





## CONTENTS

the necchi team	pg. 3
at a glance	pg. 4
chair's report	pg. 5-6
treasurer's report	pg. 7-8
audited accounts	pg. 9-23
photo pages	pg. 24 & 28
manager's report	pg. 25-27
community liason report	pg. 29-31
programs & marketing report	pg. 32-33
garden report	pg. 35-36
brewlands & admin report	pg. 37
photo pages	pg. 34, 38

NECCHi is located on the unceded lands of the Wurundjeri Woi-wurrung people of the Kulin Nation. We acknowledge them as the traditional owners of the lands and waterways now known as Merri-bek. Always was, always will be Aboriginal land.

# THE NECCHI TEAM

We want to say a huge thankyou to all of the staff, volunteers & facilitators that keep NECCHi going!

## STAFF:

Manager	Ellen Prior
Programs & Marketing Coordinator	Hannah Fallowfield
Community Liaison Coordinator	Jenell Quinsee
Garden Coordinator	Kate Hill
Brewlands & Administration	Olivia Nazario
Housekeeper	Kelsey Van Der Pol
Office Volunteer	Yasemin Shamsili
Office Volunteer	Nektaria Renfree
Office Volunteer	Clare McInerney



## BOARD:

Chair	Kate Bundrock
Deputy Chair	Jill Young
Secretary	Michelle Welsby
Treasurer	Georgie Lowe
General Member	Anna Hutchens
General Member	Emilie Nachtigall
General Member	Margot Tong
General Member	Jordi McInerney
General Member	Lucy Mann



## GARDEN GROUP VOLUNTEERS:

Nora, Barbara, Mei, Arend, Jane, Mitch, Milly, Em, Ed, Audre, Meghann, Hannah, Emily, Cath, Isabelle, Amanda, Elroy.

## SPECIAL THANKYOU TO:

Annalisa - Maternal Child Health  
 Mel and Melava - Newlands Kindergarten  
 Rosa Ryan - the great community connector  
 Andre & Aiden - Heartwood Building & Construction  
 Ria, Vanessa & Janette - East Coburg Artists-in-Residence

## FACILITATORS:

Adriana Bernardo	Aheda Amro
Rose van Herk	Anna Struth
Wai-Chun Lee	Ella Dunn
Jeanette Leigh	River Arumets
Veni May	Hannah Prior
Annasophia Larsen	Felicity Johns
Rebecca Zylberberg	Marisa Taylor
Celia Torres-Villanueva	Katie Dunlop
Rachael Millsom	Iaki Vallejo
Indiana Avent	Greta Miller

# AT A GLANCE

**4503** people attended a NECCHi program!



Oli made **724** babycinos!

we put on **70** programs!



**2175** tickets were sold!

**602** external room bookings & parties!



# CHAIR'S REPORT

**Kate Bundrock**

It is a pleasure to write this report reflecting on the past year at NECCHI. On behalf of the whole Board I want to start by thanking and acknowledging the small but mighty staff team at NECCHI - Ellen, Hannah, Kate, Oli, Jenell and also our wonderful office volunteers and our program providers. NECCHI staff live our values and purpose every day in their work and they are the reason the houses are flourishing.

It has been a year of transition and solidification for NECCHI, with Ellen coming in as Manager around this time last year and the first year of our new Strategy. Over the course of the year the programs, gardens, membership, community engagement and Brewlands coffees served have all grown and thrived and reflect our focus on the people, place and possibilities of our wonderful local community.

It is the Board's role to support NECCHI's staff and community by ensuring NECCHI is built on solid foundations and is well run and well governed. I want to thank all of our Board members, and acknowledge the contribution of those who had to finish up their role on the Board this year. I want to give special thanks to Jill Young who has been a fabulous comrade to me as Deputy Chair and such a huge champion for NECCHI. This year we have focused on recruiting new Board members and broadening out the range of skills we can collectively draw on. In May we hosted a supper with the Board and it was a pleasure to meet and talk to people from our community who were interested in volunteering their time to support NECCHI. Following the recruitment drive and supper we have been lucky enough to be joined by three new Board members - Lucy, Margot and Jordi.

Another significant event for the Board was hosting a gathering of other Merri-bek Neighbourhood House Managers and Board representatives. This was a great opportunity to build connections and explore opportunities to work together to support our local community. We are stronger and more effective as a sector when we work collaboratively together and I want to acknowledge the leadership of Ellen and the Managers of the other Neighbourhood Houses in bringing us together.



# CHAIR'S REPORT

Kate Bundrock

As a Board we have continued to focus on ensuring that NECCHI has the right policies and frameworks in place, and this work will continue over the coming year. Finance and budget is always a challenge and I'm really pleased to report that after the difficult covid impacted years, our end of financial year position was better than forecast. The Finance sub-committee of the Board have worked closely with Ellen over the course of this year to ensure NECCHI's ongoing financial sustainability. I again want to thank the staff team for their flexibility as we developed and implemented a staffing model which reflects our funding levels.

