



Williamstown  
Community  
and Education  
Centre Inc

# Annual Report 2020

## Joan Kirner House

14 Thompson Street Williamstown

## Spotswood Community House

598 Melbourne Road Spotswood

HOBSONS  
BAY CITY  
COUNCIL



**Finalist!**  
Community Training Provider  
of the Year Award  
#VTA2020



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# Organisational Status

- Australian Business Number: 67 864 341 860
- Incorporated Association (Organisation Number: A0014000T) registered with Consumer Affairs Victoria under the Associations Incorporation Reform Act 2012
- Public Benevolent Institution and endorsed as a Deductible Gift Recipient (Item 1, Section 30-15, Income Tax Assessment Act 1997)
- Goods and Services Tax Concessions and Fringe Benefits and Income Tax Exemptions
- Registered Charity with the Australian Charities and Not-for-profits Commission
- Registered Training Organisation with the Victorian Registration and Qualifications Authority under the Education and Training Reform Act 2006 (Training Organisation Identification Number (TOID): 4640)
- Registered with the Adult, Community and Further Education Board (Registration No: 575)
- Deliver the Skills for Education and Employment Program for the Commonwealth Department of Education and Training through Learning for Employment
- Licence to Operate a Children's Service, Limited Hours Type 2 Service Licence with the State Government Department of Education and Training under the Children's Services Act 1996 (Licence ID: SE-00015907)
- Manage both the Spotswood Community House and Joan Kirner House
- Deliver programs at Altona North and Altona Meadows Libraries and Dulcie Shaw House Altona North

# Vision

Williamstown Community and Education Centre Inc. will be recognised for its capacity to develop, implement, and deliver high quality programs and training and services from various locations, based on what the community want and need.

Its key features will include:

- **Vocational Education and Training:** Deliver high quality and appropriate accredited education and training
- **Community Centre:** The houses will be contemporised, creating a more welcoming and functional Centre
- **Organisation:** An efficient and professional organisation
- **Relevance:** Relevant services and programs that address the needs and wants of our community
- **Marketing:** Relevant and effective marketing and communication strategies
- **Administration:** A self-sustaining administration team (governance and management)
- **Profile:** A strong community profile, creating greater community awareness of our services and programs
- **Finances:** Multiple and secure recurrent funding sources
- **Volunteers:** A core set of committed volunteers, appropriately recruited, inducted, trained and supervised
- **Partnerships:** A partnership model with strong community and business networks

## Mission Statement

Williamstown Community and Education Centre Inc. provide family support, skill development and social activities. We deliver quality adult education programs which reflect the interests and needs of all sectors of our community.

We have a strong commitment to the use of new learning technologies to improve learning outcomes for our community. Our aim to the community is that we supply affordable quality programs in a supportive comfortable environment.

Information and referral services are offered as an integral part of our Centre.



# Industry; Commonwealth, Victorian, local governments; and stakeholder – partners and supporters







# Committee of Management

## President - Sonja Ilievski

Sonja started working in the Government sector and moved on to the private sector, in which she has had a successful career spanning 17 years in a firm which she co-founded.

Her expertise is risk management consulting and auditing. She holds qualifications in Economics, Internal Quality Auditing and is a Department of Health approved cooling tower Auditor.

Sonja is also a graduate of the Australian Institute of Company Directors, an Associate Member of the Institute of Community Directors and holds a Master of Business Administration.



## Vice President / Secretary – Lucienne Galea

Lucienne has experience in not-for-profit entities including working as a Business and Development Officer for Table Tennis Victoria.

She has completed a Bachelor of Laws and is now working as a Senior Associate at B2B Lawyers. Lucienne enjoys travelling, reading and can speak two languages, both English and Maltese.

She holds a Bachelor's Degree in Arts and Business with a major in Human Resource Management and Philosophy.



## Treasurer – Veli Fikret



Veli Fikret holds a position of Senior Director in Federal Treasury and has 17 years' experience in the Government Sector where he has held positions in Public Administration, Law, Finance, Data Management and Transformational Change.

He has also held academic and teaching positions with the Australia Asian Business Consortium in Shanghai, China, Khon Kahn University Thailand.



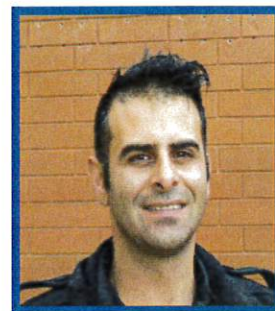
Veli's qualifications include Teaching, Education and Training, Linguistics, Policy, Law and Tax Administration.

### **Member – Jonathon (Jon) Grima**

Jonathon Grima is the founder and director of Joncol Building Services with industry experience spanning 20 years.

After completing his carpentry apprenticeship and fine tuning his skills on site, Jon discovered his penchant for renovations and extensions, so studied hard and is now a Registered Building Practitioner.

His creativity is evident in his own house, which was featured on the Channel 7 TV show 'Australia's Best Homes'.

