VENUS BAY COMMUNITY CENTRE

Annual Report

2023



The Venus Bay Community Centre is common ground for the district of Tarwin Lower, Venus Bay and Walkerville; creating a community hub, somewhere to meet others, to find out about what is happening in the area, and a place to be.

OPERATIONAL REPORT

It is always pleasing to report on the work of the Centre over the last year - a chance to celebrate what we've achieved

and to share our story with others.

Alyson Skinner, General Manager, Venus Bay Community Centre

PROGRAMS AND EVENTS

The Venus Bay Community Centre works with the local community to provide activities, programs and events that increase community connection, share skills and provides a place to be. We have a range of regular programs and



Silver Banksia Native Plant Group MONDAYS 10AM - 12 NOON

The Silver Banksia native plant group meets at the Centre on Monday mornings. Learning and sharing information about native/indigenous plants of our area, weed identification, propagation and seed collection as well as some 'out n about' activities. There is also interest in establishing a native plant nursery in the district and partnering with other groups to undertake larger planting/revegetation projects. You can be as involved as much or little as you like. events which include:

Native Plant Group – a group of volunteers lead by a coordinator who propagate and grow native and indigenous plants that contribute to making our environment more sustainable, providing food and shelter for our native fauna and to encourage plants that grow best in our gardens. Providing information about indigenous plants is also a welcome part of this group – we have collated a small booklet from

the Plant of the Month articles provided by Lorraine Norden, and these have proved very popular.

Community Lunches – are provided each week on Wednesdays by our volunteer "cooks in the kitchen" and offered for free to all community members. This is a great opportunity to come together to share food, talk and meet others.

This year we have established a **Community Food Cupboard** – supported by community donations of non-perishable foods and other household supplies. This operates on a give what you can, take what you need basis and an underlying trust in the goodwill of our community members.





We have a **community garden** with 3 raised beds – full of seasonal veggies and herbs along with a number of fruit + olive trees

that are established in the front garden of the Centre. These are looked after by volunteer community members and are available for all to use at any time.

We have a **Community Composting** system of 3 bays, where community members can drop off their household compost – this is particularly appreciated by our part time community members who may not have a home composting system.

Cooking classes are run from time to time based on interest and have included flat bread making, preserving and sauerkraut making.

For our young people, we have hosted a **Community Playgroup** for most of the year – coordinated by a local mum. Over the last term, this has transitioned into a Story Time session facilitated by MYLI staff who bring activities and instruments as well as reading books of course.

We hosted two sessions with Kids Safe Seats where parents/carers were able to have their child restraints check to ensure they were safe – this was a free program.



We offer a range of **Holiday Program** activities each school holidays – most ably coordinated by Jorja Dinsmore – who provides engaging fun and recycled craft activities, and this has become a beloved feature of holidays in Venus Bay.

We host regular interest groups such as **Book Club** who meet each month to share discussions (and a glass of wine) about the book of the month. It is always attracting new members with everyone welcome – the book club has now been going for 9 years!

Ukulele group was established this year – based on community interest and guidance from our star uke player, and this group has lots of fun including and performing recently at the regional Ukulele Festival. A seasonal singing season was hosted over summer with all those involved enjoying voices.

For nearly 10 years, the Venus Bay Community Centre has supported a **Free Beach Shuttle** service. Designed originally to address parking congestion at access points that can affect access by emergency vehicles, and to safely people to a patrolled beach – the service has become a beloved feature of Venus Bay. Staffed by a range of community volunteer drivers, the service is nearly 3 weeks over peak summer period.



some gathering community raising their

Summer Beach transport summer in offered for

One of our flagship programs is our free community newsletter **Matter of Fact** which is published each month and available by email, printed copy at local stores or on our website. We always receive great feedback from our readers who appreciate the range of local information and stories that are provided. Going now for 14 years, it is interesting to look back at earlier editions and note that many of the same issues & concerns are raised – mostly those that reflect shared community values about the appreciation of our local environment and those challenges we face with regard to infrastructure and services. Matter of Fact is complemented by our social media pages where we provide other relevant and up to date info that happens between publications.

