

2021

WMVNC ANNUAL GENERAL REPORT



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Agenda

Woodcroft Morphett Vale Neighbourhood Centre Inc. Annual General Meeting Agenda 2021 Monday 27th September, 10am

10:00am Welcome to Guest Chair
Angela Berney, Coordinator Woodcroft Library

Attendance:

Apologies:

Acknowledgement to Country

We acknowledge the traditional Custodians of country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.

Minutes of last Meeting

Motion to accept Minutes of the last Meeting

Business Arising –

Reports: (Reports to be accepted as tabled, with authors available for Questions)

Chairpersons Report
Community Development Officer Report
Behind the Seams Report
Café 175 and Upcycle Boutique Report
Canasta Report
Colouring In Report
Community Analysis Working Group Report
Community Garden Report
Cooking – Get Curried Report
Crafty Carousel Report
Document Control Officer Report
Dungeons, Dragons and Dice Report
Everyday English Report
Fundraising and Events Subcommittee Report
Garden Group Report
Grandparents for Grandchildren Report
HR Subcommittee Report
IT Co-ordinators Report
Justice of the Peace Report
Kitchen Report
Leatherwork Report
Media Subcommittee Report
Nurturing Mothers Group Report
Operations Subcommittee Report
PALS Report
Playgroup Coordinator Report
Playgroup – Koala and Possum Groups Report

Retreat Days Report
Risk & Audit Subcommittee Report
Seniors Social Report
Southern Men's Chat Group Report
Treasurers Report
Venue Hire Officer's Report
Volunteer Support Officers (VSO) Report
Recruitment VSO Report
Volunteer Training Report
Walking Group Report – Heart Foundation Report
Women & Wellbeing Report
Woodcroft Writers Report
Finance Reports

Auditor for 2021-2022 - Accru Harris Orchard

Public Officer for 2021-2022 is Robert Close

Nominations have been received for the Management Committee positions vacant, as follows:

- Doreen Oughton (All in favour – show of hands)
- Jan Martin (All in favour – show of hands)
- Rob Close (All in favour – show of hands)

Introduction of Guest Speaker

Sarah Armstrong, Community Connections Officer and CDO at Hackham West Community Centre.

Close of meeting

Morning Tea

WMVNC Annual General Meeting 2020 minutes

Woodcroft Morphett Vale Neighbourhood Centre Inc. Annual General Meeting Minutes 2020 Monday 21 September 2020, 10am

10:05am Welcome to Guest Chair. Kathrin Davidson, Team Leader Woodcroft Library

Attendance: Anne Brant, Keven Cocks, Peter McDonald, Brian Adams, Doreen Oughton, Sue Dallisson, Geoff Eaton, Nova Smith, Kathrin Davidson, Jan Martin, Lisa Lozada, Karl Strenge, Brooke Millard, Michele Stanbridge, Andrew Smith, Alison Lange, Anne McDonald, Jan Brown, Lucy Richardson, Rob Close (10.08am), Mary Dutch (10.10am)

Apologies: Mayor Erin Thompson, Cr Jamieson, Cr Themeliotis, Cr Bray, Cr Brown, Philomena Taylor, Stuart Purves, Jacquie Meynell.

Acknowledgement to Country

We acknowledge the traditional Custodians of country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.

Welcome to the WMVNC AGM. Please ensure you sign in on COVID contact tracing form and attendance sheet. Welcome to Deputy Mayor Jeff Eaton, Jan Brown, Lucy, Nova, volunteers and guests. I am the team leader of the Woodcroft library, you may have seen me around this wonderful building that we share.

Minutes of last Meeting

Motion to accept Minutes of the last Meeting	
Moved: Peter	Seconded: Brian
Show of Hands	Carried

Business Arising – none

Reports: (Reports to be accepted as tabled, with authors available for Questions)

- Chairpersons Report
- Treasurer's Report
- Community Development Officer Report
- Community Garden Report
- Cooking Report
- (D3) Dungeons, Dragons and Dice Report
- Document Control Officer Report
- Fundraising and Events Subcommittee Report
- HR Subcommittee Report
- Justice of the Peace Report
- Kitchen Report
- Literacy - B.E.S.T. Basic English Skills Training Report
- Media Subcommittee Report
- Operations Subcommittee Report
- PALS Report
- Playgroup - Koala & Possum Groups Report
- Playgroup – Dragonflies Group Report
- Risk & Audit Subcommittee Report

Seniors Social Report
Southern Men's Chat Group Report
Venue Hire Officer's Report
Upcycle Boutique Report
Volunteer Support Officers VSOs Report
Walking Group Report
Woodcroft Writers Report
Women & Wellbeing Report
Finance Reports

Auditor for 2020-2021 (Auditor is PCS Accountants, McLaren Vale)

Public Officer for 2020-2021 is Robert Close

Nominations have been received for the Management Committee positions vacant, as follows:

- Keven Cocks (All in favour – show of hands)
- Peter McDonald (All in favour – show of hands)
- Andrew Smith (All in favour – show of hands)
- Brian Adams (All in favour – show of hands)
- Jan Martin (All in favour – show of hands)

Thank you.

Close of meeting: 10.09am

Introduction of Short Film – Brian Adams

This film shows the commitment and enthusiasm of all volunteers and staff who work across the whole Centre. Thank you to Lucy, Nova and the team and thank you to City of Onkaparinga.

I would also like to acknowledge the work of Mary Dutch whose work as the Treasurer has been greatly appreciated. Thank you Mary.

10:30am Morning Tea

Chairpersons Report

The past twelve months have been a busy 20/21 year for the Centre's management committee, with a high workload and the State under threat from the ongoing pandemic. The committee met on ten occasions during the year and successfully completed an extensive business program.

Membership of the committee currently stands at eight. Sadly, Mary Dutch retired in July 2020. Subsequently Jan Martin joined the committee and, in November Jan was appointed as vice chairperson. Members of the management Committee are:

Anne Brant

Jan Martin

Doreen Oughton

Robert Close

Keven Cocks

Peter McDonald

Andrew Smith

Brian Adams

Lucy Richardson (ex officio)



Over the year all members have continued their efforts, enthusiastically contributing to discussions and decision-making in support of the Centre. It is of note that all members of the management committee also participate in at least one of the subcommittees and are active in other Centre programs and community groups. It is an immense pleasure to me to be appointed Chairperson of such a committed and effective committee.

The next year appears to be a busy one with many challenges. The following provides a glimpse of the achievements for the management committee in 2020/21:

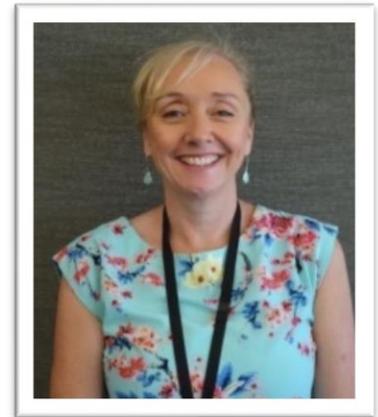
- Assisted Centre management with Strategic Planning and Business Planning processes. Ratified the Strategic plan 2020/23 and Business Plan 2021/22.
- Discussed and ratified the Marketing Plan 2020/21.
- A Process Governance Framework was discussed, developed, and ratified.
- Updated performance measures for all management committee position descriptions were developed and ratified.
- Reviewed, updated and ratified Policies for:
 - Management Committee and Governance,
 - WHS,
 - Risk and Audit,
 - People & Culture,
 - Finance,
 - Quality Management,
 - Environmental Impact.
- Reviewed, updated and ratified Operating Procedures for:
 - Management Committee and Meetings,
 - Annual General Meeting,
 - Annual reporting,
 - Membership,
 - Delegated Authority.
 - Ratified the suite of Finance Operating Procedures.
- Wrote to Council advising that the Centre has decided to participate in the Australian Services Excellence Standards (ASES) Audit program independently.
- Agreed and signed off the Link surrender agreement with Council.
- Discussed and ratified five proposals for various budgetary proposals.
- Approved a letter to Council outlining Centre telephone system concerns.

- Wrote to Council requesting a meeting to investigate proposals for upgrade of kitchen equipment.
- Wrote to and met with ACE to express concerns and propose process change.
- Wrote to Council with safety concerns for pedestrians using the western roadway.
- Discussed, accepted, and ratified proposal for new website.
- Assisted in completion of the successful ASES audit program.

Brian Adams
Chairperson

Community Development Officer Report

I would like to acknowledge the dedication and enthusiasm of the Management Committee, all of whom actively participate in other areas of the Centre as we continue to face the challenges of the pandemic. As the Centre works to navigate the ever-changing restrictions, the main focus for the staff and volunteers has been to support each other and the community, with mental health and reducing social isolation our primary focus. During the recent lockdown, welfare calls were made by staff and volunteers and the Management Committee and subcommittees moved quickly onto Zoom for meetings, thereby keeping the Centre business going.



The main focus in the first half of 2021 has been preparation for the Australian Service Excellence Standards (3-yearly) audit. Although the Committee and subcommittees have worked diligently over the past three years to maintain a 100% rating (received in 2017), there was still plenty of work to do. The Centre is continuously looking at ways to improve and it has been my privilege to work with such a dedicated group of people. Everyone should be extremely proud of the 100% rating achieved. I also commend the Management Committee who, recognising the importance of external audit, decided to self-fund and undergo the audit independently.

The 2020/21 Business Planning sessions were robust this year, with three sessions held with both volunteers and staff involved. A vast amount of work undertaken on the Community Analysis Toolkit, by our Research & Analysis team, provides plenty of data to ensure the new Business Plan meets community need. The volunteers and staff should feel proud of what has been achieved:



GOAL 1 – Become financially viable and sustainable with adequate resources (financial, human & physical)

Unprecedented circumstances have proved challenging for the financial situation of the Centre for a second year.

- The Centre made a profit for the 2020-21 financial year, despite pandemic disruptions. This was achieved by:
 - Ensuring grants have administration components to help cover operating costs.
 - Monitoring course programs to ensure they are at least cost flow neutral or making a small profit.
 - Fundraising (just over \$5,000 raised)
 - Increasing room hire to better capacity with spreadsheets developed to track venue hire growth.
- Facility access for business and community group hirers was increased through active promotion by the Media Subcommittee and fantastic customer service by Tanya, our Venue Hire Officer.
- Risk assessments are undertaken annually for all programs to ensure financial viability.
- The introduction of the Volunteer and Staff training calendar this year, reflects the emphasis being placed on additional, varied training – new training opportunities include Personal and Professional training, cultural awareness and disability training. The Management Committee have allocated funding in the annual budget for this.
- The Risk and Audit Subcommittee have created an Internal Audit timetable – internal audits were completed this year for Finance and the Volunteer Program (alignment with National Volunteer Standards).
- The Finance Subcommittee meet quarterly to review the annual budget.
- Refurbishment of room 3 to provide a less clinical space – the management committee funded carpet for this room to create a welcoming space for support and social groups.
- Refurbishment of inner courtyard/atrium – thank you to City of Onkaparinga for landscaping and Bunnings Reynella for donation of furniture – this has created a space for all volunteers and staff across the whole Centre to enjoy.