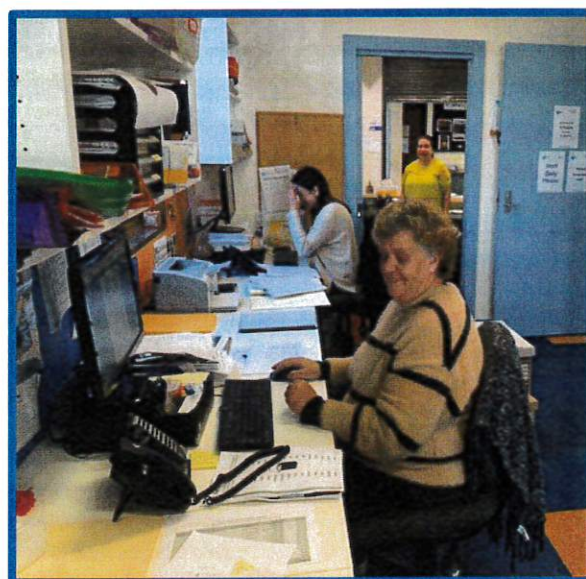


### **Member – Jacqueline (Jackie) Green**

Jackie has been the Principal at Spotswood Primary School since 2010.

She is involved with community events such as the Williamstown Festival, Relay for Life and Newport Lakes Reserve projects.

Jackie has a Bachelor of Education with Honours and is undertaking a Master of Educational Management.





# President's Report

On behalf of the Committee of Management I am pleased to announce a very successful result for 2020.

Again, we have recorded a surplus which places us in a very good position to continue to deliver our Vision and Mission.

In 2020 we met or exceeded all contractual obligations across all service delivery areas.

Joanne Wheelahan and Peter Hanlon resigned from the Committee during 2020 and I would like to thank both Peter and Joanne for their contribution, with a special thanks to Peter as outgoing President for all his leadership, dedication and hard work over the years. Lucienne Galea took up the position of Vice President.

A highlight of 2020 was the Centre being a finalist in the Victorian Training Awards.

During 2020 the Committee reviewed our Vision and Mission, refined our Forecast management tool and oversaw reviews of the Manager, coordinators and staff.

The Committee also reviewed and updated our Business Plan, Policies and three-year budget as well as approving ongoing professional development for staff.

I thank the Committee members for all their hard work and help during the year. It's been a real pleasure working with such a diverse, professional and experienced team.

In what was a very challenging and isolated time in the year that was 2020, on behalf of the committee I would like to thank management, staff, volunteers, students and our centre users for their dedication, resilience and adaptability during a challenging year.

Finally, thank you to all the stakeholders and sponsors for their significant contribution.

Regards,

**Sonja Ilievski**  
**President**



# Manager's Report

2020 was a challenging time for everyone with the pandemic and lockdowns.

Through hard work and dedication, we were still able to achieve much in 2020.

Even with the pandemic, we were able to –

- Successfully complete and acquit all projects.
- During lockdown, developed mixed-mode and online delivery for students and teachers including Zoom accounts, 'study packs', meeting students in parks, etc.
- Exceeded ACFE contracted student contact hours.
- Grew student numbers in the Skills for Education and Employment program.
- Not only maintained, but increased staff numbers during the pandemic.
- Provided ongoing professional development and staff support.
- Upgraded and made improvements at both Joan Kirner House and Spotswood Community House.
- Produced a financial surplus for the year.
- Provided assistance to Foodbank, West Welcome Wagon, Share the Dignity, Vietnamese Association in Hobsons Bay, and the Hobsons Bay Community Fund.
- Loaned and funded iPads and laptops, and donated funds to isolated students to help with IT and to keep them engaged with our Centre.
- Secured funding for refugee students ineligible for government subsidies.
- Rolled out training to all students and Centre users for the Hobsons Bay 'Recycling 2.0' initiative.
- Became a Victorian Training Award Finalist.
- Won a Terracycle recycling National Award.

## January 2020

In the January 2020 break, we repainted Joan Kirner House childcare area, the staff room, office, room six, and the toilets.

We also received a detailed glowing report for our VRQA Audit for the year before.

We received and set up 14 brand new iPads thanks to the *Tim Watts Stronger Communities* Program

New programs started up such as *Preschool Piano* at Spotswood Community House and *Parental Workshops* at Joan Kirner House.

Our new *Health My Way* initiative commenced, supported by the Australian Digital Health Agency.

The project supported people to learn essential digital health literacy skills that are critical to ensuring every Australian can make informed, confident choices when it comes to supporting their health and wellbeing online.



**Be Connected**  
Every Australian online.

## February

Ongoing programs restarted, including –

- *Active Neighbourhoods for Older Australians*. Three different exercise groups running at Joan Kirner House in Williamstown and Dulcie Shaw House in Altona North.
- *Supporting West Welcome Wagon Volunteer English Tutors*. Assisting the volunteer tutors helping refugees and asylum seekers learn English. Sponsored by Hobsons Bay City Council to support West Welcome Wagon, a volunteer run not-for-profit dedicated to providing material aid and support to asylum seekers in Melbourne's west.
- *Building Digital Skills*. This was a joint Good Things Foundation charity and Australian Government initiative. It is an Australia wide program aiming to empower all Australians to thrive in a digital world.
- *Activity Book for EAL Students*. An Adult Community and Further Education Board (ACFE) grant to develop and design a student Activity Book focusing on Hobsons Bay, for teachers delivering pre-accredited English Language courses and the Accredited English as an Additional Language (EAL) Framework Course.



