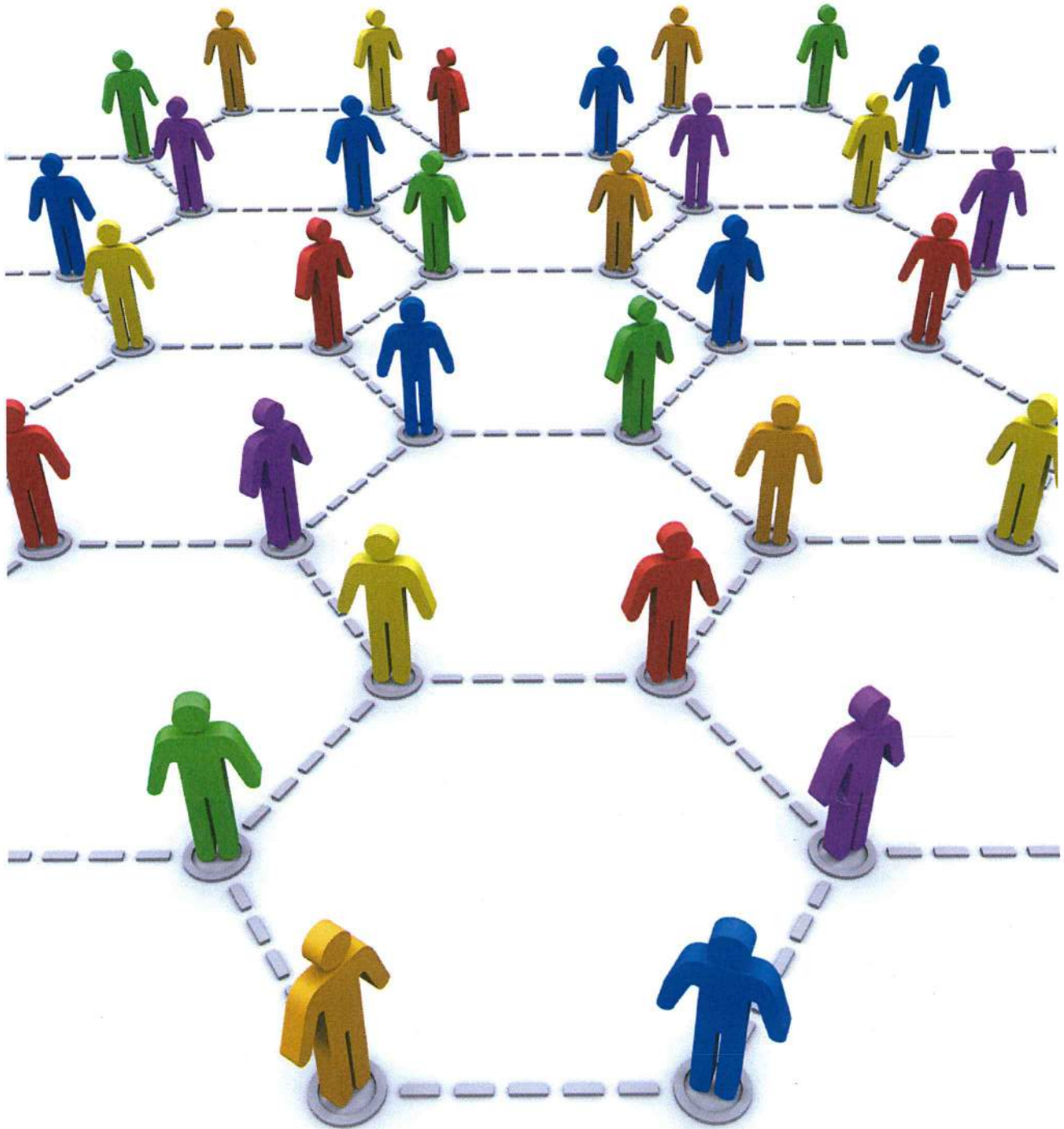




Network West

neighbourhood houses and community centres



2011 / 2012 Annual Report

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Statement of Purpose



Recognising the diverse nature and the autonomy of each member of the Association, the purpose for which the Association is established is:

- To act as a mutual support network and information sharing group for all Neighbourhood Houses & Community Centres which are members of the Association;
- To provide an advocacy role in representing the interests of member Houses in development of community development practice and in sustaining viability and growth;
- To support individual Houses in developing effective operation of their organisation;
- To encourage and work towards developing partnerships to enhance the work of member Houses;
- To provide training, access to training and resources, and professional development opportunities for Houses;
- To develop and implement policies and strategies for the Management Committee;
- To promote the philosophies of the Neighbourhood House Sector within the wider community;
- To work with other networks and organisations to strengthen and enrich the Neighbourhood House Sector at regional, state and national levels.

Strategic Plan 2009-2012

The Network West Strategic Plan 2009-2012 was endorsed at the Annual General Meeting in October 2009. Individual organisational, regional and sector wide strategies were identified under the following three goals: Strengthen and consolidate, Raise awareness and profile and Contribute to crucial campaigns and projects.

Progress on Strategic Plan goals and tasks was assessed in June 2010, and January 2011 due to staff changes. A review was completed in April 2011, and in light of current and upcoming changes in Industrial Relations, Associations Incorporations Act, Victorian Skills reform, Government and the global economic crisis, an additional goal was added to and prioritised within the strategic plan, Foster a culture of sharing, connectedness and collaboration. December 2012 marks the end of the current three year strategic plan.

The last three years of the current strategic plan 2009-2012, has been a significant journey for Network West, where the four key milestones have been achieved within the sector to create a pathway for a successful future.

Strengthen and consolidate

During this three year cycle, in year one, the Networks internal governance has been strengthened via the re-development of the Network West Constitution and consolidated through the on-going task of building and distributing (at request) a suite of governance resources and policies. During years two and three, the

network supported the sector wide development of a more easily accessible online resource repository and made initial steps towards undertaking research into developing models of governance emerging in the western region.

Network West also maintains a full Committee of Management made up of neighbourhood house and learning centre representatives from all seven local government areas in the west.