Each year we coordinate an **Annual Santa Party** – with a visit from Santa on the Fire Truck (with thanks to our marvellous CFA team) and presents for the younger children.

From time to time we host forums and engagement sessions – and these have included a range of sessions with our



CFA members being available at the Centre to assist community members prepare a fire plan. Additionally, we've hosted a speed date an energy expert session – providing information for those who want to know more about renewable energy for their homes. We hosted a CPR and defibrillator training session provided by CERT and Ambulance Victoria.

We offer a range of support services and advocacy for our community based on needs including assistance with medical/social works services, living at home assistance and other matters as they arise.

We were able to assist community members claim their energy discount and provide information of other government services that may be available.

BUILDING AND GROUNDS

We lease the building from South Gippsland Shire Council who support us by offering essential maintenance services. This year all the walls of the main hall and kitchen were freshly painted, and the wooden floors were sanded back and resurfaced. This work was very much appreciated and has given the inside of the building a facelift – the building is now over 25 years old! In addition the Shire bus crew helped to prune back the encroaching vegetation around the skatepark and grounds – providing a great load of mulch to support our gardening efforts.

All other improvements to the building and grounds have been either funded by the Community Centre or from a range of grant funding. This year we were successful in obtaining grant funding from the Stronger Community Fund – round 8 which allowed



us to upgrade the old gas ovens in our kitchen with new induction stovetops, along with a new compliant rangehood and splash back. Additionally, funds were secured to upgrade the power supply to 3-phase and a small amount to purchase new pots and pans.

Other funding was secured to provide an electric vehicle charging point and to increase the battery capacity of the Centre – and this work is almost complete.

GRANTS AND FUNDING

The Venus Bay Community Centre is supported with recurrent funding from the Department of Family, Fairness and Housing through the Neighbourhood House Coordination Program. This service agreement with the Victorian State Government provides just enough to support the role of a paid manager. Everything that we do at the Centre for and with our community is self-funded or from time to time supported by grant funding.

Over the past 18 months, the Venus Bay Community Centre was supported by a significant grant from the Federal Government to undertake a Community Resilience and Reliable Energy Feasibility Study for Venus Bay & Tarwin Lower. While funds were provided by the Federal Government, the true cost of the study was almost doubled with the in-kind support of the Centre and our project partners. While only measuring the dollar amount, the community benefit and investment in knowledge sharing and participation from this project was immeasurable.

As part of the project, we were able to attract additional funds to support the documentation of the journey with a short film – a legacy for our community beyond the original scope of the project.

A small grant from Bald Hills Wind Farm enabled us to purchase solar security cameras that are now installed on the building to deter theft, vandalism and anti-social behaviour.

Some small amounts of support funds have been provided by Neighbourhood Houses Gippsland to support engagement around navigating online services for our community members who may need assistance.

STAFF AND VOLUNTEERS



Our staff and volunteers are the backbone of our organisation. The first port of call for information, a helping hand, a friendly chat – our team are simply wonderful, and we could not be the Centre we are without the outstanding contribution of our volunteers. Their contributions range of helping in the recycling enterprise, gardening, driving the beach bus, volunteering on our board, expertise, and knowledge sharing, being involved in working groups or projects, offering skills to share with others, helping to grow our indigenous plants – the list is endless, and our thanks are heartfelt.

Our volunteers are well supported by our part-time staff who go over and above their duties to contribute to the endeavours at the Centre.

A massive THANK YOU to you all.

RELATIONSHIPS STAKEHOLDERS AND NETWORKS

As a community hub and generalist organisation, we are involved with many local and statewide networks and have strong stakeholder engagement with a range of government and industry bodied. This not only provides expertise, information and opportunities for our community and Centre, it places us as a strong resilient organisation that well placed to be involved in a range of important initiatives, programs, networks, forums and allows the voice of small local communities to be heard and acknowledged.

