

50th Annual Report

2024 - 2025

**OUTLETS CO-OPERATIVE
NEIGHBOURHOOD HOUSE LTD**

Newport Community Education Centre

43 Mason St, Newport 3015

03 9391 8504

outlets@outletsco-op.com.au

www.outletsco-op.com.au





Outlets Co-op Neighbourhood House

Newport Community Education Centre

43 Mason St, Newport 3015

Ph: 03 9391 8504

e: outlets@outletsco-op.com.au



Join our mailing list:

Subscribe to our newsletter via
our website:



Follow our socials:

Facebook:



Instagram:



Contents

2-3	Agenda
4-5	Minutes of 49 th AGM
6	Chairperson's Report
7	Operations Team
8	Co-ordinator's Report
9-12	Support Services Report
13	Adult Education Report (ACFE)
14	Venue Hire – Networking - Groups
15-16	Westgate Neighbourhood Tunnel Fund renovation project
17-18	Aboriginal Art & Culture workshop
19	Cultural Diversity Week workshops
20	Calligraphy – Farewell Stephen Wright
21-22	Treasurer's Report
23-46	Financial Report
	Insert: Profit & Loss MYOB
47	Auspicing Report
48	Social media snapshot
49-53	Childcare Report





Agenda

50th Annual General Meeting

13 November 2025, Thursday

Commencing 10.30am

Outlets Co-operative Neighbourhood House Ltd acknowledges the **Yalukit-Willam** people of the **Bun Wurrung** Country, the **Traditional Custodians** of the land now known as Newport. We recognise their enduring connection to land, waters, and community, and we pay our respects to their cultures and to Elders past, present, and emerging.

WELCOME:

APOLOGIES: (House Member=HM) (Auspice=Au) (Committee of Mgt=CoM) (Student=Std)
Angelica Geiger (CoM), Denis Henstridge (CoM), Inaam Assaf (HM), Melissa Prout (Staff) Duyen Ngo (Staff), Sharmeen Naeem (Staff) Hayley Armstrong (HM) Bn Pollard (HBCC) Kate Jeffreys (HBCC) Maebh McAndrews (HBCC) Rae Szuch (past HM)

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING – 31 OCTOBER 2024 (49TH AGM)

CHAIRPERSON'S REPORT – Presented by Janine Fisher

CO-ORDINATOR'S REPORT – Presented by Therese McKenney

- Outlets networking and involvement in the wider community, Business as usual – changing the delivery of services, responding to the needs of the community and our associates, throughout the year of Renovating – ‘Modernising Outlets – Newport Connector’
- Hybrid Meeting: Zoom, MSTEams, WebEx and Podcasts
- Childcare – compliances- CCCFR (Community Child Care Fund Restricted) QiP (Quality Improvement Plan), CCS (Child Care Subsidy) Staff PD's – Webinars, Forums

TREASURER'S REPORT, FINANCIAL REPORT, AUDITOR'S REPORT – Presented by Therese McKenney

- Financial Reports – Income and Expenditure 2024/2025 (Audited)
- Profit and Loss MYOB, Specific Projects/Auspice Financials, CCCFR- Childcare FARs- (Centre base)
- Acknowledge Government Bodies/Departments for continued support in funding.

M: SEC:

APPOINTMENT OF TREASURER

- To Appoint Auditor/Accountants for 2025-2026 –..... Chartered Accountants M: SEC:

CHILDCARE REPORT – Presented by Therese McKenney -MoC – Manager of Control of Approved Childcare)

- Child Care Statistics and utilisation

Move that ALL reports be accepted: M: SEC:

EMERGENCY RELIEF REPORT – Community Support Services

Community Value Real Impact Overview – outcome from 2024 Survey Neighbourhood House-Vic (NHVic)

BUSINESS

1. House Members who have not made contact and/or inactive with house to receive Notice of intent of forfeiture of shares per Model rules:

Division 5 Member cancellations - **21 Forfeiture and cancellations—inactive members (CNL ss156–163)**

- (1) The board must declare the membership of a member cancelled if:
 - (a) the whereabouts of the member are not presently known to the co-operative and have not been known to the co-operative for a continuous period of at least ____ years; or
 - (b) the member is not presently active and has not been active within the meaning of rule 4 in the past ____ years.

DIRECTOR VACANCIES (*Refer to Auditors Report – Director Listing*)

- **Retiring Director/s** - Bettina Revens (due to non-attendance/communications)

Director Vacancies Succession planning essential - We do call for EOI for Committee positions

- Nominations – Peter Shephard Tabled Nomination form
- Nomination – Tabled Nomination form
- Nomination – Tabled Nomination form
- Nomination – Tabled Nomination form

GENERAL BUSINESS OPEN TO THE FLOOR

2026 – Lets embrace the Change – Keep our Doors OPEN

EOI for new Classes, courses of Interest, Health and Well-being WE need your input

– reaching out for Teachers, tutors to facilitate courses programs.

Save our Neighbourhood House – your Community Your House

CALL FOR EXPRESSION OF INTEREST (EOI) TO BECOME A HOUSE MEMBER AND/OR EOI TO JOIN BOARD.

- House Members supports the functioning of the Centre. Have the authority to vote at Annual General Meetings and Special Meetings. May be invited to become a Director, can be Nominated to be a Director.
- Directors and House Members are crucial for the Centre to function as per Co-operative Models Rules non-trading, members are required.
- For the sustainability and legal functioning of the Centre a Board of 6 is required as per Co-operative Model Rules. For your consideration to be part of the Board please make an appointment with CEO/Co-ordinator (Therese) in Office

VOLUNTEERS/VOLUNTEERING

- Outlets NCEC requires a Board of Volunteers to form a Committee of Management as per Co-operative Act/Regulations.
- Being on the Committee is an opportunity to work in a team in your local community, to learn about your community, to build networks and connect your community. Also on the Committee is Self-education, maintaining life-long skills, or to gain higher education and knowledge a possible step to a career change. Being on a Committee is as good as you make it – let's make it a vibrant community.

MEETING CLOSED:

Minutes of 49th AGM

31st October 2024, Thursday

Commencing 11:06am

MINUTES

Outlets Co-op Neighbourhood House LTD acknowledges being on the land of the Bun Wurrung and to the traditional owners and the custodians of country throughout Australia and their continuing connection to land, water and community. We pay our respect to them and their cultures and elders, past, present and emerging.

WELCOME: Therese McKenney, Janine Fisher, Jeremy Driver, Sharmeen Naeem, Keiken Munzner, Bettina Revins (HM), Brendan Dowling (Au: FoMSR), Joan Shephard (CoM), Neil Shephard (CoM), Louise Karch (Au: Trail blazers), Ray Rodwell (HM), Noel Dyson (Au: HBBUG), Susan Waide (HM), Kate Jeffrey (HBCC).

APOLOGIES: Denis Henstridge (CoM), Genie Curtin (HM), Lia Framstad (HM), Inaam Assaf (HM), Melissa Prout (Staff), Duyen Ngo (Staff), Cathy Coloca (Std), Ingrid Dodd (Au: FoNL), Angelica Geiger (HM), Maria Diaz Clorio (parent), Yolanda Diaz Clorio (Std).

(HM=House Member; Au=Auspice; CoM=Committee of Mgt, Std=Student)

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING – 25th October 2023 (48th AGM)

- One action item from previous AGM – the re-valuation of the house and land – was not completed within the financial year and has been moved to the current agenda.

M: JD; Sec: ND

REPORT FROM THE CHAIR - Janine Fisher (Chairperson)

Acknowledgement of volunteers, supports and donations (p.7, 49th Annual Report)

TREASURERS REPORT – read by TMc

- Discussion around intended use of donations (p.13) for European kitchen and cooking demonstrations (skills classes)
- Financial Reports – Income and Expenditure 2023/2024.
 - Clarification re: Emergency Relief Fund + Donations (under Note 11: Revenue and Other Income, p.19). The amount of \$5,630.00 is comprised of a Bendigo Bank grant (\$5,000.00) and a Rotary Club of Altona donation (\$630.00).
 - Correction re: Portable LSL (p.20). This is incorrectly listed under “Note 15: Other Expenses” and need to be corrected to be listed under “Note 12: Employee Benefit Expenses”.
 - Note regarding insurance expenses under “Note 15: Other Expenses”, additional ‘interruption policy’ added to allow Outlets Co-op NH House to rent and operate from elsewhere in the event that use of the current house is interrupted.
 - Correction to Note 16: Details of Major Grants Received During the Year 2024 (p.21), DHHS to be updated to DFFH.
 - Query from LK re: auditor’s disclaimer (final paragraph, p.25).
- Acknowledge Government Bodies/Departments for continued support in funding.

Appointment of treasurer

- To Appoint Auditor/Accountants for 2024-2025 - TMc proposed to investigate someone local and with more experience working with Not-for-Profit organisations as well as co-operatives.

M: JF; Sec: SW

CHILDCARE REPORT – read by TMc & SN

M: JD; Sec: BR

CEO REPORT - Therese McKenney (CEO)

- Outlets networking and involvement in the wider community, Business as usual – changing the delivery of services, responding to the needs of the community and our associates.
- Staff PDs – Webinars, Forums
- Hybrid meeting: Zoom, MS Teams, WebEx and Podcasts
- Emergency Relief (ER) 2023-2024

Move that ALL reports be accepted: M: JF; Sec: BR

BUSINESS

Auditor SRC Consultants requests for action:

1. Land freehold evaluation and re-value of house to be complete.
2. House members who have not made contact and/or inactive with house to receive Notice of intent of forfeiture of shares per Model Rules (Div 5, s21)

M: BR; Sec: JD

DIRECTORS

- *Refer to Auditors Report – Director Listing – page 3)*
- Retiring Director/s – Megan Wolk
- Director Vacancies: Succession planning essential – We do call for EOI for Committee positions
 - Nominations – Angelica Geiger Tabled Nomination form (accepted; to be signed)
 - Nominations – Ray Rodwell Tabled Nomination form (accepted; to be signed)
 - Nomination – Bettina Revens Tabled Nomination form (accepted; signed)
 - Nominations – Peter Shephard Tabled Nomination form (to be discussed further)

GENERAL BUSINESS OPEN TO THE FLOOR

- Nothing further.

MEETING CLOSE: 12:30pm

Chairperson's Report 2024 -2025

Janine Fisher

It's has been yet another great year at Newport Outlets.

Newport Outlets is now back to its old self with laughter and fun through their walls. With a grant from Westgate Tunnel Project, Outlets was able to renovate two rooms to make an open space for more courses/ groups etc. Also, with a lick of paint, it's made Outlets more vibrant and welcoming. So... let's bring on 2026 with vengeance and have another great year and I must mention the great aboriginal artwork that Outlets staff and community have designed on our veranda (it's wonderful). Therese, her team manages to keep Outlets operational, but they have also done so with good spirit and positive determination. I thank them for their amazing effort. These days, I don't spend a lot of time at Outlets, but when I do, I feel a sense of positivity between staff members and house members.

Therese's reports will highlight all the activities, events, and programs that Outlets offers and participates in, both in the House and other Neighborhood venues and in the wider community, keeping Outlets in its pivotal role as a Neighborhood House and community resource. There has been a lot of extra work required this year and my thanks and congratulations go to Therese, for her enthusiasm, energy, skill, and optimism to keep Outlets running effectively. We thank her again for the dedication.

Outlets need more members to strengthen and guide the Committee, to move forward with innovative ideas, inspiration, and community involvement. Outlets will show their appreciation for what it brings to the community by joining the Board of Directors, and as directors we support Therese, our CEO, in all the tasks and initiatives she undertakes in her role. Directors are also a resource that Therese and others at Outlets can look to for support when needed, as their roles can be very stressful and demanding at times.

Come on! Our little house needs you!

I offer my sincerest thanks and appreciation to my fellow Directors and to Therese and Keiken in the office, Child Care staff - Sharmeen and Duyen, Melissa and to all our other staff, tutors and volunteers, thank you for working together, to make Outlets such a welcoming, warm, secure and safe environment to spend time in.