Raise awareness and profile

An upwards shift of the profile and marketing of the sector has been achieved via the development of a marketing and communications plan, development and launching of the Network West website, focused relationship building with all three levels of government and the development of a sustainable, professional, easy to maintain website template for sector wide use.

Contribute to crucial strategic campaigns and projects

Network West has continued to be a strong strategic presence in the sector. Over the three years the Networker and/or Network members have participated on the Association of Neighbourhood Houses and Learning Centre (ANHLC) board and in numerous ANHLC working groups, on topics including: sector marketing and communications, governance and modes of volunteering, workforce sustainability, the development of the Neighbourhood Houses Adult Community Education

Strategic Plan 2009-2012

(NHACE) Collective Agreement, Deductible Gift Recipient (DGR) status, Adult Community Education (ACE) issues as well as Governance and Growing Communities. In addition, participation in campaigns lobbying for pay equity in the community sector, increased funding for members, re instatement of 'Take a Break' occasional childcare funding and the recent public housing community consultation process.

Foster a culture of sharing connectedness and collaboration

Active use of community development principles and techniques in our practice have influenced increasing levels of engagement with the Network. Members have been invited to feedback and participate in consultations, polls, campaigns, surveys, projects and face to face interactions. Increasing engagement and an emphasis on collaboration and relationship building has led to a greater sense of ownership. We have observed increases in attendance and participation at the Local Government Area (LGA) cluster meetings, Network West AGMs, Network West Council Partnership Group (NWCPG), network meetings/forums/training and most importantly a willingness to share information, leverage off each other and to build collaborative partnerships within the sector. This engagement has also extended to other sector stakeholders. Some examples are Network West inclusion and representation in the development of Memorandums of Understanding (MOU) and Neighbourhood House policy development, planning and review processes with council and formal

partnership within the region.

Furthermore, the improved engagement has been the seed for increased willingness to collaborate on topics of regional and sector wide significance. In 2009-2012 members provided input into sector documents, standards, outcomes measurers, network governance, networker role and information communication technology. Some examples include feedback on the Neighbourhood House Good Practice Guide, Networks Good Practice Guide, ANHLC data road show, Network West Constitution and website and sector website template development, just to name a few.

Finally, the development of a queries database during this strategic planning cycle has provided a more objective means to gauge member needs. The increasing number, types and variety of queries received by Network West demonstrates that the need for information and support is critical. A high level of engagement and improved processes place us in a strong position to shape the future three year strategic plan. A high level of member consultation enables us to support and advocate for the varying needs of the 48 member houses in the Western Region.

Strategic plan 2013-2015

Initial surveys to ascertain member needs were completed in 2011 and again 2012. This consultative process will continue and a new three year strategic plan, developed in consultation with members, will be drafted by February 2013.

Our Vision 2012 and beyond

- The Houses interacting more, sharing support and information and collaborating on projects.
- The Network continuing to build and facilitate strong relationships with an increasing number of members and stakeholders.
- The Sector is stronger, more evolved, works together on issues that support houses more effectively and plans for the future.
- The Community has more social capital, feels more empowered and is recognised, respected and supported by the government.

As part of the new Strategic Plan process we will be re-visiting this vision.

Melton Shire

527 kms²

Population 112,981

Djerriwarrh Community House
Hillside Community Centre
Melton South Community Centre
Stevensons House
Taylors Hill Youth and Community Centre

Brimbank City

123 kms²

Population 191,619

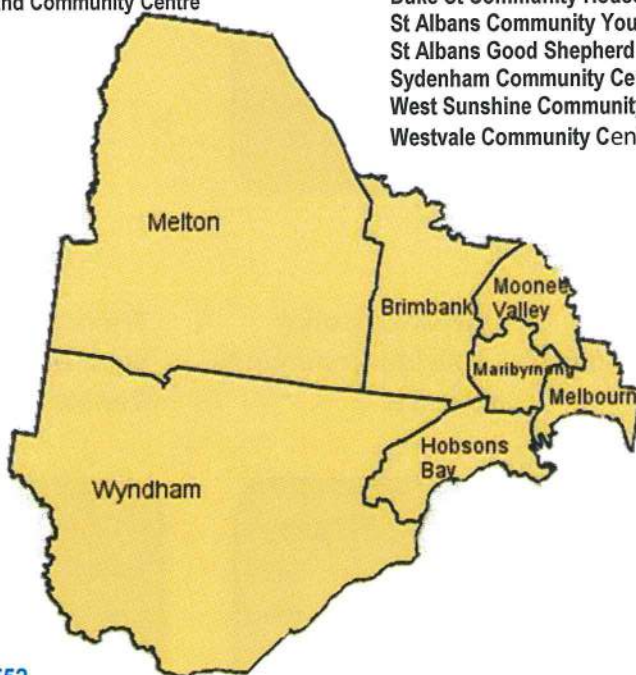
Cairnlea Community Hub
Community West
Delahey Community Centre
Duke St Community House
St Albans Community Youth Club
St Albans Good Shepherd
Sydenham Community Centre
West Sunshine Community Centre
Westvale Community Centre

Moonee Valley City

44 kms²

Population 113,657

Bowes Avenue Community Centre
Chinese Social Centre
Farnham Street Neighbourhood Learning
Wingate Avenue Community Centre



Melbourne City

36 kms²

Population 98,859

Kensington Neighbourhood House
North Melbourne Language & Learning
The Centre
The Hub Docklands

Maribyrnong City

31 kms²

Population 74,005

Angliss Neighbourhood House
Braybrook Community Centre
Braybrook/Maidstone Neighbourhood House
Maidstone Community Centre
Maribyrnong Community Centre
West Footscray Neighbourhood House
Yarraville Community Centre

Wyndham City

542 kms²

Population 168,552

Arndell Park Community Centre
Iramoo Community Centre
Jamieson Way Community Centre
Point Cook Community Learning Centre
Quantum Binnah Community Centre
Tarneit Community Centre
The Grange
Wyndham Community & Education Centre
Wyndham Park Community Centre
Wyndham Vale Community Learning Centre
Yeramboee Community Centre

Hobsons Bay City

65 kms²

Population 88,335

Altona Meadows Community Centre
Laverton Community Centre
Louis Joel Arts & Community Centre
Outlets Co-operative Neighbourhood House
Seabrook Community Centre
South Kingsville Community Centre
Spotswood Community House
Walker Close Community Centre
Williamstown Community & Education Centre

Network West Management

The 2012 Network West Inc. comprises of seven members of the Committee of Management and two employees, a Networker and an Administrator.