We had The Honourable Gayle Tierney, Minister for Training and Skills and Minister for Higher Education and Ms Maria Peters, Chairperson of the ACFE Board launch the Learn Local Awards and the ACFE 2020–25 Strategy at Joan Kirner House.





We had a visit from Milane Hughes from Share the Dignity, to inspect our Pink Box Dignity Vending machine installation.

The machine is sponsored by Woolworths.



## March

Council Recycling 2.0 was introduced, and Lisa and Shaun from Hobsons Bay City Council visited Joan Kirner House and gave a very informative session on the new Council recycling initiative.

Over 30 students and staff attended. This also helped our Centre organise ourselves in recycling our waste.



**Then the first lockdown occurred.**

We were still open as a Learn Local and were providing some childcare.

We then introduced distance learning for students, staff worked from home and many programs, centre users and rentals vanished within a week or so.

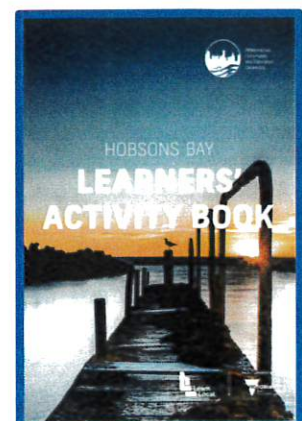
## April

Although activities were significantly reduced, we were able to launch our Hobsons Bay Learners' Activity Book Launch

A timely resource, the student Activity Book focuses on Hobsons Bay, for teachers delivering pre-accredited English Language courses and the Accredited EAL Framework Course.

It was an extremely busy and daunting time – in lots of different ways.

Lynne and the teachers had been innovative and worked hard to experiment and adapt to a new 'mixed mode delivery'.



Working from home and being online using Zoom, WhatsApp and even just messaging, email and phone calls, we tried to keep in touch with all learners.

As well we set up a system of 'Study Packs' where teachers dropped in during the week and prepared hard copy work for students.



They were then put in trays for each class to collect.

On Fridays we opened for a few hours for students to drop of their work, sign off and collect a new Study Pack.

## May

Restrictions were eased slightly, and for a while a few people started to drop in.

All with proper social distancing and adhering to hygiene requirements.



And our world of Zoom started in earnest with multiple Zoom subscriptions.





## June

Home sewn face masks were generously donated to our Centre by the Vietnamese Association in Hobsons Bay.

Retired members of the Association wanted to help the community during the pandemic.

The community group decided to unpack their sewing machines and make cotton face masks for the community.

Computer classes were back!

Safe distancing, every second computer not used, eight students maximum for the classroom and instructions to sanitise mouse, keyboard, screen, and headphones before and after class.

Willy Wargaming was up and running again on Friday nights.



## July



Lynne Hewet with colleagues Tahlia Kotiaou and Lara Janka. (Goya Omytryshchak)

### Computer classes continue

Williamstown Community and Education Centre will continue to run computer classes amid the COVID-19 lockdown.

Classes will be held at Joan Kirner House on an optional basis.

Manager Mark Brophy said although neighbourhood houses had closed, they could stay open as training organisations.

"No longer is IT a want - you need to have it," he said. "You have to have it if you're on Centrelink benefits, myGov... for health."

"There's a significant amount of people out there who just want the basics... and they have

you can live these days.

"Traditionally, we're dealing with people with compounded disadvantages - they're isolated, they're lonely."

"Especially in these times, we've got to work out how we can remain open so that those feeling isolated have got somewhere to go."

He said the centre had all the mandated and best practice strategies in place, such as signage, hand sanitiser, wipes, room limits, closed kitchens, and gloves and masks available.

The Vietnamese Association in Hobsons Bay has donated cloth masks to the centre for staff

Education co-ordinator Lynne said classes would have safe distancing restricted student numbers and time limit.

"Officially, the community centre is closed per regulations but education is one of the reasons where people can leave home and be engaged," she said. "We're hopefully to start our term on July 20."

Child care at the centre is also expected to resume on this date.

Details: 9397 6168 or visit [williamstown.spotswoodcc.org.au](http://williamstown.spotswoodcc.org.au)

**Then in early July we faced the second - harder lockdown.**

Again, all classes and programs were suspended.

Childcare was shut down due to low numbers.

Teaching and admin staff started working from home and anything we did, needed to be strictly online.

We were announced as a Finalist in the Victorian Training Awards in the category of Community Training Provider of the Year.



## August

**Early August curfews were introduced, travel over five kilometres was banned, with outdoor time limited to one hour a day.**

Parliamentary Secretary for Skills and Training and Member of the Western Metropolitan Region in the Legislative Council, Mr Cesar Melhem, had a 'virtual online visit' to our Centre.

The Parliamentary Secretary gave a very heartfelt and warm congratulations for our Centre for becoming finalists in the Victorian Training Awards.

We were also able to get a couple of Childcare Occasional Care sessions restarted with limited numbers and under strict protocols.



Our recycling efforts continued, and we were recognised for our achievements.





## October

Restrictions started to ease in late October.

Some staff came back, and we were able to start the Willy Walking Group again with limited numbers.



## November

Lockdown restrictions eased even more.

We started 'COVID Safe' outdoor student catch ups.