Janine Fisher - November 2025



Operations Team

Management Committee:

Chair	Janine Fisher
Secretary/Public Officer	Therese McKenney (Independent Director)
Director	Denis Henstridge
Director	Joan Shephard
Director	Angelica Geiger
Director	Ray Rodwell
Director	Bettina Revens
X Vacancies	
Treasurer- PO/Bookkeeper:	Therese McKenney

Staff:

CEO/Director/MoC	Therese McKenney (<i>Manager of Control - Childcare</i>)
Administration Support	Keiken Munzner
Education Facilitator/Teacher	Jeremy Driver
Childcare Educator-(Nom Supervisor)	Sharmeen Naeem (<i>Dip in Early Childhood Education Care</i>)
Childcare Educator (Day2Day)	Duyen Thi Nhu Ngo (<i>Dip in Early Childhood Education Care</i>)
Childcare (Casual)	Melissa Prout (<i>Dip in Early Childhood Education Care</i>)
Childcare (Std Placement/Casual)	Fathima Razick (<i>Std Placement – Cert III/Support Worker</i>)

Volunteers:

Outlets acknowledges the many hours given by our Volunteers in our community, being a Volunteer is a two-way process. The Volunteers gain invaluable work experience, job satisfaction and strong community engagement. Outlets gains immense support from these people and is proud to have their assistance to make us a stronger unit in the community.

Volunteers:

Janine Fisher
Debbie Middleton
Yen Tran
Fay Mullins
Vanessa Churchill

Department:

Tax Help
Childcare
Emergency Relief assistance, House cleaning
Emergency Relief
Emergency Relief and Centre

A BIG Thank you too all



Co-ordinator's Report

Therese McKenney (CEO)

Our 2024 -2025 year commenced running. And continued throughout year as chaotic, exhilarating, and achievable.

With the success of the Westgate Tunnel Neighbourhood Fund Project our submitted project plans now were to become reality. Timelines formerly engaged trades, packing up a WHOLE House. Clean out time – well actually packed away time- our theory was that when we unpack, we will throw out/cull. Yet interesting enough its harder to get companies to collect and do their promoted advertisements. Ie: Steel merchants and Doc Shredding companies.

Highlights of Year:

Building Renovation - **“Modernising Outlets – Newport Connector” Project**

Undertaking the role of Project Manager. **Timeline** 1 July 2024 – 30 May 25, variation granted extension to 30 June 2025

I thank Ali Kaddour's assistance in assisting me regarding permits and if needed from Council, utilising Parents specific vocations.

I had planned work to commence during summer break but opportunity came that tradespersons were available sooner so works commenced in the September/October break. This was the major reno works, the **removal of Chimney** between Rooms 5&7.

Plaster sheeting the lathe and Plaster walls – 5 x rooms, Hallway, Kitchen cove, lobby.

Electrical disconnection/connection – Modernising switches, extending the wifi.

Yet after opening up room discovering we need **new flooring**, I had not thought of this yet it was crucial to the room. The Painter initially quoted had not responded so I put the word out for a local Painter. Newport Traders came up with a young man Linden and his quote for **the Painting** was extremely pleasing which gave me the opportunity to speak with WGTP and submit a variation to the Agreement funding for **Flooring** – successful.

Project Key milestones and highlights with selected Photos plus Financials is in this report, A full report, Photo book, PPT available on request for your perusal.

Mural ART Project

Aboriginal Art Workshop – Creating the mural learning symbols

Front Verandah Mural

Garden Areas - Front prep for Mural and Back Garden, Totems, Sensory Childrens area

Kitchen in a Cupboard – innovative

Many revelations during this Project/demolition – educational, amazing, funny, curious and the final being the WOW factor.

The Project took the whole 2024 – 2025 Financial Year. Totally exhausting.

Through this year Outlets continued delivering usual programs and creating NEW innovative courses and promoting for greater Learner participation. Which is shown throughout the 2024-2025 Annual Report

Please enjoy reading and viewing our year's accomplishments.

Visit our website, FaceBook and subscribe to our Newsletter

What does our Mural mean - The Symbols of our first Culture

Mural Artwork on verandah are symbols of Meeting – Connections – Family being a track joining each other

Therese's artwork contribution on side panel front door –

Is Newport and connecting with each other - The journey through our community

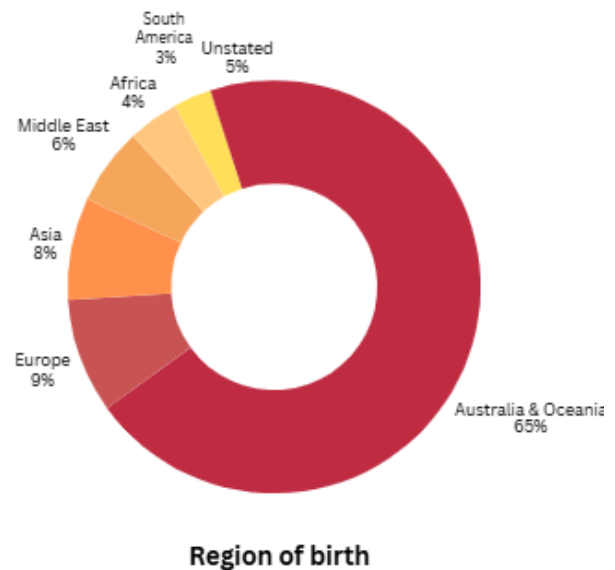
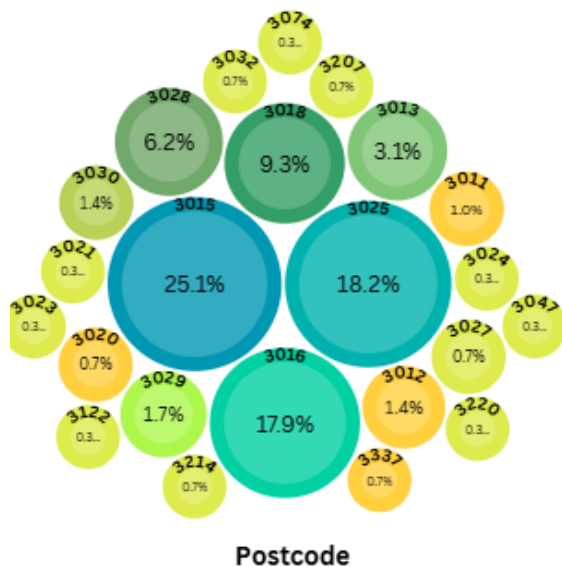
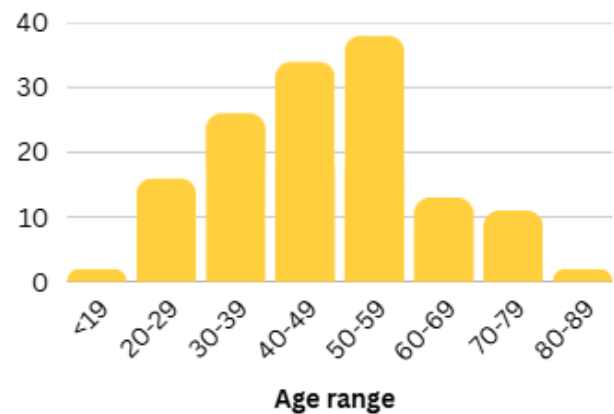
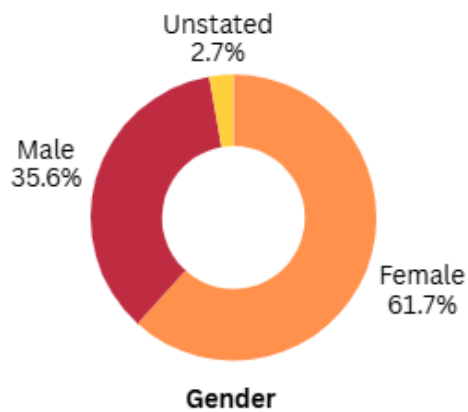
By Sea Land Bush – Newport Lakes to our Bay

– Newport Connector

Support Services Report



Total of 903
client attendances



Donations: Produce received/delivered



4979 kg
Fresh produce (Oz Harvest)



680kgs bread loaves & rolls
(averaging 12-15 loaves per week)
Bread (Bakers Delight)
Sammy's Bakehouse

Stakeholders and Donors:

- Oz Harvest / Fresh Produce (delivered every Wednesday between 8:30-9:30am)
- Williamstown, Bakers Delight / Bread Loafs (Collection every Wednesday 7:00-8:00)
- Sammy's Bakery – Newport Bread buns, roll, flat bread
- Vinh Hau – Kein Fat Importer Exporter, Chambers Rd Altona North – Noodles (Rotary Altona)
- Community Donations / Pantry Goods
- Share The Dignity / Sanitary Items
- Nappy Collective
- Knit One Give One / Knitted Scarves & Beanies
- Altona Early Years Learning Hub / Nappies
- Heinz Discount Pantry – Altona (low priced-purchased by donated monies*gifted)
- Anglican Parish of Altona/Laverton (**St Eanswythe's, Altona** - Donation towards our ER (Financial\$)
- Rotary Club of Altona – Donation towards ER (Financial\$)
- Colour Me Beautiful – Donations to 2024 Xmas Hampers – PJs
- Elegant You – Donations to 2024Xmas Hampers – Ham, Chocolates, drinks food
- Williamstown CWA– Country Women's Association – Donation Gifts for ER and 2024 Xmas Hamper -PJ's/foods. Contribution towards overhead data throw projector - Corporate room.
- We also thank our local community for their kind donations in our relief donation box
- Thank you, **Altona and Laverton Community Bendigo bank**, for funding to purchase Fridge and Cupboards. We received funds in 2023/24 though we only got to purchase in the 2024/25 year.

Community was able to access fresh produce and pantry, personal hygiene/sanitary items, Nappies, blankets



Newport Support Services –

2024 Tax help resumed and bookings directly through ATO.

Power Saving Bonus Scheme 2024

MYKI Cards – available for those requiring to attend specific appointments.

Drop In assistance, Form assistance/utilities assistance and access to resources

Outlets liaised with Laverton Community Centre t/as Laverton Community Integrated Services (LCIS) to deliver **Crisis Support – Community Support Services in Newport at Outlets.**

We welcomed Lynne Williams – Social Worker to our Centre

Tuesday 10-1pm Lynne is available for our community members needing assistance, either financial or referral assistance.

This has enhanced our Newport Support Service delivery to the community in Newport and surrounding area and that not only one service has to take full load of community enquiries and assistance.

Expanding our Support Services and service delivery in Hobsons Bay.

*Please refer to the following pages Real Impact – Real Value survey analysis outcome.

Newport Community Education Centre (Outlets Co-op NH)

2024 - Real Impact. Real Value.

INCOME \$321,593

VALUE \$1,182,041

This figure includes the value of:

Improved quality of life through social connection:
\$384,365

Volunteer contributions: **\$93,623**

Emergency relief provided: **\$240,239**

Services provided: **\$134,664**

Adult Community Education: **\$254,763**

Early childhood education and care: **\$74,387**

Emergency relief value includes:

- Food and groceries: **\$230,039**
- Public transport cards: **\$840**
 - Clothing: **\$2,880**
- Personal care & hygiene items: **\$6,480**

Services value includes:

- Computer/internet usage: **\$360**
- Facilities use or hire: **\$15,936**
- Résumé assistance: **\$2,160**
 - Tax Help: **\$600**
- Auspicing other organisations: **\$8,854**
- Community lunch, frozen or other meals:
\$16,200
- Fee for service activities: **\$90,554**

This community value equates to:

\$3.68 for every \$1 of income

\$11.99 for every \$1
of Neighbourhood House Coordination Program
funding

Over **\$703.18** for every hour the neighbourhood
house is in use

Employment value

5.0 FTE jobs

including 3.6 direct and 1.4 indirect
Full Time Equivalent positions

These values are produced by Neighbourhood Houses Victoria based on data provided by Newport Community Education Centre (Outlets Co-op NH) in the 2024 Neighbourhood Houses Survey. Only a limited range of activities where a determinable valuation method exists are included.