The 2012 Committee of Management and Networker is as follows:



Executive Members

Chairperson

Linda Beyerle
Iramoo Community
Centre

Secretary

Carolyn Webster
Kensington Neigh-
bourhood House

Treasurer

Tracey Oliver,
Braybrook Community
Centre



General Members

Jan Thorpe
Wingate Avenue
Community Centre

Marg Claringbold
Seabrook Community
Centre

Daniella Kohut
Hillside Community
Centre

Tricia Pighin
West Sunshine Community
Centre



Networker, Michelle Chrimes - July 2010 to present

Chairperson's Report



Having written more than a few Reports as Chair of various committees over the years, I have noticed how often we prioritise issues and not people. While issues are important, our network is about people and so, at the end of my year as Chair of Network West I want to make it my first priority to thank the Networker, Michelle Chrimes, for her commitment during the year. It has been a very busy year with some major projects and issues and Michelle has handled everything with a high standard of professionalism and personal manner which is a credit to the Network.

You will read in her report of some of the issues which have been dealt with and may have an understanding of the amount of work involved in the four one-line strategic goal statements. Michelle has accomplished the work load despite the restrictions of the number of funded hours of employment, and on behalf of the Committee and the Network I thank her for her commitment and dedication.

It is pleasing to report this year that the Committee members represent each of the seven LGA's covered in the Network West region. This is the first time we have had such representation and is another demonstration of Michelle's commitment to an inclusive Network and to raising the profile of the Network. The improved profile is also evidenced by increased attendance at the AGM, training, forums and consultations.

In the current political arena it is most important that our Network maintains a high level of focus on its collaboration and connectedness with our funding body Department of Human Services (DHS) and all houses in the region, regardless of whether they are community or Council managed. This is essential to building a cohesive and contributing third-sector in the West which can withstand and survive the changing political and economic climate. To this end your Committee will be working on the new three-year strategic plan between now and the beginning of 2013. The plan will focus on ways we can continue to advocate for and support NH&LC's to maintain community development and engagement practices through what could potentially be very difficult times as the fallout from the world economic situation bites even harder into our local communities.

On behalf of the Committee I thank all Network West members for their support during the year. It is pleasing to see so many sector staff and volunteers represented at forums and other events, demonstrating the need for on-going support.

Finally, I express my sincere appreciation to the Committee members for their support and contribution throughout the year. It has been a big commitment of time with the extra work created by the Pay Equity result, award translation and the ANHLC data road show consultation to name just a few. It has been a pleasure to work with you and I look forward to continuing our relationship.

Linda Beyerle, Chairperson

Networker's Report

Over the past 12 months, the Neighbourhood House and Learning Centre (NH&LC) sector has experienced significant shifts in the political, social, economic and technological landscapes that directly affect our communities. Through network partnerships and projects a more comprehensive understanding of the complexity, diversity, strengths and challenges of the region has developed and allowed the Network to deliver on the following expectations.



Michelle Chrimes

- Strengthen Network West via improved, processes, governance, policy and procedure
- Influence a culture of sharing, collaboration and connectedness
- Build and promote the profile of Network West and Network West Neighbourhood House
- Contribute to crucial regional and state wide campaigns and projects.

STRENGTHENING NETWORK WEST INC VIA IMPROVED PROCESS, GOVERNANCE, POLICY AND PROCEDURE

Network Good Practice Guide

The Networks Good Practice Guide has been a significant ongoing project since 2010. Highlighted by ANHLC in October 2011 this project is critical to meet the ongoing constraints, changing political environment and support needs of the Network within the constraints of resource allocation and funding.

Sixteen Neighbourhood House Networks exist across the state of Victoria. The Networks structure is a unique feature of the Neighbourhood House Co-ordination Program (NHCP). They provide a mechanism for a two way flow of information between NH&LC's and the peak body ANHLC. They provide ongoing support to NH&LC's in the form of community governance, regional networking, advocacy, fundraising and professional development. This diversity of member support needs across the state makes defining good practice and measuring outcomes and effectiveness a challenging task.

Throughout 2011-2012, Network West was a member of the Network Good Practice Guide working group. This year the process has included a member's consultation and feedback process and the commissioning of a consultant to professionally format the document. The guide has several potential uses including new Networkers and Network Committee induction, along with a means to demonstrate operational standards to the Department of Human Services (DHS) and highlight potential improved efficiencies should the Network be adequately funded. This project is nearing completion, with the final version scheduled to be submitted to the Network Committee for endorsement late 2012.

Networker's Report

Network West Members Survey (Role of the Network)

As part of our continuous improvement focus, in September 2011, Network West conducted a member survey to ascertain member's satisfaction and understanding of the Network's role, and identify member support priorities in the areas of governance, management support, capacity building and strategic linkages, programs and service delivery. Members were also given the opportunity to highlight projected future needs of their community organisation.

The survey data revealed the following as the most important areas:

1. Governance and Management	Working with peak body
	Supporting Committee of Management
2. Capacity Building and Strategic Linkages	Developing links with local government
	Advocacy around key issues affecting NH&LCs
	Community development within your community
3. Program and Service Delivery	Grant availability and submission support

This survey data as well as other relevant data was considered in the development of the Networks Good Practice Guide and will be a component in the development of the Network West Strategic Plan 2013-2015. For further survey data please refer to Appendix 1 of this report.

Queries database

In response to the emerging political and economic landscape and a shift towards results based accountability, a need to develop a more detailed understanding of member needs was prioritised in 2011. A queries database was developed and through 2011-2012 we saw an increasing number and variety of queries, demonstrating that the need for information and support for our members is critical. This tool will be further developed for validity and reporting purposes.