GOAL 2 - Develop a well-functioning, well-governed and structured organisation

- WMVNC has a strong foundation of Governance. A well-functioning organisational structure comprising of the Management Committee and 6 subcommittees, ensures that identified goals in the Strategic Plan/Business Plan are constantly worked towards.
- A Functional Governance Framework document was developed to detail functional governance duties and reporting requirements.
- The Management Committee and subcommittees continued to meet during the recent Covid 19 lock down via Zoom.
- The Management Committee independently financed and participated in the 3-yearly Australian Service Excellence Standards audit – where once again 100% was achieved.
- The Risk & Audit subcommittee has continued to monitor, review and update Policies and Procedures, has maintained an overview of the various program risk assessments, assessed health and safety risks across the Centre, assisted playgroup volunteers in developing a creche cleaning process, and initiated Toolbox information sheets.
- The Document Control Register is maintained by the Document Control Officer. The regular and timely review of all governance documentation is overseen by the R&A Subcommittee.
- A skills audit of the Management Committee was undertaken to identify gaps and target particular roles/skills for future members.
- Position Descriptions for Management Committee were reviewed, annual catch ups with the CDO conducted and agreed Performance Measures established.
- Staff reviews were undertaken by the HR Subcommittee for all employees.
- Three Strategic Planning sessions were held during the year to finalise the 2021-22 Business Plan. Tasks in the Business Plan feature on Management Committee agendas each month, ensuring we follow timelines to achieve these goals.
- A Succession Planning Operating procedure has been developed and the HR Subcommittee is currently working through the process of identifying key roles.



GOAL 3 - Develop and expand services and programs to respond to the changing needs of our community

- Community Analysis Toolkit – work undertaken by the Research & Analysis Working Group has been intensive over the past 6 months – many hours of work by this team have provided us with invaluable data about our community.
- Expansion of the Upcycle Boutique to incorporate the new Café 175. Management Committee allocated funding in the budget for a 10-week trial – the results were extremely positive and the café is now financially sustainable.
- Behind the Seams was introduced to run alongside the café and boutique – offering guidance on altering clothing purchased from the boutique or to learn how to sew.
- Our partnership with Woodcroft College continues, the college currently utilises a designated room at the centre as a staff room and we host student placements.
- Free study space and snacks provided for college students during exam times.
- We hosted events/programs that celebrate cultural diversity, i.e. Harmony Day and Multi-cultural Cooking and provided facilities for regular meetings and other cultural programs such as the German Club. A series of events had been planned for this year – the World Infusion sessions, this series of events invited community members from China, Pakistan and Morocco to share their cultures.
- The Seniors Social centre group provided a range of activities for the participants, in response to their feedback. Communication was maintained with this group during the pandemic via email and welfare phone calls.
- Additional immunisation services provided in the building during pandemic (3 days per week). Immunisation staff recognised that the extra hours and appointments worked really well and have therefore, extended original hours to provide immunisation one additional afternoon per week.
- Volunteer social events continue to increase with a well-attended End of Year celebration and Mexican Fiesta.
- The Events subcommittee were able to host Adelaide Symphony Orchestra, a Rock n Roll event and Mad Hatters tea party during this time.
- Ongoing partnership with Flinders University School of Social Work in accommodating work experience opportunities of their students
- A Log of Enquiries is located at Reception and reviewed regularly to monitor patterns
- Signage/information in different languages around the Centre
- “Commitment to embracing Cultural Diversity” statement is currently being developed
- The Community Pantry is partially funded by the centre and also relies on donations from the community – it is well utilised and compliments the pre-existing Grow Free cart.
- Funding obtained from Dept of Agriculture, Water and the Environment for the Community Environment Program enabled the centre to run a series of environmental workshops – train the trainer opportunities for volunteers and general information and opportunity for participation for the wider community.

GOAL 4 - Build a market leading profile and communicate the Centre's values and programs within our community

- User group surveys were conducted throughout the year.
- The Media Subcommittee has finalised a Media & Marketing Plan. This plan aligns with goals stated in the Business Plan.
- The Course Guide was updated and is now printed on demand – reducing printing costs.
- Greatly increased awareness through 'viewing opportunities' of rooms 1 & 2 during an increased number of events, Café 175, Upcycle Boutique and Behind the Seams.
- Increased signage at front of building – a greater street presence.
- Art/photography exhibitions in 'the Street'.
- Development of a new website.



GOAL 5 - Collaborate and build partnerships and networks within the wider community

- Collaborations with Woodcroft College include provision of a staff tea/lunchroom during college refurbishments. The centre also provided placements for year 10 students and we have met with them to discuss further placements on offer.
- We partner with Flinders University to provide student placements for social work students – 500 hours per student.
- Reception traineeship established through our partnership with Community Bridging Services and North East Vocational College.
- Collaborative partnership with the Woodcroft Library. Regular Community Centre Network meetings provide an opportunity to brainstorm ideas to develop an ever-improving service to the community. Staff within the building have pulled together to overcome challenges faced with Covid 19 and provide support for each other when needed. A 'Working Together' document has been developed and the Events subcommittee has been working with the library to collaborate on regular events such as Harmony Day, NAIDOC week and R U OK day.
- MOU renewed with Grandparents for Grandchildren. This group now linking in with regular playgroups and Senior Social.
- CDO regularly attends Hub Network meeting, Chat n Chew Sessions and Centre Team meetings, providing feedback to the Management Committee.

- City of Onkaparinga continues to provide us with funding, maintenance, governance and support - invaluable for sustainability of the Centre.
- We are working more closely with regular hirers who provide much needed support services to the community – we support them with external promotion and cross-promotion between groups within the centre.



Our Team

I am very proud to work with people whose enthusiasm and dedication to the wellbeing of our community is second to none. The volunteers and staff have displayed great resilience during this time and maintained a positive outlook. The Management Committee and subcommittees have continued to work diligently to achieve an outstanding outcome with the ASES audit and have a genuine commitment to continuous improvement. We have many great teams working towards common goals – for myself, seeing the implementation of these groups and now stepping back from a few of them is extremely rewarding on a personal level. I believe we have become much smarter in our recruitment processes and in targeting community members who possess key skills that enhance our current volunteer base. Seeing volunteers sharing their skills, using their knowledge for the benefit of the community and supporting them in their projects is the greatest reward a CDO can ask for and I have enjoyed this privilege many times in the past year. I would also like to acknowledge our quiet achievers – those volunteers who facilitate groups out of hours - I do not often have the opportunity to see them, but am aware of the wonderful work they do and see the success of their programs. Our volunteer Centre group facilitators often work independently and provide wonderful experiences for the local community.

A big thank you to our diligent subcommittees who work so hard in so many areas across the centre. The Risk & Audit subcommittee have gone above and beyond, with not only regular reviews and risk assessments, but have gone a step further to introduce internal audits. The HR subcommittee have faced some challenging scenarios and handle all with professionalism and expertise. The Events & Fundraising subcommittee continue to be enthusiastic about providing events that connect people despite challenges of the pandemic. The Operations Subcommittee continue to ensure smooth day to day running and are always researching new technologies available to us. The Finance Subcommittee continuously reviews and monitors the annual budget and ensures all procedures and processes are transparent. The Media Subcommittee continue to introduce new methods of promotion, have extended this to assist our current hirers, and are working towards a visually vibrant centre. The Research & Analysis team has also been so dedicated to completing the Community Analysis Toolkit, to an extent I never could have achieved myself and I am so thankful for their work. This data assists us with strategic and activity planning.

I would like to acknowledge especially, ALL of our wonderful volunteers and staff who continue to provide excellent community service during this turbulent time with constantly changing restrictions. Everyone has been very conscientious about keeping the community safe whilst remaining connected.

My work would not be possible without the massive support from Nova and Tanya – both are highly skilled, well respected by everyone at the Centre and always go above and beyond to ensure the wellbeing of the centre and all who attend.

Thank you also to Jan Brown, Jacquie Meynell, Paul Wright and Chris Martin from City of Onkaparinga for their support this past year.

The future

Using the in-depth community analysis data collated this year, I am confident that we will be able to address some of the issues faced in the community. In saying this, we also recognise that we need to work smarter, not harder – securing partnerships with agencies/organisations who can provide expert assistance in areas of need. We recognise that we are currently running at full capacity for current staffing hours, particularly with social distancing restrictions currently in place, thus impacting the number of volunteers for whom we can provide support. This means that we cannot be all things to all people, but we can focus on key areas and use our fantastic resources (skills of our volunteers) to address these needs. The Centre is very efficient in areas of Governance and Finance and the coming year will bring a focus on establishing new partnerships and engaging with diverse communities. Nova and I will be active out in the community to explore opportunities with new partners, identified through our asset mapping project. We know that many in our community are feeling lonely and isolated, particularly at the moment and we have a role to play in supporting people during this time.

A big thank you to all volunteers and staff for your dedication and enthusiasm for the Centre – we simply would not be here without you!

Lucy



Strategic Planning session

Behind the Seams Report

I never knew enrolling into one of the 'Green Conversations and Skills for the Planet' classes to make an environment bag would lead me to setup and run a sewing class Called "Behind the Seams"

The aim is to help people from the community to integrate and gain confidence and skills while completing their first project a "sustainability bag".

Sustainability Bags are fabric bags that can be used to replace plastic bags when shopping.

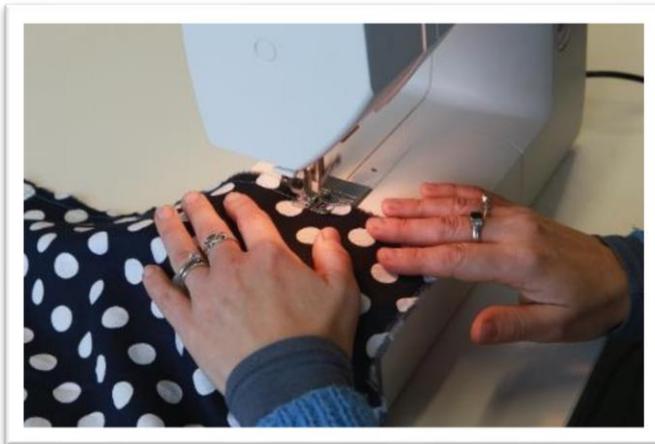
We also help people to adjust clothes they have bought at the Upcycle Boutique or have bought in from home. We have even turned clothing that is not suitable for resale into handbags.

Wednesday is a busy community day as the group integrates with the Crafty Carousel group, the Upcycle Boutique, Cafe 175 and the public.

There is a lot of laughter and coffee/tea chats; helping each individual in the group to expand their social skills and not be isolated.

It is the best role ever and I feel so lucky to be involved in such a wonderful group.

Linda Bayer, Volunteer Facilitator



Café 175 and Upcycle Boutique Report

Even though we've had several covid interruptions this last year the Upcycle Boutique continues to be very popular with the public. We welcome donations of good quality clothes from the public and often get comments from people saying how nice our clothes are. They love the variety, quality and reasonable prices. Café 175 has proven to be very successful. We get an average of 30 dine-in customers each week as well as several take away orders. Each week's menu is advertised on Facebook and our noticeboard. As we are getting more well-known, we have regular customers coming each week and it's lovely to see them.

During the last semester we had Eunice and Sophie who are Flinders Uni Social Work students on our team. They were fantastic to work with and so valuable to the team.

We often get comments from people saying the Upcycle Boutique and Café 175 make the centre come alive on a Wednesday. This is always great to hear as Tracey, Christina, Klara and I work hard to make the Upcycle Boutique and Café 175 the success that they are. It's hard work but it's worth it. We're always there to welcome people into the centre and have a chat with them.

Kerry Cioron
Co-ordinator



Canasta Report

Our Canasta group is a fun, relaxed atmosphere where all people are welcome whether they are new and want to learn to play the game or haven't played for many years and want to play again. It's great to hear people laughing and enjoying themselves.

We play every 1st Tuesday and 3rd Tuesday of the month.

The first session is free and then after that it is \$5 to play. You also get a free cup of tea or coffee.