Just some of the value to communities from selected Neighbourhood House activities

Basis of calculation

The Newport Community Education Centre (Outlets Co-op NH) provided in excess of \$1,182,041 of value to the community for 2024. This is based on data provided through the Neighbourhood House Survey 2024.

This figure includes the value of:

- Improved quality of life through social connection: based on **198** participants in programmed activities per week
- Volunteer contributions: based on **36** volunteer hrs per week
- Food and groceries: based on **8,448 kgs** of food relief provided in 2024
- Food vouchers: based on an average of **\$0** of vouchers provided per month
- Cash/prepaid or gift card: based on **\$0** cash/card value provided per month
- Bill payments: based on **\$0** of participant bills paid for per month
- Fuel Vouchers: based on an average of **\$0** of vouchers provided per month
- Public transport cards: based on average **\$70** of travel cards value per month
- Clothing: based on **\$240** of clothing provided per month
- Personal care & hygiene items: based on **\$540** of items provided per month
- Emergency accommodation: based on **\$0** provided per month
- Internet usage: based on **15 hrs** of individual computer/internet use per month
- Facilities use or hire: based on **45** hours per month valued at **\$30/hr**
- Resume assistance: based on assisting with **6** resume's/ month
- Tax help: based on completing **6** tax returns for 2024
- Auspicing other organisations: based on auspicing **14** organisations or groups in 2024
- Community lunch, frozen or other meals: based on providing **135** meals/ month
- School aged breakfast programs: based on providing **0** breakfasts/month
- Fee for service activities: based on **\$90,554** fees paid for unsubsidised activities in the period covered by the applicable annual report
- Government subsidised Adult Community Education: based on **\$14,786** of ACE funding from ACFE and/or DET and **\$0** Federal Government Be Connected funding
- Childcare provided: based on **\$74,387** total annual childcare income
- 4-year-old kindergarten: based on **\$0** total annual kindergarten income
- Social enterprise goods & services: based on **\$0** enterprise sales income in the latest annual report

Additionally:

- Community value for every \$1 of 2024 Neighbourhood House Coordination Program funding based on **25** funded hours/week
- Community value for every \$1 of income based on **\$321,593** annual income
- Community value for every hour the Neighbourhood House is in use based on Neighbourhood House buildings in use for **41** hrs per week

Direct and indirect full-time equivalent employment positions created based on **138** total weekly paid hours of employment.

Notes

Reports should not be used to compare Neighbourhood Houses

Adult Education Report (ACFE)

A Program delivery Plan is developed yearly by centre to submit for subsidy funding through Learn Local ACFE (Adult Community Further Education).

2025 student contact hours (SCH) delivery 8976 SCH General Prep and 5797 SCH Digital Literacy.

Courses delivered is as below. Six modules offered: English Conversation (Women Talk), Sew and Chat (ESL), Introduction to Computers, Digital Literacy on PC, Digital Literacy on Devices, Prep for Employment.

ACFE Training (PQF+ SBD) – dates Oct-Dec 2024 – Therese McKenney & Keiken Munzner

Re-working of curriculum documents to new model. One module chosen as test – English Conversation. Other modules to follow.

Certificate of Registration as a Learn Local Adult Community and Further Education provider is bi-annual TOID 6411.

A Business and Governance Status (BGS) is completed annually and signed off by our Auditor.

Compliances are uploaded to the Funded Agency SAMS – Department of Family Fairness and Housing DFFH

Adult Courses:

Pre-Employment – Prep4Employment
Intro to Computers
Digital Literacy (PC)
Digital Literacy (iPhone/Smart Phones/iPads)
Conversational English for Everyday
Sew4Education
Calligraphy

Trainers/Educators:

Jeremy Driver/Therese McKenney
Jeremy Driver
Jeremy Driver
Jeremey Driver/Keiken Munzner
Keiken Munzner
Therese McKenney
Stephen Wright

We are open for EOI (Expression of Interest) to deliver more. Have an idea – we would love to talk!



Venue Hire - Networking - Groups

Networking, Partners, Referral, Support Groups, Rental Groups, Groups we Support -utilising Outlets

House

ECMH- HBCC	Ummah Jameelah Play Group
Hobsons Bay Art Society	DHSS – Childs Protection Department
Friends of Newport Lakes	Williamstown Writers Group
Newport Traders Association (NTA)	ABC Friends
Cool Bananas Bubble Up workshop-Child Entertainers (QLD)	
Bowen Therapy (Geelong) (Fri/Sat x Bi-Monthly)	Japan Link – Visiting Universities x 3
Newport Bipolar (1 st Thursday of month 7-9pm)	LCIS – Laverton Community Centre

Partners, Stakeholders and Connections

Hobsons Bay Co-ordinator Manager Cluster meetings – Quarterly
HBCC – InterAgency Custodian Meetings
HBCC InterAgency Meetings – Bi-monthly
HB Community/Neighbourhood Centre Mangers Meetings
HB Emergency Relief Network
NetWork West - intermittently
Newport Traders Meeting (NTA) – Monthly
Learn Local (LL) Acfe – Forums/Webinars
DET-DESE-Community Child Care (Commonwealth) – Forums/Webinars
ACECQA – CCCFR – Child Care forums/webinars NQF
ELAA – Child Care resources and webinars
VCOS - Forums/Webinars
NHVic – Forums, Meetings – on line
ECEC – Webinars in Child Development, Behaviours, Trauma plus policy and recording- PDs
Rotary Club of Altona

Outlets also wish to acknowledge the support of the following for their continual assistance and funding:

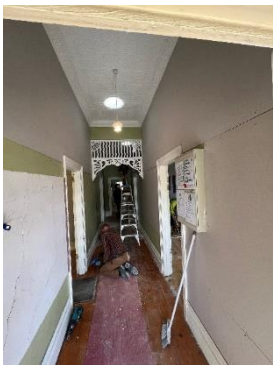
City of Hobsons Bay - (HBCC)
Dept of Family, Fairness and Housing (DFFH) – Neighbourhood House Co-ordination Program
Dept of Education and Training (DET) - (Federal) – Community Child Care Fund-Restricted (CCCFR)
Dept of Jobs, Skills, Industry Relations (DJSIR)-(State) Learn Local-Adult Further Community Education (LLAcfe)
Novo Digital Agency – Dean Stojanovic - in-kind to Outlets and thank you for Creating our Website and assistance.
NAIKO – IT and Computer support. A BIG thank you to Naiko for our IT support and requirements!

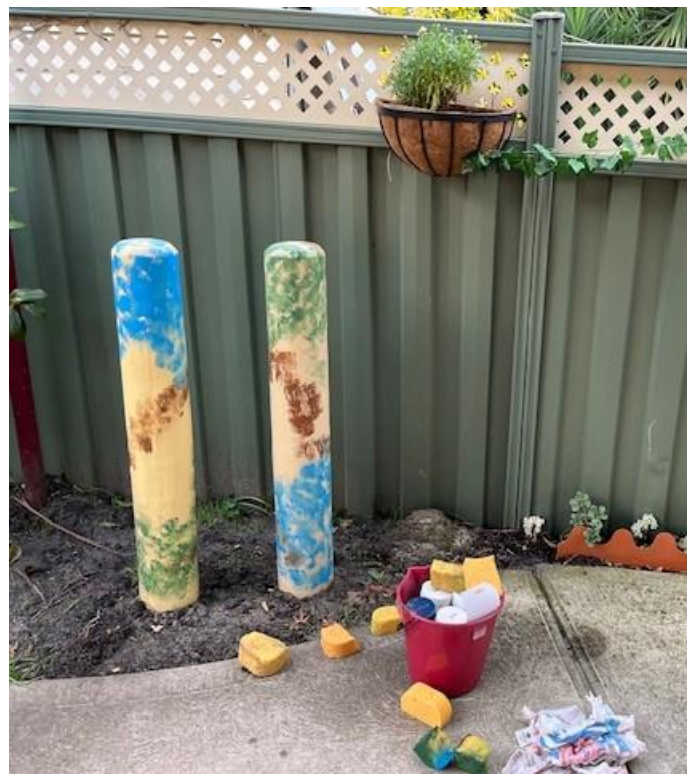
Westgate Neighbourhood Tunnel Fund renovation project



Photos of project elements in-progress and completed

- Project planning – celebrating the success
- Before renovation
- Chimney removal
- Plastering and painting
- New multipurpose room – Phase 1
- New multipurpose room – Phase 2
- Weatherboards
- Landscaping – rear garden
- Kitchen in a Cupboard
- Aboriginal Art & Culture workshop
- Mural / art installation – front entrance





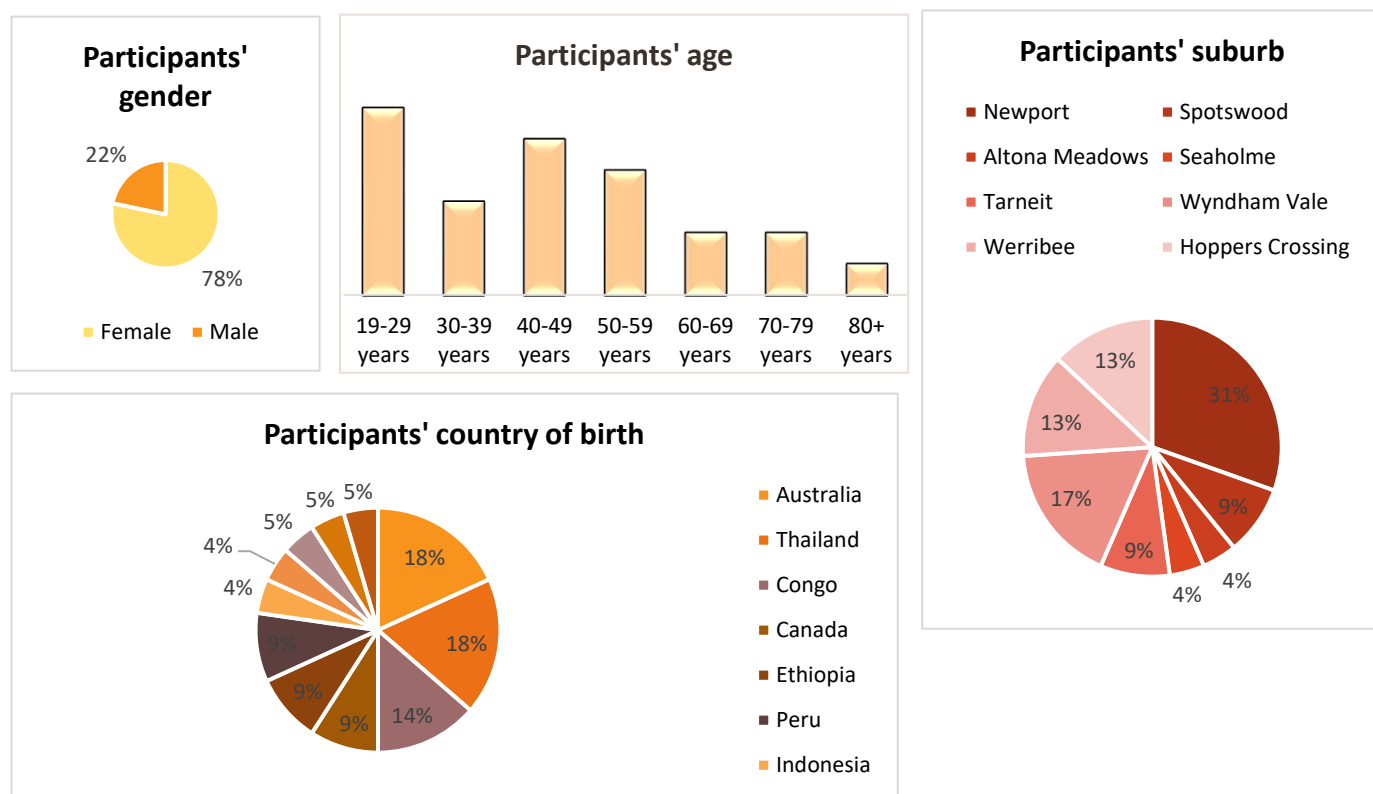
Aboriginal Art & Culture Workshop

The Aboriginal Art & Culture Workshop was part of the 'Modernising Outlets – Newport Connector' house renovation project, which received funding from the Victorian Government through the West Gate Tunnel Project's West Gate Neighbourhood Fund.