Some examples of popular requests include: Jobs Australia referrals, Pay Equity Case and pay table information, DHS updates, (restructuring, regional contacts, My Agency/ E-business access and Modernising Neighbourhood Houses Grants), award translation, advocacy, Hubs research, insurance queries, strategic partnership linkages, Association Incorporations Act changes, support letters, position description templates and job description dissemination. Areas requiring the greatest commitment included member advocacy, Neighbourhood Houses grants and supporting members experiencing difficulty.

Networker's Report

Governance

Governance related priorities for this financial year included the following:

- Development and implementation of a committee induction presentation and kit.
- Development and implementation of a Board skills audit. This highlighted the considerable skills, experience and diversity of the current committee of management.
- A Modernising Neighbourhood Houses grant proposal was submitted to DHS, to undertake research into developing models of governance emerging in the western region. This proposal was supported by NH&LC across the region and all seven LGA representatives (for further information see section Local Government NWCPG under the heading 'Build and promote the profile of Network West and Network west Neighbourhood Houses'). The Network also supported a Modernising Neighbourhood Houses grant submission, to develop an online repository of community governance resources and templates to compliment the Neighbourhood Houses Good Practice Guide. The output of this project, should the grant be successful, is high quality, sector specific online resources that all Network West members will be able to access via Network or the ANHLC websites.

Training

Members have taken advantage of a variety of training opportunities that included:

- An award translation and Facebook forum conducted in partnership with the North East Network in May 2012.
- Healthy Workplaces and Bullying and Harassment training provided by the Network in June 2012.
- Various other training from sources such as Local Government, ANHLC, OCS, DHS, Pilch, VCOSS and Jobs Australia
- The Networker also undertook training on proposed changes to the Association Incorporations Act, so that support can be provided to members over the coming years.

Quality Enhancement and Risk management Matrix

The Neighbourhood Houses Quality Enhancement and Risk Management Matrix, takes the first step in defining the points at which the Networks, ANHLC and DHS intervene to support NH&LC's experiencing difficulty. This document was initially developed in partnership with DPCD in 2010. With the change of State government, a further process of consultation with DHS at the Neighbourhood Houses Common Interest Group (NHICIG) meeting occurred in October 2011. A final workshop attended by representative from ANHLC, the Networks and central and regional DHS occurred in May 2012. The Networks Good Practice Guide and the Neighbourhood House Quality Enhancement and Risk Management Matrix, provide a comprehensive and cohesive suite of documents to compliment the NHCP Guidelines, sector principles and sector framework.

Networker's Report

INFLUENCE A CULTURE OF SHARING, COLLABORATION AND CONNECTEDNESS



Culture of Sharing

Size and geographical spread, socio economic factors, presence of growth corridors, limited funding and an ever increasing number of Houses and Centres make the networking task a challenge. Despite these challenges, NH&LC's in Network West work with and support each other in a variety of local or interest based partnerships.

Most members, either individually or as groups connect, share and collaborate in a variety of ways. These relationships enable members to work collectively and share information and skills. This in turn strengthens their capacity to address issues that impact on their communities as they arise.

In 2011-2012 Network West continued to facilitate a culture of sharing between members and sector stakeholders, which include other Neighbourhood House Networks, ANHLC, Local Government and DHS. Networker attendance at stakeholder meeting (LGA members, NWCPG, DHS north west regional reps, NHCIG and combined networks) continues to be an essential and effective way of ensuring this flow of information occurs. Information shared this financial year includes information on best practice, innovative projects, sector risk issues and opportunities. These meetings are also an opportunity to engage, motivate and connect participants with priority issues and campaigns.

Collaboration

Network West also facilitates collaboration by linking individual members or groups of members based on need. In this financial year Network West facilitated collaboration between members to assist communities with the 'Pathways to Victorian Social Housing Framework' consultation, community development challenges in growth corridors, challenges experienced as a result of the withdrawal of occasional care funding, program delivery (arts, community groups and disability) and DGR acquisition.

Furthermore, we observed and supported the continuation of partnerships in the West such as:

- *Think West, the Brimbank Neighbourhood House Partnership and the Inner North Cluster.* These cohesive clusters of NH&LC work to achieve congruent strategic objectives, improve efficiencies, adjust and manage the demands of an ever changing political and economic environment to maximise outcomes for the communities they strive to support and empower.

Networker's Report

- Supported Think West consultants engaged in an extensive ACFE funded project (see Hall of Fame), supported Brimbank City Council consultants' review of the Partnership Plan and attended bi-annual reference group with the Inner North Cluster (INC) Partnership.
- Recommended respected sector community development consultants to the Melton Shire Council to work collaboratively in the development of a Neighbourhood House Strategic Framework and Action Plan. Melton Shire Council engaged the professional services of Cathy Fyffe, who has successfully applied a comprehensive, community development based consultation process with all the Neighbourhood Houses in Melton, relevant stakeholders and the wider Melton community. The policy and framework is in its final stages and will be recommended for adoption by Council in November 2012.
- Continued to support NH&LC's in the Maribyrnong Local Government area to develop a Memorandum of Understanding (MOU) and Partnership Plan with Council. Sharing, partnership and collaboration are powerful tools for removing system blockages. The importance of collaboration cannot be underestimated and is currently an underpinning objective of Network West.

The underpinning principles of community development drive the work of NH&LC's and Neighbourhood House networks across the state. In the last 12 months Network West members have been consulted and provided feedback on the Neighbourhood Houses Good Practice Guide, Networks Good Practice Guide, ICT surveys and website template, ANHLC membership survey and the ANHLC data collection road show consultation, to develop effective outcomes measures for the sector. Opportunities for members to provide feedback allows the member community to shape and drive sector growth and development, rather than having it imposed. Despite huge workloads, many Network West members have taken the time assist with these projects.

