

PRAHRAN PLACE

Annual Report 2023





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2022 Annual Report

- Chair update

Dear Members,

After a tumultuous 2022, I am very happy to say that Prahran Place is very much 'back in business'.

Much of the committee's time this year has focussed on a short term strategy to refresh and revitalise the centre, putting in place the struts and frameworks for a longer term strategy to take Prahran Place into the future:

- We have tightened governance by adopting a 'company limited by guarantee' business structure, with an updated constitution and committee charter
- We have improved financial controls and created a clearer line of sight to our funding streams, including changing our financial year reporting to make it easier to budget and track financial performance against funding
- We reviewed our operating model and now have the right people in the right roles, having successfully recruited some wonderful new staff throughout the year
- We have also expanded our committee with 4 new members, each of whom bring a wealth of valuable expertise to help build an exciting future for Prahran Place
- We're getting to know our existing clientele more through our current programs, while making moves to understand how our offering can appeal to a broader range of people in the future
- We're building opportunities for our community to learn, create and connect through classes, activities and events, such as our popular International Women's Day celebration, fitness, craft and cooking classes, as well as our carers social group and chatty café
- We're commencing a comprehensive longer term strategic planning process to identify needs, opportunities and strategic partnerships
- And last but not least, we are sporting our new Prahran Place branding, which has been very well received!

My sincere thanks goes to our tenacious Executive Officer, Shima Ibuki and her fabulous team, along with my fellow committee members. Together, their dedication and tireless efforts have steadied the ship and put this organisation in the best position to move forward.

Special thanks goes to our retiring Treasurer, Maggie Burke, whose extensive work has been pivotal addressing the issues that led to much disruption last year.

Finally, on behalf of the entire Committee of Management, I would like to thank our strategic partners, funders and our wonderful community for their unwavering patience, good will and support over this last year, which meant a lot to us.

If you would like to know more about what Prahran Place has on offer, or to get involved, don't hesitate to contact me.

Tara Blanchy
Chair, Prahran Place

Principal Executive Officer Report

It's a pleasure to report on the last 12 months at the newly renamed Prahran Place. That time has been incredible in the transformation and renewal of programs and culture. Although we still have some way to go, in growth, development of services and programs, finding solutions to give us more space - clearly, we are on our way.

Our people

This wouldn't have been possible without the work of a fantastic team of people. We know that organisations are only as good as their people, and we are fortunate to have many with a wide range of skills and experience working or volunteering at Prahran Place.

At the forefront is a Committee of Management that has steered Prahran Place through a time of significant change. Last year, Prahran Community Learning Centre (PCLC), as it was known back then, operated predominantly as a VCAL (Victorian Certificate of Applied Learning) school and provided art Vocational Education and Training classes. The emphasis reflected the name of the organisation, PCLC distinct from its original purpose as a Neighbourhood House as Prahran Neighbourhood House.

At the same time there was an opportunity to review governance and financial controls and how PCLC was meeting community needs.

As volunteers, the Committee has prioritized the needs of Prahran Place on top of their busy working and personal lives. I am very grateful for their dedication as an exceptionally active group who are diligent in meeting all of their governance responsibilities. Many Committee members generously supplement our operations team by providing support aligned with their particular skill set: I would like to acknowledge our Committee members:

- **Tara Blachy** the Chair (Executive Coach) who steers the Committee and the organisation with care and consistent oversight
- **Maggie Burke** (Business and Commercial adviser) who is retiring as Treasurer. Maggie has strengthened financial controls
- **Kylie Ward**, Committee Secretary, (HR Director) who has provided HR expertise across Prahran Place and
- **Brett de Hoedt** (Media and Comms) for his significant work in rebranding and renewing our communications and website
- **Anthony Swan** (Income Asset Management) who is retiring from the Committee, for his insight and commitment to Prahran Place as an organisation that supports real community need
- **Giovanni Ambrosini** (Digital Strategist) who has provided support around Prahran Place's IT transformation
- **Catherine Elliot-Jones** (Technology Specialist) for her insight and acumen
- **Neil Pharaoh** (Lawyer) for leading the organisation before Tara as Chair and implementing the initial review of governance and financial management.

The team at Prahran Place are all relatively new (myself included) and while this means some new faces and names for people to become accustomed to, it also means a fresh approach.

I would like to thank my team who help make Prahran Place a welcoming, inclusive and vibrant space. We are a tight team whose strength is our ability to back each other up. There are unwritten rules in place that make up part of our culture and it's a pleasure for me to see a distinct culture of friendliness, openness and energy emerge at Prahran Place. Any of us might answer your phone call to the office, any of us may see you in reception or be called upon to provide support or guide you to your class. Generally everyone has a role and responsibility, but we have strength in working together and across different areas of our business.

You can see this in action at our Community Lunches, or at events like our International Women's Day breakfast, when everyone in the office gravitates towards the action to spread the work across the team. I would like to provide my heart felt thanks to my talented, hard working and enthusiastic team: Irene Ly our Office Coordinator, Layla Fernandes who provides office support and facilitates some of our social group activities, Jane Coysh our Learning Manager, Hal Hiramatsu our Financial Controller and Catherine Shearer who coordinates all of our social support activities. We also said goodbye to Kate Blacket earlier in the year who was our Programs Coordinator. Much of the progress around our communications and branding can be attributed to Tania Evans our publicist. We also worked collaboratively with design agency Goodfifty, Emily Papettas from EF Creative for our website design and Dina Goebel from Designbiz for our interim strategic planning.