Come along and play Canasta with us.



Crafty Carousel Report

The Crafty Carousel joined the Woodcroft Morphett Vale Neighbourhood Centre on 29 April 2021. The facilitators are Janita Downs and Julia King.

Recently we amalgamated with Behind the Seams and since doing so have had a few interested crafters who are wishing to learn crocheting and cardmaking.

We will be introducing a leaflet, asking prospective crafters for any suggestions and/or feedback they may have with a view of increasing numbers in the group. The suggestions and/or feedback will continue to be assessed for trends and will provide ideas for the future direction of Crafty Carousel.

In the four months since joining the WMVNC, we have found it to be a little slow in participation. We believe COVID19 and the cooler weather may be contributing factors.

Janita Downs and Julia King

Crafty Carousel



Colouring In Report

The Monday Colouring In group has increased in numbers over the last year. The group was set up to bring together community members who may have felt socially isolated or lonely. It has been great to see the friendships forming and phone numbers being exchanged to catch up outside the group.

The tutorials with Elizabeth have been beneficial for participants to learn how to put together pleasing colour schemes to make pictures look more realistic. This has built confidence and a real sense of achievement in the group.

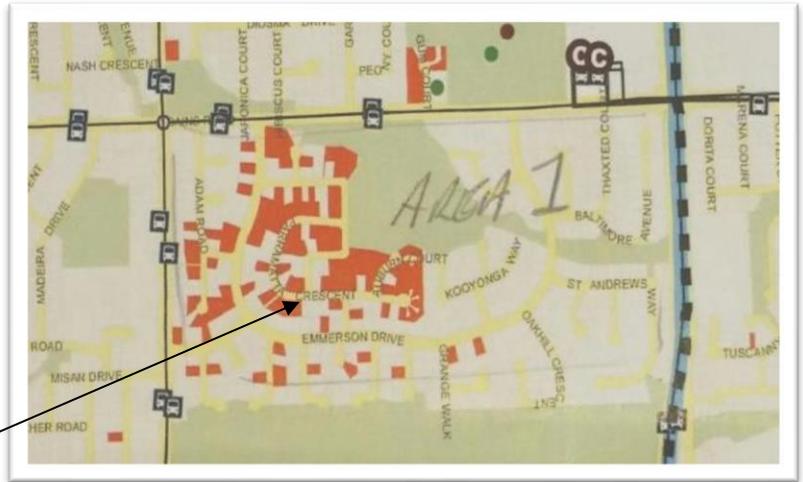
Some of the participants have also taken part in a colouring project which could also be done at home during COVID closure.



Community Analysis Working Group Report

Keven Cocks and Anne Brant have worked as a Research and Analysis team that has analysed our community of Woodcroft and Morphett Vale. Our approach was to analyse the data of the area as presented in the latest Census Data (2016) and other research from a range of other researchers.

We presented the results of our work to the Management Committee, illustrating the complexities of the lived lives and the challenges and impacts of disadvantage and low economic wellbeing and the expected outcomes for a significant number of our closest Morphett Vale Community. A snapshot ** of Target Area 1 shows one of several identified local clusters of disadvantage and deprivation in our community.



The team has formulated strategies of analysis that can inform the WMVNC programs, the Management Committee and existing and potential Partners in decision-making to assist and address these challenges, also to facilitate a realistic improvement that addresses the needs of the community.

Extensive community analysis has continued during this financial year and has influenced and strengthened the Community Needs Analysis Project the team has under-taken as part of our ASES accreditation process. *The Community Analysis Toolkit* was designed to assist Community Centres and Neighbourhood Houses in the collection of information and data to inform planning and development for future projects and activities based on demonstrable community need.

Through the process, WMVNC staff, volunteers and Flinders University Social Work students (Sophie and Eunice), have worked to identify potential partners, collate feedback and assist in the development of local responses to meet our unmet community need. The data we have captured tells us who is currently using the Centre, the success of the programs offered, the satisfaction expressed by our volunteers, centre program participants, facilitators, participants and guests at centre-run events, venue hirers, external business and other partners. The data, feedback and responses that have been collected will now assist the Centre in identifying our priorities for action and recommendations for future actions that can be marked for investigation.

- We are now even more responsive to local community need, able to address gaps and the unmet needs through innovation, collaborations and partnerships at a local level.
- We can now provide evidence to support grant applications that require increasingly rigorous evidence-based data and information.
- We can also ensure that the WMVNC is authentic and relevant in its facilitation of programs, that its resources are current and accessible, and we encourage engagement and participation, and address the needs of our diverse community

Community Garden Report

The Community Garden Group is a small group of volunteers who dedicate themselves to planting and maintaining the vegetables, fruit trees, flower beds, herbs and ground covers along the western side of the Community Centre Building and across the northern side around the water tanks and in the outdoor area.

Following reasonable fruit production from our trees last year, after netting them, the trees have been pruned more lightly this year to try and increase it. Two new areas have been developed as flower beds, one near the western entrance and the other on the northern corner.

As part of the Centre's successful Communities Environment Grant we are managing three compost tumblers in the tank areas of the garden. The tumblers have been composting food waste from the Centre and garden waste we accumulate during maintenance of the gardens. While output has been a bit slower than expected, the finished product will be very useful and rich compost to rejuvenate the soils throughout the garden and is a long-term low-cost solution for us. Please use the compost and recycling bins around the centre.

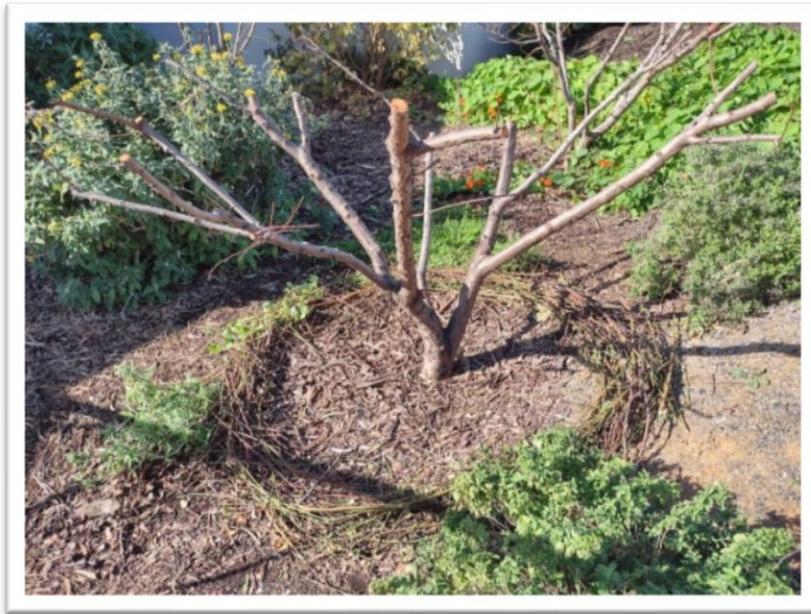


When PALS needed to be relocated to the Centre we were given a new purpose built shed with shelving located discreetly by the Library next to a tap in the outdoor area. We were able to comfortably fit all our equipment and supplies inside.



Thanks everybody! Our commitment to organic gardening and providing habitat for insects and small mammals has encouraged this young Bluetongue lizard to stay around and enjoy the sun when it can. We have built a lizard house, but it appears to still be unoccupied though winter.

To further encourage our wildlife and provide nutrients to this Peach tree, a "necklace" of pruned branches collects leaves and soil that blows in then breaks down around the root zone.



Many thanks to our Volunteers, past and present, for the skills, guidance, effort and companionship they all willingly share at the Community Garden.

Community Garden Team



Cooking – Get Curried Report

Simple and unique recipes have been the key to success of my cooking classes. In our Thursday classes we prepare a nutritious meal with emphasis on developing food preparation skills and increasing nutrition and food safety knowledge.

Participants also have the opportunity to socialise and enjoy the meal together. As I firmly believe the ability to safely cook a low-cost healthy meal is a life skill which can improve an individual's nutritional intake.

Cooking is just like art.

Anyone can learn this.

Saima
Get Curried Facilitator



Document Control Officer Report

I am pleased to report that the review process for the Centre's core documents is progressing well. As with most other things over the course of the year, the process was halted at times due to Covid 19 related issues, however the reviewing bodies have worked hard to catch up. As a consequence, I am confident that the process will be completed on schedule at the end of 2021.

I would like to thank everyone involved in the document review process, especially Brian Adams, Peter McDonald, Lucy Richardson and Nova Smith who have provided me with crucial support over the course of the year.

Marc Roberts.
DCO

The image shows a large, complex spreadsheet with multiple columns and rows. The data is organized into several distinct sections, each highlighted with a different background color: yellow, blue, red, and green. The columns appear to contain various identifiers, dates, and numerical values, possibly representing a project schedule or a list of documents under review. The overall layout is dense and detailed, typical of a large-scale data management or tracking system.

Dungeons, Dragons and Dice Report

A Snapshot:

The D3 team has remained steady at 5 Volunteers with the departure of the much beloved DM Steve and the return of rockstar DM Jay to the team. Community engagement has remained steady with little by way of attrition in memberships. When people leave we are often hard pressed to make the decision who gets to join up next. Often people come in pairs, which has led to some groups being larger than normal but over time this has settled down to comfortable group sizes for both members and volunteers over the year.

During COVID and the lockdown periods our games have migrated into an online space. Usually this only happens for groups that have been together for a long time and are mostly friends outside the game. Due to university and work commitments it is not unusual for us to be down a volunteer or two on a game day, but this is infrequent and does little to curb the enthusiasm of the people at their tables who always seem to come back.

Community Response:

People are connecting, building friendships and having a blast so far as our volunteer team has heard. Many groups who play together in our DND groups remain friends outside of the centre space, either in person or through online platforms. People are enthusiastic and responsive, and our membership generally only drops on any given day when a volunteer is sick or busy and the group cannot be run.

Growth:

There is nothing we require to buy as we do not intend to expand the program without more volunteers (or importantly space to grow into).

We have appreciated the centre's offering of training opportunities for our team as we feel, in light of the challenges met throughout 2021, that professional and personal development opportunities are vital to equipping us with the skills sets necessary to make D3 a safe, responsive and fun place to be.

The Future:

We have no plans to expand the program at the current time. Things are comfortable, our membership is stable and steady, and our team works well together, and with COVID making things uncertain we are content to continue providing a stable service to the community. With Steve's departure, Jay has stepped into his existing group in the role of dungeon master. He has been intending to begin a new kids table, however, has decided to hold that off for a couple months in light of Delta COVID to make it easier for the existing groups to socially distance and for things to settle down post lockdown.



Everyday English Report

As many of you are aware the last two years has been full of changes and turmoil as we try to 'make a go' of the current Covid19 Pandemic. What has been clear in all these changes is the dedication and collegiate support the Literacy tutors have demonstrated during these changing times.

Apart from the Covid19 influences, the literacy program has completed the ACE funded program under the name of **B.E.S.T. (Basic English Skills Training)**. —After much consideration we elected to not continue with the ACE funding, with its increased reporting requirements and admin imposts. The ACE requirements highlighted the difference of the Neighbourhood Centre's ethos and approach to serving our community from that of the Funding body. Due to health issues, Shekina Shar the previous coordinator has resigned, and the centre program **Everyday English** is now coordinated by Keven Cocks and Karen Shemeikka.

The literacy program is at the core of the centre's social commitment to welcoming and providing opportunities for students to learn and communicate with the wider society and their community The Literacy Program is now known as **Everyday English**, as that is what we do. We provide a range of literacy elements to enable our students to engage comfortably and confidently in the community.