The workshop was a resounding success. A total of 26 participants attended, with other interested persons added to a waitlist for future, similar programs. Our newly renovated multipurpose room was set up with tables and chairs for 30 participant art stations, plus presentation space with whiteboard and display tables. Outlets was lively and busy with attendees – both regular and new patrons - also enjoying two breaks for refreshments, mingling and getting to know one another. Several attendees joined our Neighbourhood House mailing list and expressed interest in our other programs.

The workshop facilitator, Noongar man Tristan 'Pancakes' Harris of Cultural Infusion Education Group, led participants through engaging and informative activities including an introduction to Aboriginal symbols used in storytelling, a painting workshop on individual canvases, and demonstration of cultural items including didgeridoo, kangaroo skin and handmade wooden tools. Participants were captivated by Tristan's stories, including the tale of how the echidna got his spikes, and demonstration of how to make and play the didgeridoo.

We also had a special visit from **Melissa Horne MP** who was impressed by the newly renovated space, the high attendance numbers and the engaging workshop on the important topic of Aboriginal culture. Melissa Horne MP stated to the group, "The representation of diversity of attendees, experiencing and learning, here at Outlets, from the oldest community in the world, our indigenous, is our permanent, community residents our immigrants and our most recently new immigrants, is so incredible and welcoming."





Cultural Diversity Week workshops

Mosaic Turkish Tealight workshop, neurographic art, chair yoga & morning tea: sharing pieces of culture



**Outlets Co-operative
Neighbourhood House**

26 March · 🌐

🌍 Celebrating Cultural Diversity Week! 🌍

Last week, Outlets Co-op Neighbourhood House @outlets_newport was buzzing with creativity and connection as we hosted two great events for Cultural Diversity Week sponsored by Hobsons Bay City Council @hobsonsbaycc !

👉 At our Mosaic Turkish Tealight Workshop, participants created their own mosaic tealight holders and learned about this traditional craft.

👉 At our 'Sharing Pieces of Culture' Morning Tea, we shared food, stories, and skills, bringing people together from different backgrounds.

Thank you to everyone who joined us! It was a great way to connect, learn, and celebrate our diverse community.

#newport3015 #hobsonsbay
 #hobsonsbaycitycouncil
 #CulturalDiversityWeek
 #CommunityConnections
 #NeighbourhoodHouse
 #neighbourhoodhousesvictoria See less

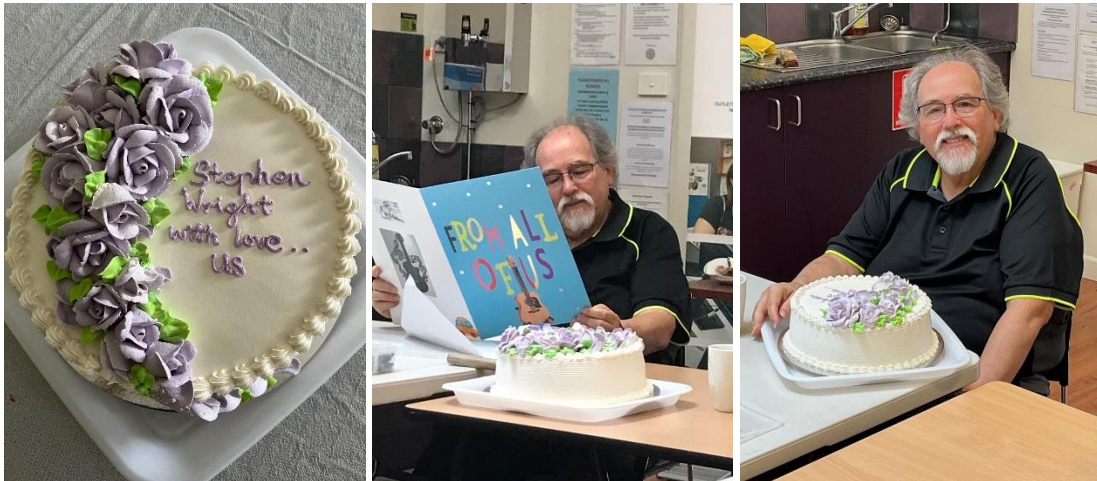
Edit Boost post

1

Calligraphy – Farewell Stephen Wright

Therese McKenney

On February 13th we celebrated an incredible milestone - 30 years of calligraphy classes with our talented and dedicated tutor, Stephen Wright. We shared a delicious lunch at one of our fellow Newport Traders – The Junction Beer Hall and Wine Room, followed by Stephen's final class at Outlets where we marked the occasion with cake, a heartfelt card, and thoughtful gifts. Stephen is retiring, and while we will deeply miss him, his legacy and contributions to our community will always hold a special place in our hearts. A huge thank you to Stephen for inspiring so many students over the years - your impact has been immeasurable!



Treasurer's Report

Therese McKenney

I continue the role maintaining the bookkeeping with MYOB online. Ensuring funding application and service agreements and honoured and adhered too. The Financial and Co-operative governance Audit, under the Co-operatives National Law and Co-operatives National Regulations was conducted by Rajesh Sethi - SRC Consulting Group – Chartered Accountants and Business Advisors.

Outlets reports to various departments and government levels- being specific documents and operations for Outlets NCEC in viability and compliance within Service Agreements, Co-operative Law and Regulations (Model Rules). It's interesting that no one knows fully a Co-operative, except us, so we are on toes to send through correct Clauses and paras of the Model Rules and Act of a non-distributing Co-operative.

Success with Westgate Neighbourhood Fund – 'Modernising Outlets - Newport Connector' (*reported in Financials and Report*).

The branch of Co-operatives within the Dept. Justice (Consumer Affairs Vic) CAV had an upgrade going online. As previously all reporting and changes were paper versions. 2024- 2025 was consumed with conversations, email and phone calls, on past year documents and uploading of missing files at the Co-op CAV end and bringing all up to date.

Australian Taxation Office (ATO) called out for ALL Not-for-Profits (nfp) to do an 'Annual Review' so as to acknowledge and comply being 'exempt from Tax' As Outlets Auspice and Advocate for specific groups/organisations we completed ATO NFP reviews for Newport Traders Association (NTA) Williamstown and Districts Greek Elderly Club (WDGEC) Outlets reports to ACNC

Neighbourhood House Victoria – review Centre enter in a new (NHCA) Neighbourhood House Collective Agreement 2024 – superseding the 2016 and 2028 NHCA. This was a very complex document and to get ALL Neighbourhood Houses/Community Centres aligned with Agreement then to submit to Fair Work Australia to accept. The Neighbourhood and Community CA 2024 also had to comply with and incorporate Individual Flexible Arrangements so as to comply with the Workers Retention Program.

CCS - Worker Retention Program –(WRP%) for childcare workers. A grant to apply for Childcare Educators was successful. Educators entered into an agreement (IFA) Individual Flexible Arrangement as of the 1 July 2024 to receive 10% on top of their hourly rate 1 Dec 2024 – 30 November 2025 then this will raise to 15% on top of agreed hourly rate.

With acceptance of the WRP% Centre charge fees are capped and cannot increase more than 4.2% after August 2025 *note -This may be of concern in 2026 re

2024-2025 *

- Child Care Subsidy (CCS) register with MyGov, complete Child care information to support CCS application and supporting the Additional Child Care Subsidy (ACCS) documentation for families facing - disruption and risk.
- *Childcare*, continued delivery with a steady number of Children/Families
- Budgets and Acquittals – are produced by Therese and submitted to DET-CCCFR and Auditors for review and sign off

2024-2025: Compliances

Monthly ATO PAYG – (STP) Single Touch Payroll

Quarterly – BAS ATO Business portal

Quarterly - Portable Long Service Leave

Monthly – Various Quick Super obligations (as per Staff)

Annual ACNC/ASIC – Portal 2024-2025 charity declaration

Annual Co-operative – online Annual Statement through CAV

SVTS – Student Validation is uploaded to government site bimonthly – LLAcfe compliance

VSN – Victorian Student Number for < 24years data uploaded monthly – LLAcfe compliance

Membership, Registration and Annual Support Subscriptions maintained:

NHVIC – Neighbourhood House Victoria

Network West

NROLLs – Student Statistic Support

-edcuPass

MYOB – Support (on line)

ACE Vic

NAIKO – IT maintenance, Support

Learn Local-Adult Community Further Education

ALA – Adult Learning Association

Our Community

NTA – Newport Traders Association

Acuri & Associates Insurance Brokers – House & Contents

XChanging- Workcover

VMIA P&L Insurance and QBE House & Contents

ASIC

ACNC – Charitable

QIKKIDS – Childcare enrolment and reporting

Auspiced Groups –

Applications successful ranging from Small- Operations - Equipment- Projects

***Make it Happen Grant (MIH) – HBCC; Social Support Grant (SG) – HBCC; Exxon – Mobile Funding**

Friends of Newport Lakes (FoNL) 2x MIH* and 1x Westgate Tunnel Project Funds and 1x Exxon funded Project

Friends of Market Street Reserve (FoMSR) x2 MIH* – Australia day Clean UP and Market St Tree Planting

Hobsons Bay Bike Users Group x1 MIH*

Ol'65ers Jam Band x1 SG

Trailblazers/Forest Therapy – Liz Cyrato x3MIH* and 1 x Westgate Tunnel Project Funds

Advocate/Mentor for: Governance, Funding-Applications\$ and Audit

Williamstown and Districts Greek Elderly Club Inc. 1x HBCC (SG) Social Inclusion and 1x Multicultural Seniors

Victorian MultiCultural Commission Support – successful for both groups \$ and Insurance coverage till 2026

Auditors Report: SRC Consulting

Outlets Co-operative Ltd has had auditing procedures completed by SRC Consulting Group – Chartered

Accountants and Business Advisors. *Report as follows: pages.....*

Financial Report

Outlets Co-operative Neighbourhood House Limited

ABN: 3458716944

FINANCIAL REPORT FOR THE PERIOD ENDED 30 June 2025

SRC Consulting Group

Suite 18/ 17-19 Miles Street
MULGRAVE VIC 3170
Phone: 03 95605757 Fax: 03 95605752
Email: rajesh@src-ca.com

Outlets Co-operative Neighbourhood House Limited

ABN: 3458716944

CONTENTS

Directors' Report
Auditor's Independent Declaration
Statement of Financial Positions
Statement of Changes in Equity
Statement of Cash Flows
Statement of Profit or Loss
Statement of Other Comprehensive Income
Notes to the Financial Statements
Directors' Declaration
Independent Audit Report

Directors' Report

Your directors present their report on the Co-operative for the financial period ended 30 June 2025.

Information on Directors

The names of each person who has been a director of the co-operative holding office during the year end to the date of this report are:

Janine Maree Fisher
Denis Henstridge
Joan Shepherad
Angelica Geiger
Therese Mckenney OAM
Ray Rodwell
Bettina Revens

Directors have been in office since the start of the financial period to the date of this report unless otherwise stated.

Review of Operations

The profit/ (loss) of the Co-operative for the financial period after providing for income tax amounted to (\$16,183.61). There is no income tax payable by Co-operative as it is a Charitable Institution in terms of subsection 50-5 of the Income Tax Assessment Act 1997, as amended, it is exempt from paying income tax.

During the year, the Co-operative undertook the West Gate Neighbourhood Fund (WGNF) - funded project with a total grant allocation \$77,000 to renovate the Newport Community Education Centre to improve functionality and community usage of the Neighbourhood House.