No less dedicated are the staff who work in our beautiful Occasional Care room. Chivas Yu and Nicole Marshall and their early childhood educators Aimee Olsen and Justine Indigo-Rose have created a nurturing, playful and educative child-care space that attracts a diverse range

of families. I wish I could convey to you how special our early childhood educators are: both Chiv and Nikki were recruited for their experience in managing previous childcare centres and their care for every baby and child is exceptional.

Likewise we have built an adept team of tutors and teachers across a wide range of activities and classes. Thank you to all of our tutors and teachers who have adapted to teach here and offsite when we run classes at other facilities. Many of our tutors and teachers have had to be patient with us as we juggle rooms and try to fit our activities in limited spaces. A sincere thank you to your adaptability and positive outlook.

And lastly, thank you to the placement students and volunteers who support our teachers, tutors and staff in classes and our office. They do an amazing job of helping us stretch our funding further.

Our classes, activities and events

For an organisation operating in a relatively small footprint, we offer a wide range of activities that we intend to grow further.

Space is a real issue for us here at Grattan Gardens: we have two rooms (a multi-purpose studio that can be divided in two, and a computer lab), a dedicated art room, our occasional care room, a very small kitchen space and two small offices. While we are grateful for the space from Stonnington Council, it means we need to look outside the building for more space, and staff often work from home, which is not suitable for our type of work.

We have started delivering classes at Horace Petty Estate and we are exploring running more classes at Phoenix Park Neighbourhood House, local schools and at Prahran Market.

We run pre-accredited classes as a pathway to further study, volunteering, work or to provide life skills. These adult classes improve digital, numeracy, and literacy skills. They are provided under the Learn Local badge and can be incorporated within other engaging activities such as sewing, learning home maintenance, photography, cooking or art.

We provide group social activities for people registered with My Aged Care. These include Chatty Café, a walking group, a men's discussion and outings group, a carer's support group, a knitting group, yoga and Zumba.

We have inclusive cooking and art classes for people registered with NDIS.

We have started running more weekend workshops like basket weaving and art projects.

A series of Community Conversations provides free advice from speakers such as Services Australia, and BreastScreen Victoria.

Our art room supports a number of classes that encourage creativity and expression.

We provide use of our rooms to organisations such as Reconciliation Stonnington and the Men's Circle.

There are also creative writing classes taught by different teachers.

All of these classes are run by teachers and facilitators who are a pleasure to work with. We love seeing different people and their teachers through our front door whose lives are enhanced by the interaction they have at Prahran Place.

We have enjoyed hosting opportunities for the community to come together to enjoy each other's company and hear from

Here are some statistics around our attendances over this year:

1,010 attendees (an attendee can be counted multiple times if they attend multiple classes or events)

450 unique attendees (counted once in the year)

341 new attendees this year

107 attendees who attended classes this year and last year

guest speakers such as our very successful International Women's Day breakfast and our term Community Lunches. We appreciate all of the very positive feedback we receive from these events and I'd like to especially thank Kate Borland our cooking tutor and nutritionist who has catered for all of these with help from her students and volunteers.

As an official community outreach provider for the State Government's \$250 Power Saving Bonus, we assisted community members to receive a one-off payment to help ease energy bill stress, and to help them seek out a better energy deal.

Looking forward

There are more exciting times to look forward to.

We move into Stage 2 of strategic planning for the organisation, having achieved our initial strategy to refresh, rename, rebrand, relaunch, appoint an operations team and build partnerships and programs.

Our strategy will look more specifically at how we continue to grow and increase our reach, to connect people in Prahran across their community and to grow people's capacity and skills to provide them with more opportunities.

We will be focussing on growing outreach, programs and participation. Of note our output hours need to increase to match our funding levels. We have identified that a wider range of programs would be of interest to different audiences across Stonnington.

I look forward to reporting back to you at the AGM next year on our progress.

Shima Ibuki
Principal Executive Officer

Treasurer's Report

30 June 2023

Dear Members and friends,

The first six months of 2023 have been transformative for Prahran Place as our busy PEO Shima, her team as well as Committee of Management have been focused on the new strategies, look, focus, programs and communication with community.

Our financial position is healthy, we have performed well in maintaining and delivering on grant programs and will be investing in research to target new social strategies that will best serve the needs and wellbeing of our community. The future for those who benefit from the programs of Prahran Place looks very bright.

A summary of our financial results for 30 June 2023 with comparative for the 12 month period of 1 January 2022 to 31 December 2022 are:

Profit And Loss Statement	Page	2023 (6 Months)	2022 (12 Months)
Total Income	16	835,788	1,551,981
Less Total Expenditure	17	401,577	977,625
Net Profit/Loss	17	434,211	574,356

Balance Sheet

Total Assets	18	1,695,304	1,226,779
Total Current Liabilities	18	112,482	78,168
EQUITY	19	1,582,822	1,148,611

Our Balance Sheet and equity position is very strong and our Committee of Management Statement on page 23 is that Prahran Place is a going concern.