I want to thank the Department of Families, Fairness and Housing and Merri-bek Council for our funding and in particular to thank Veronica and Nalika from Council for their work supporting NECCHI and other Neighbourhood houses in our community.

Lastly, on behalf of the Board and staff at NECCHI I want to acknowledge the Wurundjeri Woi-wurrung people, whose sovereignty over the lands, water-ways and sky which support NECCHI has never been, and will never be, ceded. I am particularly grateful for the support of the Wurundjeri Woi-wurrung Council who provided valuable advice to the Board in the development of NECCHI's strategy. The referendum was hard for many people in our community, and there is much to reflect on and do better. NECCHI is committed to Voice, Treaty and Truth. This always was and always will be Aboriginal Land.



# TREASURER'S REPORT

Georgie Lowe (she/her)

I'm thrilled to share the financial journey NECCHi has taken in the last financial year. At the start of the year we were planning another deficit year due to rising costs. We welcomed Ellen, early on in the financial year, and she took the reins on the budget and made some conservative changes to our cost controls.

This financial prudence saw us aiming to end the year with a smaller budget deficit than planned at the start of the year. However, Ellen's measures, along with the hard work of the team to implement cost savings and increase participation and income saw us end the year with a surplus of \$20,614.

## Financial Overview

### Revenue

- Total Cash Inflow: \$543,427
- Grants and Funding: \$61,477
- Programs income: \$38,202
- Room rental: \$22,553

### Expenses

- Total Cash Outflow: \$522,813
- Program Related Expenses: \$53,323
- Employee Related Costs: \$362,317



## Budget Achievement

I am thrilled to report that in FY 22/23, we not only met but exceeded our budget goals. Key budget achievements include:

- Budgeted Income: \$466,224
- Actual Income: \$543,427
- Budgeted Expenses: \$481,790
- Actual Expenses: \$522,813







**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**

**ABN 54 794 801 039**

**SPECIAL PURPOSE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2023**

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**

<b>CONTENTS</b>	<b>PAGE</b>
Committee's Report	1
Income and Expenditure Statement & Statement of Comprehensive Income	2
Statement of Financial Position	4
Statement of Changes in Equity	5
Statement of Cash Flows	6
Notes to the Statement of Cash Flows	6
Notes to the Financial Statements	7
Statement by Members of the Committee	10
Independent Auditor's Report	11
Certificate by Members of the Committee	13

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**COMMITTEE'S REPORT**

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

**Committee of Governance Members**

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

Kate Bundrock	Chairperson	
Jill Young	Deputy Chairperson	From 26 October 2022
Michelle Welsby	Secretary/ Ordinary Member	Appointed 22 February 2023/ Secretary from 28 June 2023
Taryn D'Costa	Past Secretary	Resigned 26 October 2022
Georgie Lowe	Treasurer/ Ordinary Member	
Jas Streten	Past Treasurer/ Ordinary Member	Resigned 26 October 2022
Anna Hutchens	Ordinary Member	
Emilie Nachtigall	Ordinary Member	Appointed 26 October 2022
Margot Tong	Ordinary Member	Appointed 28 June 2023
Jordi McInerney	Ordinary Member	Appointed 28 June 2023
Lucy Manne	Ordinary Member	Appointed 27 July 2023
Bridget Kelly	Ordinary Member	Resigned 22 February 2023
Genevieve Coleman	Ordinary Member	Resigned 28 June 2023
Joshua Baxter	Ordinary Member	Resigned 22 February 2023
Mittul Vahanvati	Ordinary Member	Resigned 31 August 2022
Julie Webb	Ordinary Member	Resigned 26 October 2022

**Principle Activities**

The principle activities of the entity during the financial year were:

NECCHi is committed to delivering bold initiatives to advance social justice and sustainability, and to make the East Coburg and Newlands Neighbourhood Houses the best they can be to support their communities.

**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 \$20,614 (2022: \$48,839 - deficit).

**After Balance Date Events**

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

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

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

**Chairperson**



\_\_\_\_\_  
**Kate Bundrock**

**Treasurer**



\_\_\_\_\_  
**Georgie Lowe**

**Dated this** 25th day of October, 2023.

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2023**

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
<b>INCOME</b>		
<b>Grant Funding Income</b>		
Department of Family, Fairness and Housing	262,409	250,869
State Government Local Living Grant	20,000	-
Merri-Bek City Council (MCC) Operation and Inclusion Grants	119,090	134,349
Merri-Bek City Council – Supporting Volunteer Grant	7,134	-
Merri-Bek City Council – Local Partnership Grant	10,000	-
Grants under Auspice Arrangements	42,844	8,972
	<b><u>461,477</u></b>	<b><u>394,190</u></b>
<b>Operating Income</b>		
Auspice Fees (includes NECCHi room booking fees for Auspice projects e.g. exhibitions, rehearsals)	5,847	639
Coffee Cart Income	14,540	6,588
Program Income	38,202	16,444
Room Rental Income	22,553	2,318
	<b><u>81,142</u></b>	<b><u>25,989</u></b>
<b>Other Income</b>		
Interest Received	199	214
Donations and Fundraising Income	609	2,432
	<b><u>808</u></b>	<b><u>2,646</u></b>
<b>TOTAL INCOME</b>	<b><u>543,427</u></b>	<b><u>422,825</u></b>
<b>EXPENDITURE</b>		
<b>Administrative &amp; Other Expenses</b>		
Audit and Bookkeeping Fees	13,093	11,415
Bank Fees and Charges	775	1,167
Consultancy fees	3,250	5,200
Hospitality & Consumables	2,389	3,928
Insurance	338	309
Loss on Disposal of Fixed Assets	(108)	355
Membership Fees & Permits	2,643	2,084
Photocopier and Printing	3,603	3,595
	<b><u>25,983</u></b>	<b><u>28,053</u></b>

