

**Castlemaine Community House**

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Incorporated number: A0005623J

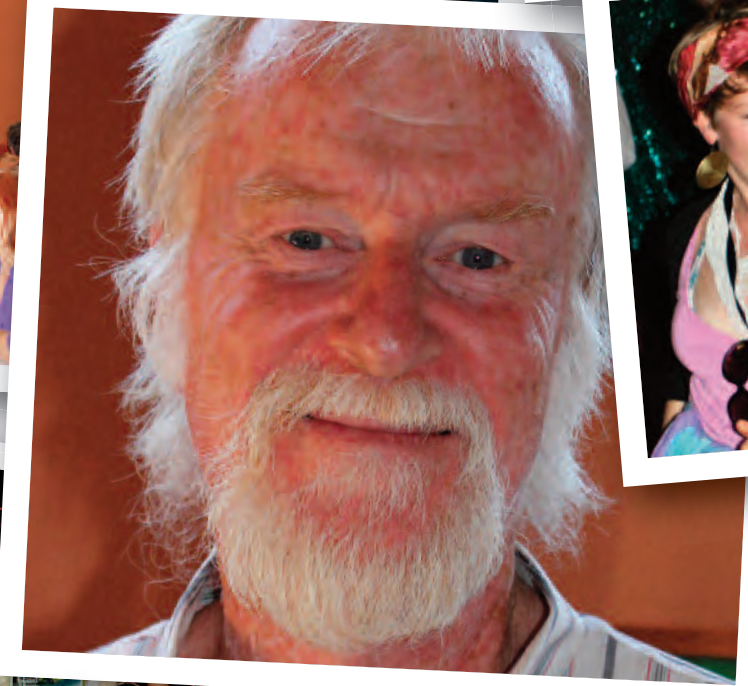


castlemaine  
community  
**house**

annual report  
2011/12









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# history of the house

## The Castlemaine Community House was established in 1985 following lengthy consultation and lobbying from the Castlemaine community.

A Family and Community Services community grant of \$3,255 funded a pilot neighbourhood centre to “provide an easily accessible meeting point for all people in the local or broader Castlemaine area”. How little things change...23 years later this remains one of the Community House’s central objectives. The initial community facility operated from the old CWA rooms, adjacent to the RSL building, and were used by community groups such as the Community Coffee Morning Group, the South School Neighbourhood Group and the Castlemaine Men’s Group.

The centre opened to the public on 4th July 1985 as the Castlemaine Community Drop In Centre. Early programs and courses included sewing, ceramics, hobbytex, microwave cooking and skincare! A version of community lunch operated even in the early days with community members invited to once a week bring a plate to share.

In 1986 the House moved to a room at the Library and in 1987 relocated to its own dedicated space at CHIRP. The House moved again in 1989 to Johnstone Street – this time to a house – and was consequently able to expand its programs and services.

The House experienced extraordinary growth during a ten year residency here but in 1998 was forced to move once again, this time to another private property in Templeton Street. When the escalating rent for this property became prohibitive, the House moved to its (then) “temporary” residence within the School of Mines building in Lyttleton Street where it operated in cramped and compromised premises for over four years. In 2011 the House moved again to the Faulder Watson Hall in Barker St where we remain today. The ongoing search for a dedicated Community House continues.



# organisation

## Our Vision

Our vision is for a creative, dynamic and connected community.

## Our Identity Statement

Castlemaine Community House is a welcoming place, bringing people together to connect and strengthen our community.

## What is a Community House?

The Castlemaine Community House is one of over 350 community houses in Victoria. Also called neighbourhood houses and learning centres, these local organisations provide social, educational and recreational activities for their communities in a welcoming supportive environment. The Castlemaine Community House has been operating for over 25 years!

## Neighbourhood House Networks

The Castlemaine Community House continues to be involved in the development of Neighbourhood Houses in Victoria and the region. Our manager, Ron Moore, served his last year on the board of the Association of Neighbourhood House and Learning Centres (ANHLC) and a member of the Regional Association of Neighbourhood & Community Houses (RANCH) – a Loddon Mallee network of neighbourhood and community houses. Members of the management committee and volunteers attended RANCH meetings and conferences.

## Committee of Management

Ujjval Goble – Chair  
Ilana Solo – Deputy Chair  
Carl Sillery – Treasurer  
Jacqueline Brodie-Hannas – Secretary  
Carol Foster  
Melody Ayers-Griffiths

## Staff

Ron Moore  
Manager  
Jacinta Walsh  
Community Development  
Lucy Young  
Growing Abundance Project co-ordinator  
Ellen Madigan  
Grow Abundance – Local Produce Guide  
Sas Allardice  
Grow Abundance – Harvest co-ordinator  
Margaret Hogg  
Grow Abundance – Healthy Communities Initiative  
Karen McMullan  
Education co-ordinator  
Dan Hall  
NILS worker  
Belinda Grayson  
Childcare  
Helen Roditis  
Childcare  
Tanya Fleeton  
Childcare  
Kerri Grant  
Childcare  
Julie Holden  
Centrelink  
Jacqueline Brodie-Hannas  
MAVN  
Carolyn McKenzie-McHarg  
Stronger Families Program  
Noel Sherry  
Bookkeeper  
Carol Foster  
Cleaner





# committee of management

**This has been a year for growing up. The Committee of Management has pushed hard to establish itself as a vital part of the volunteer community that ensures a successful house. The committee has worked tirelessly on strengthening governance and management accountability. The**

**committee has planted seeds for renewal through plans to ensure the house is capable of meeting the new demands of a growing community house into the future. This has been done through hours of consultation and sharing. The difficult decisions that have been made are testament to the volumes of great people who have volunteered many hours to ensure they are made for the right reasons.**

Hours of 'soul searching' have tested the metal of our volunteers as it has been difficult to reach consensus at times. It has also contributed to the departure of volunteers who for differing reasons have not been able to align their values with the changing nature of the house. It is fair to say that CCH is a conscientious citizen and we owe our commitment to ethical and consensus decision making to the continued efforts of our many volunteers and community supporters.