The Committee of Management have held various strategic planning sessions as well as Risk Management planning sessions and have set aside cash balances into three categories needed to fund Prahran Place overdue investments in assets and operations. These categories are:

1. Capital Expenditure
2. Future Strategic Development
3. Operating Expenses

Our Auditor has also provided their opinion in their Audit Report on page 24 that Prahran Place financial statements for 30 June 2023 present a true and fair view and are without qualification. This provides us and stakeholders with great assurance that any previous uncertainty and adjustments required due to extraordinary circumstances have been dealt with inappropriately.

I would like to thank the expertise, commitment and trust the Committee of Management have demonstrated during the 2022 and 2023 years to serve the members of Prahran Place and say my great thanks to Shima who found herself with the enormous challenge to re-engineer Prahran Place and has done so with supreme effort, energy and knowhow.

I am excited to welcome new expert resources on board as we move into a new era as an Incorporated entity from today. We have a new Financial Controller Hal Hiramatsu who brings the skill and insights as well as an experienced Chartered Accountant Anna Nevarro who will be stepping into the Treasurer role.

Exciting times for Prahran Place.

Maggie Burke
Treasurer June 2023

Prahran Place Strategic Plan

Our Mission

To create a stronger, healthier and more engaged local community.

We aspire to provide our local residents with the right resources, so they can upskill and find new opportunities all while building their confidence. We also want to connect people in Prahran with each other and their community to improve social interactions and alleviate isolation.

Our Vision

To provide local residents with opportunities to grow and connect.

Our aim is to be known as an open-door, inclusive, welcoming and caring hub that helps empower members of the Prahran community. Fostering a vibrant and fun atmosphere, where local residents can learn and support each other.

Our Values

To always listen to our community's needs (including all our stakeholders).

We would like to be known as a place that strives to continually improve its service to its local community by listening to the needs of our local residents. Engaging with partner organisations and businesses to build a collaborative community hub.

Snapshots of achievements

Programs

Re-aligned courses and activities at Prahran Place to align with broader community needs:

Rationalised:

- VCAL students moved to Hester Hornbrook Academy
- VET art courses

Introduced new courses and activities

- Carers Social Group
- Chatty Cafe
- Creative Writing
- English for Work and Life
- Community Conversations
- Community Lunches
- Gentle Exercise
- Knitters of the Round Table
- Men's Social Group
- Rest and Relaxation (meditation)
- Sewing for Beginners
- Men's Circle (auspiced)
- Tool Time for Women
- Walking Group
- Zumba Gold

Operations

Repurposed administration room to computer lab

Restructured operations team to:

- Principal Executive Officer
- Learning Manager
- Office Coordinator
- Office Support
- Financial Controller
- Social Support Officer
- 2 x Job share Occasional Care Co-ordinators
- Publicity Officer
- Improved controls around finance and governance

\$ Value to the community

Improved quality of life through social connection: \$169,347

Volunteer contributions: \$44,837

Emergency relief provided: \$5,532

Services provided: \$161,940

Early childhood education and care: \$28,748

Social enterprise goods & services: \$20,175

Emergency relief value includes:

● Food and groceries: \$4,812

● Clothing: \$600

● Personal care & hygiene items: \$120

Services value includes:

● Computer/internet usage: \$96

● Facilities use or hire: \$3,600

● Auspicing other organisations: \$1,265

● Community lunch, frozen or other meals: \$15,000

● Fee for service activities: \$123,069

Tutor Spotlight

At Prahran Place we are proud of the high-level of talented tutors we have been able to attract and retain at our centre. We are constantly amazed by their wealth of experience, dedication and 'can do' attitude. And when it comes to our participants, our tutors do their best to make sure everyone has a great experience in their chosen endeavour.

Manisha Anjali – Creative Writing Teacher

I am a writer, artist and teacher. My work spans across text, sound and performance. I have been a recipient of BLINDSIDE's Regional Arts & Research Residency at Mooramong, a Writer-in-Residence at Incendium Radical Library and a Hot Desk Fellow at The Wheeler Centre.

I teach Literacy and Numeracy for the Everyday and Creative Writing Courses at Prahran Place. I have been teaching here since September 2022 and have loved the experience.

I am most excited about using my experience in professional writing, editing and publishing to assemble an anthology of poems and stories of place, which our eclectic Creative Writing students have been working on all year. This anthology reflects the inner worlds and urban landscapes of Prahran. The Creative Writing program is an ACFE course which I began running this year. The curriculum is comprised of literary theory, readings and writing practice. It is an encouraging and lively environment for storytelling and craft. Many of the students have stayed in the course since Term 1, and many new students have enrolled too.

I believe education should be accessible and inspiring. I am grateful for the opportunity to connect with the community in a meaningful way.



Kate Borland – Cook Well, Eat Well Tutor

As a qualified, Public Health Nutritionist, my passion is not only for educating people on the benefits of healthy eating but also cooking delicious meals that make you feel great. Teaching at Prahran Place I get to do both in my Cook Well, Eat Well classes. Many of my students are NDIS recipients, who along with their carers and our volunteers spend our time together enjoying the shared experience of creating a beautiful meal, eating and discovering all the ways we can all improve our health through freshly prepared balanced meals.

Occasional Child Care

We are excited to reflect upon a remarkable year of providing exceptional Occasional Childcare services to our beloved families. Over the past twelve months our commitment to creating a nurturing environment that embraces play-based learning has resulted in an enriching experience for our little ones. Our philosophy is based on children's play being the cornerstone of a child's development, offering them the freedom to explore, imagine, and grow in a supportive setting.