Everyday English is geared to educate and facilitate the students' engagement with the wider neighbourhood in which they live. We become the grease with which we help lubricate their entry into a range of activities available. For example, we have two students who also volunteer in Centre programs where they utilise their skills and advance their English usage. Not only do we offer our skills as tutors we demonstrate, model and support our students in gaining a greater sense of confidence in engaging with the Australian Culture. Often the greatest effect is the sense of confidence one can see when they take those beginning steps to express themselves. Their inner life comes alive when they can express themselves to 'native speakers'. Our work as tutors is integral to that goal as we model and demonstrate how our language, ethics, socio/political machinations work. Our tutors are embraced by the centre as they are the cornerstone to the literacy program, and stand as a beacon to the inclusive, accepting nature of the Woodcroft Morphett Vale Neighbourhood Centre.



Fundraising and Events Subcommittee Report

Made up of 10 individuals with plenty of ideas, get up and go. Planning and decorations are high on the cards, plus entertainment.

Our few events which we have held include:

- On the Hop – rock and roll, cool green spiders, hotdogs and poodle skirts.
- Mad Hatters Tea Party – crazy decorations, Mad Hatters, the Queen with her favourite saying, "chop off their heads!" Mad March Hare collecting all the coins, eating jam scones, "I am late for a very important date!"

Wow we have fun, and we fundraise for many a good cause.



Garden Group Report



After the cancellation of meetings and outings from March last year due to COVID 19 it was great to be able to come together again as a group in February 2021 to plan a program for speakers and outings going forward.

Although there have been significant changes within the club, whereby we are now under the umbrella of the Community Centre, things have been running well and we thank Lucy Richardson and her team for the help given to restart our club.

The group meets once a month, alternating between an in-house meeting with a guest speaker or an outing visiting places of interest to do with gardens and plants.

So far this year we have had guests talking about Bromeliads, Butterfly Gardens, Day Lillies and Irises. Still to come in October will be a talk on Begonias.

Our one garden outing was in May to Carrick Hill and although the gardens weren't at their best at that time of year we all enjoyed the surroundings and the coffee and cake afterwards at the cafe on the grounds. There was no meeting/outing in April due to Easter holidays. The mid-year lunch which has become a popular event was held in July at St Francis Winery.

We have two outings booked for the remainder of the year, venues being a nursery in Goolwa and a lovely garden in Black Forest. We are also looking at Christmas Lunch in December at a nearby Golf Club still to be confirmed.

There are already several suggestions from members for outings and speakers for next year, so it looks like an exciting and informative time ahead.

We were pleased to welcome several new members during the year. Our club is a very socially supportive group and we welcome new members into our group with a friendly attitude and invitation to participate.

Regina Dallemule
Garden Group



Grandparents for Grandchildren Report

Woodcroft Morphett Vale Village 2021

Grandparents for Grandchildren has provided services to Grandparent Carers across the State through organizing Villages in collaboration with local services. It is clear that while we could offer services to clients who can visit the CBD office, phone and through email, the Village concept has proved to have significant impact for individuals and their families through face-to-face interaction and support from others in the community.



The Woodcroft Morphett Vale Neighbourhood Centre has been a pivotal organization in allowing us to facilitate the Woodcroft/Morphett Vale Village to establish a system of engagement where we could have face-to-face contact with the clients in Southern Adelaide. Grandparent Carers are facing huge challenges and as the care arrangements for most of our clients are informal there is limited financial, legal and emotional support available. It was necessary to provide an option for Grandparent Carers to meet with us and establish a support system in their local area where they feel comfortable to meet and connect with others.

Through collaboration with the Centre and the liaison officer (Keven Cocks) we have been able to have representatives from Members of Parliament, Services SA, Carers SA, Legal Services and Foster Care Services come and share their views, provide meaningful information and support to this group.

Keven has provided up to date information each week on programs and activities happening at the Centre and this has led to the involvement of many Grandparent Carers and their grandchildren in participating in events and programs offered.

The attendance and engagement of clients at this Village is significant. Many friendships have been forged, helpful information and support is regularly shared by participants and we look forward to using this venue to continue our involvement with Grandparent Carers in the South.



HR Subcommittee Report

The last year has, thankfully, been much more stable than the previous year and the committee has been able to function in a more regular way.

The committee has continued to undertake interviews for positions to recruit suitable volunteers and staff. When engaged, the staff and volunteers have been supported through a probation period, with help and advice given to help them settle into their respective roles. This helps to ensure they feel valued and appreciated.

Six monthly catchups for volunteers, and appraisals for staff have been undertaken to ensure they are able to express how they are progressing in their roles and they can voice any concerns. Advice is also offered to them and any training or support they require can be put in place. This is vital to ensure they can develop and feel comfortable in their roles.

Volunteers are now being offered planned training courses to help them develop new skills that help them to work more efficiently in their roles.

One of the roles of the HR subcommittee is to ensure the Centre's Policies and Procedures are up to date and this is ongoing throughout the year.

It is good to report that once again that the spirits and moral of volunteers and staff remain high and their commitment to their roles is as strong as ever.

Rob Close
Chair of the HR Subcommittee



IT Co-ordinators Report

This year in IT has been somewhat uneventful compared with last year's council ransomware lockdown where it was tools down when it came to using the computers at the centre.

Since then the emphasis has been on IT security and measures to avoid further threats from virus and ransomware attacks through the use of Sophos Anti-Virus software on all computer installations.

Another strong protection method employed was to ensure each computer's Windows 10 operating system receives regular security patching from Microsoft. This software patching is designed to complement the anti-virus software's ability to identify and block security threats. As this automated system requires each computer to remain powered up to operate, each workstation computer now remains on after-hours with the monitor powered down to avoid any risk of fire.

The centre has employed a secure cloud-based data backup service for the past twelve months. This ensures the centre can quickly restore valuable data resources in the event of a server failure or ransom attack. This year a new local backup feature was introduced to protect individual documents and records from misuse or operator errors resulting in data corruption or loss. This feature now makes it possible to quickly replace a damaged file using 30-days of historic data.

Finally, with early input from the media sub-committee, this year the operations sub-committee set itself the task of replacing the centre's use of Google (web-based) and internode email platforms in favour of our own domain-based service using wmvnc.org.au to better manage and professionalise communications and complement our new website; www.wmvnc.org.au.

The new Outlook email addresses feature user job titles, e.g., chairperson@wmvnc.org.au rather than individual usernames. This has been designed to minimise the administration of user role changes while retaining the positions information thread.

The new Outlook email addresses are currently being distributed to users complete with instruction on how to setup Outlook, including how to receive emails on portable devices such as mobile phones if required.

Davis Esson



Justice of the Peace Report

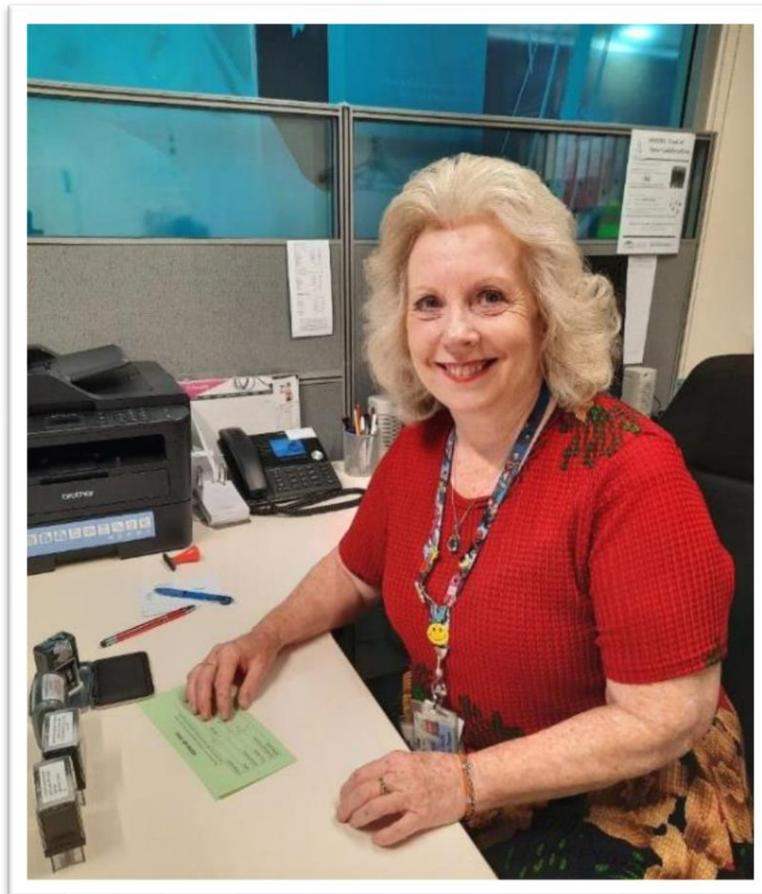
Once again, we have had an interesting year with Covid 19 restrictions, but we have managed to work with the restrictions, and I thank my fellow JP's Peter and Adrian for their assistance this last year.

This year we have had 2,234 clients come to us for assistance on many forms and procedures. We have volunteered 503 hours.

We once again thank Nova for her help in working out how many clients we have seen and how many volunteer hours we have worked here at the Neighbourhood Centre.

Thank you.

Kathy Smith, Peter Bodin, and Adrian Hersbach.



Kitchen Report

The kitchen has been utilized often this past year, considering the unusual year we have had due to COVID.

Monday

Community Breakfast returned in May 2021 after over a year of being closed due to COVID. The three that have been held so far have been well patronised, so we are hopeful of being able to continue as our new format is working well. A big thank you to all the volunteers who work on the day, especially those that start at 7.30am to ensure all is running smoothly by 9am.

Tuesday and Friday

Both days are busy in the kitchen as the Woodcroft Kitchen Angels cook meals for the German Speaking Aged Service Association (GSASA).

Wednesday

Café 175 runs every Wednesday preparing and serving from the kitchen, low cost lunches for the Community are very popular.

PALS has been using the kitchen teaching enthusiastic and hungry primary aged students on healthy and nutritious food.

Thursday

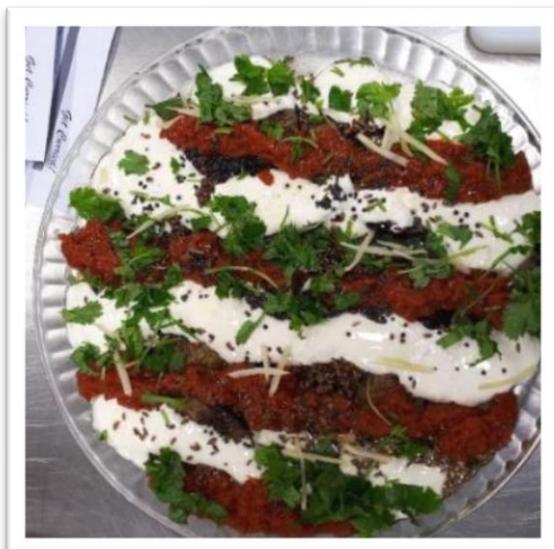
Get Curried has been running a 6-session program.

I would like to thank all involved for your help and support with the deep clean, that was done in the kitchen over the 2 days in July (School holidays).

Thankyou

Sonya Kling - Kitchen Manager

Mary Dutch – Breakfast Coordinator



Leatherwork Report

If medieval times descended upon the world again due to unforeseen circumstances the group of ardent leatherworkers who meet each Tuesday 9:30 to 12 noon would be in great demand. There would be no limit to the call upon their services – belts, bags, pouches, sheaths, dog collars, bridles, harnesses, saddles, decorations, artworks. But we are not likely to return to these times. Instead those who meet find a number of projects that fill a need for friends, family, pets and their own personal needs; as well as a time to come together and chat and socialise while doing leatherwork.