After four years it was time to relocate out of the School of Mines to enable the building to be prepared for new life as council residence. We thank Mt Alexander Shire Council for their generous support both pre and post relocation from the School of Mines.

This move has prompted much growth, both financially and in the maturity required to continue to provide services to the disadvantaged in our community, and to maintain the economic independence necessary to foster and grow community development projects that are important to Castlemaine. Leaving the 'School of Mines' stimulated a desire to be financially independent to meet accommodation costs at market rates. It also forced us to examine what it means to be a 'community house' in Castlemaine where the economic divide is widening and

disadvantaged communities are relocating to the perimeters of the shire. We have asked ourselves if a community house needs to be located under 'one roof' or if we need to adapt and provide multiple programs from multiple sites.

Whilst we have been exploring options for more sustainable accommodation, Mount Alexander Shire Council has continued to provide support to the house through financial grants and the provision of community assets located throughout Castlemaine. With over 300 volunteers actively participating in programs, we have demonstrated that we can continue to deliver services from multiple locations and that partnerships with other community organisations are intrinsically linked to the success of the house and the people within it.

Important relationships that we are continuing to develop include:

- Individual volunteers and community supporters
- Mount Alexander Shire Council
- Continuing Education Castlemaine
- Maldon Community House
- Castlemaine Secondary College
- Mount Alexander Sustainability Group
- Association of Neighbourhood Houses and Learning Centres

The board has accepted the resignation of Ron More who has been our fearless leader for over 19 years. We thank Ron for his enormous contribution, commitment, vision and selfless service to Castlemaine Community House. We wish you every fulfilment as you commit yourself to your next project as grandparent.

*Ujjval Goble*  
*On behalf of the Committee of Management*

# manager's report

**The scope of our programs, the number of volunteers and participants, the increasing variety of funding streams, the active partnering we engage in with other local organisations and the range of services we deliver, tell of the things we do. Growth in all these areas**

**provides a picture of an organisation which is strategically meeting its planned vision – arrived at through the application of the energy, passion and commitment of our Committee of Management, staff and volunteers.**

We are doing a lot, and more and more people are becoming involved. However, is that the key measure of achievement? If our collective vision is for a creative, dynamic and connected community, is doing a lot making it happen?

The key word for me is "connected". Maintaining a healthy connection among all the parts of a diverse and growing organisation is as critical as it is challenging. It requires a shift in emphasis towards building a stronger and more robust team. This needs to be the focus for CCH as we continue to grow and to achieve our vision.

There are some specific issues which need to be addressed. Our Occasional Child Care program has been threatened by a loss of state funding. Negotiations are continuing with both DHS Children's Services and Castlemaine South Kindergarten. Registration needs finalising and the child care budget needs to be addressed in the context of the CCH global budget.

I drafted a Business Plan for CCH and submitted it both the COM and our Small Business Mentor, Keith Irvine, for consideration, but more work needs to be done on this and on the budget. A twelve month review of our Strategic Plan is due. In light of changes that have happened to us and by us, it is timely that we conduct the review early in 2013. This will coincide with and be advised by the Human Resources review, the completion of the CCH budget and the AGM.

Changes to the Association Incorporation Act will not affect us greatly; nevertheless every COM member needs to become aware of this Act and how it impacts and governs the running of this organisation.

Although we have made good use of the Faulder Watson Hall, which has made us easily accessible in the centre of Castlemaine, the issue of permanent accommodation remains urgent and critical, particularly because our current agreement for the use of Council facilities expires in June 2013.

This will be my final report to the CCH AGM. I am leaving the Community House after 19 years of service as your coordinator/manager. There are many people who have been part of that journey, too many to name individually. I wish to thank all of them, past and present for the support and encouragement that I have received.

*Ron Moore*  
*Manager*





# activities

CCH continues to run a number of community activities, including health and wellbeing classes, tai chi, five community choirs, occasional childcare which provided professional care one morning a week, life ball (an inclusive team game for all ages and abilities) and community lunch, which now provides a two-course cooked meal for 80-100 people once a week during school terms and fills the Castlemaine Town Hall with people of all ages. We now have a large team of volunteer cooks – and one day this year our regulars were assisted by players from Essendon football club.

On Tuesday mornings we also use the town hall for Music Playgroup, which has been providing a social experience for little people and their carers for over 20 years. This year was a very auspicious year with the celebration of volunteer playgroup leader Norma Lynch's 80th birthday. Many families have treasured our music playgroup over the years and Norma will be continuing her wonderful work in 2013.

One-on-one computer help started in 2012 and had a healthy uptake, showing how important it is for many people to get continuing help in being connected to IT. The two public internet access computers funded by the State Library of Victoria have been so busy that we have installed a third computer, and many days they are in continuous use by members of the community.

We also provide literacy support for the East African community (a joint service with CHIRP). Many activities are entirely free or just request a gold coin donation, and this would not be possible without the immense help and contribution from our volunteers – and the use of a number of council buildings with the generous support of Mount Alexander Shire Council.

## Occasional Childcare

Castlemaine Community House runs the only occasional childcare service in town, and we were proud to be able to continue it throughout 2012 in spite of threats to its funding. The service is popular with local families, because it provides a chance for parents and carers to timetable child-free time for appointments, interviews, shopping, courses, or just a well-earned break. Our dedicated staff members are qualified childcare professionals, led by Belinda Grayson and supported by Helen Roditis and Kerrie Grant. We are very appreciative of the staff of Berkeley Street Kindergarten for enabling us to run the Occasional Childcare Service there once a week this year.



# community development

## The Peace Choir

The Peace Choir has been a Castlemaine Community House program since the choir's inception in 2007. The choir offers a supportive environment for people who experience social isolation or intellectual disabilities. Partners of the Peace Choir are the Angel Fund (a local philanthropic fund), Maine Connection (local advocacy and support group for people with mental health issues), Making Music (choir leaders), St. Luke's (mental health service provider), Uniting Church Castlemaine, and Windarring (association for people with disabilities). The Peace Choir works with community development principles and was initiated to address issues of social isolation, provide support, and enable interaction and skill development. Membership of the choir includes individuals with mental health issues or physical disabilities and their carers and friends.