A key strength of our Occasional Childcare service lies in the outstanding team of three highly qualified permanent staff members who work collaboratively to support our children's learning journeys. With their combined expertise and dedication, our children have personalised learning goals that nurtures their individual growth.

Our small number-based room provides a conducive environment for enhanced supervision and meaningful one-on-one interactions, particularly for children with special needs. This tailored approach ensures that each child's unique requirements are met.

As we celebrate the successes of the past year, we are proud to highlight some of our standout achievements and educational programs. During NAIDOC week, we engaged children in meaningful cultural experiences by creating stunning sand paintings and crafting yarn sticks, deepening their understanding and appreciation of Indigenous culture. Our group project saw children collaboratively designing a weather board using yarns donated from our Knitting group, promoting teamwork and creativity. Additionally, we embraced sustainable practices by encouraging children to explore art through recycled and natural resources, fostering an early understanding of environmental responsibility.

Our commitment to providing well-rounded learning experiences extended beyond the room, as we organized enriching excursions that brought stories and songs to life. These excursions not only ignited our children's imaginations but also provided them with valuable opportunities to connect real-world experiences with their learning journeys.

In closing, we want to express our gratitude for the trust our children's parents have placed in us as partners in their children's early development. The past year has been an inspiring journey filled with growth, learning, and joyful moments, and we eagerly anticipate continuing this journey with you in the months to come. Thank you for being a part of our vibrant Occasional Childcare community.

By Chivas Yu



Program Spotlight

Prahran Place offers a broad range of classes, workshops and activities - all designed to make sure there's something for everyone. We regularly review the courses we have on offer, while tweaking timeslots to fit in with what our participants want.

Some of our participants, such as our knitters who attend the weekly group called - Knitters of the Round Table, have been coming to our centre for more than 20 years and we feel privileged to be part of this long history.

Popular classes, include all our literacy course that are taught both at our centre and at our local housing estate. While our digital essentials series - that provide classes for beginners through to intermediate level learners, fill up fast.

We continue to look for new and exciting workshops that provide a snapshot of what a longer course would involve. Building on our recent success in our workshops that were held on basket weaving and another one on art journaling that were both full to the brim.

A recent addition to our program is our regular 'Community Conversations' series that are based on informing locals about subjects that are part of everyday life. From finance and government funding to learning how to perform CPR, we are hoping that these gatherings will continue to grow our community and make them feel that we are here to lend a hand.



Participants Spotlight

Members of our local community have a diverse range of needs when it comes to classes, workshops and children's services. Our participants invariably come to our centre to not only learn but also engage with others who share their passion. Following are some insights by our participants that provides a window into how our centre is helping them achieve the goals they are setting themselves.

I first heard about Prahran Place through my Maternal and Child Health Nurse, Agatha, and we are so glad she recommended this centre to us. The reason we are so grateful is because my family only arrived in Melbourne from WA last year and we were trying to make connections and find our place and a sense of community.

Irene is the face of Prahran Place, always friendly and willing to help me out with questions I have. She also encouraged me to try volunteering and some of the classes. My three-year-old Alena is attending Occasional Child Care 2 days a week, where she is able to do what she loves best – drawing and painting. Her confidence and vocabulary are both growing every week. I like the fact that the childcare here is a small group, which makes it easier to get to know everyone.

Since joining a variety of activities, such as yoga, cooking, meditation and many of the information sessions held at Prahran Place, I no longer feel isolated but now feel very much part of my local community.

Myra
– OCC Parent



Men's Social Group

Our Men's Social Group is something I look forward to every Wednesday. As a group we are quite diverse, but this doesn't stop us from collectively planning what we do while making sure everyone feels listened to and enjoys the activities chosen. We also like to continually learn new things and we do this by asking experts on certain topics we are all interested in to come in and give presentations. The outings are always good fun and there's also always a real sense of belonging when we do things together.

Barry
– Men's Social Group



Partnerships and collaborations

Prahran Place appreciates its location within Stonnington, which is such a vibrant and diverse local government area. We have very much enjoyed developing relationships and partnerships that enable us to co-deliver and increase our reach to support more community members.

Some of our notable partnerships include:

- **Stonnington Council**
Stonnington has been incredibly supportive of our new direction and purpose. We share our building, known as Grattan Gardens Community Centre, with some of the Stonnington team, and often work together in managing services and supporting members of the community
- **Stonnington Library**
We run workshops for Stonnington Library, to engage their members, and also to introduce further learning options at Prahran Place
- **South Yarra Public Tenants Association**
We support SYPTA with a conversational English class and a Women's Tool Time class at the Horace Petty Estate.
- **Better Health Network (formerly Star Health)**
- **Stonnington Assist**
- **Phoenix Park Neighbourhood Centre**
We are looking at delivering Learn Local courses at their centre
- **Prahran Mechanics Institute**
We are also exploring running courses at their centre.
- **Prahran High School**
We have delivered art classes to their students.
- **Prahran Rotary Club**
We are exploring opportunities to work together on the Horace Petty Estate.
- **Prahran Woolworths**
Prahran Woolworths donate produce that supports our cooking classes and our food pantry for people experiencing food insecurity.
- **Neighbourhood Houses Victoria**
We worked with Neighbourhood Houses Victoria's Carers Project in collaboration with Carers Victoria. The purpose of the project was to provide support to unpaid carers and ideally help them enter the workforce
- **Prahran Market**
Together we have been discussing ways to engage with our shared community. Over the last couple of months, Prahran Market has kindly provided a monthly pop-up stand that allows us not only to promote our courses but also discover the hobbies and passions our local residents enjoy.
- **Bunnings**
Since the beginning of our new course – Women's Tool Time, Bunnings has generously offered to supply tools and any other support needed for teaching women in our community basic handyperson skills.