There has been the opportunity for some who have never worked with leather to come and do a project or two for themselves. While there is no formal teacher or teaching, there is the sharing of skills amongst those who have worked with leather for a number of years with those who want to learn this skill. There are some tools that can be used on site until it is worked out what is needed to purchase as your own.

Anyone interested in doing some leatherwork is welcome to drop in and have a look and ask any questions of the group.

On behalf of the leathersmiths,
Rex Griswood



Media Subcommittee Report

Over the past 12 months the Media sub-committee have managed the promotion and marketing for the Centre. Even with the disruption due to the COVID restrictions we have been able to continue to communicate to our members and the local community via social media.

The highlight of the year has been the Media team's continued re-branding of the Centres appearance with our new logo that better reflects who we are and where we want to go. The ideas expressed in the logo indicate that the Centre is a hub for sharing, learning, communicating and speaking with friends and neighbours and represents people coming together. Various items have been updated to reflect the vibrancy of the logo and include the following:- new name badges for volunteers, advertising flyers, new Pull Up Banners, letterhead, painting internal feature walls in rooms based on logo colours and particularly our new website. We also have matching speech bubble flags hanging in the foyer with welcome written in many languages.



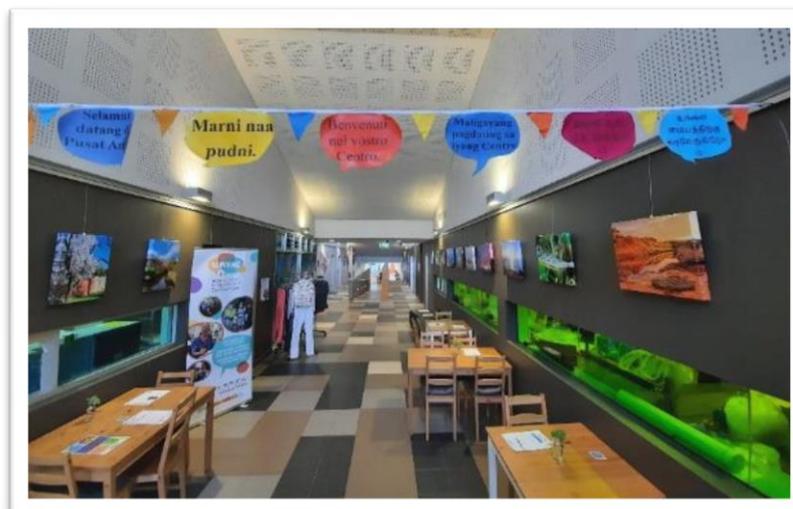
Promotions of our many activities and programs are listed on the Activities page both on the website or as a hard copy available at Reception. Additional pages on the website include:- Venue Hire, Volunteers, Services and tips for Recycling. Many thanks to Andrew Bowden and Nova Smith for the tireless hours spent on developing this project.

The Centre photography competition had a very good turn out by the local community and submissions increased each week. A winner was selected each week and a final winner after 12 weeks. An exhibition of selected winners are displayed in the centre foyer.

The main source of advertising primarily has been our Facebook because of its reach and popularity throughout our members and local community. Facebook efforts are well received with very good reactions and responses. Some of the more popular flyers on Facebook reach over 2,500 people whilst the average flyer coverage is usually over 500 people. Over the year we increased our total likes to 1,800. We continue promoting through Facebook, Website and Instagram.

I would like to take this opportunity to thank the Media sub-committee members and Management for their support and assistance throughout this once again difficult year.

Media Sub-committee: Jan Martin (Chair), Andrew Smith, Keven Cocks, Andrew Bowden, Angelika Brauns, Lucy Richardson (CDO), Nova Smith (CDSO).



Nurturing Mothers Group Report

At the start of term 3, a weekly Nurturing Mothers Group commenced. This group was established as the demand for connecting, supporting & providing information to mothers in the southern suburbs of Adelaide was in need.

Due to a lot of mums not being able to access other mothers' groups, for a variety of circumstances, Nurturing Mothers Group allowed space for mums who've had a baby within the last 6 months to join us for 5 weeks.

The first 5 weeks, we had 8 gorgeous mums and babies join. Over the course of those weeks, we had 4 guest speakers, discussing a variety of mother & baby topics, one online session due to a lockdown, lots of laughs and new friendships formed. So much so, that 4 of the 8 mums decided to keep coming and joined for another 5 weeks!

This second round of group, we've got 9 wonderful mums and babies, ranging from 5 weeks to 5 months, sharing their experiences of motherhood and we have a different range of guest speakers joining us again. It's been a great pleasure to have a space to bring mothers together and allow them to feel connected, nurtured and more confident as a mother. The feedback so far has been encouraging.

I look forward to continuing to share my Nurturing Mothers Group with more mothers and babies in term 4 and beyond.



The poster features a central circular photograph of a diverse group of smiling mothers and their babies. The background is a soft, abstract wash of colors in shades of pink, orange, and green. The text is arranged in a clear, readable layout, starting with the group name in a large, elegant script font, followed by a green banner with white text, and then the event details in a clean, sans-serif font. A final line of text at the bottom is bolded for emphasis.

Nurturing Mothers

Open For August Enrolments

Mothers Circle

When: Starting Monday 23rd August for 5 weeks
Time: 10-12
Where: Woodcroft Morphett Vale Neighbourhood Centre

Open to all mums who've had a baby within the last 6 months.

Operations Subcommittee Report

The Woodcroft Morphett Vale Neighbourhood Centre's Operations Sub-Committee have, once again, been busy over the last 12 months around the Centre and working together as an excellent team.

Some of the projects from around the Centre

- . Attend a working bee here at the Centre
- . Replacing castors on the tables
- . Repairs and replacements of equipment
- . Review of fees and charges
- . Computer upgrades

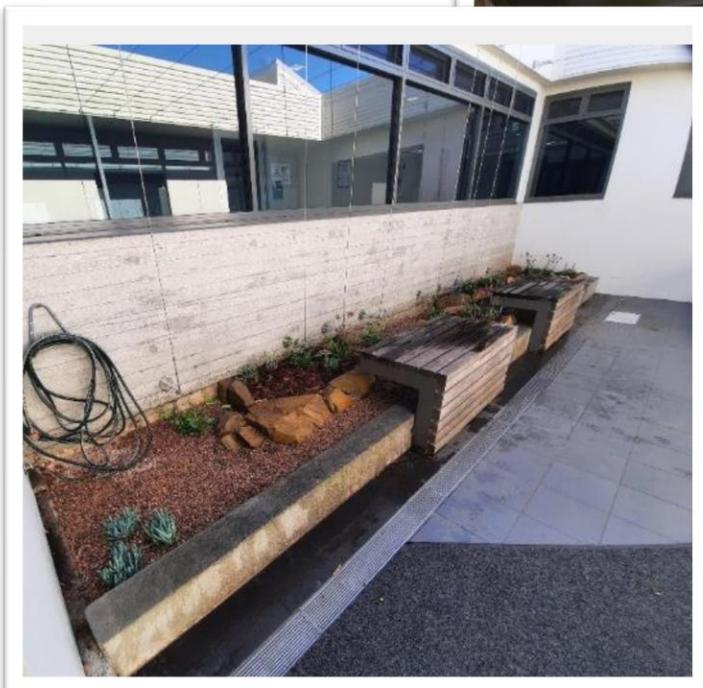
The Operations Sub-committee had the opportunity this year to work with students from Flinders University to attend the sub-committee and give them a good understanding of how a sub-committee works within a Neighbourhood Centre Environment.

Thank you to the operation sub-committee for the opportunity to be the chairperson of an excellent committee and thank you to the committee member who stepped in as acting chairperson when I have been on leave or absent from the Neighbourhood Centre.

Yours sincerely

Andrew Smith

Chairperson Operations Subcommittee



PALS Report (Participate And Learn Skills)



Our second year with a few disruptions due to COVID-19 saw many additions to our PALS Program. With seven new participants who are all in their final year of primary school, there was a slight shift in the interests of the group. A further five new participants has increased our numbers significantly each week. The fact that there are a total of eleven participants in their final year of primary school means that there will be yet another significant shift in the make-up of our PALS family at the start of next year. Of note, we have one participant who is the youngest in her large family (who have all participated in our program over the years), and the last of the participants who were participating in our program prior to my starting as the Coordinator. The program will simply not be the same without Lani.

To accommodate the large number of participants we have this year, and to ensure that we can adhere to Childsafe requirements across multiple activities in each session, we have also had an increase in the number of volunteers, enabling the program to run smoothly each week. The program could not exist without Sue, Mel, Karen, Laura & Ange. In recent weeks Mel has been successful in gaining paid employment in a position which unfortunately has stolen her away from our program, but we are very happy for her and sincerely wish her all the best moving forward. We now seek a new volunteer.

The current PALS group loves all things slime. We have made regular slime, glitter slime, edible slime, fluffy slime, cloud dough, rainbow slime and sensory slime in the past 12 months (just to name a few). We have learnt about the Crop Festival with our Tastes of Barbados week, the Pingxi lantern Festival, Dia de los Muertos which is celebrated in Mexico each year, New Zealand's Waitangi Day, Hinamatsuri, New Orleans' Mardi Gras and the Carnival of Venice. We have celebrated the International Day of Peace, World Oceans Day, Thanks Giving, St Patrick's and April Fool's Days. We even had a PALS Puppy Day!

The group continues to enjoy cooking, although this has been managed very carefully with individual serves/recipes during these Covid times (edible slime and smores come to mind). Our kids have also enjoyed a variety of craft activities such as iron on beads, straw jewellery and different crafts for Mother's Day, Father's Day, Easter and Christmas. We enjoyed seeing the children's creativity in our Styrofoam Cup Creative competition, which also enabled us to re-use and re-purpose Styrofoam cups which were left over from days prior to our becoming more environmentally aware. The cup races were hilarious. The group also enjoyed a day at

Megazone Noarlunga. This was the first time a number of our children had experienced laser tag.

Our Program has continued positive relationships with local businesses including the Noarlunga Leisure Centre, Megazone and Baker's Delight (Southgate Plaza). Each of these supports our program with sponsorship of activities (vouchers) and supplies. To continue their support during these uncertain Covid times is a credit to each of these businesses.

The importance of our program for each of our participants and their families remains very apparent. It is always amazing to watch as new, shy children become more confident and build new friendships each week with our PALS family. With the many uncertainties of COVID-19, the continuation of PALS is even more important to all of our participants.

The WMVNC staff continue to be so supportive of our little program – we thank you all. We now have all of the storage room that was planned with our move and have transferred all resources across from the LINK. I would also like to thank Lucy, Nova, Cheryl and the Centre Management Committee for their ongoing support. We live in a great neighbourhood and it is a privilege to encourage the PALS children to engage in local activities, develop their skills, knowledge and relationships with others. I look forward to the next twelve months of PALS and spending more time with this great bunch of kids.



Playgroup Coordinator Report

2020/21 has been a hard year for the playgroup sector within the Centre.

Jess has been able to adapt very well with the constant changes that comes with COVID.

Getting new families into the Centre has been a struggle, but with COVID becoming an everyday reality, I am hoping that in 2021/22 we will be able to build numbers and start new programs that will bring families into our Centre.