Every year the Peace Choir support group faces the daunting task of finding financial support to run the choir. In 2012 the Peace Choir was fortunate to receive a grant from Maldon & District Community Bank. This has meant we have been able to run a full year of activities, including taking the choir out to the Maldon and Harcourt communities for open rehearsals. We were also pleased to be one of the groups asked by the bank to be part of their promotional banners for the grants program, so look out for the Peace Choir when you see one of these banners.

During 2012 the Peace Choir enjoyed a couple of singing visits to Penhall, a hostel run by Castlemaine Health at the hospital, we held an open rehearsal in Castlemaine during Mental Health week, and a public performance at the local Farmer's Market. Our end of the year concert – 'A Peaceful Night' – which combined many of the local choirs, was again well attended. All in all it was a good year for the Peace Choir and we hope to see you during 2013 at a singing event.



*Caroline McKenzie-McHarg  
Stronger Families worker*



## Stronger Families Program

One of the programs of the Community House which many in the community don't know about is the extremely successful Stronger Families Program at Loddon Prison. Our program enables dads to spend time with their children, to build parenting skills and positive interactions between parents and children.

It enables them to spend time together in a relaxed, comfortable environment, playing with toys, singing, cuddling together and reading a book, celebrating birthdays, and so on. The kitchen staff make beautiful cakes for a child's birthday, so that dad can light the candles and take part in his child's milestones.

We have about 15 fathers taking part at any one time. It is especially important for those whose relationships with wives and partners have broken down but who are able, with our help, to maintain their relationships with their children. One father who was being transferred to Beechworth in preparation for release made a point of thanking me before he went for letting him see his daughter grow from a baby to a little girl.



# education report

## Funded Courses

CCH receives annual funding from Adult Community & Further Education to conduct vocational and education courses which aim to provide pathways to employment, further study and community connection. Our delivery of funded student contact hours for 2012 was far greater than the hours allocated which has enabled us to access further funding from ACFE and offer another course over winter. There was strong attendance in the Permaculture Design (which was delivered in both a 16-week and an intensive version this year) and Apple Mac classes, run in the evening. Cook Fresh, Cook Local classes remain popular, with feedback from students identifying new ways to support our local farmers, creating more sustainable outcomes for students and the local community. Sew Basic was introduced this year in conjunction with Sew Good classes which have been very popular over the last two years. The students, many of them young mothers, appreciated this affordable introductory course.

## Fee for Service

The year 2012 saw a variety of Fee for Service classes at CCH. Remaining a favourite is the Watercolour Class with legendary tutor Hilary Loftus. Hilary has been conducting classes for over ten years for the community of Castlemaine and this year the varied work by students was exhibited at the Botanic Gardens Tea Rooms. Other wonderful classes this year included Sister Nivedita's painting classes "Illuminated Manuscripts" and "Treasures of the Silk Road", Yoga, Digital Photography, Homeopathic First Aid for Pets. Our overall offering was enhanced by the addition of the Growing Abundance workshops on topics such as food preserving, sourdough bread making and tree maintenance.



## Partnerships

This year CCH formed a working partnership with Continuing Education and ran a series of workshops focusing on Information Technology called Castlemaine Connected. With an overwhelming attendance by the community classes ranged from Web Presence to Social Media and Digital Storytelling. Students also placed some personal stories on the ABC open website – great stuff! We hosted a series of digital workshops run by ABC Open. CCH and Continuing Education have looked to the future of adult and community education in Castlemaine and have collaborated with other Learn Local providers to form MATCH – Mount Alexander Training Community Hub. This group will provide Mt Alexander shire with access to all local training information and will act as a conduit to all local providers. Look out for web presence and further details in 2013. New classes and activities are always encouraged at CCH so if you have skills to share with the community please contact us.



# spring ball

The Annual Spring Ball was a great success and widely acclaimed by guests. This year's theme was "Caribbean". The production and coordination of the event ran very smoothly, the music and sound was of a very high level and the food preparation; food service and bar operations were seamless. Bump out was efficient and the venue was returned to its pre ball state very quickly.

The Spring Ball is the largest fundraising event of the year for CCH and this year's profit is anticipated at approx. \$7500.

Donations were received from Madder's IGA, MAXI IGA, Harry and Georges Fruit Shop, Castlemaine Fruit supplies, 50km Local Maldon, Wesley Hill Veg Supply, Food Garden and Ford's Dairy.

Further donations were provided by Healing Well, Tutu Per Te hairdressers, Castlemaine Art supplies, Orogini and Apple Annie's Café.

The Annual Spring Ball is managed by a group of volunteers and we are extremely grateful for their efforts and commitment to what has become an institution in Castlemaine.

*Josephine Bodno*





# reception

Over the last year, with great ingenuity (mainly that of Damian Meehan), we have reorganised the offices at Faulder Watson Hall to ensure as much privacy and noise reduction as possible in a hall only divided by partitions. The Centrelink/Medicare Agency has had a large space since September, and Growing Abundance, with an increasing number of staff and volunteers, now has a defined area towards the back of the building. The public internet access computers are close to the front door, and visitors are welcomed at a reception desk staffed by a rota of reliable volunteers coordinated by Ken Capes.



*Ken writes:*  
*"Volunteering is a rewarding experience. I have met many people here at CCH who value and practise the ethos that CCH espouses. I have worked in Post Offices all my working life dealing with the public, and I hope that I am seen to be friendly and*

*welcoming to all those who come into CCH here at the Faulder Watson Hall. I also helped with the 2012 Spring Ball and other functions which CCH has put on."*



# centrelink

The Centrelink Agency moved into the Faulder Watson Hall in September 2012, and the transition went smoothly. At present we are getting an average of 100-150 people through the door each week. It's interesting to note how many of those people then stay to use the public internet or enquire about classes and activities.