Our 2020 [Celebration Zoom Dance](#) was launched.



## December

**Restrictions eased significantly.**

Many programs recommenced –

- Willy Wargaming
- Sunrise Yoga.
- Australian Boating College
- Plus Yoga - Yoga For All Bodies
- Zonta Club of Melbourne's West.

Our English and computer classes returned, with limited numbers.

For the first time since March, we had over three sessions running at a time.

And many more booked in for starting in 2021 –

- French Club for Kids
- Adam Turnbull Acting
- Art Therapy
- Odyssey House
- IPC Health
- Music Lessons
- Wu Tau Dance.

A tough year, but we got through it.

Thanks to EVERYONE!

**Mark Brophy**  
**Manager /CEO**

# Staff and Volunteers

*As at the commencement of Term One, 2021.*

<b>Mark Brophy</b>	Manager / CEO
<b>Lynne Hewet</b>	Education Coordinator
<b>Renee Daniele</b>	Community Development Coordinator
<b>Lara Janka</b>	Operations Coordinator
<b>Anne Douglas</b>	Project Officer
<b>Caroline Baxter</b>	Project Officer
<b>Tahlia Kotiau</b>	Reception and Administration
<b>Cam Troung</b>	Education Administration
<b>Catherine Harris</b>	Social Media Administration
<b>Aman Kaur</b>	Childcare Team Leader
<b>Gemila Esmail</b>	Childcare Educator
<b>Yuri Akamatsu</b>	Childcare Educator
<b>Lucy Docherty</b>	Teacher
<b>Fedra Bazargani</b>	Teacher
<b>Jodie Whitehurst</b>	Teacher
<b>Heap Ma</b>	Teacher
<b>Jim Lynch</b>	Teacher
<b>Kate McCracken-Bell</b>	Teacher
<b>Claire Hynes</b>	Teacher
<b>Rita Dobrotka</b>	Teacher
<b>Roger Hersey</b>	Teacher
<b>Rob McAree</b>	Volunteer
<b>Maureen Shaw</b>	Volunteer Tutor
<b>Kay Reay</b>	Volunteer Tutor
<b>Malour Guy</b>	Volunteer Tutor
<b>Rose McVicar</b>	Volunteer. Recycling Made Easy

## Professional Services

<b>Ryk Eksteen</b>	Auditor. Collins and Co.
<b>Narelle Shirley</b>	Accountant and Business Activity Statement Agent



# **Annual Audited Financial Statements**

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**

**A.B.N 67 864 341 860**

**GENERAL PURPOSE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2020**



**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**GENERAL PURPOSE FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020**

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**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**COMMITTEE'S REPORT**

Your committee members present the general purpose financial report on the entity for the financial year ended 31 December 2020.

**Committee Members**

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

Name	Portfolio	Date of Change
Sonja Ilievska	President	
Peter Hanlon	Past President	Resigned May 2020
Lucienne Galea	Vice President	
Lucienne Galea	Secretary	
Veli Fikret	Treasurer	
Jacqueline Green	Committee Member	
Jonathan Grima	Committee Member	
Joanne Wheelahan	Past Committee Member	Resigned June 2020

**Principal Activities**

The principal activity of the entity during the financial year was:

Williamstown Community and Education Centre Inc. provides family support, skill development and social activities. The Association delivers quality adult education programs which reflect the interests and needs of all sectors of our community and have a strong commitment to the use of new learning technologies to improve learning outcomes for our community. The Association's aim to the community is that it will supply affordable quality programs in a supportive comfortable environment. Information and referral services are offered as an integral part of the Centre.

**Significant Changes**

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

**Operating Results**

The surplus for the year attributable to the entity amounted to \$265,648 (2019: \$60,647 surplus).

**Significant Changes in State of Affairs**

No significant changes in the entity's state of affairs occurred during the financial year.

**After Balance Date Events**

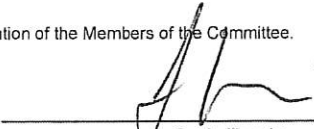
A matter has continue to evolve since 31 December 2020 that has significantly affected, or may significantly affect:

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

The COVID19 pandemic is likely to induce significant changes in the state of affairs of the association during the financial period ended 31 December 2021. The committee members will take all necessary measures to preserve reserves and shepherd the association through this uncertain period.

Signed in accordance with a resolution of the Members of the Committee.

Chairperson

  
Sonja Ilievska

Treasurer

  
Veli Fikret

24 February

2021



**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 \$	2019 \$
<b>REVENUE</b>		
Operational funding income	660,317	694,404
Other income	73,269	237,385
COVID-19 Related Assistance	330,332	-
Interest received	6,244	16,980
<b>TOTAL REVENUE</b>	<b>1,070,162</b>	<b>948,769</b>
<b>EXPENDITURE</b>		
WCEC operating expenses	50,222	52,786
Joan Kirner House expenses	25,770	46,150
Spotswood Community House expenses	7,152	35,256
Depreciation	37,432	28,181
Employee wages	556,143	563,293
Contractor payments	25,095	29,257
Annual Leave & Long service leave provisions	10,203	13,145
Portable Long Service Benefits Scheme Levy	5,903	4,349
Superannuation contributions	46,128	52,757
WorkCover	4,387	5,635
Audit fees	2,635	2,530
Program Expenses	21,971	36,079
Project expenses	5,973	18,704
Other expenses	5,500	-
<b>TOTAL EXPENDITURE</b>	<b>804,514</b>	<b>888,122</b>
<b>Net surplus/(deficit) before income tax</b>	<b>265,648</b>	<b>60,647</b>
Income tax expense	-	-
<b>Net surplus/(deficit) attributable to the Association</b>	<b>265,648</b>	<b>60,647</b>