Instalments of \$38,500 and \$30,800 were received during FY 2025, tied to execution of the funding agreement and submission of permits/commencement milestones.

Total project expenditure during the year amounted to \$90,243.67, of which \$46,119.56 was capitalised as "Project Under Construction", while \$44,124.11 was expensed as project-related costs.

During the year, the Co-operative contributed \$20,943.67 from its own resources towards the project.

The project was successfully completed and acquitted in August 2025, with all grant conditions satisfied.

Significant Changes in the State of Affairs

No significant changes in the Co-Operative's state of affairs occurred during the financial period.

Principal Activities

The principal activities of the Co-operative during the financial period were providing and delivering activities as per approval of Neighbourhood house and providing childcare to the community.

No significant change in the nature of these activities occurred during the period.

Events After the Reporting Date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Co-operative, the results of those operations, or the state of affairs of the Co-operative in future financial years.

Likely Developments and Expected Results of Operations

Likely developments in the operations of the Co-operative and the expected results of those operations in future financial periods have not been included in this report as the inclusion of such information is likely to result in unreasonable prejudice to the Co-operative.

Environmental Regulation

The Co-operative's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

Dividends paid or recommended

In accordance with the co-operative rules, no dividends, distributions or rebates may be paid to the members of the

Directors' Report

Co-operative.

Options

No options over issued shares or interests in the Co-operative were granted during or since the end of the financial period and there were no options outstanding at the date of this report.

Shares

Seven shares were issued or interests in the Co-operative were granted during or since the end of the financial period. One Share was forfeited during the year.

Indemnity and Insurance of Officers and Auditors

No Indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of the Co-operative.

During the financial year, the Co-operative has not paid a premium in respect of a contract to insure the officer or auditor of the Co-operative or any related entity.

Proceedings on Behalf of the Co-operative

No person has applied to the court under section 237 of the Corporations Act 2001 for leave to bring any proceedings on behalf of the Company for all or part of those proceedings. No proceedings have been brought or intervened in on behalf of the company with leave of the Court under section 237 of the Corporations Act 2001.


The company was not a party to any such proceedings during the period.

Auditor's Independence Declaration

A copy of the auditor's independent declaration as required under Section 283 of Co-operative National Law (Victoria) and Section 307C of the Corporations Act 2001 is included with the financial reports.

Signed in accordance with a resolution of the Board of Directors:


.....
Janine Maree Fisher

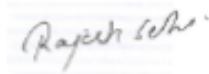

.....
Therese Mckenney OAM

**AUDITOR'S INDEPENDENCE DECLARATION
UNDER SECTION 307C OF THE CORPORATIONS ACT 2001
TO THE DIRECTORS OF
OUTLETS CO-OPERATIVE NEIGHBOURHOOD HOUSE LIMITED**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2025 there have been:

- (i) no contravention of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit

Name of Firm: SRC Consulting Group
Chartered Accountants



Name of Principal: _____
Rajesh Sethi

Address: Mulgrave

Dated this 24 day of November 2025

Outlets Co-operative Neighbourhood House Limited
ABN 3458716944

Balance Sheet

As at 30 June 2025

	Note	This Year	Last Year
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	485,748.88	503,473.43
Trade and other receivables	3	50,354.29	21,416.29
TOTAL CURRENT ASSETS		536,103.17	524,889.72
NON-CURRENT ASSETS			
Property, plant and equipment	5	1,585,310.44	1,433,354.88
TOTAL NON-CURRENT ASSETS		1,585,310.44	1,433,354.88
TOTAL ASSETS		2,121,413.61	1,958,244.60
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	6	8,308.55	11,071.07
Tax liabilities	4	6,275.00	8,135.66
Provisions	7	8,718.50	7,420.00
Other current liabilities	8	77,000.00	0.00
TOTAL CURRENT LIABILITIES		100,302.05	26,626.73
NON-CURRENT LIABILITIES			
Provisions	7	26,500.00	26,500.00
TOTAL NON-CURRENT LIABILITIES		26,500.00	26,500.00
TOTAL LIABILITIES		126,802.05	53,126.73
NET ASSETS		1,994,611.56	1,905,117.87
EQUITY			
Issued capital	9	46.20	33.50
Reserves	10	1,428,304.30	1,322,639.70
Retained earnings	11	566,261.06	582,444.67
TOTAL EQUITY		1,994,611.56	1,905,117.87

Outlets Co-operative Neighbourhood House Limited

ABN 3458716944

Statement of Changes in Equity

For the year ended 30 June 2025

	Note	Share Capital	Retained Earnings	Reserves	Total
Balance at 01-Jul-23		33.00	580,850.67	822,638.00	1,403,521.67
Comprehensive income					
Profit for the period			1,594.00		1,594.00
Other comprehensive income for the period	12,10			500,001.70	500,001.70
Total comprehensive income for the period attributable to members of the entity		0.00	1,594.00	500,001.70	501,595.70
Transactions with owners, in their capacity as owners, and other transfers					
Shares issued during the period	9	2.20			2.20
Shares bought back during the period	9	(1.70)			(1.70)
Total transactions with owners and other transfers		0.50	0.00	0.00	0.50
Balance at 30-Jun-24		33.50	582,444.67	1,322,639.70	1,905,117.87
Balance at 01-Jul-24		33.50	582,444.67	1,322,639.70	1,905,117.87
Comprehensive income					
Profit for the period			(16,183.61)		(16,183.61)
Other comprehensive income for the period	12,10			105,664.60	105,664.60
Total comprehensive income for the period attributable to members of the entity		0.00	(16,183.61)	105,664.60	89,480.99
Transactions with owners, in their capacity as owners, and other transfers					
Shares issued during the period	9	7.70			7.70
Shares bought back during the period	9	5.00			5.00
Total transactions with owners and other transfers		12.70	0.00	0.00	12.70
Balance at 30-Jun-25		46.20	566,261.06	1,428,304.30	1,994,611.56

Outlets Co-operative Neighbourhood House Limited

ABN 3458716944

Statement of Cash Flows

For the year ended 30 June 2025

	Note	This Year	Last Year
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from customers and grants		427,231	325,623
Payment to suppliers and employees		-368,512	-291,118
Net cash provided by operating activities		58,719	34,505
CASH FLOW FROM INVESTING ACTIVITIES			
Distribution received from Sandhurst Select 90 Fund		1,238	916
Distribution reinvested in Sandhurst Select 90 Fund		-1,238	-916
Building Renovation under progress		-46,120	-
Purchase of Plant and Equipment		-10,330	-
Additional Deposit Sandhurst Select 90 Fund		-20,000	-
Net cash used in financing activities		-76,450	-
CASH FLOW FROM FINANCING ACTIVITIES			
Share capital issued		7	2
Net cash provided by financing activities		7	2
Cash at the beginning of financial year	2	503,473	468,967
Cash at the end of financial year	2	485,749	503,473

Outlets Co-operative Neighbourhood House Limited
ABN 3458716944

Statement of Profit or Loss

For the year ended 30 June 2025

	Note	This Year	Last Year
Revenue	13	358,515.54	317,326.04
Other income	13	4,779.11	9,213.03
Employee benefits expenses	14	(281,426.78)	(264,411.55)
Depreciation and amortisation expenses	15	(10,157.00)	(9,844.00)
Advertising expenses		0.00	(1,000.00)
Auditor's remuneration	16	(4,436.64)	(7,854.54)
Other expenses	17	(83,457.84)	(41,834.98)
Profit attributable to members of the entity		(16,183.61)	1,594.00

Outlets Co-operative Neighbourhood House Limited

ABN 3458716944

Note 1: Summary of Significant Accounting Policies

Outlets Co-operative Neighbourhood House Limited is a not-for-profit co-operative limited by shares, incorporated and domiciled in Victoria,

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the year presented, unless otherwise stated. The financial statements were authorised for issued on by the directors of the co-operative.

New or amended Accounting Standards and Interpretations adopted

The Co-operative has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ("AASB") that are mandatory for the current reporting period.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

Basis of Preparation

These general purpose financial statements have been prepared in accordance with the Australian Accounting Standards - Simplified Disclosures issued by the Australian Accounting Standards Board ("AASB"), the Australian Charities and Not-for-profits Commission Act 2012 Division 60, Co-operatives National Law (Victoria) and the Corporations Act 2001, as appropriate for not-for-profit oriented entities.

Historical cost convention

The financial statements have been prepared under the historical cost convention, except for, where applicable, the revaluation of financial assets and liabilities at fair value through profit or loss, financial assets at fair value through other comprehensive income, investment properties, certain classes of property, plant and equipment and derivative financial instruments.

Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Co-Operative's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to financial statements, are disclosed in note 1(a).

Accounting Policies

a. Critical Accounting Estimates and Judgements

The preparation of the financial statement requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements, estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below:

Estimation of useful lives of assets

The Co-Operative determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life of intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimates lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

Impairment of non-financial assets other than goodwill and other indefinite useful life intangible assets

The Co-operative assesses impairment of non-financial assets other than goodwill and other indefinite life intangible assets at each reporting date by evaluating conditions specific to the co-operative and to the particular asset that may lead to impairment. If any impairment trigger exists, the recoverable amount of that asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which

Note 1: Summary of Significant Accounting Policies

incorporate a number of key estimates and assumptions.

b. Income Tax

As the Co-Operative is a charitable institution in terms of subsection 50-5 of the Income Tax Assessment Act 1997, as amended, it is exempt from paying income tax.

c. Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the co-operative's normal operating cycle; it is held primarily for the purpose of trading; it is expected to realise within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the Co-Operative's normal operating cycle; it is held for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Deferred tax assets and liabilities are always classified as non-current.

d. 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. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Property

Free hold land buildings are carried at their fair value (being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction), based on periodic, but at least triennial, valuations by external independent valuers, less subsequent depreciation for buildings.

Increases in the carrying amount arising on revaluation of land and buildings are credited to an Asset Revaluation Surplus in equity. Decreases that offset previous increases of the same asset are charged against fair value reserves directly in equity; all other decreases are recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Plant and equipment

Plant and equipment are measured on the cost basis.

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 asset's 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 co-operative and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in the statement of comprehensive income during the financial period in which they are incurred.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the Co-operative. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss. Any revaluation surplus reserve relating to the item disposed of is transferred directly to retained profits.

Note 1: Summary of Significant Accounting Policies

Depreciation

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

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

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

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the Co-Operative. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss. Any revaluation surplus reserve relating to the item disposed of is transferred directly to retained profits.

e. Trade and Other Receivables

Trade receivables are recognised initially at cost and are subsequently measured at cost less any provision for impairment. Most sales are made on the basis of normal credit terms and are not subject to interest. Where credit is extended beyond normal credit terms and is more than 12 months, receivables are discounted to their present value.

At the end of each reporting period, the carrying amounts of trade and other receivables are reviewed to determine whether there is any objective evidence that the amounts are not recoverable. A provision for impairment is established when there is objective evidence that the co-operative will not be able to collect all amounts due according to the original terms of the receivables.

Other receivables are recognised at amortised cost, less any allowance for expected credit losses.

f. Contract Assets

Contract assets are recognised when the co-operative has transferred goods or services to the customer but where the co-operative is yet to establish an unconditional right to consideration. Contract assets are treated as financial assets for impairment purposes.

g. 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 in the statement of financial position.

h. Impairment of Assets

At the end of each reporting period, property, plant and equipment are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. The recoverable amount is the higher of the asset's fair value less costs to sell and the present value of the asset's future cash flows discounted at the expected rate of return. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount and an impairment loss is recognised immediately in profit or loss.

i. Fair value measurement

When an asset or liability, financial or non-financial, is measured at fair value for recognition or disclosure purposes, the fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date; and assumes that the transaction will take place either: in the principal market; or in the absence of a principal market, in the most advantageous market.

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming they act in their economic best interests. For non-financial assets, the fair value measurement is based on its highest and best use. Valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, are used, maximising the use of relevant inputs and minimising the use of unobservable inputs.