We are a Centrelink agency – not an office – and we have a computer and two telephones that customers can use to contact Centrelink, Medicare and CSA.

A small group of the other CCH staff and volunteers have completed the Centrelink training so that we have a pool of support people to allow the agency to operate in my absence. Being based in the Community House has really changed the profile of Centrelink as not only is it in the centre of town, but there is always a hive of activity and a very welcoming atmosphere.

*Julie Holden*

# mount alexander no interest loan scheme



This year has been a busy and rewarding year for Mount Alexander NILS with the number of loans issued only slightly fewer than 2011. Castlemaine NILS has a current loan portfolio of 58 loans with a total value of \$33,567.86. CCH NILS has expanded the range of goods and services which can attract NILS support and over the past year have funded items such as medication, rainwater tanks, medical equipment and web page design. NILS has only had one instance of loan default for \$16.48 and the program is very well thought of in the wider community.



A marketing campaign was conducted in April with an updated information sheet which presented NILS information in a much more user-friendly format. A newspaper article and letters to schools and

community/services agencies further boosted the number of NILS enquiries. The number of NILS loans processed in mid-2012 decreased sharply due to the Federal Government payments made to cover education expenses for families, however numbers have continued to rise and it is anticipated that the yearly statistics will show only a 65 decrease in total loans.

The Committee currently consists of CCH Manager Ron Moore and NILS Loans Worker, Daniel Hall, assisted by six volunteers from both the general community and community services agencies. Dan Hall has been the NILS worker for CCH since July 2011. Dan is employed eight hours per week, the cost of which is funded by a small grant from FaCHSIA. This has enabled the program to continue growing and provide a service throughout the shire. The program has continued to negotiate with outreach providers and training is planned to increase the number of volunteer interviewers to process NILS applications in addition to the two volunteers we have at present.

# mount alexander volunteer network



Until September 2012, Mount Alexander Volunteer Network (MAVN) was a program of the Castlemaine Community House. MAVN was set up to support volunteers and community groups and service providers who use volunteers. In Mount Alexander, over 90 per cent of community services are delivered by volunteers and MAVN seeks to assist with recruitment and training of volunteers, for example in first aid and food handling, and provide advice on grants and funding.



# growing abundance

**Growing Abundance was established as a pilot in January 2011 with the primary aims of:**

- strengthening local access to a healthy food supply, through the sourcing and distribution of locally grown fruit and vegetables;
- increasing community connectedness and strengthening community action; and
- building community food resilience – reducing carbon emissions resulting from food production, transportation and consumption.

It's been another big year at Growing Abundance, with significant funding received to support our program, which has allowed for a considerable expansion of paid staff. Current staff include; Lucy Young, Coordinator, Sas Allardice, Harvest Coordinator, Ellen Madigan, Low Food Miles program, Margaret Hogg, Healthy Communities Coordinator, Linnet Good, Communications, Karen McMullan, Education and Training and Nikki Valentini, CAKE catering. Of course, Growing Abundance would not operate without significant contributions from a plethora of volunteers who put in hundreds of hours throughout the year to help make this program work.

Growing Abundance works across the food system with four integrated projects:

- Harvest Group – linking volunteers to backyard fruit growers to share backyard bounty;
- CAKE (Castlemaine Abundance Kitchen Enterprise) – bringing people together to learn, share and work with local food;
- Food for Thought – hosting regular films and events to inform and discuss food issues on a global and local scale; and
- Low Food Miles campaign and the Local Produce Guide – working with local retailers and producers to improve access to local fresh produce.

## Why Food?

Food brings people together. When we sit down to eat together, we connect to each other and to the natural environment that we depend on for our sustenance. Growing, cooking, preserving and sharing food is the stuff



of life and is the foundation of a strong, resilient and interconnected community.

This is just part of the premise upon which Growing Abundance is founded. With the dual challenges of depleting global oil supplies (our entire food system currently relies heavily upon oil for growing, harvesting, transporting to market, buying from market) and extreme weather events associated with climate change, Growing Abundance aims to reduce carbon emissions by relocalising the production and consumption of food.

However, it's not only the seriousness of the issues we are facing that inspire people to be involved with Growing Abundance, nor the fact that we are working with a "solutions focused" *Transition Towns* model. At its heart, Growing Abundance is about relationships: food is what brings people together, but it's the relationships that create the connectedness and resilience that are so important in times of crisis.

2012 has seen the strengthening and development of new partnerships instrumental in the *Growing Our Local Food Economy* forum hosted by the Mount Alexander Shire Council. The team have also been busy presenting at local forums such as the Loddon Mallee Leadership Program, Latrobe Universities' SOS conference, having input to the National Food Plan, liaising with the Food Sovereignty Alliance – to name a few. It's been busy!

*Funds in 2012 have been received from: Helen McPherson Smith Trust, the William Buckland Foundation, RE Ross Trust, the Mount Alexander Shire Council, ... and the Red Geranium Inc. and the Department of Family and Community Services and the Healthy Communities Initiative.*



## Castlemaine Abundance Kitchen Enterprise (CAKE)

*CAKE is a way of preserving and distributing locally grown seasonal food that enables people to come together to learn, share and work.*

Another incredible year with an incredible group of women! Still working towards the long term goal of having our very own kitchen that will become the hive of sharing local food, learning, and eating together. In the meantime, the team have been busy sharing their skills and running workshops or community processing days in:

- Olive and lemon preserving,
- Sourdough Breadmaking
- Edible Weeds
- Apple Juicing and Cider Making
- Bottling and Preserving

Catering has been a large feature of the year, with the CAKE catering team providing delicious local food at a large range of community events, including the: Harcourt Apple festival; International Volunteer Day celebration; and Growing the Harvest Café. CAKE catering has also got off to a flying start, being the caterer of choice at 50 meetings and events during the year including The Governor's Lunch, multiple Connecting Country events, and Landcare forums, in addition to providing delicious soup at all Food for Thought film sessions – supported generously by Red Beard Bakery with their delicious local sourdough bread.