We are part of the Neighbourhood House Gippsland Network which supports a place-based approach to supporting the varied work of the 20 plus neighbourhood houses in Gippsland and allows us to share resources, work together on common issues and amplify our voice about a range of matters that affect our communities. Similarly we are members of our peak body Neighbourhood Houses Victoria – once again supporting the sector and advocating to



government around issues that matter. I presented a panel session on Social Enterprise at the Annual State Conference for NHVIC.



I have been involved in the Gippsland Social Enterprise Collective for nearly 3 years – working with other passionate social and community entrepreneurs across Gippsland on all things social enterprise – providing information, networking, sharing resources and stories about the fabric of small communities that champion a more just way of doing business – with purpose.

As part of this work I have become a Director on the board of SENVIC – Social Enterprise Network of Victoria. Once again an opportunity to advocate and support a sector that can be nimble, agile and respond to many of the Wicked issues we face.

ACRE – the Australian Centre for Rural Entrepreneurship – has supported me to undertake a Strategic Doing facilitation training. A program delivered by Agile Strategy Lab in the US – it was an inspiring framework to apply to 'making things happen" with others.

I was fortunate to

speak to a panel at the Festival of Big Ideas and presented our Energy Project at the Social Enterprise World Forum community hub. In addition, I participated and spoke at the Regen Gippsland masterclass in Warragul sponsored by GSEC and WWF Innovate to Regenerate. I remain part of the advisory group championing a Regen Gippsland project.

Closer to home, we have strong and productive relationships with other community groups in our district and work together on projects and initiatives as opportunities arise – these include but are not limited to CERT, Venus Bay Surf Life Saving Club, CFA, Tarwin Lower Hall, Men's Shed, Tarwin Lower Health Centre, Church and local business association.



We also work with various departments in our local Shire on shared initiatives or projects.

COMMUNITY RECYCLING ENTERPRISE

It's not just an Op Shop! Nearly 10 years ago, we established Community Recycling Enterprise that could look at ways to reduce landfill, provide low-cost goods and items for our community,

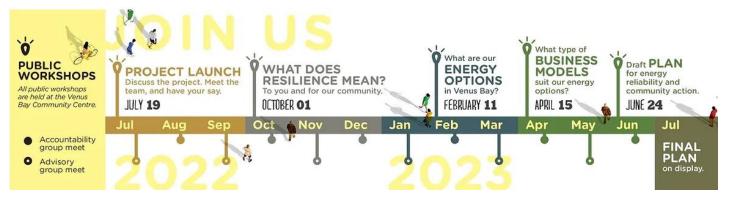


provide volunteer opportunities and local part time employment as well as raising funds to support all the work of the Centre. This enterprise has grown over the years and become a great feature in our community – providing a first point of contact for visitors, new

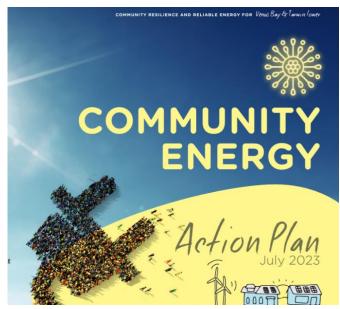


community members and locals as well as stopping many items ending in landfill. We can support upcycling projects, provide education and examples of re-use and creative reimaging of everyday objects and build connections within our community. The enterprise enjoys many positive comments, feedback and reviews of which we are proud.

COMMUNITY ENERGY PROJECT



Over the last 18 months, the Venus Bay Community Centre has undertaken a significant Feasibility study of community energy and resilience for Venus Bay and Tarwin Lower. This work has taken considerable time and resources of the Centre – we are very proud of what we have achieved during this time. A community led, co-designed approach to what community energy could look like - this is a long-term project for our district, and with this work, Venus Bay is now known across the state as somewhere to watch - we are part of something bigger than just this project. With the expertise of our partners Heather Smith from Changing Weather, Moragh Mackay from Mycelia Renewables, Rakid Shah from Federation University, Sam Doove and Gareth Priday from Ethical Fields, we have produces a suite of technical, social and economic modelling that guides the journey ahead. Extensive engagement with local community members, groups, businesses and other



stakeholder guided the study. The report, analysis and engagement produced a range of enduring artefacts like the newsletter bulletins, Harvest reports, milestone reports, digital illustrations, graphic branding and a film of the project. These reside on our website: <u>https://www.vbcc.org.au/communityenergy</u>

Enduring resources such as a Toolkit for other communities embarking on similar project is an enduring legacy and the endorsed Community Action Plan is the guide for future action and implementation of the study.