Networker's Report

BUILD AND PROMOTE THE PROFILE OF NETWORK WEST AND NETWORK WEST NEIGHBOURHOOD HOUSES

Information Communication and Technology (ICT) Projects

During 2011/12 the Department of Planning and Community Development (DPCD) funded Neighbourhood House Networks to deliver a suite of six projects to increase the Neighbourhood House sector's Information and Communications Technology (ICT) capacity. The focus of the projects was determined through a workshop with the Networks in October 2010, around current ICT gaps in the sector. Collaboration across projects was stipulated and outputs of all projects are available to NH&LC's state wide.

The Barwon Network of Neighbourhood Centres and Network West put in a successful submission for one of these six projects to develop a website template, increasing online profile and marketing potential of NH&LC's in both Networks .

The aim was to work across the two Networks and build a cohesive, professional, cost effective and easy to use website for community members, neighbourhood house staff, volunteers and other service providers seeking online information.

A project worker was employed and the sector's requirements for a website template were determined through a sector wide ICT survey in July 2011. This information was used to create a web brief which underwent an expression of interest process with web developers who are familiar with and have worked with the sector. The proposals were assessed by a panel including the Network West Networker and the CEO of a successful web design company.

Grindstone Creative was successful in the tender process and created the website. It is professional, comes with a comprehensive user manual and is easy for staff and volunteers to update. The online template was piloted in eight NH&LC's, four of whom are from Network West.

At the end of June 2012, a total of 15 houses have implemented the template and over 40 houses have registered interest in the template. This project has been well received by the sector and as knowledge of the tool continues to grow so too does the collective web presence of NH&LC's. This project demonstrated collaboration of NH&LC's, Network and ANHLC, to achieve a successful outcome for the sector.

Network West has been involved with the other five ICT projects through a joint reference group, promoting the website template and the resources from the other projects. Outputs from all five projects are available to Network West members. The other demonstration projects include: e-learning modules for committees of management, fact sheets on online technologies, a matrix of the best video and teleconferencing option based on your current hardware and connection capabilities and a summary of online course finder options.

Networker's Report

Local Government (NWCPG)

Network West Council Partnership Group (NWCPG) is a network made up of council representatives that support and resource NH&LC's in the western metropolitan region's seven Local Government Areas and Network West.

The initiative is in its fifth year of operation. This year the group unanimously supported Network West's Modernising Neighbourhood Houses Grant submission, for funds to research emerging models of governance and community development in NH&LC's in the West. This submission was submitted to the Department of Human Services in February 2012.

State Government

During the 2011/12 financial year, DHS underwent significant structural changes. 'One DHS' was introduced, followed by the loss of 500 jobs.

This process is still underway and the impact of this restructure on the DHS regional team numbers, location and organisation structure is still unclear. Despite this instability, positive relationships have developed between the DHS regional teams and Network West. This has been demonstrated by regional teams working with the Network to build relationships with Western Region NH&LC, supporting houses in crisis, and developing an understanding of the challenges, strengths and variety of services provided by NH&LC in the Western Region.

Furthermore, the DHS central office continues to manage the Neighbourhood House Coordination Program (NHCP) funding and reporting. With the continuous improvement focus DHS have initiated 'SAMS Two' which is in the next phase of online reporting to view contracts, payments and conduct reporting. NH&LC have commenced the process of registering with the Funded Agency Channel, the aim of which is to save time and provide accurate and up to date information on payments and contracts.

Federal Government



Adam Bandt connecting with the community members on Harmony Day

In August 2011 the networkers, NH&LC managers and committee representative attended a round table discussion with Adam Bandt, the Federal Member of Parliament for Melbourne. Priority challenges for the NH&LC and the communities we support were presented. On the 17th of August as reported in Hansard, Mr Bandt with the support of his Green colleagues called for the funding of Take a Break occasional childcare to be reinstated.

Joint work on projects within the Western Region has already proved beneficial. DHS links with Local Government stakeholders and the Network's corporate and community links were brought together in 2011 to explore the possibilities of an Eco Demonstration Community Centre in the City of Wyndham.

Networker's Report

CONTRIBUTE TO CRUCIAL REGIONAL AND STATE WIDE CAMPAIGNS AND PROJECTS

Special projects are selected to address multiple strategic objectives. This year's priorities included providing regional feedback at the ANHLC Data Road show, campaigning on DGR, pay equity and award translation and Occasional Care funding cuts.

Data Road show

This year ANHLC with the support of the combined state wide networks has undertaken a state wide consultation process to canvas feedback from NH&LC's on what a new dataset for Neighbourhood House Coordination Program (NHCP) reporting should look like and how the data collection should be implemented. Current data collected by DHS does not adequately demonstrate the outcomes of NHCP investment.

Network West and West Sunshine Community centre hosted the consultation for Network West members in May 2012. NH&LC from all seven areas of the west provided feedback.

Improved qualitative and quantitative data will enable more effective reporting and advocacy on the value and impact of NH&LC's on their communities. It could also improve accountability to our communities and enhance the quality of practice in the sector. More robust and detailed data has the potential to assist NH&LC's to attract funding and support from a range of sources. One option under consideration is for ANHLC to collect NHCP reporting data on behalf of DHS as a part of the annual member's survey. A benefit of such an approach is the potential to access a system that enables individual NH&LC's to access their organisation's individual data sets to use in reporting and submission writing.

Deductible Gift Reciprocity (DGR)

The DGR Research & Advocacy project (which began in 2007) aims to enable greater access to deductible gift reciprocity tax benefits for NH&LC's across Australia. It has the added purpose of ensuring the national NH&LC sector is an active participant in the wider debate of Charity Tax Law reform, through the Federal Governments Not For Profit (NFP) reforms. The Network has endorsed support for this campaign with the aim of increasing financial sustainability of the sector. We have continued to participate in the DGR working group throughout 2011-2012, working with NH&LC in the Prime Minister's Electorate in an attempt to facilitate a meeting between members of the working group and Julia Gillard.

In the latest development for the project, discussions are underway with the Federal Government to specifically list a charitable public fund to be operated by the Australian Neighbourhood Houses and Centres Association (ANHCA) to act as a conduit body

Networker's Report

through which all neighbourhood houses and centres would be able to apply for funds from individuals, philanthropic organisations and companies which donate exclusively to DGR-listed organisations.