## Harvest Group

The second year of action for the Harvest arm of Growing abundance has been a consistently busy and exciting one. During harvest season we managed to harvest 6.7 tonne of fruit (apples, pears, quinces, peaches, nectarines, plums, lemons, cumquats, olives and blackberries) at over 30 harvest sessions in local backyards, street sides and a commercial apple orchard. This fruit was distributed to volunteers of the community house, local primary schools and people receiving St. Vincent de Pauls food boxes. We also picked up ½ tonne of windfall fruit and gave it to local free range chook farmers to reduce pest and disease risk to the fruit trees. More than 185 people attended harvests adding up to over 370 volunteer harvest hours. Of the 530 trees that we harvested (from 21 sites), 180 were pruned at 21 different pruning sessions. We also help distribute 50 cubic metres of compost into local backyards.

As a result of the high quality fruit tree maintenance training provided by Growing Abundance and volunteers own expertise and experience, an enterprise arm of the pruning team has been trialled, employing on a casual basis 5 people to 'prune along' with fruit tree owners and teach them how to prune their own trees. We have also begun to facilitate the formation of a community bee keeping enterprise.

In 2013 we expect to expand the number of houses we are able to harvest and prune as well as the diversity and number of volunteers. We are hoping to secure some form of temporary cool storage space to assist with a more controlled and efficient distribution of fruit. We are also exploring ideas of community vegetable growing and orchard management. We will be participating in a number of exciting events such as the Sustainable Living Festival and the Castlemaine State Festival and continuing to run a series of hands on workshops for backyard growers.



# growing abundance



## The Healthy Communities Initiative

Growing Abundance has received funding as part of a Federal Government grant managed by the Mt Alexander Shire Council (MASC) to promote increased physical activity and healthy eating. What better way than by harvesting local fruits!

Growing Abundance will be promoting the Harvest program to local health and disability organisations to build the numbers and enthusiasm for the local food movement. There will be an emphasis on engaging older adults, carers, people with disabilities, chronic illness and mental health conditions, and people in outlying townships. Partnerships for the program include MASC, Castlemaine Community Health, Windaring, St Lukes, and Castlemaine Continuing Education.

The program commenced in October 2012, and will include inclusiveness training for GA staff and volunteers in preparation for the 2013 harvest season. The year ahead will also see C.A.K.E. providing cooking classes on "Home Grown and Well Preserved" to promote cooking from the backyard veggie patch, and what to do with excess produce. There will also be classes on "Cooking for Numbers", to promote the community lunch model. The delivery of these classes will be in partnership with Castlemaine Continuing Education.

## Food for Thought

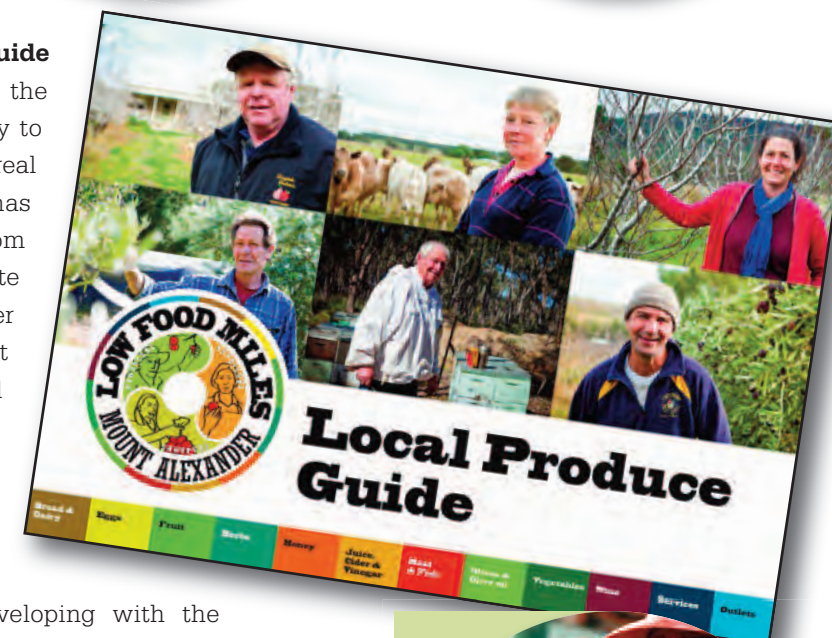
This year we showed ten films with an average audience of 25 people per screening. Even more inspiring was that an average of 17 people per screening stayed on to discuss what they had viewed and ways that they might take individual or collective action on food security. There have been a range of reported actions, from a local business deciding to establish a small community garden in their backyard, to people participating in a shire-wide forum and initiatives that explore alternative models of food supply, such as CSA (community supported agriculture).

The support of RE Ross Trust for Food for Thought was gratefully received and we aim to offer a third season of Food for Thought in 2013 with a focus on speakers – local and further afield – who are doing innovative and inspiring things with food. Our shire is abundant with such folk!



## Low Food Miles and Local Produce Guide

A sell-out success in its first print run, the Local Produce Guide is well on the way to selling out its second print run. Another real indicator of the success of this guide has been the interest it has generated from further afield, with demand for a template to be developed that can be used by other communities. It's also no small testament to the tenacity and passion of Low Food Miles worker Ellen Madigan that most of the original six retailers are still meeting regularly and discussing some joint initiatives.



A strong partnership is currently developing with the Castlemaine Secondary College, as well as with aspiring local producers, who are being supported to explore innovative models that aim to be sustainable and to increase our region's food security.

Low Food Miles stickers remain in shops, making it easy to identify local produce and to support local producers. The focus of this year's Castlemaine and Agricultural Show parade was our local producers and retailers. We aim to do much more into 2013 and beyond – watch out for our presence at the Castlemaine State Festival for another Iron Chef extravaganza!