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 \$	2019 \$
Net surplus/(deficit) attributable to the Association	265,648	60,647
Other comprehensive income for the year, net of tax	-	-
<b>Total comprehensive income for the year</b>	<b>265,648</b>	<b>60,647</b>
<b>Total comprehensive income attributable to the Association</b>	<b>265,648</b>	<b>60,647</b>

The income statement is to be read in conjunction with the audit report  
and the notes to the financial statements.

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2020**

	Note	2020 \$	2019 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	394,681	166,167
Financial assets	3	604,603	599,025
Trade and other receivables	4	34,255	12,035
<b>TOTAL CURRENT ASSETS</b>		<b>1,033,539</b>	<b>777,227</b>
<b>NON CURRENT ASSETS</b>			
Property, plant and equipment	5	101,205	102,683
<b>TOTAL NON-CURRENT ASSETS</b>		<b>101,205</b>	<b>102,683</b>
<b>TOTAL ASSETS</b>		<b>1,134,744</b>	<b>879,910</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	6	36,687	43,142
Income received in advance	7	41,444	56,007
Provisions	8	109,863	97,225
<b>TOTAL CURRENT LIABILITIES</b>		<b>187,994</b>	<b>196,374</b>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	8	3,349	5,783
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>3,349</b>	<b>5,783</b>
<b>TOTAL LIABILITIES</b>		<b>191,343</b>	<b>202,157</b>
<b>NET ASSETS</b>		<b>943,401</b>	<b>677,753</b>
<b>EQUITY</b>			
Accumulated funds & reserves		943,401	677,753
<b>TOTAL EQUITY</b>		<b>943,401</b>	<b>677,753</b>

The balance sheet is to be read in conjunction with the audit report  
and the notes to the financial statements.



**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 DECEMBER 2020**

	<b>Accumulated Funds \$</b>	<b>Business Contingency Reserve \$</b>	<b>Total \$</b>
<b>Balance as at 1 January 2019</b>	617,106	-	617,106
Surplus/ (Deficit) attributable to the Association	60,647	-	60,647
<b>Balance as at 31 December 2019</b>	<u><b>677,753</b></u>	<u><b>-</b></u>	<u><b>677,753</b></u>
Surplus/ (Deficit) attributable to the Association	265,648	-	265,648
Transfer to the Business Contingency Reserve	(250,000)	250,000	-
<b>Balance as at 31 December 2020</b>	<u><b>693,401</b></u>	<u><b>250,000</b></u>	<u><b>943,401</b></u>

The statement of changes in equity is to be read in conjunction with the audit report and the notes to the financial statements.

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	2020 \$	2019 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from operational funding		648,954	629,799
Receipts from other income		378,181	234,866
Payments to suppliers and employees		(763,333)	(858,734)
Interest received		6,244	16,980
<b>Net cash generated from/(used in) operating activities</b>	<b>9</b>	<b><u>270,046</u></b>	<b><u>22,910</u></b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payment for property, plant and equipment		(35,954)	(41,394)
Proceeds on disposal of property, plant and equipment		-	-
Payment for investments		(5,578)	(46,159)
Proceeds on disposal of investments		-	-
<b>Net cash (used in)/provided by investing activities</b>		<b><u>(41,532)</u></b>	<b><u>(87,553)</u></b>
Net increase/(decrease) in cash held		228,514	(64,643)
Cash and cash equivalents at beginning of financial year		166,167	230,810
<b>Cash and cash equivalents at end of financial year</b>	<b>9</b>	<b><u><u>394,681</u></u></b>	<b><u><u>166,167</u></u></b>

The statement of cash flows is to be read in conjunction with the audit report and the notes to the financial statements.



**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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**Note 1. Statement of Significant Accounting Policies**

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

**Basis of preparation**

Williamstown Community and Education Centre Inc. applies Australian Accounting Standards - Reduced Disclosure Requirements as set out in AASB 1053: Application of Tiers of Australian Accounting Standards and AASB 201 0-2: Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements.

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards- Reduced Disclosure Requirements of the Australian Accounting Standards Board, *the Australian Charities and Not for Profits Commission Act 2012* and the *Associations Incorporation Reform Act 2012* (Victoria). The association is a not-for-profit association for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

**Accounting Policies**

**a. Income Tax**

The Association is exempt from paying income tax by virtue of Sections 50-50 & 50-52 of the *Income Tax Assessment Act 1997*.

**b. Property, Plant and Equipment**

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

**Plant and Equipment**

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than its estimated recoverable amount, the carrying amount is written down immediately to its estimated recoverable amount and impairment losses recognised either in profit or loss or as a revaluation decrease if the impairment losses relate to a revalued asset. A formal assessment of recoverable amount is made when impairment indicators are present.