Note 1: Summary of Significant Accounting Policies

j. **Employee Benefits**

Short-term employee benefits

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

The co-operative's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

The liability for annual leave and long service leave not expected to be settled within 12 months of the reporting date are measured at the present value of expected future payments to be made in respect of services provided by employees up to reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on corporate bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

The co-operative's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the co-operative does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Defined contribution superannuation expense

Contributions to defined contribution superannuation plans are expensed in the period in which they are incurred.

k. **Trade and Other Payables**

Trade and other payables represent the liabilities for goods and services received by the co-operative that remain unpaid at the end of the reporting period. They are recognised at their transaction price. Trade and other payables are unsecured and are subject to normal credit terms (30-60 days) and do not bear interest.

l. **Contract Liabilities**

Contract liabilities represent the co-operative's obligation to transfer goods or services to a customer and are recognised when a customer pays consideration, or when the co-operative recognises a receivable to reflect its unconditional right to consideration (whichever is earlier) before the co-operative has transferred the goods or services to the customer.

m. **Provisions**

Provision is made for the co-operatives liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the nominal amounts expected to be paid when the liability is settled, plus any related on-costs. Both annual leave and long service leave are recognised within the provisions liability.

n. **Revenue and Other Income**

The Co-operative recognises revenue as follows:

Revenue from contracts with customers

Revenue is recognised at an amount that reflects the consideration to which the Co-operative is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the Co-operative: identifies the contract with a customer; identifies the performance obligations in the contract; determines the transaction price which takes into account estimates of variable consideration and the time value of money; allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and recognises revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Note 1: Summary of Significant Accounting Policies

Rendering of services

Revenue for tuition services is recognised over time as the course is taught. Payments from customers are received prior to services being delivered. Fees received in advance are recognised as contract liabilities.

Variable consideration within the transaction price, if any, reflects concessions provided to the customer such as discounts, rebates and refunds, any potential bonuses receivable from the customer and any other contingent events. Such estimates are determined using either the 'expected value' or 'most likely amount' method. The measurement of variable consideration is subject to a constraining principle whereby revenue will only be recognised to the extent that it is highly probable that a significant reversal in the amount of cumulative revenue recognised will not occur. The measurement constraint continues until the uncertainty associated with the variable consideration is subsequently resolved. Amounts received that are subject to the constraining principle are recognised as a refund liability.

Sales revenue

Events, fundraising and raffles are recognised when received or receivable.

Donations

Donations are recognised at the time the pledge is made.

Grants

Grant revenue is recognised in profit or loss when the co-operative satisfies the performance obligations stated within the funding agreements.

If conditions are attached to the grant which must be satisfied before the co-operative is eligible to retain the contribution, the grant will be recognised in the statement of financial position as a liability until those conditions are satisfied.

Interest

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

Other revenue

Other revenue is recognised when it is received or when the right to receive payment is established.

Volunteer services

The co-operative has elected not to recognise volunteer services as either revenue or other form of contribution received. As such, any related consumption or capitalisation of such resources received is also not recognised.

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

o. Goods and Services Tax (GST) and other similar taxes

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 (ATO), in which case the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the tax authority is included in other receivables or other payables in the statement of financial position.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the tax authority.

p. Comparative Figures

When required by Accounting Standards or wherever considered necessary, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

Note 2: Cash and Cash Equivalents

	Note	This Year	Last Year
CURRENT			
Cash at bank and on hand		485,748.88	503,473.43
TOTAL CURRENT		485,748.88	503,473.43
TOTAL		485,748.88	503,473.43
RECONCILIATION OF CASH AND CASH EQUIVALENTS			
Cash and cash equivalents at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:			
Cash at bank and on hand		485,748.88	503,473.43
		485,748.88	503,473.43

Note 3: Trade and Other Receivables

	This Year	Last Year
CURRENT		
Sandhurst Mortgage Fund	42,654.29	21,416.29
WGFN - MTIA Accrued Revenue	7,700.00	0.00
TOTAL CURRENT	50,354.29	21,416.29
TOTAL	50,354.29	21,416.29

Note 4: Tax Balances

	This Year	Last Year
CURRENT TAX LIABILITIES		
PAYG Tax Payable	3,848.00	3,131.30
GST Collected	2,427.00	5,004.36
TOTAL CURRENT TAX LIABILITIES	6,275.00	8,135.66
TOTAL TAX LIABILITIES	6,275.00	8,135.66

Note 5: Property, Plant and Equipment

	This Year	Last Year
Freehold Land		
Freehold Land	1,300,000.00	1,194,337.00
TOTAL FREEHOLD LAND	1,300,000.00	1,194,337.00
Buildings - At Cost		
At cost	382,098.24	382,098.24
Less Accumulated Depreciation	(163,402.00)	(153,739.00)
TOTAL	218,696.24	228,359.24
Plant and Equipment		
At cost	92,128.00	81,798.00
Less Accumulated Depreciation	(71,633.36)	(71,139.36)
TOTAL	20,494.64	10,658.64
Building Renovation - Under Progress		
At cost	46,119.56	0.00
TOTAL	46,119.56	0.00
TOTAL PROPERTY, PLANT AND EQUIPMENT	1,585,310.44	1,433,354.88

Note 6: Trade and Other Payables

	This Year	Last Year
CURRENT		
Audit Fees accrued	4,200.00	7,800.00
Superannuation Payable	3,272.67	2,613.73
Sundry Creditors	835.88	657.34
TOTAL CURRENT	8,308.55	11,071.07
TOTAL	8,308.55	11,071.07

The average credit period on trade and other payables (excluding GST payable) is months. No interest is payable on outstanding payables during this period. For payables outstanding longer than months, % per annum is payable on the outstanding balance.

Note 7: Provisions

PROVISIONS	This Year	Last Year			
CURRENT					
Provision for Annual Leave	8,718.50	7,420.00			
Total current provisions	8,718.50	7,420.00			
NON-CURRENT					
Provision for Long Service Leave	26,500.00	26,500.00			
Total non-current provisions	26,500.00	26,500.00			
TOTAL PROVISIONS	35,218.50	33,920.00			
ANALYSIS OF PROVISIONS	Employee Benefits	Warranties	Dividends	Other	Total
Opening balance at 01-Jul-24	33,920.00	0.00	0.00	0.00	33,920.00
Additional provisions	1,298.50	0.00	0.00	0.00	1,298.50
Amounts used	0.00	0.00	0.00	0.00	0.00
Closing balance at 30-Jun-25	35,218.50	0.00	0.00	0.00	35,218.50

Provision for employee benefits

Provision for employee benefits represents amounts accrued for annual leave and long service leave. The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the company does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the company does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement. The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

Note 8: Other Liabilities

	This Year	Last Year
CURRENT		
Deferred Grant Liability (WGNG - MTIA)	77,000.00	0.00
TOTAL CURRENT	77,000.00	0.00
TOTAL	77,000.00	0.00

Note 9: Issued Capital

	This Year No.	Last Year No.	This Year \$	Last Year \$
ISSUED SHARE CAPITAL				
Fully Paid Ordinary Shares of \$1.10	42	30	46.20	33.00
Fully Paid Ordinary Shares of \$0.10	0	5	0.00	0.50
TOTAL ISSUED SHARE CAPITAL	<u>42</u>	<u>35</u>	<u>46.20</u>	<u>33.50</u>

	This Year \$	Last Year \$
(a) SHARES		
42 (Last year 30) Fully Paid Ordinary Shares of \$1.10		
– (Last year 5) Fully Paid Ordinary Shares of \$1.10		
Shares at the beginning of the reporting period	33.00	33.00
Shares at the beginning of the reporting period	0.50	0.00
Shares issued during the reporting period	7.70	2.20
Shares issued during the reporting period	0.00	0.00
Shares forfeited during the reporting period	(1.10)	(1.10)
Shares corrections during the reporting period	6.10	(0.60)
Shares at the end of the reporting period	<u>46.20</u>	<u>33.50</u>

(b) CAPITAL MANAGEMENT

Management controls the capital of the entity in order to maintain a good debt to equity ratio, provide the shareholders with adequate return and to ensure that the entity can fund its operations and continue as a going concern.

The entity's debt and capital include ordinary share capital and financial liabilities, supported by financial assets.

There are no externally imposed capital requirements.

Management effectively manages the entity's capital by assessing the entity's financial risks and adjusting its capital structure in response to changes in these risks and in the market. These responses include the management of debt levels, distributions to shareholders and share issues.

The gearing ratios for the years ended 30-Jun-25 and 30-Jun-24 are as follows:

	Note	This Year	Last Year
Trade and other payables	6	8,308.55	11,071.07
Less cash and cash equivalents	2	<u>(485,748.88)</u>	<u>(503,473.43)</u>
Net debt		<u>(477,440.33)</u>	<u>(492,402.36)</u>
Total equity		<u>1,994,611.56</u>	<u>1,905,117.87</u>
Total capital		<u>1,517,171.23</u>	<u>1,412,715.51</u>
Gearing ratio (%)		-31%	-35%

Note 10: Reserves

	Note	This Year	Last Year
RESERVES			
CAPITAL PROFITS RESERVE			
Opening balance at 01-Jul-24		1.70	0.00
Shares forfeited during the year		1.10	1.10
Shares corrections during the year		0.50	0.60
Closing balance at 30-Jun-25		<u>3.30</u>	<u>1.70</u>
The capital profits reserve records non-taxable profits on sales of investments.			
ASSET REVALUATION SURPLUS			
Opening balance at 01-Jul-24		1,322,638.00	822,638.00
Revaluation increments	12,5	105,683.00	500,000.00
Revaluation decrements	12,5	0.00	0.00
Closing balance at 30-Jun-25		<u>1,428,301.00</u>	<u>1,322,638.00</u>
The asset revaluation surplus records revaluations of non-current assets. Under certain circumstances, dividends can be declared from this reserve.			
TOTAL RESERVES		<u>1,428,304.30</u>	<u>1,322,639.70</u>

Note 11: Retained Earnings

	This Year	Last Year
Retained earnings (accumulated losses) at the beginning of the financial year	582,444.67	580,850.67
Net profit attributable to members of the entity	<u>(16,183.61)</u>	<u>1,594.00</u>
Retained earnings (accumulated losses) at the end of the financial year	<u>566,261.06</u>	<u>582,444.67</u>

Note 12: Tax Expense

	Note	This Year	Last Year
(b) RECONCILIATION			

As the Co-operative charitable institution in terms of subsection 50-5 of the Income Tax Act, 1997 as amended, it is exempt from paying income tax.