## GOERS & MAUNDER

### Public Accountants

Partners: Eckhard Goers CPA, NIA, Reg. Tax Agent  
Jeffrey Maunder CPA, NIA

### AUDIT REPORT TO THE MEMBERS OF CASTLEMAINE COMMUNITY HOUSE Inc.

#### Audit Scope

We have audited the attached financial report including Profit & Loss and Balance Sheet of the Castlemaine Community House Inc. for the year ended 30 June 2012 in accordance with Australian Auditing Standards. The Castlemaine Community House Inc. Committee is responsible for the maintenance of its books and accounts and our audit included an examination on a test basis of the information and documentation held to support the financial transactions disclosed in the Castlemaine Community House Inc. books and accounts and did not extend beyond the information contained therein. The audit was unable to confirm that all amounts received were banked. The audit procedures were conducted to form an opinion, whether in all material aspects, the financial report presents fairly the transactions of the Castlemaine Community House Inc.

The financial report has been prepared for distribution to members and to fulfil the reporting requirements of the Castlemaine Community House Inc. in accordance with the Associations Incorporation Act and its constitution. Attached find statements of Profit and Loss, Balance Sheet and Cash Flows. The statements are prepared on a cash accounting basis.

We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates, to any person other than the members of Castlemaine Community House Inc. or for any purpose other than that for which it was prepared.

#### Audit opinion

In our opinion the financial statements within the audit scope detailed above present a true and fair view of the financial position of the Castlemaine Community House Inc. for the period 1 July 2011 to 30 June 2012.



Eckhard Goers  
Partner

29 January 2013

BENDIGO:	63 Midland Highway Epsom Vic 3551 Telephone: 5448 3980 Facsimile: 5448 4410	CASTLEMAINE:	Office 3, Level 1 Geo. Clarke Place 203/205 Barker Street Castlemaine Vic 3450 Telephone: 5470 6565 Facsimile: 5470 6565
POSTAL ADDRESS:	PO Box 99 Epsom Vic 3551		

5:13 PM  
29/01/13  
Cash Basis

## Castlemaine Community House Inc Profit & Loss July 2011 through June 2012

Jul '11 - Jun 12

Income	
General Income	
Aquitted Classes	0.00
Catering	1,000.00
FFS Course/Workshop Fees	8,485.00
Funded Course/Workshop Fees	5,905.00
Fundraising	9,680.85
Fundraising - Spring Ball 2011	8,249.09
Gifts & Donations	12,475.53
Interest Received	6,909.65
Membership Fees	18.64
Operating Income	150.00
Rental Income	2,591.25
Services Income	9,442.95
Workshops	1,101.50
Total General Income	66,009.46
Grants Income	
Grants - Non Recurrent	
ACFE	23,475.51
Non ACFE	45,097.34
Total Grants - Non Recurrent	68,572.85
Grants - Recurrent	
ACFE	
Delivery - ACFE	29,227.20
Equipment - ACFE	3,632.82
Total ACFE	32,860.02
DHS	10,428.88
DPCD	55,618.58
Stronger Families	1,210.00
Total Grants - Recurrent	100,117.48
Total Grants Income	168,690.33
Holding Funds Auspiced Grants	20,757.00
Uncategorised Income	0.00
Total Income	255,456.79
Gross Profit	255,456.79
Expense	
Administration	
Accommodation	
Electricity & Gas	2,571.40
Rent	12,529.50
Repairs & Maintenance	355.20
Total Accommodation	15,456.10
Administrative	
Admin Grant Expense	10,874.67
Admin Grant Income Recovered	-10,874.67
Admin Recovery	0.00
Auditor Fees	975.00
Bank Charges	390.15
Catering	4,472.44
Insurances	622.23
Permits, Licences & Fees	193.44
Postage	402.41
Stationery	2,383.77
Subscriptions & Memberships	675.00
Telephone & Communications	5,412.56
Total Administrative	15,527.00





Castlemaine Community House Inc  
Profit & Loss  
July 2011 through June 2012

	Jul '11 - Jun 12
Management Expenses	
Annual Report	510.00
Catering - Board	86.79
Total Management Expenses	596.79
Total Administration	31,579.89
Holding Funds Auspiced Grant ex Operational	4,897.00
Facilities & Equipment	
Computer & Software Expenses	1,038.33
Depreciation	8,770.00
Expensed Equipment	2,298.56
Photocopier, Printer & Fax	1,352.90
Repairs & Maintenance	106.92
Total Facilities & Equipment	13,566.71
General	
Advertising & Sponsorship	2,328.95
Conferences, Seminars	1,281.82
Fee Refund	275.00
Film Hire	260.00
Graphic Design	1,500.00
Materials	2,115.91
Photocopying & Printing	8,253.74
Return of funds	344.00
Room Hire	4,920.55
Staff Amenities	1,403.16
Staff Training	1,096.50
Travel & Accommodation	2,363.18
Workcover	152.54
Total General	26,295.35
Total Operational	39,862.06
Other	
Donations	460.05
Fundraising Expenses	1,591.91
Spring Ball Expenses - 2011	3,839.18
Spring Ball Expenses - 2012	51.10
Total Other	5,942.24
Payments to Other Associated Pe	
Consultancy Fees	1,194.55
Contractor Fees	15,871.11
Tutor Fees	17,847.79
Payments to Other Associated Pe - Other	1,120.00
Total Payments to Other Associated Pe	36,033.45
PAYROLL EXPENSES	
Superannuation	
Superannuation Funded	8,213.21
Superannuation Unfunded	233.72
Total Superannuation	8,446.93
Wages	
Wages Funded	107,573.29
Wages Unfunded	3,569.34
Total Wages	111,142.63
Total PAYROLL EXPENSES	119,589.56
Total Expense	237,904.20
Net Income	17,552.59