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2023**

	2023 \$	2022 \$
<b>Employee Related Expenses</b>		
Salaries & Wages	320,322	278,240
Superannuation	33,749	26,874
Staff Gifts and Amenities	394	639
Training and Development	842	64
Portable Long Service Benefits Scheme Levies	4,860	3,233
WorkCover	2,150	3,657
	<u>362,317</u>	<u>312,707</u>
<b>Grants under Auspice Arrangements Expenses</b>	<b>37,610</b>	<b>8,170</b>
<b>Occupancy Costs</b>		
Cleaning & Pest Control	6,243	11,428
Computer and IT Services	1,957	2,503
Depreciation	7,912	4,524
Furniture	1,201	6,653
Office Supplies	3,298	1,165
Repairs and Maintenance	3,060	4,829
Telephone & Internet	2,981	4,203
Utilities	3,539	3,975
	<u>30,191</u>	<u>39,280</u>
<b>Program &amp; Related Expenses</b>		
Advertising and Promotion	7,621	16,836
Coffee Cart(Brewlands) Expenses	6,831	3,881
Garden Expenses	6,558	29,935
Program Consumables	-	463
Program Facilitator and Materials'	45,702	32,339
	<u>66,712</u>	<u>83,454</u>
<b>TOTAL EXPENDITURE</b>	<b><u>522,813</u></b>	<b><u>471,664</u></b>
<b>NET SURPLUS/(DEFICIT) FOR THE YEAR</b>	<b><u>20,614</u></b>	<b><u>(48,839)</u></b>

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2023**

	2023 \$	2022 \$
<b>NET SURPLUS/(DEFICIT) FOR THE YEAR</b>	<b>20,614</b>	<b>(48,839)</b>
Total Comprehensive Income for the Year	-	-
<b>NET SURPLUS/(DEFICIT) ATTRIBUTABLE TO THE ASSOCIATION</b>	<b><u>20,614</u></b>	<b><u>(48,839)</u></b>

## NEWLANDS &amp; EAST COBURG COMMUNITY HUB INCORPORATED

ABN 54 794 801 039

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2023

	2023 \$	2022 \$
<b>CURRENT ASSETS</b>		
Bank - Debit Card Account	1,309	4,087
Bank - Operating Account	376,770	365,188
Undeposited Funds	-	45
Accounts Receivable	231	11,055
Provision for Doubtful Debts	-	-
Other Receivables	-	25,850
Prepayments	-	188
<b>TOTAL CURRENT ASSETS</b>	<b>378,310</b>	<b>406,413</b>
<b>NON-CURRENT ASSETS</b>		
Computer Equipment	11,116	12,275
Less Accumulated Depreciation	(7,389)	(6,761)
	<u>3,727</u>	<u>5,514</u>
Coffee Cart	6,265	6,265
Less Accumulated Depreciation	(3,950)	(3,011)
	<u>2,315</u>	<u>3,254</u>
Office Equipment	5,963	5,388
Less Accumulated Depreciation	(4,461)	(3,139)
	<u>1,502</u>	<u>2,249</u>
Fixtures & Fittings	64,958	-
Less Accumulated Depreciation	(3,311)	-
	<u>61,647</u>	<u>-</u>
Fixtures & Fittings - Work-in-Progress	-	35,000
<b>TOTAL NON-CURRENT ASSETS</b>	<b>69,191</b>	<b>46,017</b>
<b>TOTAL ASSETS</b>	<b>447,501</b>	<b>452,430</b>
<b>CURRENT LIABILITIES</b>		
Accounts Payable	2,086	10,929
Accrued Expenses	7,822	-
ATO GST Payable	9,486	9,486
ATO PAYGW Payable	4,968	14,814
Superannuation Payable	12,027	8,321
Grants Received in Advance	-	-
Income Received in Advance	10,000	2,977
Funds under Auspice Arrangements	19,812	42,072
Refundable Hire Deposits	1,360	1,360
Provision for Annual Leave	20,163	23,308
<b>TOTAL CURRENT LIABILITIES</b>	<b>87,724</b>	<b>113,267</b>
<b>NON-CURRENT LIABILITIES</b>		
Provision for Long Service Leave	-	-
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>-</b>	<b>-</b>
<b>TOTAL LIABILITIES</b>	<b>87,724</b>	<b>113,267</b>
<b>NET ASSETS</b>	<b>359,777</b>	<b>339,163</b>
<b>EQUITY</b>		
Accumulated Funds	359,777	339,163
	<u>359,777</u>	<u>339,163</u>