Note 13: Revenue and Other Income

	This Year	Last Year
REVENUE		
SALES REVENUE		
HBCC ReCurrent Funding	60,600.00	58,385.00
HBCC Community Grant Auspices	5,230.00	3,289.00
LL ACFE Program Funding	9,882.95	14,786.52
LL ACFE Delivery Support	3,500.00	0.00
LL ACFE Concession Subsidy	745.20	707.40
FoNL Friends Of Newprot Lakes	488.64	8,140.00
SMALL Auspice Grps	3,451.99	0.00
WGNFCON027 Trail Blazers	2,194.55	0.00
DFFH Neighbourhood House Program	100,334.00	96,889.00
DET CCCFR	46,969.00	46,229.00
LL ACFE PD Support	760.00	0.00
Project Funding Support - INIT	0.00	40.00
Childcare	96,232.05	74,629.42
LL ACFE State and Equipment	5,500.00	0.00
HBUGs Bicycle Group	1,512.50	0.00
Rec Class Fees	2,398.28	1,483.53
Class Fees (No GST)	775.00	402.75
Specific Donations	1,631.66	0.00
Emergency Relief Fund + Donations	1,700.00	5,630.00
Playgroup	600.00	410.00
Sundry - Office	1,908.53	263.00
TOTAL SALES REVENUE	346,414.35	311,284.62
OTHER REVENUE		
Interest revenue	6,292.28	3,468.42
Room Rental	5,808.91	2,573.00
TOTAL OTHER REVENUE	12,101.19	6,041.42
TOTAL REVENUE	358,515.54	317,326.04
OTHER INCOME		
Other Income	4,674.11	4,704.03
Donations	105.00	4,509.00
TOTAL OTHER INCOME	4,779.11	9,213.03

Note 14: Employee Benefits Expenses

	This Year	Last Year
EMPLOYEE BENEFITS EXPENSES		
Long Service Leave	0.00	18,000.00
Portable Long Service Leave	3,260.71	2,719.13
Staff Development	1,108.95	1,289.60
Salaries	241,565.48	215,212.48
Annual Leave Exp	1,298.50	720.00
Superannuation	30,263.90	22,789.78
Workcover	3,929.24	3,680.56
TOTAL	281,426.78	264,411.55

Note 15: Depreciation and Amortisation Expenses

	This Year	Last Year
DEPRECIATION AND AMORTISATION EXPENSES		
Depreciation	10,157.00	9,844.00
TOTAL	10,157.00	9,844.00

Note 16: Auditors' Remuneration

	This Year	Last Year
REMUNERATION OF THE AUDITOR OF THE ENTITY:		
Remuneration of the auditor	4,436.64	7,854.54
Other Services	0.00	0.00
TOTAL REMUNERATION OF THE AUDITOR	4,436.64	7,854.54

Note 17: Other Expenses

	This Year	Last Year
OTHER EXPENSES		
Government Fees	89.80	84.10
Cleaning and Maintenance	2,920.26	4,894.54
ER/NSS Expenses	1,083.83	526.71
Creche Expenses	1,427.65	2,050.38
Creche CCS Expenses	3,036.99	2,314.00
Improvements & Equipment	1,157.27	1,125.45
Rates GWW HBCC	944.62	1,631.92
Registration Memberships	1,087.73	1,367.91
Westgate Neighbour MTIA Disbursement Expense	44,124.11	0.00
HBUGs Bicycle Group	1,448.00	0.00
Staff & Visitor Amenities	1,495.04	1,100.75
Electricity	2,135.42	2,032.87
Insurances	4,637.70	2,244.31
Office Expenses	1,689.95	2,134.88
Printing and Stationery	4,882.20	5,839.69
IT Maintenance & Support	180.00	582.72
Sundry Expenses	1,469.47	247.27
Bank Charges	6.72	7.05
Class Expenses	1,319.15	405.15
Small Auspice Grps Grant Disbursement	6,914.42	11,981.25
Telephone & Internet	1,407.51	1,264.03
TOTAL	83,457.84	41,834.98

Note 17: Details of Major Grants Received During the Year 2025

	2025	2024
<u>Hobsons Bay City Council</u>		
Community Grant	5,230	3,289
Council Service Agreement Funding	60,600	58,385
Westgate Neighbour Fund MTIA*	69,300	
LL ACFE Program Funding	9,883	9,287
LL ACFE Delivery Support	3,500	5,500
LL ACFE PD Support	760	
LL ACFE State and Equipment	5,500	
LL ACFE Concessional Subsidy	745	707
Project Funding Support - INIT	-	40
FoNL Friends of Newport Lakes		8,140
DFFH Neighbourhood House Program	100,334	96,889
DET - CCCFR	46,969	46,229
	302,821	228,466
Total Grants received	367,640	

* Outlets Co-Operative Neighbourhood House Limited was awarded grant of \$77,000 from State of Victoria under the West Gate Neighbourhood Fund (WGNF) in June 2024 to install European kitchen, repairing plaster and weatherboards, opening up the space, painting the facility, aboriginal art work and mural and installation of a data projector.

- The grant was structured in instalments, with the final instalment of \$7,700 scheduled for 30 May 2025

- Project works were completed after 30 June 2025, and accordingly, the final instalment of \$7,700 was received and recorded subsequent to 30 June 2025.

- In line with AASB 1058 - Income of Not-for-Profit Entities, grant income has been recognised when control of funds was obtained and project obligations were satisfied.


- As at 30 June 2025, \$77,000 (including \$69,300 received during the year) had been recognised as Deferred Revenue income and \$7,700 under receivables.


DIRECTORS' DECLARATION

In accordance with a resolution of director of Outlets Co-operative Neighbourhood House Limited (the Co-operative)
In the opinion of the directors:

- (a) the financial statements and notes of the Co-operative for the financial year ended 30 June 2025 are in accordance with the Co-operatives National Law (VIC), including:
 - giving a true and fair view of the Co-operatives's financial position as at 30 June 2025 and of its performance for the year ended on that date; and
 - complying with Australian Accounting Standards;
- (b) there are reasonable grounds to believe that the Co-operative will be able to pay its debts as and when they become due and payable.

behalf of the Board


.....
Janine Maree Fisher


.....
Therese Mckenney OAM

Dated: 24-11-2025

Profit & Loss MYOB

Therese McKenney

Outlets Co-Operative Neighbourhood Ltd

43 Mason Street
Newport Vic. 3015

MYOB

Profit & Loss [Cash]

July 2024 To June 2025

Income				
GRANTS				
DETS CCS CCCFR Aust Gov		\$46,969.00		
HBCC Operational Funding Annual		\$60,600.00		
HBCC Com Grants		\$5,230.00		
DFFH - NHouse Co-Ord. Programme		\$100,334.00		
LLAdult Com. Further Education				
LL ACFE Program Funding	\$9,882.95			
LL ACE Delivery Support	\$3,500.00			
LL ACFE PD Support	\$760.00			
LL ACFE State and Equipment	\$5,500.00			
LL ACFE Concession Subsidy	\$745.20			
Auspiced Groups				
SMALL Auspice Grps	\$3,451.99			
HBUGs Bicycle Group		\$1,512.50		
FoNL Friends of Newport Lakes		\$488.64		
WGNFFCON027 TRAIL BLAZERS	\$2,194.55			
Total Auspiced Groups		\$5,646.54		
Westgate Neighbour Fund WGNFF		\$69,300.00		
Childcare Income				
Sponsored Childcare	\$1,170.00			
CCS Child Care subsidy	\$56,183.25			
Outlets Child Care	\$38,808.80			
Class Childcare	\$70.00			
Playgroup	\$600.00			
Rec Class Fees			\$2,398.28	
Class Fees (No GST)			\$775.00	
Room Rental			\$5,808.91	
Sundries - Office			\$1,908.53	
Donations				
Sundry Donations (No GST)		\$105.00		
Specific Donations		\$1,631.66		
Emergency Relief Funds + Donations			\$1,700.00	
Interest Received			\$6,292.28	
Total Income				\$427,920.54
Total				\$0.00
Gross Profit				\$427,920.54

Continued on next page

Profit & Loss MYOB

Therese McKenney

Expenses				
Audit Fees			\$8,036.64	
Government fees			\$89.80	
Bank Charges			\$6.72	
Class Expenses			\$10,649.47	
Class Expense - Reimbursements			\$999.68	
Auspices				
HBBUGs Bicycle Group			\$1,448.00	
Trailblazers Forest Therapy			\$6,534.17	
FoNL			\$380.25	
Cleaning & Maintenance			\$1,826.62	
ER / NSS Expenses			\$1,083.83	
Creche Expenses			\$1,427.65	
Creche CCS Expense			\$3,036.99	
Wgate Tunnel WGNF Project				
WGNF Agr	\$90,236.37			
Total Wgate Tunnel WGNF Project		\$90,236.37		
Total Auspices			\$90,236.37	
Electricity			\$2,135.42	
Fundraising			\$200.00	
Insurance			\$4,637.70	
Improvements & Equipment			\$1,157.27	
IT Maintenance & Support			\$180.00	
WAGES				
Office Admin Salaries			\$153,277.24	
Creche Salaries		\$80,721.29		
Tutor Salaries/Contractors			\$7,566.95	
Portable LSL		\$3,082.17		
Total WAGES			\$83,803.46	
Superannuation Expenses			\$30,263.90	
Office Expenses			\$1,689.95	
Staff & Visitor Amenities			\$1,495.04	
Postage & Stationery			\$391.00	
Printing & photocopy			\$4,491.20	
Rates GWW HBCC			\$944.62	
Registration Memberships			\$1,087.73	
Staff Development			\$1,108.95	
Sundry Expenses			\$1,269.47	
Telephone & Internet			\$1,407.51	
Workcover			\$3,929.24	
Repair and Maintenance			\$1,093.64	
Total Expenses				\$427,886.48
Operating Profit				\$34.06
Net Profit/(Loss)				\$34.06

Auspicing Report

Outlets supports auspicing groups under their insurance so NFP groups can obtain funding. Outlets provides Support Letters for NFP groups to support their applications for projects within the community.

Our Auspice groups:

Hobsons Bay Bike User Group

- auspice nfp group to gain HBCC and sponsorship to deliver, bike education and recreational activities. Meets 1st Monday of month to plan activities. Thursday morning rides from Outlets and Saturday and Sunday for longer programmed rides. <http://hobsonsbaybug/wix.com/hbbug>

Friends of Market Street Reserve (FoMSR)

- auspice nfp organisation to gain HBCC community grants to beautiful Market Street Newport.
- And Clean up Australia Day

Friends of Newport Lakes (FoNL)

- Auspice – project to work in Newport Primary school and the awareness to “keep cats in at night” was completed and presentation of project exhibited at the Newport Hub.
- Auspice – new signage for entrance to Newport Lakes
- **Auspice to successful with Westgate Tunnel Project** – water quality monitoring training of volunteers and equipment. Running programmes to support native flowering and bee populations improving biodiversity.
- Auspice for Exxon funds – support native flower planting program
- Auspice from Exxon funds- support a memorial plaque (Mary Burbidge) and hats for new members.

Forest Therapy - Trail Blazers – Liz Cyrato

- **Connected Laverton**
- **Naturally Together**
- **Hobsons Bay Forest Therapy**

The grant was used to establish two Forest Therapy trails in Hobsons Bay - at Newport Lakes Reserve and Williamstown Botanic Gardens. At each location, a site assessment and a risk assessment were conducted. Then, a Forest Therapy route was set that included stops for participants to engage in a range of sensory or creative activities. Dr Liz guided 12, 2hour Forest Therapy walks in November-December 2023 and February-March 2024. Six walks took place at each location. 204 people participated in this activity

Trail Blazers – success in Hobsons Bay - MORE for 2024-25 with Westgate Neighbourhood Funds Thrive in 2025

Ol’65’er Jam Band

- auspice nfp organisation to gain HBCC community grants to deliver Jam sessions at the Newport Community Hub.

Social Groups and Support Groups.

WDGEC - Williamstown & Districts Greek Elderly Club Inc –George Kantos(Tuesday) (Newport Hub)

- VMC – Multicultural Seniors Victoria = \$2,000 per year (2021-2025 = \$10,000)
- HBCC – MIH grants – Social inclusion = \$500



Social Media snapshot

facebook.com/NewportOutlets

instagram.com/outlets_newport



Free tax help appointments offered again at Outlets



English Conversation class excursion to the Immigration Museum



Celebrating Book Week @ Outlets



Sew and Chat students during Adult Learners Week



Farewell to our Calligraphy teacher, Stephen Wright



Special story time sessions with guest educator



Two free workshops for Cultural Diversity Week thanks to HBCC



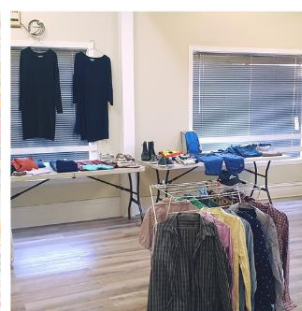
Mosaic tea candle making



Free Aboriginal art & culture workshop by Cultural Infusion thanks to WGNF



Learning about Aboriginal art & symbolism



Neighbourhood House Week: Community give-away (op shop)



Reconciliation Week: Aboriginal symbolism for our centre mural and totem poles

Childcare Report

Therese McKenney – MoC SE-00015784

Nominated Supervisor – Educator – Sharmeen Naeem; Day to Day Educator- Duyen Ngo
Melissa Prout - Diploma in Early Childrens Care and Education

Sharmeen, Duyen and Melissa work well and share the required accountabilities as per regulations and requirements.

