</b>	<b>159,348</b>

## APPENDIX B – NOTES TO THE FINANCIAL STATEMENTS

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### **Walker Close and Brooklyn Hall Association Inc.**

#### **Note 1: Summary of Significant Accounting Policies**

The Committee of Management has prepared the financial statements on the basis that the organisation is a non-reporting entity because there are no users dependant on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the members.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below, which the Committee of Management has determined are appropriate to meet the needs of the members. Such accounting policies are consistent with the previous period unless stated otherwise.

The financial statements have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes. The accounting policies that have been adopted in the preparation of the statements are as follows:

##### **(a) Tax and GST**

The tax expense (revenue) for the year, where applicable, comprises current tax expense (income). The organisation does not apply deferred tax.

Current income tax expense, where applicable, charged to the profit or loss is the tax payable on taxable income calculated using applicable income tax rates enacted, or substantially enacted, as at the reporting date. Current tax liabilities (assets) are therefore measured at the amounts expected to be paid to (recovered from) the relevant taxation authority.

##### **(b) Property, Plant and Equipment**

Property, plant and equipment are carried at cost, independent of Committee of Management's valuation. All assets, excluding freehold land and buildings, are depreciated over their useful lives to the organisation. Increases in the carrying amount arising on revaluation of land and buildings are credited to a revaluation reserve in shareholders' equity. Decreases that offset previous increases of the same asset are charged against fair value reserves directly in equity; all other decreases are charged to the income statement. Each year the difference between depreciation based on the revalued carrying amount of the assets charged to the income statement and depreciation based on the asset's original cost is transferred from the revaluation reserve to retained earnings.

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

##### **(c) Provisions**

Provisions are recognised when the organisation 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 reasonably measured.

Provisions recognised represent the best estimate of the amounts required to settle the obligation at reporting date.

##### **(d) Cash and Cash Equivalents**

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

##### **(e) Revenue and Other Income**





Revenue is measured at the value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which, for floating rate financial assets, is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Revenue recognised related to the provision of services is determined with reference to the stage of completion of the transaction at the reporting date and where outcome of the contract can be estimated reliably. Stage of completion is determined with reference to the services performed to date as a percentage of total anticipated services to be performed. Where the outcome cannot be estimated reliably, revenue is recognised only to the extent that related expenditure is recoverable.

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

#### **(f) Leases**

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the organisation, are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the lease term.

#### **(g) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST components of investing and financing activities, which are disclosed as operating cash flows.

#### **(h) Depreciation**

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

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

Plant and equipment	10% -35%
Motor vehicles	20%

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

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are recognised immediately in profit and loss.

When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings



**(i) Reconciliation of net cash provided by operating activities to surplus**

Adjustments to reconcile net income  
to net cash from operating activities

	\$
Net income	13,096.81
GST net amount	2,346.00
Payroll liabilities	2,722.00
Accrued liabilities	14,701.19
Depreciation	3,344.00
<b>Net cash from operating activities</b>	<b>36,210.00</b>

**Note 2 Related Parties**

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

**Committee of Management-Related Entities**

Transactions with Committee of Management-related entities: none.

**Committee of Managements**

Transactions with Committee of Managements: none.

Other benefits derived: none.

**Identification of Related Parties**

No other transactions occurred with related parties.

**Note 3: Events Subsequent to Reporting Date**

Since the end of the financial year: none.

**Note 4 Effect of Changes in Accounting Policy**

The economic entity did not change its accounting policy during the reporting period.



APPENDIX C – INDEPENDENT AUDITORS REPORT

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**MICHAEL KIERNAN  
& ASSOCIATES**

ACCOUNTANT FCPA

PO Box 60  
NEWPORT VIC 3015  
TEL: 9314 6011  
FAX: 9314 4774  
370 BLACKSHAW ROAD  
ALTONA NORTH  
ABN 82 957 136 008

3 October 2018

Walker Close and Brooklyn Hall Association Inc.  
180 Millers Road  
ALTONA NORTH VIC 3025

**Independent Audit Report To The Members Of  
Walker Close and Brooklyn Hall Association Inc.**

On the basis of information provided by the directors Walker Close and Brooklyn Hall Association Inc., I have audited the special purpose Income Statement, Balance Sheet and Statement of Cash Flows for the period ended 30 June 2018 as well as notes comprising a summary of significant accounting policies and other explanatory information, and the committee's report.

The specific purpose for which the special purpose financial report has been prepared is set out in the notes to the accounts. The extent to which Accounting Standards have or have not been adopted in the audit of the special purpose financial report is set out in the notes to the accounts.

**Committee's responsibility for the financial report**

The committee of the association is responsible for the preparation of the financial report, and has determined that the basis of preparation described in the notes, is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012. The committee's responsibility also includes such internal control as the committee determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

**Auditor's responsibility**

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those 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.

I have conducted an independent audit of the financial reports in order to express an opinion on it to the members of the organisation. My audit has been conducted in accordance with professional reporting requirements (APS9) to provide reasonable assurance whether the financial reports are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial reports, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial reports are presented fairly in accordance with professional reporting requirements and statutory requirements so as to present a view which is consistent with my understanding of the organisation's financial position, the results of its operations and its cash flows.

### **Audit Opinion**

In my opinion the financial report of the association has been prepared in accordance with the *Association Incorporation Reform Act 2012* including:

1. giving a true and fair view of the entity's financial position as at 30 June 2018 and of its performance for the year ended on that date; and
2. complying with Australian Accounting Standards as referred to in Note 1 to the financial statements.

The financial report has been prepared to assist Walker Close and Brooklyn Hall Association Inc. to meet the requirements of the *Associations Incorporation Reform Act 2012*. As a result the report may not be suitable for another purpose. To the extent permitted by law, I do not accept liability for any loss or damage which any person, other than the organisation, may suffer arising from any negligence on my part. No person other than the directors and members Walker Close and Brooklyn Hall Association Inc. should rely on the special purpose financial report. It is not prepared on the basis of providing investment or bank finance information. The special purpose financial report was prepared exclusively for the benefit of the directors and members of Walker Close and Brooklyn Hall Association Inc. and the purpose identified above. We do not accept responsibility to any other person for the contents of the special purpose financial report.

### **Independence**

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



MICHAEL KIERNAN

3 October 2018

Liability limited by a scheme approved under Professional Standards Legislation

## Appendix D – Revive Exercise

Health and wellbeing exercise program beneficial to 50+ people with disparities

- Core strengthening balance and stability training with stretch and cool down.
- Run bay a qualified fitness instructor/personal trainer.
- Cardio based workout to build and maintain energy levels, ensure a healthy, strong heart.
- A great opportunity to get out and about in the open air, socialise with likeminded people while being active, and get connected to the diverse community group.



"Let us be example"  
The Chairperson



## Community group participation photos







#### Our Key priorities

look at how we can further respond to community needs

Continue to develop strong partnerships with local service providers

Review, ongoing development and diversify service delivery

Build strong governance and sustainable reporting mechanism