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

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2023**

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	<b>Accumulated Funds \$</b>	<b>Total \$</b>
<b>Balance as at 1 July 2021</b>	388,002	388,002
Surplus/ (Deficit) attributable to the Association	(48,839)	(48,839)
<b>Balance as at 30 June 2022</b>	<u>339,163</u>	<u>339,163</u>
Surplus/ (Deficit) attributable to the Association	20,614	20,614
<b>Balance as at 30 June 2023</b>	<u>359,777</u>	<u>359,777</u>

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

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2023**

	Note	2023 \$	2022 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from customers		564,665	430,714
Payments to suppliers and employees		(525,127)	(452,995)
Interest received		199	214
<b>Net cash generated from/(used in) operating activities</b>	(i)	<b><u>39,737</u></b>	<b><u>(22,067)</u></b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for property, plant and equipment		(31,895)	(36,868)
Proceeds on disposal of property, plant and equipment		917	1,641
<b>Net cash (used in)/provided by investing activities</b>		<b><u>(30,978)</u></b>	<b><u>(35,227)</u></b>
Net increase/(decrease) in cash held		8,759	(57,294)
Cash and cash equivalents at beginning of financial year		369,320	426,614
<b>Cash and cash equivalents at end of financial year</b>	(ii)	<b><u>378,079</u></b>	<b><u>369,320</u></b>

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**NOTES TO THE STATEMENTS OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2023**

	2023 \$	2022 \$
<b>Note (i). Net cash generated from/(used in) operating activities</b>		
Net surplus for the year	20,614	(48,839)
Non-cash flow item: depreciation	7,912	4,524
Non-cash flow item: loss on disposal of fixed assets	(108)	355
Non-cash flow item: provision for doubtful debt	-	-
(Increase)/decrease in trade and other receivables	36,674	(23,705)
(Increase)/decrease in prepayments	188	(188)
Increase/(decrease) in trade and other payables	(7,161)	6,779
Increase/(decrease) in grants received in advance	-	(8,000)
Increase/(decrease) in income received in advance	7,023	2,750
Increase/(decrease) in funds under Auspice arrangements	(22,260)	37,058
Increase/(decrease) in provisions	(3,145)	7,198
	<b><u>39,737</u></b>	<b><u>(22,067)</u></b>
<b>Note (ii). Cash and cash equivalents at end of financial year</b>		
Cash on hand	1,309	4,132
Cash at bank	376,770	365,188
	<b><u>378,079</u></b>	<b><u>369,320</u></b>

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



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

This financial report includes the financial statements and notes of Newlands & East Coburg Community Hub Incorporated, an incorporated association, which is incorporated in Victoria under the Associations Incorporation Reform Act 2012.

**Basis of preparation**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Australian Charities and Not for Profits Commission Act 2012 and the Associations Incorporation Reform Act 2012. The committee has determined that the association is not a reporting entity and also a not-for-profit association.

The financial report has been prepared on an accruals basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

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

**Accounting Policies**

**a. Property, Plant and Equipment**

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

**Plant and Equipment**

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

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

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

**Depreciation**

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

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

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

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

**b. Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023**

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

**c. Revenue**

Revenue comprises income from services provided, government grants and fundraising activities.

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

Revenue is recognised when the amount of income can be measured reliably, collection is probable, the costs incurred or to be incurred can be measured reliably, and when the criteria for each of the Association's different activities have been met. Details of the activity-specific recognition criteria are described below:

**Grant Income**

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

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

**Program Income**

Fees charged for services provided to participants of the various programs are recognised when the service is provided.

**Room Rental**

Fees are charged to clients on provision of the use of Association's facilities and are recognised when the service is provided.

**Interest Income**

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

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

**d. Income Tax**

By virtue of its aims as set out in the constitution, the Association qualifies as an organisation specifically exempt from income tax under Section 50-45 of the *Income Tax Assessment Act 1997*.

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

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

**f. Employment Entitlements & Benefits**

Short-term benefits

Short-term employee benefits are benefits, other than termination benefits, that are expected to be settled wholly within 12 months after the end of the period in which the employees render the related service. Examples of such benefits include wages and salaries.

Long-term benefits

The Association's liabilities for annual leave is included in other long term benefits as they are not expected to be settled wholly within 12 months after the end of the period in which the employees render the related service.

The Association presents employee benefit obligations as current liabilities in the statement of financial position if the Association does not have an unconditional right to defer settlement for at least 12 months after the reporting period, irrespective of when the actual settlement is expected to take place.

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

**g. Provisions**

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

**h. Deferred Income**

The liability for deferred income is the unutilised amounts of grants received on the condition that specified services are delivered or conditions are fulfilled. The services are usually provided or the conditions usually fulfilled within 12 months of receipt of the grant. Where the amount received is in respect of services to be provided over a period that exceeds 12 months after the reporting date or the conditions will only be satisfied more than 12 months after the reporting date, the liability is discounted and presented as non-current.