Sector representatives met with the Assistant Treasurer, David Bradbury in May 2012 and were pleased to report back to the DGR working group of his support for the proposal. The working group anticipates further information regarding the proposal in the near future.

On a regional level, several NH&LC's of Network West have explored the option, of applying for DGR with the assistance of Dr Robert A Kelly from The Centre for Philanthropy Western Australia. The 2011-2012 financial year has seen three member houses successful apply for DGR. Congratulations to Laverton Community Centre, Outlets Co-Operative Neighbourhood house and Wingate Avenue Community Centre. This brings the total number of member houses with DGR status to six which is approximately thirty percent of the total state figure. DGR status allows NH&LC to improve their financial sustainability by opening up access to additional forms of funding.

Pay Equity and Award translation

The Australian Services Union (ASU), community sector advocates, networkers and NH&LC's have rallied, petitioned and lobbied for the Pay Equity campaign. In February 2012 Fair Work Australia (FWA) announced outcomes of the landmark Pay Equity Case. It was found that there was a significant gender bias in pay rates for community sector workers. It is hoped the pay increases will lead to greater recognition of the value of all community sector work. Pay increases range from 19-41 percent and will be phased in via nine instalments from the 1st December 2012 through 1st December 2020.

Another significant industrial process impacting the NH&LC sector in this financial year was the transition of the Social and Community Services award (SACS old award) to Social Community Homecare and Disability award (SCHADS modern award). Members were required to review position descriptions and translate all SACS employees over from the SACS four level classification to the SCHADS Modern Award eight level classification.

During this challenging year of industrial changes the networker completed training in the award translation process and provided members with:

- one on one support answering a multitude of queries
- provided accurate information relating to all relevant awards and the Neighbourhood House collective agreement, in the form of pay tables, translation tables and aids, templates, positions descriptions, delegations of authority
- organised a forum and provided information on free local training sessions and membership referral to Jobs Australia

Networker's Report

Save Occasional Care Campaign



Networker at Child care rally 18th August 2011

During 2010-2011 both State and Federal Government's withdrew their contributions to Take a Break (TAB) Occasional Care Funding. Childcare enables families to participate in their community, to work, learn and volunteer. Occasional care is a flexible, accessible and affordable form of childcare. It is an essential support service for many of the diverse communities we serve in the west, some who reside in some of the state's most highly disadvantaged areas.

The Networker, network members, staff and volunteers continued to campaign at a local, state and federal level, extensively throughout 2011-2012 to support the re-instatement of neighbourhood based occasional childcare funding. In October 2011 Federal Minister for Employment, Participation and Childcare Kate Ellis MP, announced 1,500 new Childcare beefit (CCB) places, extending the benefit to include occasional and in home care places. It is expected that 250 of these places will be allocated in

Victoria.

Whilst centres already licenced to administer CCB where in a good position, centres not currently approved to administer federally funded child care benefit (CCB) were encouraged to apply.

The Networker collated and provided information regarding the effects of TAB funding withdrawal on NH&LC in the West to the sector advocacy body ANHLC, participated in the campaign, wrote letters, attended rallies (see above) lobbied Liberal, Labour and Greens politicians, disseminated campaigning information and CCB application process information to members of Network West.

As at the 30 June the number of members with successful applications remains unknown. Occasional care service fees are reported to have increased in many centres, possibly impeding accessibility for more vulnerable families. However as yet, no services in the West have closed. The administration of CCB requires the purchase of specific software and internal resources to administer the program. At this stage it is unclear if the CCB places will prevent predicted service closures in the coming year.

Networker's Report

Advocacy and support for emerging communities in growth corridors

Community Hubs have been the model of choice in growth areas in recent years and the ANHLC Hub's research explored the impact of this model on communities in growth corridors, NH&LCs and community development. The Networker and several NH&LCs in the Western Region, participated in the research in the 2010/11 financial year. *Advocacy and Support for Emerging Communities* was endorsed as a priority issues for 2011-2012 by the Network West Committee. In June 2012 the report was completed and circulated to members. A copy of the report can be found on the Network West and ANHLC websites.

In summary this report highlights that Hubs provide positive community benefits to a larger number and variety of participants, increased opportunities for partnerships and networking, improved facilities and generally more access to services. There was a correlation between increased space and increased participation. In contradiction to much of the research and literature in this area, moving into a hub was not a cheaper option, with organisation cost increase ranging from \$1500 to \$20,000 with a median \$3500 per annum. Some NH&LC were able to generate income or get other benefits that offset the additional costs. For many there were significant unforeseen increases – especially utilities and cleaning and maintenance. The report also gleans that success can be impacted by services motivation, building design, community involvement, collaboration and participation in the process, hub governance and power balance of hub partners.

Hall of Fame 2012



Going Global in Community Development

To celebrate the International Year of the Co operative, as proclaimed by the United Nations, Louis Joel centre is a Cooperative and the women in Bwindi belong to The Ride 4 a woman Co operative. Jill Bilston, Coordinator of the Louis Joel Arts and Community Centre, Kim Reilly Finance Admin worker and Tricia Salau, centre volunteer have taken community development to a global level.

With the support of the local community, the trio raised funds to build a small community centre in the Bwindi Rain Forest. Purchases of treadle machines, fabric, sewing equipment, lap top, printer plus other items purchased in Kampala travelled to Bwindi, a 12 hour very bumpy trip, in August 2012, to teach women to design and sew marketable items for tourists who travel to Bwindi to do the gorilla trek. Internet communication for 12 months prior to the trip was the mode for this catalyst and demonstrates the changing/broadening concept of what we define as 'Community'... moving from local to global. Network West commends Louise Joel Arts and Community Centre for embracing the global community and achieving this fantastic outcome.



Jill Bilston and Community members with Bwindi women in Uganda June 2012.

Media Coverage

Wyndham Community and Education Centre and Wingate Avenue Community Centre were both selected to feature in '*The House Around the Corner*'. The profiling episodes have been filmed and will be televised on channel 31, September 2012 through March 2013. This was a wonderful opportunity to raise the sector profile by sharing stories and celebrating successes.