The Community Plan for Community Energy is included as an attachment to this report as it outlines the project and documents the achievements of the project.



'how can we keep more of the economic benefit locally and keep it recirculating locally?'.

President's Report 2023

As an important agency providing services to the Venus Bay, Tarwin Lower and Walkerville communities, our organisation is well placed to support individuals and the broader community. We continue to strive to meet our stated Vision, Mission, and Strategic Objectives:

VISION

The district of Venus Bay, Tarwin Lower and Walkerville is a resilient, vibrant, sustainable and connected community.

MISSION

To connect our community to each other and the environment.

STRATEGIC OBJECTIVES

1. Publish reliable and useful information for the community

2. Generate and support programs and activities for all age groups that connect people and expand their knowledge, imagination, curiosity, skills and experience.

3. Offer services that meet expressed community needs.

4. Strive towards a sustainable community and environment.

5. Advocate and engage with community about matters that affect the future well-being of the district.

6. Maintain the centre and grounds as a safe and welcoming place for the community.

7. Partner with stakeholders on initiatives designed to strengthen the community.

Our planning and activities are based on these objectives.

The role of the Board is one of oversight, strategic direction, ensuring the organisation meets all its reporting obligations and is managed in a financially sustainable manner.

We are governed by our Constitution and informed by our strategic plan. In addition, we have policies and procedures that both guide and protect our organisation, staff and volunteers.

The Energy Resilience Feasibility Study has now reached its conclusion. This project is very much supported by the board, and we provide oversight of its governance through a subset called the Accountability Committee. While the project is being conducted on behalf of the entire Venus Bay and Tarwin Lower communities, it is auspiced and partially funded and resourced by the Venus Bay Community Centre. The next phases of this initiative will begin to deliver real value and our board will continue to provide support as needed.

We continue to welcome all members of our community into the Centre, whether permanent residents, part-timers, or visitors, and our programs and services always consider this broader community. We encourage feedback from all of these groups on how best we can grow and deliver valuable services.

Financially, our organisation is in a strong position, and we are pleased to have financial resources to initiate and support new projects as opportunities arise as well as to continue our on-going programs. We should, however, be cognisant that all such activities require effort on the part of our staff and volunteers and our planning must continue to consider these precious resources.

Our board continued to meet as scheduled. It is a friendly and supportive group, made up of enthusiastic and engaged members, who each bring their own strengths, experiences, and interests. Our meetings are always constructive and enjoyable – I thank them all for their contributions in the past year.

It has been a great privilege for me to serve as President for this past year, my fourth in the role. I have enjoyed working with the staff, board, and volunteers. In particular, I must again thank our amazing General Manager, Alyson Skinner, for her stellar efforts in the past year.

Wendy Lawrence

President, Venus Bay Community Centre

FINANCE REPORT

Executive summary.

The financial position of the Venus Bay Community Centre remains sound and we have resources to support all our current and future financial liabilities.

During this year, the organisation was required to register for GST; this needs to be taken into account when comparing previous financial year information.

The Centre was awarded several grants over the financial year 2022-2023. Finance reports are presented at each Board meeting to be considered and approved.

The Board has approved investments in projects and staff resources which align with the strategic goals of the organisation.

The board would like to acknowledge the significant work of Paul Burgess in managing and reporting on our finances. GST registration, along with reporting against grants has created additional workload which has been managed with grace and professionalism.

The 2022 – 2023 Special Purpose Finance Report is presented here.