**i. Lease**

As required by Australian Accounting Standards 1058 (AASB 1058), the Committee has elected to recognise the rent from Moreland City Council at cost not fair value.

As required by the Standard in choosing this election the details of the licence with Moreland City Council are provided as follows:-

- The organisation has a high dependence on the Lease arrangements with Moreland City Council for both the premises at 32 Nicholson Street Coburg and 20 Murray Road Coburg
- Both Leases with Moreland City Council are for a value of \$1 per financial year
- Both Leases commenced on the 2 January 2018 for a term of 5 years and expired in January 2023.
- Both Leases renewal are still in progress.

**j. Economic dependence**

The Association is dependent upon the ongoing receipt of Government grants and use of Moreland Council Facilities to ensure the ongoing continuance of its programs.

At the date of this report, management has no reason to believe that this financial support will not continue.

**Note 2. Related Party Transactions**

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

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

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**STATEMENT BY MEMBERS OF THE COMMITTEE**

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The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee, the financial report as set out on pages 2 to 9, satisfy the requirements of the Australian Charities and Not-for-profits Commission Act 2012 and:

- 1 a. comply with Australian Accounting Standards applicable to the association; and  
b. give a true and fair view of the financial position of Newlands & East Coburg Community Hub Incorporated as at 30 June 2023 and its performance for the year ended on that date.
- 2 At the date of this statement, there are reasonable grounds to believe that Newlands & East Coburg Community Hub Incorporated will be able to pay its debts as and when they fall due.

This declaration is signed in accordance with subsection 60.15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013.



Chairperson

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**Kate Bundrock**



Treasurer

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**Georgie Lowe**

**Dated:** 25th October, 2023.

**NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED**  
**ABN 54 794 801 039**  
**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**

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**Opinion**

I have audited the accompanying financial report of Newlands & East Coburg Community Hub Incorporated (the Association), which comprises the statement of financial position as at 30 June 2023, and the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by

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 30 June 2023 and of its performance for the year ended; and
- ii. complying with Australian Accounting Standards as per Note 1, the Australian Charities and Not for Profits Commission Act 2012 and

**Basis for Opinion**

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

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

**Emphasis of Matter - Basis of Accounting and Restriction on Distribution**

I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Newlands & East Coburg Community Hub Incorporated to meet the requirements of the *Australian Charities and Not for Profits Commission Act 2012* and the *Associations Incorporation Reform Act 2012*. As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

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

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

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

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

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

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

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

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

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

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

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

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

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

Name of Auditor: Frederik R. L. Eksteen

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

Date:

NEWLANDS & EAST COBURG COMMUNITY HUB INCORPORATED  
ABN 54 794 801 039  
CERTIFICATE BY MEMBERS OF THE COMMITTEE

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I, **Kate Bundrock** and I, **Georgie Lowe** certify that:

- (a) We are members of the committee of governance of Newlands & East Coburg Community Hub Incorporated.
- (b) We attended the annual general meeting of the association held on 25 October 2023.
- (c) We are authorised by the attached resolution of the committee to sign this certificate.
- (d) This annual statement was submitted to the members of the association at its annual general meeting.



**Chairperson**

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**Kate Bundrock**



**Treasurer**

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**Georgie Lowe**

**Dated this**

25th **day of** October, 2023.





# MANAGER'S REPORT

Ellen Prior

I'm in the garden at Newlands as I write this report and there are obvious signs that Spring is here. Buds are opening, flowers are blooming, seedlings are growing rapidly – the garden is bursting with life. As I reflect on the past year at NECCHi, it's wonderful to see how our organisation is likewise flourishing.



During the consultation and strategy planning that took place in 2022, community members formulated four values statements to help define who NECCHi is and what we want to cultivate in community. NECCHi values 'First Nations Solidarity', 'Environmental Care and Sustainability', 'Creating and Maintaining Spaces that Support Community Connectedness' and 'Nurturing and Caring for the Community Ecosystem'. I believe that these values ought to be the lens through which we measure our success. To what degree have these values been propagated in our planning, relationships, decisions and activities over the past 12 months?

In December we launched our new NECCHi Neighbour Membership Program. Members are fundamental to the flourishing of Neighbourhood Houses. They are like the roots of a plant or tree; they anchor us in community. Just as roots are the lifeline of a plant, taking up water and nutrients to support growth, our members are the lifeblood of NECCHi. From our membership, the Board is elected to provide the good governance necessary to ensure our organisation remains healthy and has all the resources it needs to thrive. In the last year, NECCHi has gone from 8 members, to just over 100 members and Hannah Fallowfield, our Program & Marketing Coordinator, is to be commended for the fantastic work she did in rolling out the program.