Castlemaine Community House Inc  
Balance Sheet  
As of June 30, 2012

	Jun 30, 12
ASSETS	
Current Assets	
Chequing/Savings	
BBL - LONG SERVICE LEAVE	11,991.59
Cash Clearing & Floats	57.00
CSB - Cash Management Account	85,308.00
Petty Cash	96.75
Term Deposit	85,817.63
Total Chequing/Savings	183,270.97
Other Current Assets	
Advance	1,000.00
Bonds- Premises Rental	1,032.00
Inventory Asset	153.60
Total Other Current Assets	2,185.60
Total Current Assets	185,456.57
Fixed Assets	
OFFICE FURNITURE & EQUIPMENT	
Office Furn & Equip at Cost	28,625.59
Office Furn & Equip less Depr	-19,381.00
Total OFFICE FURNITURE & EQUIPME...	9,244.59
PLANT & EQUIPMENT CONTROL	
Plant & Equipment at Cost	41,778.28
Plant & Equipment less Acc Dep	-26,243.00
Total PLANT & EQUIPMENT CONTROL	15,535.28
Total Fixed Assets	24,779.87
TOTAL ASSETS	210,236.44
LIABILITIES	
Current Liabilities	
Other Current Liabilities	
PAYROLL LIABILITIES	
Payroll PAYG Summary	
PAYG Paid	-13,726.00
PAYG Tax	16,784.00
Total Payroll PAYG Summary	3,058.00
Total PAYROLL LIABILITIES	3,058.00
Tax Payable	4,440.67
Total Other Current Liabilities	7,498.67
Total Current Liabilities	7,498.67
Long Term Liabilities	
Provision Long Service Leave	1,786.13
Sick Leave	10,000.00
Total Long Term Liabilities	11,786.13
TOTAL LIABILITIES	19,284.80
NET ASSETS	190,951.64
EQUITY	
Retained Earnings	173,399.05
Net Income	17,552.59
TOTAL EQUITY	190,951.64



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Cash Basis

**Castlemaine Community House Inc**  
**Profit & Loss Prev Year Comparison**  
July 2011 through June 2012

	Jul '11 - Jun 12	Jul '10 - Jun 11
Income		
General Income		
Aquitted Classes	0.00	0.00
Catering	1,000.00	0.00
FFS Course/Workshop Fees	8,485.00	7,925.60
Funded Course/Workshop Fees	5,905.00	2,780.00
Fundraising	9,680.85	17,524.66
Fundraising - Spring Ball 2011	8,249.09	0.00
Gifts & Donations	12,475.53	7,699.05
Interest Received	6,909.65	7,264.26
Membership Fees	18.64	184.58
Operating Income	150.00	60.00
Rental Income	2,591.25	3,200.91
Services Income	9,442.95	10,203.90
Workshops	1,101.50	320.00
Total General Income	66,009.46	57,162.96
Grants Income		
Grants - Non Recurrent		
AFCE	23,475.51	13,795.00
Non ACFE	45,097.34	106,907.11
Total Grants - Non Recurrent	68,572.85	120,702.11
Grants - Recurrent		
ACFE		
Delivery - ACFE	29,227.20	13,318.00
Equipment - ACFE	3,632.82	0.00
SR Pre Accredited - ACFE	0.00	3,451.00
Total ACFE	32,860.02	16,769.00
DHS	10,428.88	13,548.43
DPCD	55,618.58	54,130.00
Stronger Families	1,210.00	1,900.00
Total Grants - Recurrent	100,117.48	86,347.43
Grants Income - Other	0.00	200.00
Total Grants Income	168,690.33	207,249.54
Holding Funds Auspiced Grants	20,757.00	0.00
Uncategorised Income	0.00	0.00
Total Income	255,456.79	264,412.50
Cost of Goods Sold		
*Cost of Goods Sold	0.00	179.20
Total COGS	0.00	179.20
Gross Profit	255,456.79	264,233.30
Expense		
Administration		
Accommodation		
Cleaning	0.00	587.90
Electricity & Gas	2,571.40	50.00
Rent	12,529.50	11,569.03
Repairs & Maintenance	355.20	312.79
Total Accommodation	15,456.10	12,519.72
Administrative		
Admin Grant Expense	10,874.67	11,614.96
Admin Grant Income Recovered	-10,874.67	-11,674.96
Admin Recovery	0.00	0.00
Auditor Fees	975.00	900.00
Bank Charges	390.15	423.20
Catering	4,472.44	3,788.43
Insurances	622.23	492.34
Permits, Licences & Fees	193.44	456.44
Postage	402.41	407.83
Rounding and Corrections	0.00	11.35
Stationery	2,383.77	995.15
Subscriptions & Memberships	675.00	502.28
Telephone & Communications	5,412.56	4,088.85
Total Administrative	15,527.00	12,005.87