Thank you for being part of our story

Prahran Place benefits from generous funding and the support of many organisations. We would like to sincerely thank:

- **Neighbourhood Houses Victoria**

NHVic is our peak body and has provided Prahran Place with governance and book keeping support. Thank you Keir, Cameron, Misa, Kristine and the rest of the team!

- **NHV Assist**

NHV Assist is a human resources and industrial relations support service for Neighbourhood Houses and community education organisations and has provided us with HR and IR advice.

- **Department of Fairness, Families and Housing**

DFFH provides Prahran Place with generous Neighbourhood House Coordination Funding and HACC funding

- **Commonwealth**

The Australian Government provides Prahran Place with funding that assists us in providing childcare to families who experience barriers in access.

- **Stonnington Council**

Stonnington Council provides Prahran Place with the use of the Grattan Gardens building and the opportunity to apply for funding. Thank you also to the team who work alongside us in the building: Sergio, Fabiana and Nadereh, and Julie and Liz for their support.

- **Community Houses Network Southern Region**

CHN provides resources, peer support and training to Houses in its network. Thank you Wendy and Cath for your support.

- **Department of Jobs, Skills, Industries and Regions**

DJSIR provides funding around our pre-accredited programs. Thank you Jeremy, Irene and Iwona for helping us grow our Learn Local programs.

- **Dr Michelle Ananda-Raja**

Michelle is the federal member for Higgins and has supported Prahran Place with visits and food donations.

- **Sam Hibbins MP**

Sam is the state member for Prahran and is outspoken about his support for Prahran Place and our purpose.

Finally, the biggest thank you to all of our students, volunteers, Committee members, staff, tutors and teachers who support Prahran Place and help make us a welcoming, warm and vibrant place.



Neighbourhood Houses
The Heart of Our Community

NHV Assist
HR and IR for community organisations



City of
STONNINGTON

**PRAHRAN
MARKET**
EST. 1864



Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Special Purpose Financial Report for the period ended 30 June 2023

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Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Board of Management's Report

Your Board members present the special purpose financial report on the entity for the financial period ended 30 June 2023.

Board of Management Members

The names of board of management members throughout the year and at the date of this report are:

Tara Blanchy	Chair	Elected 5 October 2022
Anthony Swan	Vice-Chair	Elected 5 October 2022
Tara Blanchy	Past Vice-Chair	Until 5 October 2022
Maggie Burke	Treasurer	
Kylie Ward	Secretary	
Catherine Elliot Jones	Ordinary Committee Member/Former Secretary	From 5 October 2022
Neil Pharaoh	Ordinary Committee Member/ Former Chair	Elected 5 October 2022
Brett de Hoedt	Ordinary Committee Member	Elected 5 October 2022
Giovanni Ambrosini	Ordinary Committee Member	Elected 5 October 2022

Principal Activities

The association provides education, support and recreational opportunities to its diverse community.

Significant Changes

No significant changes in the nature of the entity's activity occurred during the financial period.

Operating Results

The surplus for the financial period attributable to the entity amounted to \$432,211 (31.12.2022: \$574,356).

The Association changed its financial year end from December to June to bring the financial reporting in line with most funding and philanthropic agencies funding cycles.

The comparatives shown are for the financial year ended 31 December 2022, which covers a 12 month period.

In March 2022 a number of senior leaders were stood down from Prahran Community Learning Centre (PCLC) staff, while an investigation into the misappropriation of PCLC assets was commenced by independent experts appointed by the Committee of Management.

The investigation were completed in the 2022 financial year, resulting in some extraordinary items of expense and income in the 31 December 2022 financial year and the 30 June 2023 financial period.

After Balance Date Events

No matter has evolved since 30 June 2023 that has significantly affected, or may significantly affect:

- (a) the entity's operations in future financial years, or
- (b) the results of those operations in future financial years, or
- (c) the entity's state of affairs in future financial years.

Signed in accordance with a resolution of the Board of Management.

Chairperson



Tara Blanchy

Treasurer



Maggie Burke

Dated this

28th

day of

August 2023

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Income and Expenditure Statement for the period ended 30 June 2023