Jo Keatley
Playgroup coordinator



Playgroup – Koala and Possum Groups Report

So far this year it has had a bit of a slow start, with a low number of families returning to playgroup. Both the Monday and Wednesday morning numbers have dropped due to children getting older, moving on to the next stage of life & heading to kindy and school. Some families decided to move and with COVID situation last year some decided to move interstate to be closer to extended family.

However, whilst numbers have been down, we are excited to welcome back a couple of previous families returning with their children and with new additions. It's always nice to see returning families, especially with new family members.

I have spoken with Kirstie who runs the Nurturing Mothers Group and look forward to working alongside each other to help keep these new family connections going. Some of the mothers are thinking of attending the playgroup down the track.

Unfortunately, we have experienced yet another lockdown with the playgroup being closed along with the Centre, for the second week of term 3. Thankfully though as we have had a great COVID plan set up last year we have been able to return quite quickly. I'm hopeful as things continue to ease in the next coming weeks and getting closer to some warmer weather, we will be able to have all our returning families this year plus some future new ones come back to playgroup this term.

This year our families have been enjoying our Australian themed program. With first term focus being animals including reading some favourite Australian books like *'Possum Magic'*, *'Wombat Stew'* and *'Sebastian Lives in a Hat'*.

We continued with animals in term 2 and also looked at Australian plants and created some amazing artwork with Wattle and Bottlebrush, which have been displayed on the large window behind the reception desk. I've been told many times that our displays have been greatly admired by volunteers and also the community members who come to the reception desk. I have passed this on to our playgroup families and it has been appreciated.

Term 3 we are continuing our Australian theme, with reptiles and adding Australian Indigenous themed activities. We are learning some new Australian Indigenous song, looking at Indigenous artwork, symbols and their meaning. Also reading some Australian Indigenous storybooks. I am positive this will be yet another great term and we can continue to work on growing our community playgroups.

Jess Kolev
Playgroup facilitator



Retreat Days Report

In May and June the Centre held a couple of Retreat days. They were a huge success and tickets sold out quickly. The days were social with community connection and topics of wellbeing.

The Retreat days introduced many participants and facilitators to the centre for their first time.

The activities included Art ink creations (Creative Beginnings by Kerry Mart), Rapid Relaxation hypnosis (Claire Davis Coaching & Training), Pampering with essential oils (Flourish with Jane), Chi ball (by Jennie Beumer), Crystals, Chakras, Meditation and Gentle movement (Purple wave healing by Jayne Backen).

A healthy morning tea and lunch were served. We received feedback the food was tasty and yummy. The menu recipes were shared.

Thank you to all involved, there were many helping hands that ensured the success of the Retreat days.

The Retreat days were great value. A few participants booked into both, they enjoyed the first so much. One person said they got their money worth in the first 5 minutes of arriving. (From the aroma in the diffuser and grounding visual with which we started the day).

Facilitators listened to feedback and have been back at the centre. Creative beginnings has been running "Mandala and Magical ink Art classes", Flourish with Jane has run "Introduction to Essential oils" class. Jayne continues to bring her energy to the centre volunteering at Literacy classes weekly.

The retreat days utilised different rooms and areas of the centre covering venue hire costs. It's great we could offer this to the community and will work toward more.

Warm Regards
Tanya Oakes



Risk & Audit Subcommittee Report

The Risk and Audit subcommittee continued to meet throughout the year. A total of twelve meetings were held. Members of the subcommittee were appointed by the management committee and included Peter McDonald, Andrew Smith, Lucy Richardson (ex officio) and Brian Adams. Jo Keatley joined the subcommittee for a period, Sept – April.

The subcommittee is a highly committed group of volunteers that completed a significant body of work over the year. The significant achievements of the subcommittee include:

Reviewed and ratified Operating Procedures:

- OP Reporting Injuries and Incidents.
- OP Hazard Identification, Assessment and Control.
- OP First Aid.
- OP Food Safety.
- OP Policy and Operating Procedure Development.
- OP Internal Audit.
- OP Infectious Illness

Drafted and ratified Operating Procedure for Single Use Plastics.

Risk Assessments reviewed and ratified for:

- PALS Group.
- Reception office.
- Venue Hire.

Work Instruction drafted for Upcycle Boutique

Letters drafted to Council re:

- Duress alarm issues.
- Slippery carpet in atrium.
- Emergency Evacuation plan updated for Defib.

Updated the Hazardous Substances register.

Completed a full WHS Inspection of the Centre premises.

Internal Systems Audit Plan and schedule completed.

Internal audit of Finance operating procedures completed and reported.

Draft Crèche cleaning schedule completed.

Drafted guidance for safe access to Centre under COVID.

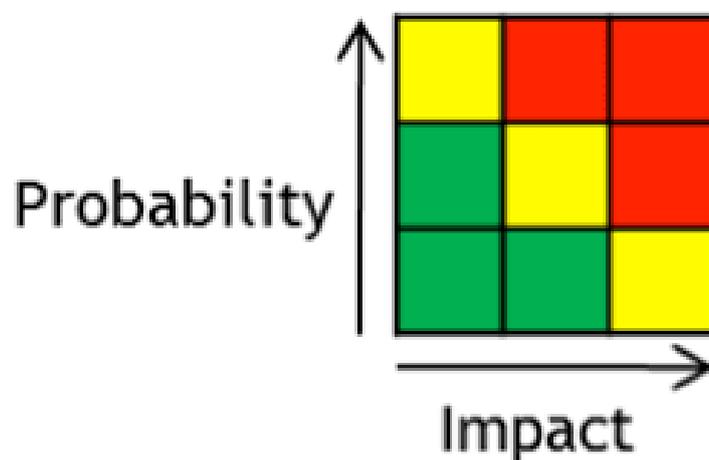
Assisted management to establish effective public area controls for implementation in COVID environments.

Project to assess mental health risk at the Centre completed and reported.

Six incident reports received, recorded, and investigated.

Brian Adams

Chairperson



Seniors Social Report

The Seniors Social program commenced in 2018 and since then a Calendar of Events has been planned and implemented by the Working Group for activities and events that celebrate 'positive ageing' within the local community. The program provides the opportunity for older adults to:-

- attend various activities at a low cost
- form friendships
- and be in a safe environment.

The 2020/2021 Calendar of Events was programmed inviting various guest speakers to share their experiences, activities, lunches and a bus trip. Unfortunately, the closure of the Centre on various occasions due to the COVID 19 pandemic meant that the program was postponed for some months during the financial year.

Activities that have taken place since September 2020 include:-

- "The Hut" Folk Group Singers
- The Clipper Ship – City of Adelaide
- Christmas Lunch at the Old Noarlunga Hotel
- Adelaide Hills Bus Tour
- Mad Hatters Tea Party
- "Let's Go to the Hop" Rock 'n Roll event – lunch and entertainment

The seniors group meet regularly on the third Thursday of each month and we look forward to the casual get together and shared experiences of guest speakers, musical entertainment, bus trips, movies and the opportunity to connect socially.

All older adults are welcome to join Seniors Social – bookings are required for all sessions, to allow for catering and/or travel arrangements by contacting Reception.

Seniors Social Working Group: Lucy Richardson, Jan Martin, John Venning, Andrew Smith, Brian Adams and Peter McDonald.



Southern Men's Chat Group Report

This last year has been a more difficult year than previous for the Southern Men's chat Group. Covid-19 restrictions and the Onkaparinga Council Regulations that closed the centre during the pandemic, for obvious health reasons as well as for internal upgrades.

However, despite these tribulations the group has maintained an upbeat attitude and overcome these difficulties to our regular routine and meetings.

My co-volunteer has continued to entertain us with interesting videos despite his personal loss. He is to be commended for the time and effort he puts into collecting these for the members' enjoyment. All of the members have contributed to our discussions on subjects which are of concern to our group of senior citizens.

Sadly one of our members is no longer able to attend our group meeting due to ill health and subsequently has moved into a nursing home. As our members age spans from 60's to over 90 years of age missed meetings will occur from time to time. Where possible members will help less fortunate members to get to and from our meetings. As some of our members have fruit trees in their gardens, they happily bring in this fruit and share with others.

Myself, I thoroughly enjoy my time at the centre and look forward to our weekly meetings and helping out wherever possible. I find assisting those less fortunate with their mobility a very satisfying experience.

All of the staff and other volunteers at the centre are most helpful and friendly and should be highly commended for their dedication to the community.

We are all looking forward to an improvement in the Covid-19 situation in the forthcoming year.

Eric Budworth



Treasurers Report

We have experienced another uncertain and turbulent year due to the continuing CoVid 19 situation. The centre has proven to meet the challenges that this has brought.

During the year the following was accomplished:

- Review and update of Finance Policy & Procedures. This was completed in July 2020
- Establishment of Finance Subcommittee. The first meeting was held in October 2020. Since then regular quarterly meetings have been held, the main topic of discussion being comparison of Budget against Profit and Loss for that quarter.
- Asset Register updated in January/February 2021.

The centre exceeded expectations by achieving a profit of \$62,584. This raised our total equity to \$253,447 for the 2020/21 financial year.

Centre Courses made a profit of \$13,390 a small improvement on last year; Room Hire income was up by \$22,896 compared to budget; Fundraising profit was down by \$1,666 compared to last year's figures. This was to be expected as there were no BBQs or Events held this year.

My thanks go to the volunteers and staff. Without your dedication, commitment and positive attitude this would not have been achieved.



Venue Hire Officer's Report

2021 has been an exciting year in Venue Hire.....We congratulate Tracey & her husband on the birth of their baby boy.

Venue Hire and Centre programs continually welcome new faces to the centre. Each of the rooms are multipurpose welcoming varying business and private hirers.

Regular hires have continued to grow over the year.



Regular Hirers

- Act for kids – Physiological Therapy
- AEATS – Aged Care Training Program
- Awesomely Artistic – Children's Art class
- Catholic Parish
- Eleanor's Yoga
- German Aged Speaking group – Seniors group
- Little Picasso's – Art classes
- Local Lyrics (Choir group on hold - Covid)
- Nurturing Mothers – support group baby – 4 months
- Oriental Martial Arts - Taekwondo
- Private Sewing group
- Senjitsu Karate
- Spectrum Writing
- Solo Calisthenics training
- WW (formerly Weight Watchers)
- Wild Hearts services – private speech pathology

Departing Regular Hirers

- Happy Valley Calisthenics
- Thrive Yoga

Program/ Casual Hirers

- Amanda Rishworth MP
- Anglicare SA
- Australia wide First Aid training
- Centacare – Panic & Anxiety support group
- City of Onkaparinga
- Claire Davis Coaching and Training
- Creative Beginnings - Art classes
- Dementia Australia
- Drone it
- Flourish by Jane - Essential oils
- Innovation Calisthenics
- LendLease
- Maggie Moo Music Happy Valley – Sing/dance & play for children (on hold since July covid)
- Minda Incorporated (SA Learning Centre)
- Mindful Meditation
- Nutrimetics
- Onkaparinga Food Security Collaborative
- Orana – Disability awareness sessions
- Purple wave healing
- Quasar Arts – Play auditions
- Relationships Australia South Australia - Garden program
- Reynella Braeview Calisthenics
- Serenity Social & Support services "What's the Buzz" program
- Simple Healthcare solutions
- Studio Groove fitness
- Studio Voodoo - Vegan cooking
- Suez
- The Smith Family
- Trinity Church
- Uniting Care Wesley Bowden – Mental health carer support group
- Uniting Communities – Parental support group
- Woodcroft College
- Woodcroft Library
- Woodcroft Medical Centre

July mid-year centre closure had carpet laid in Room 3 amongst all the wonderful helping hands of cleaning, maintenance & organising many areas of the centre.