The Children's Services Vic Regulations show National Quality Framework (NQF) principals, continue to be implemented. Review and updating Policies is a ongoing performance so as to ensure all are aware of legislative changes and standards.

New Child Safe Standard July 2022 and Cultural Safety and the National Principles for Child Safe organisations.

Inclusion Support Program and Reconciliation Action Plan (in progress and constant review) *refer specialised care**

QiP -Quality Improvement Program is updated formally in April and reviewed annually.

'Outlets' Children Service is an Approved service through Community Child Care Funding-Restricted CCCFR (Federal) DESE offering the Child Care Subsidy (CCS)

'Outlets' Children Service is an Approved service under Victorian Children Services DET (State) and annual payment.

The flexibility offered with our occasional care hours has allowed many families the opportunity to introduce their children to a childcare setting by attending the initial stage for short periods of time before increasing the hours and time spent with us.

Below are the many reasons why families have chosen to utilize the childcare service here at Outlets.

- Casual, part time, shift work or own business
- Respite care
- Appointments
- Crisis and emergency care
- Studying for work
- Transitioning to work
- Shopping
- Socialisation for children and parents
- Education for children and family
- Leisure
- Voluntary work
- Prepare children for Kinder
- Transitioning care
 - for Parents returning to work from Maternity Leave
 - Children preparation for long day/fulltime childcare - separation
- and ofcourse the loving and caring educators!



Welcome to Bun wurrung country Outlets Co-op Neighbourhood House LTD



Outlets is on the land of the Bun Wurrung people. Our children play on the land as we do and learn about the land and culture. We pay our respect to elders past, present and emerging

Childcare Report 2024-2025

Sharmeen Naeem

As we welcome yet another amazing year, it is imperative that we reflect on the journey behind us and the path ahead, which indeed will be filled with new ventures and opportunities within our childcare community.

The year 2024 began with a shift in the age distribution of the children due to the transition of a higher number of 3 and 4-year-olds to kindergartens. Just like every year, this year too, we had yet another batch ready for transition into 3-year-old kindergarten, although some these children continue to attend our facility on a part-time basis. This highlights the trust and connection families have with our centre. Furthermore, we received inquiries and admissions for younger children and kinder going children. To accommodate the children in a safe manner, we welcomed Melissa early 2024, and this year we offered Fathima a Student Placement studying Certificate 3 in Early Childhood Education and Care she completed June 2025.

We maintain the staff-child ratio and provide excellence, nurture and care for the children.

Diversity and Inclusion:

Our Centre has children from diverse backgrounds, including those with disabilities and others with special needs. The care at our centre is very flexible, allowing families to ease their children into childcare settings gradually, starting with short introductory periods before increasing hours and time spent with us.

Outlet Childcare is an approved service with childcare subsidy (CCS)

Policies and Legislative adherence:

We adhere to the legislation, frameworks and outcomes to provide high quality care and support within our service. In response to updates in legislation and policies, we have improved our Child Safety and Behaviour policies. In doing so, the childcare management, educators and staff, are to be fully aware of their roles and responsibilities regarding child safety, including the need to identify and respond to every child.

As the children grow, they tend to pick up on our surroundings very quickly, this includes all the positives acts BUT also the negative traits such as inappropriate words. As such, through role modelling we teach the children that these words are not appropriate and repeating some good words to redirect and prevent them from taking on those words.

- This relates to Child Safe Standard 11, A code of conduct that establishes clear expectations for appropriate behaviours with children
- As such, our centre provides regular training, professional development and educates our staff and volunteers on child risks, harm and respecting emotional and wellbeing values of our children and their families.
- Under Child Safe Standard 8, our all-educating staff fulfil the requirements of mandatory reporting

We support and respect all children as well as our staff we are committed to the cultural safe environment in which the diverse and unique identities and experiences of aboriginal children and young people are respected and valued.

Additionally, we have also embedded in child safe cultures in education and care services. As such we celebrate different festivals promoting cultural diversity and inclusion. This further contributes to our inclusion policies which aims to ensure that every child feels welcome and valued. Last year, we started and continued a welcome wall with greetings in different languages and displayed Aboriginal artwork in the room. We celebrate various festivals such as Christmas, Easter, Ramadan, Eid, Chinese New Year, etc., to embrace diversity.

- This relates to outcome 1, Children have a strong sense of identity.

As part of last year's policy changes, we have successfully now implemented the Sleep and Relaxation Policy. This policy was aimed at providing our educators, management, families, and the community with information they need to support children's sleep and relaxation needs while attending our centre.

- This relates to outcome 3, children have a strong sense of wellbeing.

Maintenance and renovation:

As part of ongoing maintenance, the centre underwent renovation to enhance our environment, during this time we tried to continue the creche regularly without any disruptions. We strongly believe in the inclusion policies, as such we have created Aboriginal art at the entrance of our centre to acknowledge the tradition custodians of the land. Additionally, we've created a totem in the outside play area with handprints of the children's. And sensory plant garden with different types of flowers and herbs.

For the safety and well-being of the children, we conduct regular maintenance checks, including:

- Fixing the leaking taps.
- Fixing the doors.
- Recording daily temperature checks.
- Maintaining a daily checklist for outdoor and indoor learning environment safety.
- Implementing and adhering to the Sun Smart policy in the service.
- Replaced the existing grass entirely and carried out new planting.
- Gutters, Trees maintained
- Fix the cubby house stairs and floor.

Activities at the centre:

In terms of children's learning, we have fortnightly table plan, program planning and create reflection for the activities the children do during the weeks and send weekly pictures to parents to keep them informed about their child's learning progress at the centre.

Piece of advice for all families and community:

As we are a Sun Smart centre, we would like to ensure that winter is also as fun for the children as summers are. So, we advise parents to include useful winter gadgets (boots, raincoats, beanies etc.) for outdoor play during cold and rainy weather for all children so they can enjoy themselves to the fullest, without falling sick.

This relate to outcome 2, children are connected with and contribute to their world

Conclusion:

As we move forward into the year, we look forward to providing high-quality care and support possible to our children as they grow, and we look forward to serving **community in the best way possible.**

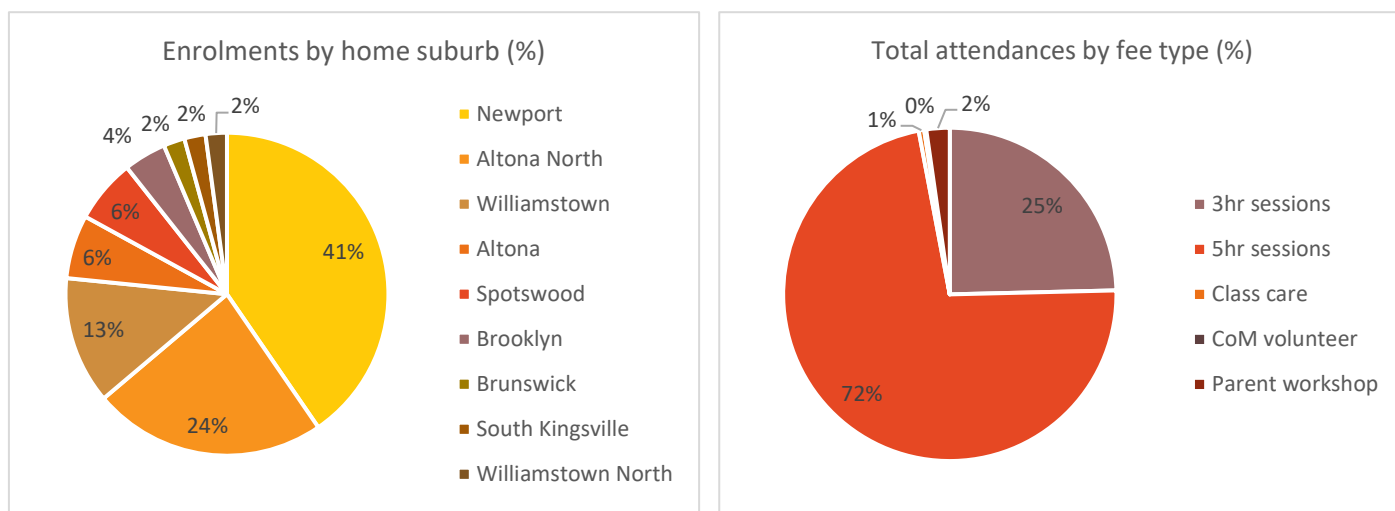
Childcare statistics 2024-2025 FY

Active enrollments, age and home suburbs

There were 47 children actively enrolled on 30th June 2025, aged from 5 months to 4 years, 11 months. 64% of children were aged under 3 years, and 36% were aged over 3 years. Children came from 9 different suburbs.

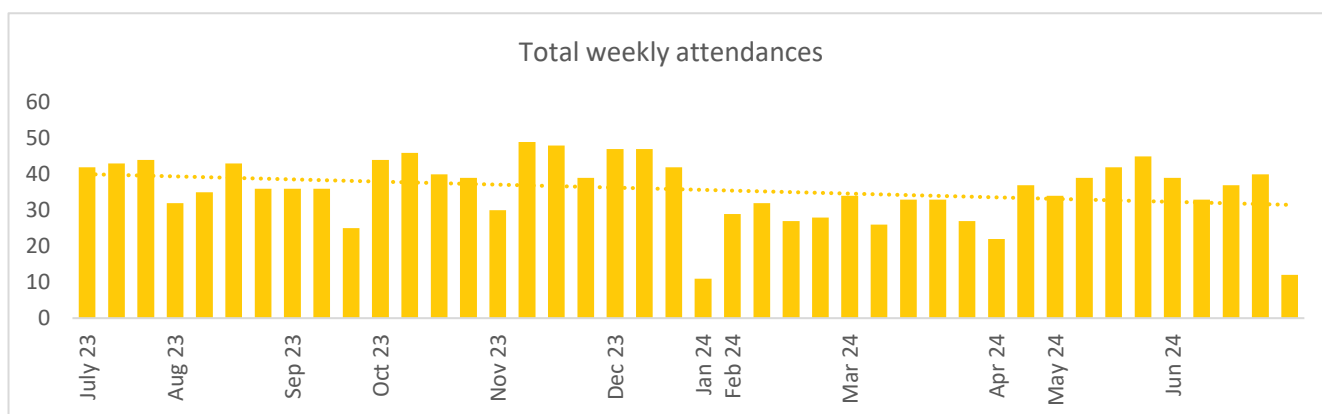
Total attendances

There were a total of 1503 attendances throughout the year, with almost three-quarters (72.4%) of all attendances being 5-hr sessions and approximately one-quarter (24.6%) being 3-hr sessions. Parent workshop attendances (2%) were primarily for Circle of Security workshop run by Hobsons Bay City Council.



Trends in attendance

Total attendances increased by almost 200 from last year (1503 in 2024-25; 1308 in 2023-24). Weekly attendances declined during the year, from an average of 40 attendances per week in the first half of the year, to an average of 31 attendances per week in the second half of the year.



ATSI Status: 2 children identify as Aboriginal or Torres Strait Islander.

Inclusion support: 4 children were supported through special needs in communication/learning/other needs.

At risk children: 5 children identified as a 'Child at risk' with appropriate supports and funding in-place.

Child-Care Subsidy: Approximately 8 families (17% of active enrollments) do not claim CCS.

OUTLETS CO-OPERATIVE NEIGHBOURHOOD HOUSE LTD
NEWPORT COMMUNITY EDUCATION CENTRE

ACKNOWLEDGES THE **2024-2025** CONTRIBUTION FROM THE FOLLOWING GOVERNMENT
DEPARTMENTS.

Neighbourhood Houses/Community Centres are the lifeline to many in the Community without the
support of our Government and the various agencies we would not be able to deliver services to you

We thank you



Community Bank
Altona and
Laverton



D I G I T A L A G E N C Y

0421 798 894 www.novodigitalagency.com.au