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

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

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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

**b. Property, Plant and Equipment (continued)**

**Depreciation**

The depreciable amount of all fixed assets, including buildings and capitalised lease assets, is depreciated on the diminishing value method over the asset's useful life commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

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

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

**c. Leases**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are recognised as expenses on a straight-line basis over the lease term.

For leases that have significantly below-market terms and conditions principally to enable the Association to further its objectives (commonly known as peppercorn/concessionary leases), the Association has adopted the temporary relief under AASB 2018-820 and measures the right-of-use assets at cost on initial recognition.

**d. Financial Instruments**

**Initial Recognition and Measurement**

Financial assets and financial liabilities are recognised when the association becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transactions costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and Subsequent Measurement**

Finance instruments are subsequently measured at either of fair value, amortised cost using the effective interest rate method, or cost. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as (i) the amount at which the financial asset or financial liability is measured at initial recognition (ii) less principal repayments (iii) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest method; and (iv) less any reduction for impairment.

*The effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

*Fair value* is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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

**d. Financial Instruments (continued)**

**(i) Financial assets at fair value through the profit and loss**

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking, or where they are derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

**(ii) Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

**(iii) Held-to-maturity investments**

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the association's intention to hold these investments to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

**(iv) Available-for-sale Financial assets**

Available-for-sale investments are non-derivative financial assets that are either not capable of being classified into other categories of financial assets due to their nature or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with any remeasurements other than impairment losses and foreign exchange gains and losses recognised in other comprehensive income. When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Available-for-sale financial assets are classified as non-current assets when they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as current assets.

**Financial liabilities**

Non-derivative financial liabilities are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

**Impairment**

At the end of each reporting period, the association assesses whether there is objective evidence that a financial asset has been impaired. A financial asset or a group of financial assets is deemed to be impaired if, and only if, there is objective evidence that impairment as a result of one or more events (a "loss event") has occurred, which has an impact on the estimated future cash flows of the financial asset(s).



**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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

**d. Financial Instruments (continued)**

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered to constitute a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

When the terms of financial assets that would otherwise have been past due or impaired have been renegotiated, the association recognises the impairment for such financial assets by taking into account the original terms as if the terms have not been renegotiated so that the loss events that have occurred are duly considered.

**Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the association no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expired. The difference between the carrying value of the financial liability, which is extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**e. Impairment of Assets**

At the end of each reporting period, the association assesses whether there is any indication that an asset may be impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. in accordance with the revaluation model in AASB 116). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

Where it is not possible to estimate the recoverable amount of an individual asset, the association estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**f. Employee Entitlements**

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy any vesting requirements. Those cash outflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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

**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. Revenue and Other Income**

The Association has applied AASB 15: Revenue from Contracts with Customers (AASB 15) and AASB 1058: Income of Not-for-Profit Entities (AASB 1058) using the cumulative effective method of initially applying AASB 15 and AASB 1058 as an adjustment to the opening balance of equity at 1 January 2019. Therefore, the comparative information has not been restated and continues to be presented under AASB 118: Revenue and AASB 1004: Contributions.

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

Revenue is brought to account when received and to the extent that it relates to the subsequent period it is disclosed as a liability.

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

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

**Income from Operating Grants**

When the Association receives operating grant revenue, donations or bequests, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance with AASB 15.

When both these conditions are satisfied, the Association:

- identifies each performance obligation relating to the grant;
- recognises a contract liability for its obligations under the agreement; and
- recognises revenue as it satisfies its performance obligations.

Where the contract is not enforceable or does not have sufficiently specific performance obligations, the Association:

- recognises the asset received in accordance with the recognition requirements of other applicable Accounting Standards (for example, AASB 9, AASB 16, AASB 116 and AASB 138);
- recognises related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer); and
- recognises income immediately in profit or loss as the difference between the initial carrying amount of the asset and the related amount.

If a contract liability is recognised as a related amount above, the Association recognises income in profit or loss when or as it satisfies its obligations under the contract.

**Income from Capital Grants**

When the Association receives a capital grant, it recognises a liability for the excess of the initial carrying amount of the financial asset received over any related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer) recognised under other Australian Accounting Standards.

The Association recognises income in profit or loss when or as the Association satisfies its obligations under the terms of the grant.

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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

***Interest Revenue***

Interest revenue is recognised when the association obtains control over the funds which is generally at the time of receipt.

***Donations***

Donation income is recognised when the association obtains control over the funds which is generally at the time of receipt.

**i. Borrowing Costs**

Borrowing costs directly attributable to the acquisition, construction or production of assets that necessarily take a substantial period of time to prepare for their intended use or sale are added to the cost of those assets, until such time as the assets are substantially ready for their intended use or sale.

All other borrowing costs are recognised as expenses in the period in which they are incurred.

**j. Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

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 statement of financial position.

**k. Comparative Figures**

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

**l. Trade and Other Payables**

Trade and other payables represent the liabilities for goods and services received by the association during the reporting period that remain unpaid at the end of the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

**m. Provisions**

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

Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**n. Key Estimates**

**(i) Impairment**

The association assesses impairment at the end of each reporting period by evaluation of conditions and events specific to the association that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.