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SPECIAL PURPOSE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

A0051317C

INCOME AND EXPENDITURE STATEMENT

FOR THE YEAR ENDED 30 JUNE 2023

	2023	2022
		10.000
Business Victoria assistance cost grant	-	18,800 5,000
Business Victoria continuity fund grant Commonwealth Government Energy feasibility grant	- 126,017	3,000
DFFH recurrent funding	85,198	- 89,596
DSS Volunteer grant		1,130
Local grants	7,000	-
Solar rebate	735	-
Book club/user group	164	189
Community Recycling Op Shop income	83,748	60,420
Holiday program	1,924	1,302
Native nursery	2,648	2,705
Donations	540	450
Hall equipment hire & sales	1,774	476
Memberships	100	10
Printing/internet	374	125
Programs/events	1,060	1,995
	29	18
Sundry income	4,455	889
Total income	315,766	183,105
EXPENDITURE		
Wages & salaries	147,491	114,614
Superannuation expense	15,501	11,086
Leave expense	9,007	(6,226)
Portable Long Service Leave levy	2,291	2,391
Workers compensation insurance	2,000	1,715
Community energy resilience project	-	12,237
Community events	17	55
Community Recycling Op Shop expenses	536	4,917
DSS volunteer grant cost	-	967
SGSC community grant expenses	-	4,340
Holiday program	258 814	2,899 882
Native nursery Programs	6,034	002 1,881
Programs Electricity & gas	961	1,643
Telephone & internet	1,022	1,487
Accounting fees	4,984	5,497
Advertising	179	160
Auditor review fee	1,000	-
Bank fees	1,040	85
Board and governance expenses	-	4,969
Bus expenses	1,391	-
Centre supplies	5,280	3,257
Community compost project	-	396
Community lunches	1,579	1,956
Consultancy fees	86,816	220
COVID-19 expenses	-	224
Depreciation expense (refer Note 2)	3,222	2,258
Graphic design	19,637	-
IT computer expenses	2,218	3,669
Items for resale	1,205	-
Licence fees subscriptions	902	1,023

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INCOME AND EXPENDITURE STATEMENT

FOR THE YEAR ENDED 30 JUNE 2023 (continued)

	2023	2022
EXPENDITURE (continued)		
Maintenance repairs	545	586
Plant group cost	-	198
Playgroup cost	-	540
Postage, printing & stationery	3,219	400
Rent	104	114
Staff/employment costs	493	587
Sundry expenses	-	46
Training & professional development	1,910	108
Travel & accommodation	117	-
Video production	7,100	-
Volunteer costs	484	832
Women's fishing session supplies	9	557
Total expenditure	329,366	182,570
Net operating surplus / (deficit)	(13,600)	535
Income for other groups:		
Bald Hills Wind Farm	13,636	4,000
Total income for other groups	13,636	4,000
Net surplus for the financial year	36	4,535

The accompanying notes form part of this financial report.

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BALANCE SHEET

FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2023	2022
CURRENT ASSETS			
VBCC trading account		93,177	96,537
Silver banksia native plant account		5,962	3,498
Project funds account		40,002	10,566
Energy project account Mastercard account		66,313 1,000	175,500 977
Plant Group Mastercard account		200	200
Leave entitlement account		26,276	20,757
Op Shop float		150	150
Total cash on hand and in bank		233,080	308,185
Accounts receivable		2,988	2,000
Prepayments		1,099	2,000
repayments		1,077	-
TOTAL CURRENT ASSETS		237,167	310,185
NON CURRENT ASSETS			
Property, plant & equipment – at cost		16,128	16,479
Less: accumulated depreciation		(6,422)	(3,089)
	2	9,706	13,390
		·	
TOTAL NON CURRENT ASSETS		9,706	13,390
TOTAL ASSETS		246,873	323,575
CURRENT LIABILITIES			
Accounts payable		2,451	1,231
Accrued expenses		3,521	-
GST payable		34,620	-
Superannuation payable		3,920	3,018
PAYG payable		10,768	10,580
Annual leave provision		15,079	7,377
Long service leave provision		13,026	11,723
Grants in advance	3	54,692	175,500
TOTAL CURRENT LIABILITIES		138,077	209,429
TOTAL LIABILITIES		138,077	209,429
NET ASSETS		108,796	114,146
EQUITY Opening accumulated surplus		114,146	109,611
Current year surplus		36	4,535
Opening balance adjustments:		50	7,555
- Fixed assets (refer Note 1b)		(779)	-
- GST (refer Note 1e)		(20,561)	-
- Grants in advance (refer Note 3)		15,954	-
TOTAL EQUITY		108,796	114,146
		•	•

The accompanying notes form part of these financial statements.