Hall of Fame 2012

At Wyndham Community and Education Centre, *'House Around the Corner'* focused on Chief Executive Officer Jennie Barrera's role as the People of Australia Ambassador, the Centre's social enterprise *'Saffron and Joanna'* headed by Joanna, a former refugee, the Centres *'Outstanding Organisation Award 2011'* and Joanna's outstanding ACE learner award of 2010. At Wingate Avenue Community Centre the program explored the development and impact of the men's program that provides supportive recreational and skill based social opportunities for men in their local community.



Wingate Avenue Community Centre men's group lunch celebrating their successful community learning partnership grant

Centre Awards

August 2011 Braybrook Community Centre was the recipient of the Ministers Award, for the Family Inclusive Language and Literacy Support Program. The program enables parents to learn English through the Adult Migrant Education Services (EAMES) at the centre whilst their preschool, primary or secondary aged children are engaged in other coordinated literacy programs.

The program was initiated by community requests and developed in partnership with the Maribyrnong Council, Migrant Resource Centre North West, Braybrook Community Centre, Maribyrnong Early Years and Library Services, Dinjerra Primary School, Maribyrnong Moonee Valley Local Learning Employment Network, the Youth Enterprise Hub (Melbourne City Mission) AMES, Victoria University, Caroline Chisholm Catholic College, Christ the King Primary School and Braybrook Secondary College.

2011-2012 saw three Network West members work extremely hard to successfully apply for DGR. Congratulations to Laverton Community Centre, Outlets Co-Op and Wingate Avenue Community Centre. The acquisition of DGR status will allow these members to improve their financial sustainability, opening up access to additional forms of funding. Congratulations everyone.

Partnership

ThinkWest is a cluster of six community providers located in the western suburbs of Melbourne. The ThinkWest providers work with the most vulnerable and disadvantaged learners in our community and deliver programs and services designed to meet those needs. To many people these centres are their primary social and educational option.

ThinkWest successfully applied for funding through the Adult Community and Further Education (ACFE) capacity and innovation funding round in 2011. The aim of the project was to explore and improve the operational and governance practices of each organisation. By applying for funding as a consortium it enabled the sharing of expertise, best practice models and planning for future financial viability.

Hall of Fame 2012

The collaborative nature of this project as well as the needs analysis and improved business practices will ensure that the Think West members are more informed and more aware of barriers to accessing learning opportunities of all learners including hard to reach learners. Areas covered include: Needs Assessments, Strategic & Business Planning, Website Systems Governance Marketing/Promotion Fundraising/Sponsorship, and an MOU. Congratulations Think West.

In June 2009, a joint agreement was formed between five Council-managed Neighbourhood Houses and four independent Neighbourhood Houses in western Melbourne. The Brimbank partnership aimed to develop ways to operate more efficiently, share costs, and build and strengthen community resilience and connectedness. A two-year Implementation Plan was created to guide collaboration over 2010-2012. Outcomes have so far included joint professional development opportunities, improved strategies for community governance, collaboration on events and better practice of sustainability and environmental programs. Congratulation to all participants of the Brimbank partnership for being finalists in the Sustainable Cities and Clean Beaches awards 2012, under the category of Community Government Partnerships.

Individual Awards



Vivian Con accepts Citizen of the Year award.

In January 2012 Vivienne Conn, Coordinator of the Braybrook and Maidstone Neighbourhood House was awarded the 'Citizen of the Year' award by Maribyrnong City Council. Vivienne was recognised for extraordinary volunteer contribution she provides to her community each month. Vivienne runs the Braybrook and Maidstone Neighbourhood House, funded for only 10 hours per week and is also the chairperson of the Braybrook, Maidstone and Sunshine Public Tenants Association.

On August 2011, Pam Madj, Coordinator of the Melton South Community Centre was awarded the 'Above and Beyond' award by Prime Minister Julia Gillard for her 19 years of service



Pam Madj accepting 'Above and Beyond' award from Prime Minister Gillard

Hall of Fame 2012

New Centre



*Taylors Hill Youth and
Community Centre.*

In May 2012 in response to the vast growth of the Melton Community, Melton City Council opened a new Neighbourhood House Program in Taylors Hill.

This new multi-purpose facility allows many opportunities to connect people to the community and provides a range of community programs, services and resources to satisfy the community needs. We look forward to working with you in the future congratulations.

This centre is jointly operated with Melton Council's Youth Services from the Taylors Hill Youth and Community Centre. The opening of this centre increased the total number of NH&LC's in Network West from 48 to 49.

Wyndham Park Community Centre

The community managed incorporated Heathdale Community Centre ceased to operate in 2009. During 2011/2012 a new building was established and a new identity created with the Incorporation of the Wyndham Park Community Centre in April 2012. We would like to celebrate the re-emergence of a community managed centre and welcome staff, manager and committee members to Network West.

Acknowledgements

We would like to acknowledge and thank Officeworks Maribyrnong for supporting the NH&LC sector by providing the gift of portable travel mugs to each NH&LC attending the Network West AGM. Network West would like to thank staff, volunteers and Committee members of the NH&LC of the West for all the innovative, inspirational, hard and often thankless (enrolments, stats, reporting, meetings) work done throughout the year. Your support and participation are the strength of the western region neighbourhood house network. We would also like to acknowledge the ongoing support for local communities - congratulations to you all for the hard work and dedication.

Treasurer's Report



It is with pleasure that I present my first treasurer's report for Network West for the 2011-2012 financial year.

After being elected to the Committee of Management in October last year, I have found being the treasurer both challenging and rewarding for me as I have built on my skills in overseeing the finances and consistently monitoring monthly budgets.

The Network is in a sound financial position going into its sixth year of operation since having its own Committee of Management and being an incorporated body instead of the previous auspice arrangement. Network West receives its core funds from DHS-Neighbourhood House Coordination program funding which funds the Networker for the Western Region. This funding totalled \$74,528.93 in this financial year. Network West was successful in receiving ICT funds other than from DHS for the ICT project in partnership with Lara Community Centre.