Covid - We are Thankful the centre has been able to remain open throughout most of 2021 with the exception of the one week lock down in July.

Hirers were eager to commence back continually following directions of space per person and requirements directed by SA Health.

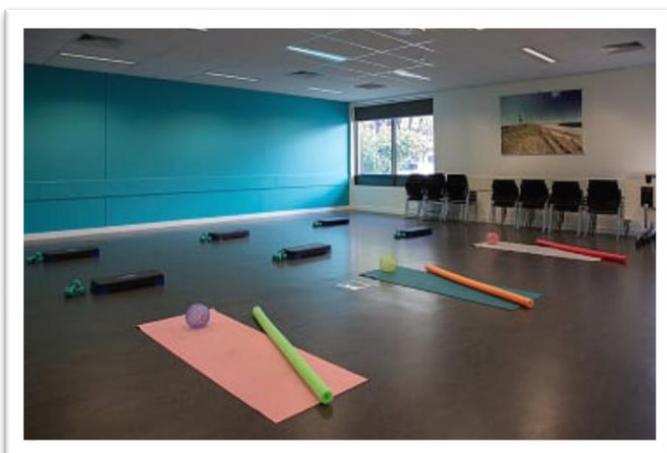
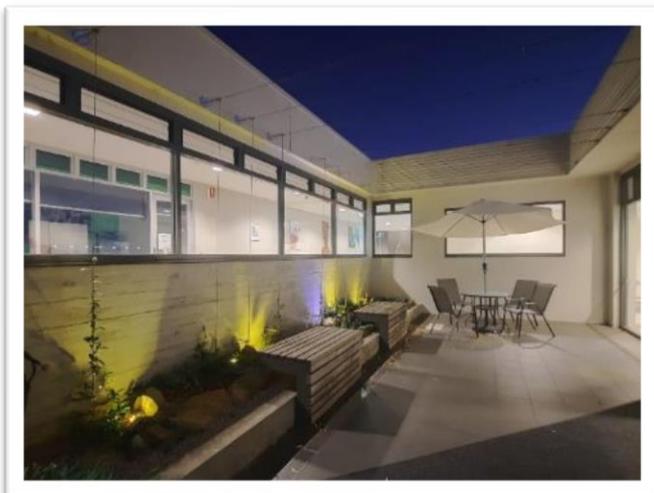
Hirers have been very understanding to additional administration required for hire needing to provide updated Covid Safe plans and Covid Marshal certificates as required.

Restrictions to residential numbers has increased short notice weekend hire at the centre for family & friendship celebrations. Most weekend gatherings include baby shower or birthday/ anniversary celebrations.

Hirers enjoy the bright, light, fresh appearance and centre facilities. Often mentioned was their appreciation of support during their hire from the helpful friendly volunteers and staff.

I look forward to continuing to support and assist the community's needs to address their personal & professional growth with venue hire at the centre.

Tanya Oakes
Venue Hire Officer



Volunteer Support Officers (VSO) Report

Our VSO team consists of:

- Anne McDonald – Monday VSO Front of House and Tuesday & Thursday Administration.
- Joyce Qiao – Tuesday VSO Recruitment.
- Sally Devonshire – Tuesday AM VSO Administration.
- Michele Stanbridge – Friday VSO Front of House.

We are currently advertising to fill the positions:

- Tuesday VSO Events position.
- Wednesday VSO Induction and Training.
- Thursday VSO Social & Support and Cultural Diversity.

Some of these positions are new since last year's A.G.M. and some of the VSOs are very new to their positions. Sally has just started doing administration with us.

We now have a VSO manual which will be invaluable to the newer members of our team. This will help all of us to know more about each other's jobs if necessary, e.g. if someone goes on holidays. It will also help when we hand over our positions for whatever reason to new volunteers.

Part of what we do is to help the Reception volunteers on our day, the volunteer facilitators for our Centre groups, room hirers and the participants where needed.

Our reception volunteers have been stellar, having to cope with a lot of changes to both tasks required and to the level of care given to all who stop at the desk wanting information or referrals. We are still streamlining some of the processes, but by the very nature of the role it is ever-evolving and will always provide us with new challenges.

Winners of the Volunteer Awards, given at our Mad March Hair event in March 2021



We have also had a fairly high number of new reception volunteers in the last year, and we have introduced more training, with all new reception staff completing an introduction to reception training session that Michele and Anne developed. We are also looking to implement new training sessions for all reception volunteers on an on-going basis.

Joyce has been exceptionally busy since she took over the role of VSO Recruitment. She also brings with her a wealth of recruitment knowledge that is very much appreciated.

Anne has been extremely busy with administration too, and is in the process of improving the continuity of our records. Sally will be able to assist her with this monumental task.

The Front of House positions look after the Receptionists, Front Desk areas and the back office, making sure that everything runs as smoothly as possible. We keep forms, paperwork and stationery up-to-date, and organize backfill staff if someone is away short term or long term. We also train new people on Reception as we have a reasonable turn over when people obtain paid jobs.

VSO Induction and Training organizes training from appropriate outside trainers for topics like Mental Health First Aid, and many other qualifying topics, that are needed for all the different volunteer positions. A number of innovative ideas to assist in getting training completed for volunteers have been raised.

VSO Cultural Diversity has the task of bringing new and different cultural experiences into the Centre for the Centre volunteers and the public to learn from.



Lunch from our Mexican Fiesta Volunteer get together, June 2021

The VSO Social and Support and VSO Events are self-explanatory. One of the tasks for Social and Support is to put together the Newsletter for the Centre. This publication usually includes volunteers' birthdays, anniversaries of time volunteered here and some very interesting articles including recipes and garden tips. Sanjana's work has been exceptional and her newsletters showcase the care and thought that she puts into her role.

It goes without saying that we work as a team giving each other as much support and assistance as we can, but the support we receive from our CDO, CDSO and Venue Hire Officer cannot be overstated.

Recruitment VSO Report

I joined WMVNC as a Volunteer Support Officer (VSO) – Recruitment in the February of 2021. Since then I have been delivering various recruitment jobs such as clarifying hiring requirement, advertising vacancies, conducting interviews, providing recommendations to the VSO Meeting, conducting reference checks, etc. The recruitment needs of WMVNC have been well fulfilled.

In addition to the recruitment work I also provides contributions in the weekly VSO meeting and the monthly HR subcommittee meeting.

It's my great pleasure working in WMVNC. I am proud of helping and supporting people developing skills and pursuing aspirations and have enjoyed so much in the communication and collaboration with the great staff and volunteers of our community centre.

Joyce

Volunteer Training Report

Personal and Professional Development Training for VSO's and Volunteers is a new training program in two separate 3-hour sessions, implemented in Term 2, that will continue each term in future.

The sessions are presented by volunteers Anne Brant and Heather Anderson who are both experienced trainers, facilitators and mentors with a focus on developing the potential of others, in particular our volunteers.

The training is designed to support and encourage the development of volunteers' personal and professional skills, and improve their knowledge and confidence as individuals and as part of a valued skilled team. The training also provides those who wish to go on to paid employment with valuable insights into the tools required towards achieving satisfying employment.

Personal skills growth, confidence, learning, gaining knowledge and ability are all positive opportunities offered in this program, and contributes to building onto, and achieving, personal and professional work and life skills.



Walking Group Report – Heart Foundation

The Morphett Vale Walking Group began in 2014, originally leaving from the Morphett Vale Primary School. There have been several changes to where the group has started from and walked to, over the years. We currently meet up in the car park behind Fasta Pasta, on the corner of South and Pimpala Roads on Mondays and Thursdays, starting at 9:05am.

Several of our group members have walked with the group for many years now, and there have been some nice catch ups for various milestone walks, and a few barbeques also.

The old railway line link from Hallett Cove to Willunga, now has a sealed shared pathway, the entire distance, of which we walk approximately 3.5km every time we walk from the Morphett Vale/Old Reynella border at Pimpala Road, to Reynell Road along the historic railway link. We pass by the former Reynella Railway Station, which has a shelter, drink fountain, and an information board, about the Railway's history, including old photos.

During the current pandemic, we have had to physically distance and our group has followed whichever rules that are in place at the time, including mask wearing when required.

Our group usually sees between 5 and 12 turn up to walk, depending on other commitments, and the weather factor often comes into play also. We always welcome new walkers, and people can walk at their own pace, which usually results in several smaller walk groups, often as pairs, whilst walking.

There is no charge to join our group, but if walkers would like to purchase some of the Heart Foundation Walking clothing, there are options to do so, which ultimately helps to fund them with various research activities.

Our walkers are never forced into walking, as the attendees who turn up, just want to walk, and get some exercise.

Anthony Paterson



Women & Wellbeing Report

Women and Wellbeing is a group of chatty, friendly ladies. We are different nationalities and from 55 upwards. We always like to make welcome new members.

The highlight this year, we were able to celebrate our 31st Anniversary as we had to cancel it last year. We all bought food to share, topped off with a beautiful 'Black Forest Cake'.

During his year we managed to have a speaker from the Smith Family and Ronald McDonald House that had to be cancelled last year due to COVID.



We made \$180 on our Big Cup of Tea morning' for Breast Cancer.

Other activities we were able to enjoy were: movies, card making, quiz and a few outings visiting places in our local district.

Hopefully we can enjoy the next six months programme we have put together.

We would like to thank the Staff and Helpers keeping us up to date with health procedures and keeping us all safe

Woodcroft Writers Report

Like everyone else in the universe we have had our challenges, but in our own modest corner we have endeavoured to keep our small flame burning. Eileen White, our leader for many years, retired and is now enjoying being one of the troops. Also, to top her valuable contribution she was nominated and awarded a 'Volunteer the Year' accolade which, after a short 'lockdown' before Christmas, was present by our local MP Amanda Rishworth in January.

Fortunately, when we returned last year we grew from strength to strength. During original lockdown our on-line forum allowed us to share our writings within the group and keep the creativity going. A lot has been mentioned about people's mental health during our crisis and we felt it was very important to continue to 'feed the mind'.

In June this year following a suggestion by one of our members we invited Judith Lees a local writer from the Adelaide Hills to come and talk to us. Mrs Lees had just published her very first novel in retirement. She and her publisher came for the afternoon and gave us insight into her journey, also encouragement and advice to our budding authors.

We had a full house of members eager to hear them. It was an informative and very interesting session. We hope to have other such events in the future, Woodcroft Writers are never short of ideas. We hope to have an anthology of our members' works out sometime next year. We pride ourselves on being a diverse bunch, different backgrounds along with varied writing styles. From our group of approximately 20 we have 12-15 attending weekly.