In recognition that NECCHi houses are built on the unceded land of the Wurundjeri Woi-wurrung people, 10% of the income generated from our membership program, will be paid to 'Pay the Rent'. Furthermore, in reviewing our Room Hire policy, it was decided that we would make the use of facilities free to First Nations people and groups, including for information sessions/community conversations on the upcoming Voice to Parliament Referendum. Other ways in which we have sought to demonstrate this commitment is by consulting with Wurundjeri Elders on NECCHi plans and through embedding actions within these plans to support reconciliation. We have also invited Wurundjeri Elders to lead a Welcome to Country at key events and to provide advice and education around our garden and its associated programs. We look forward to continuing to grow in our understanding of what it means to work on Wurundjeri land and how we can support the core tenets of Truth, Treaty and Voice.

# MANAGER'S REPORT

Ellen Prior

NECCHi is committed to supporting our community to learn about and enact care for our local environment. The gardens at NECCHi are a vital part of realising this goal and Kate Hill, our Garden Coordinator, has been instrumental in guiding NECCHi in this area of work. Kate supports an amazing team of garden volunteers and works with Hannah to deliver a series of workshops. The waitlists for these are testament to the quality of our garden program and Kate's knowledge/skills in the field. You can read more about this outstanding work in Kate's report.

To further advance our work in this space, Kate and I have formed a collaborative partnership, with our counterparts at Reynard Street Neighbourhood House, to coordinate a Community Garden Festival across 9 sites in Coburg. This event will take place over 3 days in December and is proudly supported by Merri-bek Council as part of the My Smart Garden Program. Merri-bek Council also provided funding to complete landscaping works in the Wayi Garden to improve accessibility this year for which we are grateful, together with energy efficiency upgrades at Newlands Neighbourhood House and shade sail at East Coburg Neighbourhood House.

Creating and maintaining spaces (and ways of interacting) that support community connectedness is a core part of our work at NECCHi. Jenell Quinsee, our Community Liaison Coordinator, plays a key role in overseeing capital works & facilities improvements across our two sites and is to be commended for the incredible work she has done in this area over the past 12 months. The details of these works are provided in Jenell's report but it would be remiss not to congratulate Jenell and Olivia Nazario, our Customer Service Officer, on the transformation of the storage cupboard into the welcoming and beautiful Brewlands Café. Together with the lounge and garden, this is a focal point at Newlands for supporting community connection, exchanging ideas, and fostering respectful relationships. We are well on our way to establishing Brewlands as the meeting place of choice in our community and this is due, in large part, to the skilled and thoughtful work of Oli and their work to create a warm and welcoming environment. You can hear more about the happenings in Brewlands in Oli's report.

NECCHi recognises that we operate within a diverse interconnected community and that to thrive, we need to work respectfully and peacefully within these connections. Part of nurturing and caring for our community ecosystem is investing time and other resources into partnerships and collaborations. In my role as Manager, I have sought to foster this through supporting the capacity building of smaller volunteer-run not-for-profit organisations in our area and through investing in the strengthening of partnerships with other Neighbourhood Houses in Merri-bek.

# MANAGER'S REPORT

## Ellen Prior

This work has included facilitating strategic planning workshops for a group of community organisations in Fawkner committed to creating an environmentally sustainable food system and coordinating a joint marketing campaign for Neighbourhood House Week. Further information about our important work with community organisations, including through our Auspice Program, is provided in Jenell's report.

Another way that NECCHi contributes to a healthy community ecosystem is through partnering with local professionals/experts to share their knowledge/skills and deliver a program of recreation, health & wellbeing, arts and education activities and events. Hannah does an amazing job designing and coordinating the NECCHi program and it has been wonderful to see the number of offerings expand across our two sites and participation increase exponentially over the past year. NECCHi has also hosted several community events including the End of Year Celebration, Passata Party and Palestinian Feast with Aheda. Enjoy reading Hannah's report for a more comprehensive update on this vital area of work.

None of this would be possible without the support of our funding bodies the Department of Families, Fairness and Housing through the Neighbourhood House Coordination Program, and Merri-bek Council. I would like to thank and acknowledge the work of Merri-bek Council Officers Veronika Pradel, Lee Tozzi and Lachlan Gregory for the support they have provided to NECCHi this past year. I would also like to acknowledge the ongoing support of our peak body Neighbourhood Houses Victoria.

The remit of the Manager can be likened to tending the soil in a garden. Much of my work has been devoted to ensuring that conditions support our Neighbourhood Houses to grow and flourish. This has included providing support and recommendations to the Board, leading the staff team, overseeing the finances in consultation with the Treasurer, coordinating policy and procedural reviews, reporting to funding bodies, preparing strategy documents, and overseeing the implementation of operational plans. I would like to thank the Board, who under the leadership of Kate Bundrock, have supported me in these tasks. Thank you all for the time, wisdom and commitment you have given to the good governance of NECCHi. Finally, I would like to thank the NECCHi Staff Team; Jenell, Hannah, Kate, Oli and Kelsey together with our office volunteers, Clare, Nektaria and Yasemin, for all your hard work and dedication, and to the wider NECCHi community for all that you bring and share so generously. I look forward to seeing what blooms in 2024.