The majority of the expenses of the Network are taken up with wages, on costs and office space rental. The 2011-2012 year closed with a surplus of \$1,556.03 and retained earnings of \$48,040.81.

As the treasurer of Network West I have found working with Michelle to be an extremely valuable experience. I believe we are fortunate to have an experienced and passionate Networker who offers value to all seven LGA's and 49 NH&LC's that she works with. Michelle operates well, both at a state wide strategic level and regionally, to advocate for and support members. What a great all rounder!

I would like to thank my fellow Committee members for all their support over the past year especially when I was wearing my L Plates and look forward to another successful year ahead.

Tracy Oliver, Treasurer

Audited Financial Statements

NETWORK WEST ASSOCIATION INCORPORATED

STATEMENT BY MEMBERS OF THE COMMITTEE

The committee have determined that the association is not a reporting entity.

The Committee have determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the accounts.

In the opinion of the committee the financial statements as set out on pages 3 to 8

1. Present fairly the financial transactions of Network West Association Incorporated as at 30 June 2012 and the results of the association for the period ended 30 June 2012 and the financial position of its operations for the year ended on that date;.
2. At the date of this statement, there are reasonable grounds to believe that Network West Association Incorporated will be able to pay its debts as and when they fall due.

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

President: _____

Treasurer _____

Dated this 16th day of Oct 2012

Audited Financial Statements

NETWORK WEST ASSOCIATION INCORPORATED

INCOME STATEMENT for the period ending 30th June 2012

	2012
	\$
REVENUE	
State Government grants	74,529
Donations	
Interest	2,596
Miscellaneous income	1
Total revenue	<u>77,126</u>
EXPENDITURE	
Salary and wages	51,072
Consultants and contractors	6,215
Workcover	599
Superannuation	4,040
Travel	162
Professional development	382
Minor equipment	1,148
Resources/consumables	428
Stationery	803
Postage	156
Advertising	225
Printing	-
Events and meeting expenses	1,030
Subscriptions	2,241
Telephone	1,525
Internet	-
Insurance	745
Rent	4,655
Bank Charges	7
Audit fees	136
Sundry expenses	-
Total expenditure	<u>75,569</u>
SURPLUS / (DEFICIT) FOR PERIOD	<u><u>1,557</u></u>

The accompanying notes form part of these financial statements.

Audited Financial Statements

NETWORK WEST ASSOCIATION INCORPORATED

BALANCE SHEET

as at 30th June 2012

	2012 \$	2011 \$
MEMBERS' FUNDS		
Accumulated funds	48,040	46,483
Total members' funds	<u>48,040</u>	<u>46,483</u>
Represented by -		
CURRENT ASSETS		
Petty cash	402	400
Cash at bank	54,372	42,682
Cash at bank	1,992	5,644
TOTAL CURRENT ASSETS	<u>56,766</u>	<u>48,726</u>
NON CURRENT ASSETS		
Furniture & Fixture	1,290	1,290
TOTAL NON CURRENT ASSETS	<u>1,290</u>	<u>1,290</u>
TOTAL ASSETS	<u>58,056</u>	<u>50,016</u>
CURRENT LIABILITIES		
GST payable	1,291	1,374
PAYG withholding payable	1,956	1,300
Union fees	8	-
SGC Super Guarantee	-	858
Grants in advance	3,000	-
Leave liability	3,761	-
TOTAL LIABILITIES	<u>10,016</u>	<u>3,532</u>
NET ASSETS	<u>48,040</u>	<u>46,483</u>

The accompanying notes form part of these financial statements.

Audited Financial Statements

NETWORK WEST ASSOCIATION INCORPORATED

CASH FLOWS STATEMENT for the year ended 30 June 2012

	2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES:		
State Government grants	74,529	72,534
Interest	2,596	1,970
Miscellaneous income	1	1
Payments to employees	(51,072)	(42,950)
Payments to supplies	(18,013)	(23,145)
Net cash provided by operating activities	8,041	8,410
Cash at beginning of the financial period	48,726	40,316
Cash at end of the financial period	56,766	48,726

The accompanying notes form part of these financial statements.

Audited Financial Statements

NETWORK WEST ASSOCIATION INCORPORATED

Notes to and forming part of the financial statements
year ended 30th June 2012

1 Statement of Significant Accounting Policies

The principal accounting policies adopted in the preparation of the financial report are set out below.

Basis of Preparation of the Financial Report

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act (Victoria), in accordance with Australian equivalents to International Financial Reporting Standards (AIFRSs), other authoritative pronouncements of the Australian Accounting Standards Board and Urgent Issues Group Consensus Views.

The committee has determined that the association is not a reporting entity.

Historical cost convention

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

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

(a) Revenue recognition

Grants

Revenue is recognised in the accounts upon advice from the various granting authorities. Unconditional grants are brought to account at time of receipt, conditional grants are brought to account in the period to which they relate.

(b) Cash

For the purpose of the Statement of Cash Flows, cash includes cash on hand, at bank and on deposit.

(c) Goods and Services Tax System Charges

Network West records revenue, expenses and assets net of any applicable goods and services tax (GST) except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item.

Receivables and payables balances include GST where Network West has either included GST in the price charged to customers or a supplier has included GST in their price charged to Network West. The net amount of GST due, but not paid, to the ATO is included under payables.

Network West does not include any estimate for GST in either accrued revenue or accrued expense balances. Accruals refer to a combination of items some of which will be supported by the issue or receipt of a tax invoice at a later time depending on the nature of the item. In general, no tax invoice has been received or issued at the time the accruals recorded.

To accord with Urgent Issues Group Abstract 31 - Accounting for Goods and Services Tax (GST), which requires cash flows on a gross basis, Network West has completed its cash flow statement in the following manner:

* from its accounting records Network West has derived the amounts which have been shown in the statement of financial performance and statement of financial position, which are on a net GST basis where the GST is recoverable from the ATO; and

* it has determined the amount of GST that is required to be added to various line items in the cash flow statement by reference to its business activity statements prepared for the ATO.

Appendix 1 – Network West Member survey data Sept 2011