Sue Scott – Co-ordinator

Finance Reports

Profit and Loss

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Woodcroft M/Vale Neighbourhood Centre

Profit & Loss [With Year to Date]

July 2020 To June 2021

175 Bains Road

MORPHETT VALE SA 5162

ABN: 15 903 543 682

Email: treasurer.wmvnc@internode.on.net

	Selected Period	Year to Date
Income		
Grants		
Grants (State) Operating - NR	\$27,301.04	\$27,301.04
Grants (Local) Operating - Rec Council Grant	\$30,526.95	\$30,526.95
Total Grants (Local) Operating - Rec	\$30,526.95	\$30,526.95
Grants (Local) Operating - NR Council Community Development Council PALS Grant	\$22,175.55 \$21,615.70	\$22,175.55 \$21,615.70
Total Grants (Local) Operating - NR	\$43,791.25	\$43,791.25
Total Grants	\$101,619.24	\$101,619.24
Fundraising - Gifts		
Non-tax Deductible Gifts	\$10.50	\$10.50
Total Fundraising - Gifts	\$10.50	\$10.50
Fundraising - Contributions		
Fundraising	\$5,005.25	\$5,005.25
Total Fundraising - Contributions	\$5,005.25	\$5,005.25
Fees & Charges - Unrestricted		
Admin Income - Grants	\$4,496.56	\$4,496.56
Participant Fees	\$25,085.55	\$25,085.55
Participant Fees - Grant	\$3,195.66	\$3,195.66
Photocopying/Laminating	\$137.61	\$137.61
Room Hire	\$72,886.93	\$72,886.93
Equipment Hire	\$9.08	\$9.08
Total Fees & Charges - Unrestricted	\$105,811.39	\$105,811.39
Parental Leave Funds	\$7,086.66	\$7,086.66
Income from Raffles and Gaming	\$293.00	\$293.00
Interest - Unrestricted	\$1,790.93	\$1,790.93
Other/Sundry Income	\$5,824.15	\$5,824.15
Govt of SA Grant	\$10,000.00	\$10,000.00
JobKeeper Payment	\$59,550.00	\$59,550.00
Total Income	\$296,991.12	\$296,991.12
Gross Profit	\$296,991.12	\$296,991.12
Expenses		
Advertising and Promotion	\$815.70	\$815.70
Assets Purchased <\$5000	\$1,842.02	\$1,842.02
Audit Fees	\$500.00	\$500.00
Bank Charges	\$343.63	\$343.63
Board/Governance Expenses	\$5,575.18	\$5,575.18
Bookkeeping	\$18,600.00	\$18,600.00
Cleaning & Pest Control	\$23,525.87	\$23,525.87
Client Support Services		
Administration	\$4,496.56	\$4,496.56
Course Expenses	\$5,150.71	\$5,150.71
Events & Activities	\$790.70	\$790.70
Instructors & Facilitators	\$11,430.00	\$11,430.00
Grant Expenses	\$21,249.35	\$21,249.35
Room Hire	\$4,923.09	\$4,923.09
Total Client Support Services	\$48,040.41	\$48,040.41

This report includes Year-End Adjustments.

Profit & Loss [With Year to Date]

July 2020 To June 2021

ABN: 15 903 543 682
Email: treasurer.wmvnc@internode.on.net

	Selected Period	Year to Date
Consumables	\$1,231.03	\$1,231.03
Office Supplies	\$98.54	\$98.54
Computer Expenses	\$774.86	\$774.86
Fundraising Expenses	\$2,206.13	\$2,206.13
Insurance - General	\$3,424.91	\$3,424.91
Membership Fees Paid	\$256.55	\$256.55
Printing, Stationery & Postage	\$3,752.86	\$3,752.86
Repairs & Maintenance	\$1,690.52	\$1,690.52
Salaries & Wages		
Provision for Annual Leave	-\$219.64	-\$219.64
Provision for Long Service Leave	\$377.37	\$377.37
S&W Superannuation	\$6,367.91	\$6,367.91
S&W Workers' Compensation	\$764.35	\$764.35
Salaries - Other	\$11,574.23	\$11,574.23
S&W Salaries & Wages	\$67,332.09	\$67,332.09
S&W JobKeeper Top Up	\$19,417.36	\$19,417.36
Paid Parental Leave	\$7,086.66	\$7,086.66
Total Salaries & Wages	\$112,700.33	\$112,700.33
Staff Amenities	\$537.82	\$537.82
Sundry Expenses	\$9.12	\$9.12
Telephone, Fax & Internet	\$872.64	\$872.64
Training & Development (Staff)	\$450.00	\$450.00
Utilities		
Electricity	\$12,397.83	\$12,397.83
Gas	\$1,564.33	\$1,564.33
Water	\$1,483.38	\$1,483.38
Total Utilities	\$15,445.54	\$15,445.54
Volunteer Costs		
Volunteer Expenses	\$1,713.38	\$1,713.38
Total Volunteer Costs	\$1,713.38	\$1,713.38
Total Expenses	\$244,407.04	\$244,407.04
Operating Profit	\$52,584.08	\$52,584.08
Other Income		
Cash Boost	\$10,000.00	\$10,000.00
Total Other Income	\$10,000.00	\$10,000.00
Net Profit/(Loss)	\$62,584.08	\$62,584.08

This report includes Year-End Adjustments.

Balance Sheet

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Woodcroft M/Vale Neighbourhood Centre

Balance Sheet [Last Year Analysis]

175 Bains Road
MORPHETT VALE SA 5162

June 2021

ABN: 15 903 543 682
Email: treasurer.wmvnc@internode.on.net

	This Year	Last Year	\$ Difference	% Difference
Assets				
Current Assets				
Cash at Bank - Unrestricted				
ANZ Cheque Acc #4975	\$231,530.02	\$58,630.78	\$172,899.24	294.9%
ANZ Debit Card Acc # 5657	\$1,917.38	\$1,000.00	\$917.38	91.7%
People's Choice Acc #0280	\$0.00	\$17,237.23	-\$17,237.23	(100.0)%
Total Cash at Bank - Unrestricted	\$233,447.40	\$76,868.01	\$156,579.39	203.7%
Petty Cash				
Petty Cash	\$300.00	\$91.35	\$208.65	228.4%
Total Petty Cash	\$300.00	\$91.35	\$208.65	228.4%
Cash Float				
Cash Float - BBQ Float	\$100.00	\$100.00	\$0.00	0.0%
Cash Register Float	\$50.00	\$50.00	\$0.00	0.0%
Clearing Account	\$0.00	\$9,749.00	-\$9,749.00	(100.0)%
Food Sales Float	\$0.00	\$20.00	-\$20.00	(100.0)%
Playgroup Float	\$0.00	\$20.00	-\$20.00	(100.0)%
Dungeons & Dragons Float	\$20.00	\$0.00	\$20.00	NA
Total Cash Float	\$170.00	\$9,939.00	-\$9,769.00	(98.3)%
Undeposited Funds	\$889.15	\$25.00	\$864.15	3,456.6%
Short-Term Investments				
ANZ Term Deposit #9202	\$50,000.00	\$50,000.00	\$0.00	0.0%
ANZ Term Deposits #9663	\$20,190.60	\$20,000.00	\$190.60	1.0%
People's Choice Term Deposit	\$0.00	\$81,337.63	-\$81,337.63	(100.0)%
Accrued Income	\$0.00	\$9,000.00	-\$9,000.00	(100.0)%
Total Short-Term Investments	\$70,190.60	\$160,337.63	-\$90,147.03	(56.2)%
Other Financial Assets				
Accounts Receivable	\$3,225.75	-\$9.00	\$3,234.75	35,941.7%
Total Other Financial Assets	\$3,225.75	-\$9.00	\$3,234.75	35,941.7%
Total Current Assets	\$308,222.90	\$247,251.99	\$60,970.91	24.7%
Total Assets	\$308,222.90	\$247,251.99	\$60,970.91	24.7%
Liabilities				
Current Liabilities				
Accounts Payable	\$10,959.03	-\$435.54	\$11,394.57	2,616.2%
Accrued Expenses	\$9,235.54	\$948.06	\$8,287.48	874.2%
Bonds, Security, etc				
Bonds - Casual Hire	\$4,050.00	\$3,620.00	\$430.00	11.9%
Bonds - Regular Hire	\$8,500.00	\$7,000.00	\$1,500.00	21.4%
Total Bonds, Security, etc	\$12,550.00	\$10,620.00	\$1,930.00	18.2%
Cancer Council Funds	\$475.00	\$0.00	\$475.00	NA
Rotary Club Raffle Payable	\$180.00	\$0.00	\$180.00	NA
Total Current Liabilities	\$33,399.57	\$11,132.52	\$22,267.05	200.0%
GST Liabilities				
GST Payable	\$290.97	-\$28.09	\$319.06	1,135.8%
Less GST Receivable	-\$822.11	-\$0.12	-\$821.99	(684,991.7)%
Integrated Client Account	\$612.00	\$1,882.00	-\$1,270.00	(67.5)%
Total GST Liabilities	\$80.86	\$1,853.79	-\$1,772.93	(95.6)%
Employee Benefits/Provisions				
Provision for Annual Leave	\$2,495.16	\$2,714.80	-\$219.64	(8.1)%
Prov for Long Service Leave	\$4,221.64	\$3,844.27	\$377.37	9.8%

This report includes Year-End Adjustments.

Balance Sheet [Last Year Analysis]

June 2021

ABN: 15 903 543 682

Email: treasurer.wmvnc@internode.on.net

	This Year	Last Year	\$ Difference	% Difference
Total Employee Benefits/Provisions	\$6,716.80	\$6,559.07	\$157.73	2.4%
Revenue Received in Advance	\$0.00	\$1,080.00	-\$1,080.00	(100.0)%
Grants Received in Advance				
Grants Received in Advance	\$8,236.53	\$33,320.35	-\$25,083.82	(75.3)%
WMVNC Groups				
WMVNC Men's Group	\$2,874.44	\$2,443.58	\$430.86	17.6%
Total WMVNC Groups	\$2,874.44	\$2,443.58	\$430.86	17.6%
Total Grants Received in Advance	\$11,110.97	\$35,763.93	-\$24,652.96	(68.9)%
Parental Leave Funds	\$3,467.94	\$0.00	\$3,467.94	NA
Total Liabilities	\$54,776.14	\$56,389.31	-\$1,613.17	(2.9)%
Net Assets	\$253,446.76	\$190,862.68	\$62,584.08	32.8%
Equity				
Retained Earnings/(Acc Losses)	\$190,862.68	\$150,678.59	\$40,184.09	26.7%
Current Year Surplus/(Deficit)	\$62,584.08	\$40,184.09	\$22,399.99	55.7%
Total Equity	\$253,446.76	\$190,862.68	\$62,584.08	32.8%

This report includes Year-End Adjustments.

Page 2 of 2

Letter from Auditor

The Board of Management

Woodcroft Morphett Vale Neighbourhood Centre Inc.

175 Bains Road

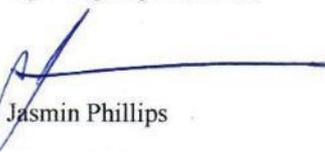
Morphett Vale SA 5162

To the Board of Management of Woodcroft Morphett Vale Neighbourhood Centre Inc.

I have been asked to conduct an independent audit of the financial statements of the Woodcroft Morphett Vale Neighbourhood Centre Inc. for the financial year ended 30 June 2021. The Board of Management and the Centre Management are responsible for the completeness of the data and the correctness of this financial report.

This audit has been conducted and financial statements prepared in accordance with applicable Accounting standards and other mandatory professional reporting requirements, and statutory requirements, to provide reasonable assurance whether the financial reports are free of material misstatement. This included sampling and testing of evidence supporting the amounts and other disclosures in the financial reports. A separate Management report on any issues identified has been prepared for Centre Management information and action. No material issues were found during the audit. All extraordinary transactions in relation to Cash boosts or JobKeeper payments and JobKeeper salary top ups to assist to minimise the impact of COVID-19 have been separately detailed.

In my opinion, the financial reports of Woodcroft Morphett Vale Neighbourhood Centre Inc. are properly drawn up so as to give a true and fair view of the financial position of the Centre as at 30 June 2021 and the results of its operations and its cash flows for the year then ended are in accordance with applicable Accounting Standards and other mandatory professional reporting requirements.



Jasmin Phillips

BAAc, CPA

August 29th 2021



WOODCROFT
MORPHETT VALE
NEIGHBOURHOOD CENTRE

SUPPORTED BY CITY OF



PALS - Harmony Day