**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 \$	2019 \$
<b>Note 2. Cash and Cash Equivalents</b>		
Cash at bank - Business Cheque Account	11,157	10,758
Cash at bank - Business Online Saver Account	382,374	154,709
Petty cash	450	500
Cash floats	700	200
	<u>394,681</u>	<u>166,167</u>
<b>Note 3. Financial Assets</b>		
Term deposit	604,603	599,025
	<u>604,603</u>	<u>599,025</u>
<b>Note 4. Trade and Other Receivables</b>		
Trade receivables	467	455
Less provision for doubtful debts	-	-
	<u>467</u>	<u>455</u>
Accrued revenue	33,788	11,580
	<u>33,788</u>	<u>11,580</u>
	<u>34,255</u>	<u>12,035</u>
<b>Note 5. Property, Plant and Equipment</b>		
Plant and equipment - at cost	88,322	83,798
Less accumulated depreciation	(72,014)	(61,066)
	<u>16,308</u>	<u>22,732</u>
Office furniture and equipment - at cost	21,012	21,012
Less accumulated depreciation	(10,276)	(8,355)
	<u>10,736</u>	<u>12,657</u>
Computer equipment - at cost	68,919	57,776
Less accumulated depreciation	(26,986)	(27,573)
	<u>41,933</u>	<u>30,203</u>
Leasehold improvements - at cost	66,289	57,509
Less accumulated depreciation	(34,061)	(20,418)
	<u>32,228</u>	<u>37,091</u>
<b>Total property, plant and equipment</b>	<u>101,205</u>	<u>102,683</u>
<b>Note 6. Trade and Other Payables</b>		
Trade creditors	349	1,444
Accrued expenses	3,993	1,307
Net GST payable	3,062	5,673
PAYG Withholding Tax payable	7,068	8,814
Portable Long Service Benefits Scheme Levy Payable	132	2,122
Superannuation payable	22,083	23,682
Venue hire bonds	-	100
	<u>36,687</u>	<u>43,142</u>

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 \$	2019 \$
<b>Note 7. Amounts Received in Advance</b>		
Fees received in advance	-	3,200
Grants in advance	41,444	52,807
	<u>41,444</u>	<u>56,007</u>
<b>Note 8. Provisions</b>		
<b>Current</b>		
Annual leave	21,529	13,742
Long service leave	88,334	83,483
	<u>109,863</u>	<u>97,225</u>
<b>Non-current</b>		
Long service leave	3,349	5,783
	<u>3,349</u>	<u>5,783</u>
<b>Note 9. Notes to the Statement of Cash Flows</b>		
<b>Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax</b>		
Net surplus/(deficit) attributable to the Association	265,648	60,647
<b>Non-cash flow item:</b>		
Depreciation	37,432	28,181
Loss on disposal of fixed assets	-	-
<b>Changes in assets and liabilities:</b>		
- (Increase)/decrease in trade receivables	(12)	(155)
- (Increase)/decrease in accrued revenue	(22,208)	(477)
- (Increase)/decrease in prepayments	-	368
- Increase/(decrease) in trade and other payables	(6,355)	(12,307)
- Increase/(decrease) in fees received in advance	(3,200)	(1,887)
- (Increase)/decrease in venue hire security bonds	(100)	-
- Increase/(decrease) in grants received in advance	(11,363)	(64,605)
- Increase/(decrease) in unexpended funds	-	-
- Increase/(decrease) in provisions	10,204	13,145
	<u>270,046</u>	<u>22,910</u>
<b>Cash and cash equivalents at end of financial year</b>		
Cash on hand	1,150	700
Cash at bank	393,531	165,467
	<u>394,681</u>	<u>166,167</u>

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**STATEMENT BY MEMBERS OF THE COMMITTEE**

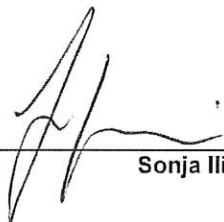
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In the opinion of the Committee the financial report as set out on pages 2 to 13:

- 1 Presents a true and fair view of the financial position of Williamstown Community and Education Centre Inc. as at 31 December 2020 and its performance for the year ended on that date in accordance with Australian Accounting Standards.
- 2 At the date of this statement, there are reasonable grounds to believe that Williamstown Community and Education Centre Inc. will be able to pay its debts as and when they fall due.

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

Chairperson

  
\_\_\_\_\_  
Sonja Ilievska

Treasurer

  
\_\_\_\_\_  
Veli Fikret

Dated this

24

day of

Feb

2021





# Collins & Co Audit Pty Ltd

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TOWARDS A VISION SHARED

## **WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC. A.B.N. 67 864 341 860 INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**

### **Opinion**

I have audited the accompanying financial report of Williamstown Community and Education Centre Inc. (the association), which comprises the statement of financial position as at 31 December 2020, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, notes comprising a summary of significant accounting policies and other explanatory information and the statement by members of the Board.

In my opinion, the financial report of the Association is in accordance with *the Australian Charities and Not for Profits Commission Act 2012* and *the Associations Incorporation Reform Act 2012*, including:

- i. giving a true and fair view of the association's financial position as at 31 December 2020 and of its performance and cash flows for the year ended on 31 December 2020; and
- ii. complying with Australian Accounting Standards as per Note 1, *the Australian Charities and Not for Profits Commission Act 2012* and *the Associations Incorporation Reform Act 2012*.