# COMMUNITY LIAISON REPORT

## Jenell Quinsee

The last year has been an absolute whirlwind, with so many incredible projects and works happening in the spaces! This role is responsible for grants, auspice projects, outreach & engagement, volunteers and facilities management.



### GRANTS

Grants are a big part of NECCHi and are applied for from a wide range of sources including different local and state government programs, Transgender Victoria, Community Broadcasting Foundation, businesses and trusts. The past year has seen NECCHi administer and deliver capital works projects with a Facility Improvement Grant (Merri-bek City Council) and Our Suburbs, Living Local Community Grant (State Government) enabling building works investment in the stunning Brewlands Cafe as a key engagement space.

Those of you who have been to Brewlands will know how gorgeous the space is, how gorgeous Oli is, and how it all connects to the gorgeous community garden, lounge and outdoor play spaces. We need to thank Andre and Aiden from Heartwood Building Construction for the incredible work done on this project and their other work here at NECCHi.

### AUSPICING

NECCHi's auspice program has seen 7 successful applications deliver vibrant arts and community projects this past year. As well as these 7 successful applicants, NECCHi provided project planning and administrative support to several other community members/groups whose funding submissions were unsuccessful. We wish these applicants the best of luck and encourage them to continue applying for grants. The amount of auspice requests we receive indicates there is an overwhelming need for individual/community group auspicing and insufficient resources currently available - this is something we would encourage Merri-bek Council to consider at a broader strategic level.

It has been an absolute treat to support such a diverse bunch of people doing awesome things. The auspiced projects reflect how highly skilled and talented this community is, and how important it is that NECCHi supports this area of work.

# COMMUNITY LIAISON REPORT

Jenell Quinsee

We've seen an amazing array of offerings, from a short film about women looking for love whilst hiding the fact they are aliens, to Queers Draw This producing drawings of performance artists BEEF (dancing their lives away) for a colouring book, to people connecting to Merri Creek with walks, talks, painting and drawing, sketching, creating novellas and accumulating deep knowledge and appreciation of this beautiful waterway on Wurundjeri country.

## NEWLANDS IS MOVING OFF GAS!

We are so happy to yell we are (almost) off gas! The story starts with an energy audit, funded through Sustainability Victoria's Community Climate Change and Energy Action Program. The following year the same program funded half the cost of projects identified through the audit, with the remainder funded by Merri-bek Council. So far, we have upgraded our refrigerator and lighting to more efficient technology and replaced our gas stove with an electric alternative. The gas wall furnaces have been replaced with split systems.

We are in the process of removing the gas hot water system and a gas stove in the kindergarten. Once that's done, which should be this year, Newlands will be entirely off gas! It is estimated that once these works are completed our annual carbon emissions will be reduced by 13 tonnes and our costs reduced by \$3.9k per year! A big thank you to Sustainability Victoria for their funding, Merri-bek City Council for their support and funding, and EnviroGroup who carried out the work.

## VOLUNTEERS

NECCHI really cemented its volunteer program this year, and it has been an absolute delight to welcome people to the team. The program has gone from strength to strength since coming out of COVID. Our wonderful volunteers contribute in a myriad of ways including:

- 10-12 Garden Group Volunteers working approx. 3hrs/fortnight to create and maintain our beautiful gardens
- Facilitating programs and activities
- Spanish Playgroup Coordinator – 3hrs/week (Congratulations Veni on 5 years in the role)
- Cycling Group Facilitator – 3hrs/month
- Arabic Women's Group Facilitator – 8hrs/fortnight
- 3 Office Volunteers who work a total of approx. 5hrs/week to provide reception and administrative support
- Let's East Community Lunch Coordinator – 6hrs/month

# COMMUNITY LIAISON REPORT

Jenell Quinsee

Over the coming year, we will continue to recruit and train volunteers to support the achievement of NECCHI and community member's goals and are currently advertising for event support, additional Office/Reception Assistants, and letterbox distribution.

All NECCHI volunteers are provided with induction, training, police and/or WWCC checks, supervision, and support in accordance with our policies and procedures.

## INCLUSION

NECCHI has a strong commitment to looking at our operations with an inclusive lens and works to understand what barriers to engagement currently exist, and how we can remove them. This year we have embarked on incredible partnerships, engagement and collaborations with;

- Merri Health, WISHIN, YMCA, Merri-bek City Council to organise consultations, speakers & workshops for Arabic Women's Group, MS Support Group and the general community
- Mind - Mental Health Hub (3hrs/week) and walking group (1hr/week) with 6 regular participants
- MS support group - 25 - 32 participants monthly
- Maternal Child Health & Newlands Preschool (the other 2 divine tenants in the Newlands facility) to identify needs, provide support & information and facilitate internal & external referrals

We have also supported and referred participants/visitors and their carers to programs and other services (approx. 200/year), extended the drop-in hours of our Lounge space and project managed works in the Wayi Community Garden to make it more accessible.



# PROGRAMS & MARKETING REPORT

Hannah Fallowfield (she/her)



We've had such a fab year of programming across both houses, sharing skills, exercising, playing with kids and flexing our creative muscles. NECCHi offers 4 term-based programs each year that are responsive to community need and interest, and we love the opportunity to actively engage with community across a range of different programs.