	30.06.2023 \$	31.12.2022 \$
INCOME		
<u>Grant Funding Income</u>		
ACFE	72,513	139,018
City of Stonnington	8,238	8,800
Department of Education - Occasional child care funding	98,325	62,907
Department of Education - Skills Victoria income	-	2,924
Department of Fairness, Family & Housing - Neighbourhood coordination program	73,497	148,128
Department of Health - Commonwealth home support program (CHSP)	39,300	58,699
Department of Health and Human Services - HACC programs	46,651	78,756
Neighbourhood Houses Victoria - Carer Employment Support Program	13,845	20,000
	<u>352,369</u>	<u>519,232</u>
<u>Fees from Programmes and Other Income</u>		
Adult Classes	30,195	66,519
Child care fees from parents	17,693	29,680
Donations	-	3,125
Fees for service	7,787	18,331
Insurance proceeds & settlement funds for fraudulent activities	400,000	898,725
Interest received	5,916	1,454
Room hire	4,990	10,791
Sundry income	16,838	4,124
	<u>483,419</u>	<u>1,032,749</u>
TOTAL INCOME	<u>835,788</u>	<u>1,551,981</u>
EXPENDITURE		
Administration expenses		
Accounting and audit fees	15,010	28,980
Advertising and publicity	7,890	213
Catering and function expenses	425	1,583
Computer repairs and maintenance	4,273	479
Conferences and seminars	-	2,799
Consulting and legal fees in relation to fraudulent activities	12,556	245,033
Depreciation	7,415	6,452
Expendable office equipment	2,353	783
GGCC operation expenses	84	1,043
Printing, postage and stationary	2,520	8,709
Repairs and maintenance	-	65
Strategic planning	7,100	-
Subscriptions and memberships	8,942	9,592
Telephone and internet	3,084	5,212
Travel expenses	-	1,241
Other administration expenses	1,970	24,697
	<u>73,622</u>	<u>336,881</u>
<u>Course and Project Expenses</u>		
Art	2,171	33,188
Business studies	-	464
Family Learning Partnership	-	1,044
HACC & CHSP expenses	64	196
Youth	-	694
Other	17,819	7,203
	<u>20,054</u>	<u>42,789</u>

The Income and Expenditure Statement is to be read in conjunction with the audit report and the notes to the financial statements.

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Income and Expenditure Statement for the period ended 30 June 2023

	30.06.2023 \$	31.12.2022 \$
Neighbourhood Renewal Expenses	-	64
<u>Staff Salaries, Wages and On-costs</u>		
Salaries and wages	239,050	571,244
Superannuation contributions	26,608	47,129
Annual leave & Long service leave	7,048	(73,106)
Governance	(4,460)	481
Motor vehicle allowance	-	4,038
Other employment expenses	788	910
Portable long service benefits scheme levy	2,823	6,172
Recruitment expenses	24,336	18,235
Professional development	9,145	849
Workers compensation	-	3,448
	<u>305,338</u>	<u>579,400</u>
<u>Social Enterprise Expenses</u>		
Consignment payments	-	3,095
Purchases	-	302
Rent	-	10,484
Other	2,563	4,610
	<u>2,563</u>	<u>18,491</u>
TOTAL EXPENDITURE	<u>401,577</u>	<u>977,625</u>
NET SURPLUS/(DEFICIT) FOR THE PERIOD	<u>434,211</u>	<u>574,356</u>

PRAHRAN COMMUNITY LEARNING CENTRE INC
A.B.N: 46 793 650 620
STATEMENT OF COMPREHENSIVE INCOME FOR THE PERIOD ENDED 30 JUNE 2023

	30.06.2023 \$	31.12.2022 \$
NET SURPLUS/(DEFICIT) FOR THE PERIOD	434,211	574,356
Other Comprehensive Income for the Period	-	-
NET SURPLUS/(DEFICIT) ATTRIBUTABLE TO THE ASSOCIATION	<u>434,211</u>	<u>574,356</u>

The Income and Expenditure Statement is to be read in conjunction with the audit report and the notes to the financial statements.

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Statement of Financial Position as at 30 June 2023

	30.06.2023	31.12.2022
	\$	\$
CURRENT ASSETS		
Cash at bank	1,610,260	1,192,703
Cash on hand	530	-
Cash on term deposits	-	-
Accounts receivable	27,052	12,794
Provision for doubtful debt		
GST refundable	2,465	5,914
Prepayments	11,197	-
Accrued income	6,550	-
TOTAL CURRENT ASSETS	<u>1,658,054</u>	<u>1,211,411</u>
NON-CURRENT ASSETS		
Office equipment	24,559	8,246
Furniture and fittings	12,691	7,122
TOTAL NON-CURRENT ASSETS	<u>37,250</u>	<u>15,368</u>
TOTAL ASSETS	<u>1,695,304</u>	<u>1,226,779</u>
CURRENT LIABILITIES		
Trade and sundry creditors	64,965	49,379
Grants received in advance	-	1,582
PAYG withholding tax payable	17,845	10,065
Superannuation payable	15,011	9,529
Provision for annual leave	14,200	7,613
Provision for long service leave	461	-
TOTAL CURRENT LIABILITIES	<u>112,482</u>	<u>78,168</u>
TOTAL LIABILITIES	<u>112,482</u>	<u>78,168</u>
NET ASSETS	<u>1,582,822</u>	<u>1,148,611</u>
EQUITY		
Accumulated funds	1,582,822	1,148,611
	<u>1,582,822</u>	<u>1,148,611</u>

The Statement of Financial Position is to be read in conjunction with the audit report and the notes to the financial statements.

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Statement of Changes in Equity for the period ended 30 June 2023

	Accumulated Funds \$	Total \$
Opening Balance as at 1 January 2022	574,255	574,255
Surplus/ (Deficit) attributable to the Association	574,356	574,356
Balance as at 31 December 2022	<u>1,148,611</u>	<u>1,148,611</u>
Surplus/ (Deficit) attributable to the Association	434,211	434,211
Balance as at 30 June 2023	<u><u>1,582,822</u></u>	<u><u>1,582,822</u></u>

The Statement of Changes in Equity is to be read in conjunction with the audit report and the notes to the financial statements.