### **Basis of Opinion**

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. I am independent of the association in accordance with the auditor independence requirements of the ACNC Act 2012 and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled our other ethical responsibilities in accordance with the Code.

I confirm that the independence declaration required by the ACNC Act 2012, which has been given to the directors of the association would be on the same terms if given to the directors as at the time of this auditor's report.

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

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

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

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

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



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## ***Auditor's Responsibilities for the Audit of the Financial Report***

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

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the registered entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the responsible entities.
- Conclude on the appropriateness of the responsible entities use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the registered entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the registered entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

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

**Frederik Ryk Ludolf Eksteen CA**  
**ASIC Auditor Registration Number 421448**

**Collins & Co Audit Pty Ltd**  
**127 Paisley Street**  
**FOOTSCRAY VIC 3011**

**Dated this 24th day of February 2021**

**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**DETAILED INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 \$	2019 \$
<b>INCOME</b>		
<b>Operational Funding Income</b>	<b>660,317</b>	<b>694,404</b>
Contract - VIC DET ACFE Pre-Accredited	204,887	278,237
Contract - VIC DET HE&SG Accredited	20,621	22,818
Contract - VIC DHHS Neighbourhood House Coordination Payment	169,914	162,286
Contract - AUS DET SEE program	187,044	155,002
Contract - Hobsons Bay City Council Neighbourhood House program	77,851	76,061
<b>Other Income</b>	<b>79,513</b>	<b>254,365</b>
Fees - ACFE Pre-Accredited	2,310	6,235
Fees - HE&SG Accredited	120	240
Fees - childcare	24,710	104,604
Fees - venue hire	15,523	35,995
Projects	26,050	85,950
Other income	4,556	4,361
Interest received	6,244	16,980
<b>COVID-19 Related Assistance</b>	<b>330,332</b>	<b>-</b>
Business Support Funds	10,000	-
Cash Flow Boost	81,832	-
JobKeeper	238,500	-
<b>TOTAL INCOME</b>	<b>1,070,162</b>	<b>948,769</b>
<b>EXPENDITURE</b>		
<b>Audit Fees</b>	<b>2,635</b>	<b>2,530</b>
<b>Depreciation</b>	<b>37,432</b>	<b>28,181</b>
<b>Employment Expenses</b>	<b>647,859</b>	<b>668,436</b>
Salaries and wages	556,143	563,293
Superannuation	46,128	52,757
Contractor payments	25,095	29,257
WorkCover	4,387	5,635
Transfers to employee entitlement provisions	10,203	13,145
Portable Long Service Benefits Scheme Levy	5,903	4,349
<b>Joan Kirner House Expenses</b>	<b>25,770</b>	<b>46,150</b>
Cleaning	7,867	15,524
Electricity	7,737	7,074
Gas	2,283	1,847
Photocopier - Copy Costs	1,349	2,797
Photocopier - Lease Costs	4,056	4,056
Security	1,246	846
Sundry Expenses	158	12,220
Water	1,074	1,786



**WILLIAMSTOWN COMMUNITY AND EDUCATION CENTRE INC.**  
**A.B.N 67 864 341 860**  
**DETAILED INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 \$	2019 \$
<b>Other Expenses</b>	<b>5,500</b>	<b>-</b>
Donations	5,500	-
Loss on disposal of fixed assets	-	-
<b>Program Expenses</b>	<b>21,971</b>	<b>36,079</b>
Education & Training Expenses / Professional development	19,577	25,175
Childcare Expenses / Professional development	1,774	7,324
Education & Training Venue Hire	620	3,580
<b>Project Expenses</b>	<b>5,973</b>	<b>18,704</b>
Project - ACFE CAIF EAL Activity Book Expenses	320	15,644
Project - Health My Way Expenses	653	-
Project - Neighbourhood Connect Expenses	5,000	-
Project - HBCC Childcare Upgrade	-	1,568
Project - HBCC Informal for CALD	-	1,492
<b>Spotswood Community House Expenses</b>	<b>7,152</b>	<b>35,256</b>
Cleaning	1,150	1,470
Electricity	895	1,044
Fire Prevention	126	122
Gas	347	291
Internet & Telephone	-	305
Other Expenses	695	393
Photocopier Copy Cost	145	64
Photocopier Lease	2,160	2,160
Repairs & Maintenance	1,634	29,407
<b>WCEC Operating Expenses</b>	<b>50,222</b>	<b>52,786</b>
Admin Costs - Other	2,006	2,861
Advertising & Promotion	240	3,654
Committee of Management Expenses	12,563	-
HR Expenses	4,722	5,134
Insurance - Building & Contents	3,263	3,036
Merchant Charges	328	811
Postage	1,293	475
Software/IT	10,814	15,158
Stationery/Office Supplies	3,597	5,317
Subscriptions & Memberships	3,193	5,910
Supplies - Kitchen	621	2,929
Supplies - Toiletries	1,736	2,800
Telephone, Internet & Fax	2,893	2,572
WCEC Catering/Functions	2,953	2,129
<b>TOTAL EXPENDITURE</b>	<b>804,514</b>	<b>888,122</b>
<b>Net surplus/(deficit) attributable to the Association</b>	<b>265,648</b>	<b>60,647</b>