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Cash Basis

**Castlemaine Community House Inc**  
**Profit & Loss Prev Year Comparison**  
July 2011 through June 2012

	Jul '11 - Jun 12	Jul '10 - Jun 11
Management Expenses		
AGM	0.00	270.14
Annual Report	510.00	877.46
Catering - Board	86.79	181.10
PD - Board Member	0.00	461.00
PD - Management	0.00	517.27
Strategic Planning	0.00	2,650.00
Total Management Expenses	596.79	4,956.97
Total Administration	31,579.89	29,482.56
Holding Funds Auspiced Grant ex Operational	4,897.00	0.00
Facilities & Equipment		
Computer & Software Expenses	1,038.33	446.52
Depreciable Assets < \$1000	0.00	90.00
Depreciation	8,770.00	8,632.00
Expensed Equipment	2,298.56	3,106.66
Photocopier, Printer & Fax	1,352.90	1,403.23
Repairs & Maintenance	106.92	160.00
Total Facilities & Equipment	13,566.71	13,838.41
General		
Advertising & Sponsorship	2,328.95	1,576.56
Conferences, Seminars	1,281.82	31.82
Fee Refund	275.00	651.90
Film Hire	260.00	140.00
Graphic Design	1,500.00	150.00
Materials	2,115.91	1,605.68
Photocopying & Printing	8,253.74	232.28
Publications	0.00	7.00
Rebate for NILS clients	0.00	200.00
Return of funds	344.00	67.32
Room Hire	4,920.55	45.00
Staff Amenities	1,403.16	1,006.13
Staff Training	1,096.50	2,640.04
Travel & Accommodation	2,363.18	600.23
Workcover	152.54	2,428.43
Total General	26,295.35	11,382.39
Total Operational	39,862.06	25,220.80
Other		
Donations	460.05	0.00
Fundraising Expenses	1,591.91	7,223.88
Miscellaneous	0.00	90.91
Spring Ball Expenses - 2011	3,839.18	0.00
Spring Ball Expenses - 2012	51.10	0.00
Total Other	5,942.24	7,314.79
Payments to Other Associated Pe		
Consultancy Fees	1,194.55	4,285.00
Contractor Fees	15,871.11	19,609.88
Contractor Fees - Unfunded	0.00	8,089.47
Superannuation Other		
Superannuation Other Funded	0.00	872.00
Superannuation Other Unfunded	0.00	810.45
Total Superannuation Other	0.00	1,682.45
Tutor Fees	17,847.79	13,897.03
Payments to Other Associated Pe - Other	1,120.00	0.00
Total Payments to Other Associated Pe	36,033.45	47,563.83
PAYROLL EXPENSES		
Superannuation		
Superannuation Funded	8,213.21	6,444.24
Superannuation Unfunded	233.72	844.18
Total Superannuation	8,446.93	7,288.42
Wages		
Wages Funded	107,573.29	85,727.04
Wages Unfunded	3,569.34	10,557.12
Total Wages	111,142.63	96,284.16
Total PAYROLL EXPENSES	119,589.56	103,572.58
Refund Unexpended Grants	0.00	5,000.00
Total Expense	237,904.20	218,154.56
Net Income	17,552.59	46,078.74

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Cash Basis

Castlemaine Community House Inc  
Balance Sheet Prev Year Comparison  
As of June 30, 2012

	Jun 30, 12	Jun 30, 11
ASSETS		
Current Assets		
Chequing/Savings		
BBL - LONG SERVICE LEAVE	11,991.59	11,628.82
Cash Clearing & Floats	57.00	0.00
CSB - Cash Management Account	85,308.00	73,825.28
Petty Cash	96.75	96.75
Term Deposit	85,817.63	81,386.47
Total Chequing/Savings	183,270.97	166,937.32
Accounts Receivable		
Accounts Receivable	0.00	87.00
Total Accounts Receivable	0.00	87.00
Other Current Assets		
Advance	1,000.00	0.00
Bonds- Premises Rental	1,032.00	1,032.00
Inventory Asset	153.60	153.60
Total Other Current Assets	2,185.60	1,185.60
Total Current Assets	185,456.57	168,209.92
Fixed Assets		
OFFICE FURNITURE & EQUIPMENT		
Office Furn & Equip at Cost	28,625.59	23,502.95
Office Furn & Equip less Depr	-19,381.00	-14,336.00
Total OFFICE FURNITURE & EQUIPME...	9,244.59	9,166.95
PLANT & EQUIPMENT CONTROL		
Plant & Equipment at Cost	41,778.28	39,049.47
Plant & Equipment less Acc Dep	-26,243.00	-22,518.00
Total PLANT & EQUIPMENT CONTROL	15,535.28	16,531.47
Total Fixed Assets	24,779.87	25,698.42
TOTAL ASSETS	210,236.44	193,908.34
LIABILITIES		
Current Liabilities		
Accounts Payable		
Accounts Payable	0.00	-214.32
Total Accounts Payable	0.00	-214.32
Other Current Liabilities		
PAYROLL LIABILITIES		
Payroll PAYG Summarry		
PAYG Paid	-13,726.00	-3,730.00
PAYG Tax	16,784.00	8,754.00
Total Payroll PAYG Summarry	3,058.00	5,024.00
Super Liability	0.00	865.41
Total PAYROLL LIABILITIES	3,058.00	5,889.41
Tax Payable	4,440.67	3,048.07
Total Other Current Liabilities	7,498.67	8,937.48
Total Current Liabilities	7,498.67	8,723.16
Long Term Liabilities		
Provision Long Service Leave	1,786.13	1,786.13
Sick Leave	10,000.00	10,000.00
Total Long Term Liabilities	11,786.13	11,786.13
TOTAL LIABILITIES	19,284.80	20,509.29
NET ASSETS	190,951.64	173,399.05

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Cash Basis

Castlemaine Community House Inc  
Balance Sheet Prev Year Comparison  
As of June 30, 2012

	Jun 30, 12	Jun 30, 11
EQUITY		
Retained Earnings	173,399.05	127,320.31
Net Income	17,552.59	46,078.74
TOTAL EQUITY	190,951.64	173,399.05

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Castlemaine Community House Inc  
Statement of Cash Flows  
July 2011 through June 2012

	Jul '11 - Jun 12
OPERATING ACTIVITIES	
Net Income	39,723.58
Adjustments to reconcile Net Income to net cash provided by operations:	
Accounts Receivable	-21,854.03
Advance	-1,000.00
Accounts Payable	-1,918.50
PAYROLL LIABILITIES:Payroll PAYG Summarry:PAY...	-9,996.00
PAYROLL LIABILITIES:Payroll PAYG Summarry:PAY...	8,030.00
PAYROLL LIABILITIES:Super Liability	-865.41
Tax Payable	3,295.46
Net cash provided by Operating Activities	15,415.10
INVESTING ACTIVITIES	
OFFICE FURNITURE & EQUIPMENT:Office Furn & Equi...	-5,122.64
OFFICE FURNITURE & EQUIPMENT:Office Furn & Equi...	5,045.00
PLANT & EQUIPMENT CONTROL:Plant & Equipment at ...	-2,728.81
PLANT & EQUIPMENT CONTROL:Plant & Equipment le...	3,725.00
Net cash provided by Investing Activities	918.55
Net cash increase for period	16,333.65
Cash at beginning of period	166,937.32
Cash at end of period	183,270.97

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29/1/2013