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Statement of Cash Flows for the period ended 30 June 2023

	Note	30.06.2023 \$	31.12.2022 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from grant funding		350,787	455,123
Other receipts		460,144	1,027,003
Payments to suppliers and employees		(369,463)	(1,096,329)
Interest received		5,916	1,454
Net cash generated from/(used in) operating activities	(i)	447,384	387,251
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for property, plant and equipment		(29,297)	(6,365)
Net cash (used in)/provided by investing activities		(29,297)	(6,365)
Net increase/(decrease) in cash held		418,087	380,886
Cash and cash equivalents at beginning of financial year		1,192,703	811,817
Cash and cash equivalents at end of financial year	(ii)	1,610,790	1,192,703

PRAHRAN COMMUNITY LEARNING CENTRE INC

A.B.N: 46 793 650 620

NOTES TO THE STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30 JUNE 2023

	30.06.2023 \$	31.12.2022 \$
Note (i) Net cash generated from/(used in) operating activities		
Net surplus for the year	434,211	574,356
Non-cash flow items:		
Amortisation and depreciation	7,415	6,452
(Increase)/decrease in accounts receivables	(14,258)	(12,267)
(Increase)/decrease in other receivables	(3,101)	7,975
(Increase)/decrease in prepayments	(11,197)	-
Increase/(decrease) in trade and other payables	28,848	(52,049)
Increase/ (Decrease) in grants received in advance	(1,582)	(64,109)
Increase/(decrease) in provisions	7,048	(73,107)
	447,384	387,251
Note (ii) Cash and cash equivalents at end of financial year		
Cash at bank	1,610,260	1,192,703
Cash on hand	530	-
Cash on term deposits	-	-
	1,610,790	1,192,703

The Statement of Cash Flows is to be read in conjunction with the audit report and the notes to the financial statements.

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Notes to The Financial Statements for the period ended 30 June 2023

Note 1. Statement of Significant Accounting Policies

This financial report includes the financial statements and notes of Prahran Community Learning Centre Inc, a incorporated association, which is incorporated in Victoria under the Associations Incorporation Reform Act 2012.

Basis of preparation

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Reform Act 2012* (Victoria) 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, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The following is a summary of the material accounting policies adopted by the company in the preparation of the general purpose financial report. The accounting policies have been consistently applied, unless otherwise stated.

Accounting Policies

a. Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

Plant and Equipment

Plant and Equipment are measured on the cost basis less depreciation and impairment losses.

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

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the company and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Depreciation

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the Board commencing from the time the asset is held ready for use.

The asset's residual values and useful lives are reviewed and adjusted, if appropriate, at each balance date.

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the income statement.

b. Cash and Cash Equivalents

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

c. Revenue

Grants are recognised at fair value where there is reasonable assurance that the grant will be received and all grant conditions will be met. Grants relating to expense items are recognised as income over the periods necessary to match the grant to the costs they are compensating.

Grants received for specific programs are recognised as income only to the extent of work completed on those projects when the terms of the grants stipulate that any unexpended funds are to be returned to the sponsor if the program is not completed. In those circumstances the funds attributable to work still to be completed are carried forward as grants income deferred.

Revenue is measured at the fair value of the consideration received or receivable.

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Notes to The Financial Statements for the period ended 30 June 2023

Note 1. Statement of Significant Accounting Policies (*continued*)

c. Revenue (*continued*)

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and the cessation of all involvement in those goods.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

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

d. Income Tax

By virtue of its aims as set out in the constitution, the Association qualifies as an organisation specifically exempt from income tax under the *Income Tax Assessment Act 1997*.

e. Goods and Services Tax (GST)

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

f. Employment Entitlements

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amount expected to be paid when the liability is settled.

Contributions are made by the association to employee superannuation fund and are charged as expenses when incurred.

g. Provisions

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

h. Related Party Transactions

The Committee Members act in an honorary capacity and are not paid for their services as Committee Members.

There were no transactions with related parties during the 2023 year.

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Statement by Members of The Board of Management

The Board of Management 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 committee the financial report as set out on pages 2 to 8, are in accordance with the *Associations Incorporation Act 1991* and the *Australian Charities and Not-for-profits Commission Act 2012* and:

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

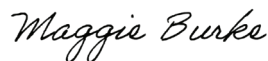
This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee in accordance with subs 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulation 2013* by:

Chairperson



Tara Blanchy

Treasurer



Maggie Burke

Dated this

28th day of August 2023

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Independent Auditor's Report to the Members

Audit Opinion

I have audited the accompanying financial report of Prahran Community Learning Centre Inc (the Association), which comprises the balance sheet as at 30 June 2023, and the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by the members of the Board.

In my opinion, the financial report of the Association is in accordance with the *Australian Not-for-profits Commission Act 2012* and the *Associations Incorporation Reform Act 2012* (Victoria), including:

- i. giving a true and fair view of the Association's financial position as at 30 June 2023 and of its performance for the year ended; and
- ii. complying with Australian Accounting Standards as per Note 1 and the Australian Not-for-profits Commission Act 2012 and the Associations Incorporation Reform Act 2012 (Victoria).