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NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2023

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

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

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values.

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

Accounting policies

(a) Income tax

The association is exempt from income tax due to the nature of its activities.

(b) Assets

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

No property is owned by the association. All purchases of plant and equipment are measured on the cost basis

Depreciation

The depreciable amount of all plant and equipment are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

All assets are depreciated on a straight line basis of 5%.

During the year the committee determined that the assets acquired in 2022 should be adjusted for GST (see note 1e) and the method of depreciation for all assets should be unified and depreciated on a straight line basis. As a result, the adjustment arising from the 30 June 2022 balance has been adjusted against the opening accumulated surplus.

(c) Employee benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to balance date. All employee benefits which are expected to be settled within one year and have been measured at their nominal amounts. Where the long service leave liability is not currently due, the liability has been calculated in relation to the probability of each employee remaining until the long service leave is entitled.

(d) Revenue

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

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

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied. Refer to Note 3 for the details of unexpended grant funding.

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NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2023

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(e) Goods and Services Tax

During the financial year the association registered for GST and backdated the registration to 1 July 2021. As a result, the resulting GST payable balance from 30 June 2022 has been adjusted against the opening accumulated surplus.

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of the acquisition of the asset or as part of the item of expense.

NOTE 2: PLANT & EQUIPMENT	2023	2022
Plant & equipment Less accumulated depreciation and amortisation Total plant and equipment at written down value	16,128 <u>(6,422)</u> 9,706	16,479 <u>(3,089)</u> 13,390
Movements in carrying amounts		Plant & Equipment
Balance at beginning of year Additions Depreciation		13,390 317 (3,222)
Disposals (net) Opening balance adjustment (refer Note 1b) Balance at end of year		- (779) 9,706

NOTE 3: UNEXPENDED GRANTS

The association was awarded \$175,500 including GST during the 2021-22 financial year from the Commonwealth Government Department of Industry, Science, Energy and Resources. The grant was received under the Preparing Australian Communities – Local Stream Grant with specific activities to be undertaken for the Community Resilience and Reliable Energy Feasibility Study at Venus Bay.

During the financial year the association registered for GST backdating the registration to 1 July 2021. As a result, the balance from 30 June 2022 was adjusted against the accumulated surplus to recognise the GST payable on the grant.

As all the activities were not completed by 30 June 2023, the unexpended amount of the funding has been carried forward to be recognised as income in the future.

NOTE 4: RELATED PARTY TRANSACTIONS

Members of the Board receive no payment or other consideration for their services as Board members.

VBCC Board member, Jennine Rouget, was engaged to provide graphic design services for the Community Energy Project. There are no other related party transactions with Board members to be disclosed.

NOTE 5: LEASE

The premises from which the association operates is leased from the South Gippsland Shire Council. The final 4 year term of a 10 year lease was signed and executed on 23 March 2023, due to be renewed in March 2027. The current annual rental payable of \$104 plus GST.

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STATEMENT BY MEMBERS OF THE BOARD

FOR THE YEAR ENDED 30 JUNE 2023

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

In the opinion of the Board, the financial report as set out on pages 2 to 6:

- 1. Presents a true and fair view of the financial position of Venus Bay Community Centre Inc. as at 30 June 2023 and its performance for the year ended on that date.
- 2. At the date of this statement, there are reasonable grounds to believe that Venus Bay Community Centre Inc. will be able to pay its debts as and when they fall due.

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

A.I.M. Lauren e

Wendy Lawrence President

Jon Hall Treasurer

30 November 2023