Basis for Audit Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. I am independent of the Association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled our other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter - Basis of Accounting and Restriction on Distribution

I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Prahran Community Learning Centre Inc to meet the requirements of the Australian Not-for-profits Commission Act 2012 and the Associations Incorporation Reform Act 2012 (Victoria). As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the applicable legislation and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Independent Auditor's Report to the Members

Auditor's Responsibilities for the Audit of the Financial Report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the registered entity's internal control.

Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the responsible entities.

Conclude on the appropriateness of the responsible entities use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the registered entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the registered entity to cease to continue as a going concern.

Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that I identify during my audit.

Name of Auditor: Frederik R. L. Eksteen

Address: Collins & Co Audit Pty Ltd
127 Paisley Street
Footscray VIC 3011

Date: 28 August 2023

Prahran Community Learning Centre Inc

A.B.N: 46 793 650 620

Certificate by Members of The Board of Management

I, **Tara Blanchy** and I, **Maggie Burke** certify that:

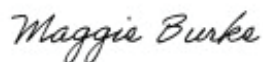
- (a) We are members of the board of management of the Prahan Community Learning Centre Inc
- (b) We attended the annual general meeting of the association held on **6 September 2023**.
- (c) We are authorised by the attached resolution of the Board to sign this certificate.
- (d) This annual statement was submitted to the members of the association at its annual general meeting.

Chairperson



Tara Blanchy

Treasurer



Maggie Burke

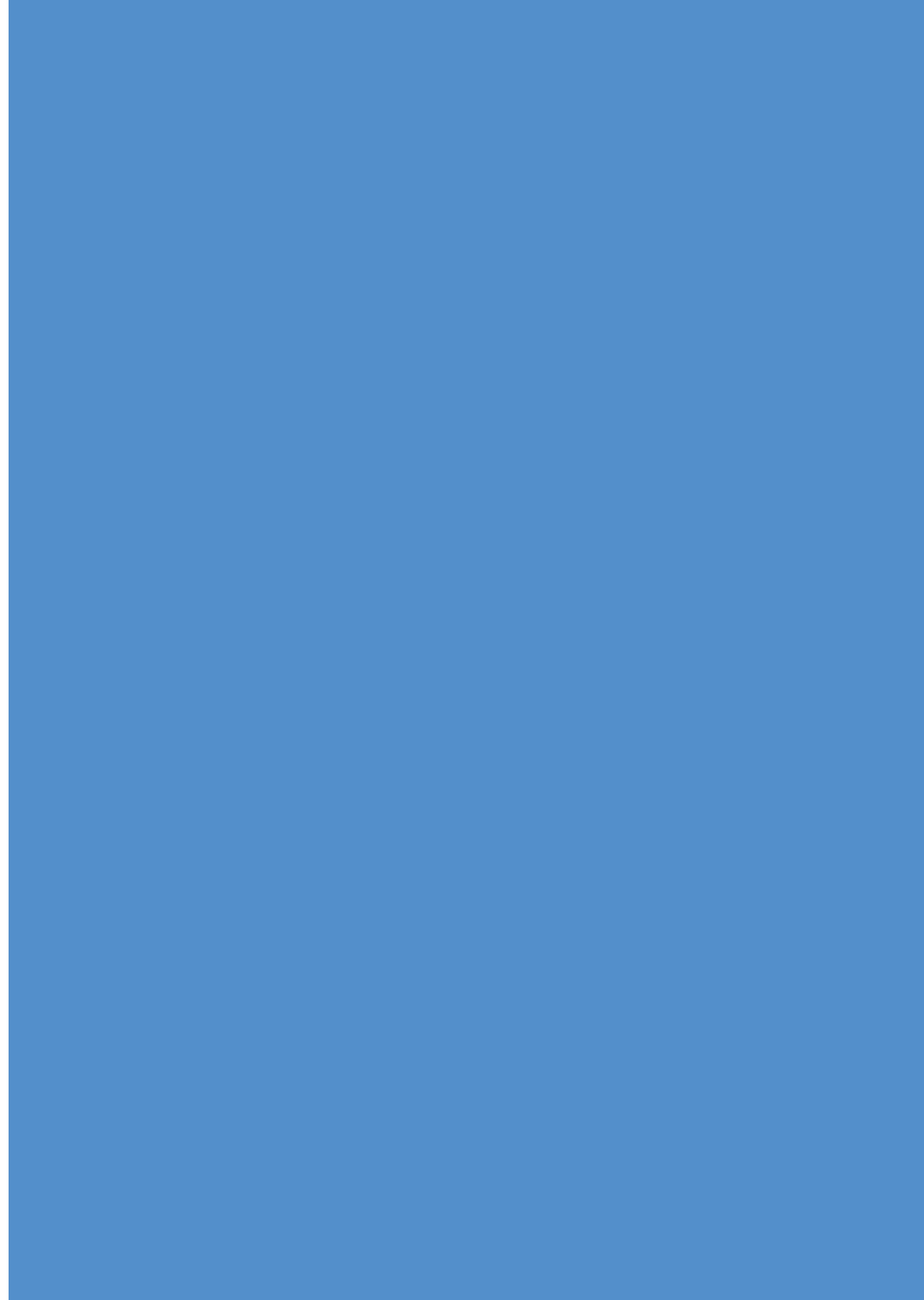
Dated this **6 September** day of **2023**

Notes

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