The remit for the last financial year was to increase our attendance, activity hours, and program offerings after a very tumultuous few years, and I'm proud to say we have achieved that goal. Our programs increased from a total of 1211 attendees in 21/22, to 4503 attendees this financial year, which is a huge accomplishment for the whole team, and especially our amazing facilitators who work tirelessly to deliver each program.

Due to Covid, our activity hours for 21/22 were minimal, so a side-by-side comparison of financial years is difficult, but we have grown our activity hours to a very healthy 3037 hours (across both houses). This number gives us a useful benchmark to measure future growth from, as it is the first financial year since I've been in this role, where we have been able to generate data for a full uninterrupted year!

Alongside our regular programs, we have also had some amazing one-off events and workshops, including our famous annual Passata Party, a Palestinian Feast with Aheda, and a wonderful Neighbourhood House week activity from the Travelling Sisters - one of our auspice groups.

The other major shift in programming was the introduction of our new NECCHi Neighbour program, a membership program with a variety of benefits for those who joined. As a member-based organisation, we need a strong and engaged membership to support and champion the organisation. One of our membership perks was the introduction of 10% off full priced tickets, and free attendance for a handful of events.



# PROGRAMS & MARKETING REPORT

Hannah Fallowfield (she/her)

We are delighted to have over 100 members in our first year of the program, and we've seen a real increase in attendance at events from our members, particularly accessing the free ticket option. We're looking forward to bringing the NECCHi Neighbour program back in 2024, and a major focus will be on retention as well as building the base. It's been a pleasure to see the variety of programming grow and change over the year, as well as the numerous ways people hear about our program.

During Covid, our marketing plan was fairly restricted to an online demographic, as all of the programs we offered were held online and social media acted as the meeting place for most people. Post Covid, it's been challenging but rewarding to explore the multiple ways we can reach community members, that don't just rely on a social media post. Brewlands has become a key touchpoint for community members, and we often hear people joined a program after hearing about it from Oli at Brewlands. We developed a new postcard timetable, detailing the activities for each house on either side, and have completed multiple letterbox drops to reach immediate neighbours and those who might not be as online. Our newsletter continues to be a primary way that people stay engaged with the houses and hear about various events and activities, as well as important information such as our AGM. Of course, social media continues to be a key element of our marketing plan, and this year we started to use paid promotion via Facebook & Instagram for key events and activities, such as brand new programs or one-off events like Passata Party.

My role is also responsible for managing room hire, and in May of 2022 we moved to SpacetoCo, an online booking platform for community spaces. We've been delighted with how easily community members and organisations can now use our spaces, and the platform has significantly reduced the administrative burden of managing room hire. We've had 602 external bookings use the space over the 22/23 financial year, and as well as allowing people to host their parties and celebrations, room hire has become a very useful programming pipeline for us too.

Overall I'm so proud of the whole team for the work we have done in the programs & marketing space. It feels bizarre, but this truly is the first financial year where we haven't still been dealing with the impacts of Covid! It's exciting to see the engagement with NECCHi grow and flourish and I'm looking forward to an even bigger year in 2024.





# GARDEN COORDINATOR REPORT

Kate Hill

One of the major achievements of 2023 was the addition of two new indigenous plant beds. First we prepared the ground, and then we planted out 300 tube stock, including grasses, shrubs, lilies and herbs. This was done with the help of our gardener friends from Reynard Street Neighbourhood House, a lovely partnership which has developed over the year.

Other than the on-the-ground gardening work, this year our garden group has engaged in several activities to develop our understanding of plants and the local ecology. We travelled to La Trobe Indigenous Nursery Co-op in April to learn about where and how our plants are grown. Following this, we attended a talk about local plants from a staff member from Victorian Indigenous Nursery Co-op and will be undertaking an education session with a Wurundjeri Woi-wurrung educator in late 2023.



In addition to all these activities, we have continued to grow our popular Merri Creek walk events. These walks are an expanded practice of the garden, enabling us to focus on the unique environment of the Merri Creek in relation to various themes. Over the last 12 months we have been led on walks along the creek by ecologists and Merri Creek activists, focusing on weeds, grasses, eucalypts, geology and birds.

Looking forward to the following seasons!

# BREWLANDS & ADMINISTRATIVE REPORT

**Olivia Nazario (they/she)**

It has been a really exciting year for Brewlands. From humble beginnings as a coffee cart in the foyer, we've grown into a proper cafe complete with seating, a sliding service window and even a jug rinser! The way Brewlands has transformed the atmosphere at Newlands is palpable. We have become friends with so many of our beautiful neighbours, have engaged with community through collaborating on events (Passata Party!), and have become a meeting point for several parent's groups and locals alike seeking a good coffee and a place to hang out and feel comfortable.

A grant application was approved in early 2022 to make our dream of creating a cafe space at Newlands come true. With much planning, vision and collaboration, works began slowly but surely to transform what was at the time a storage room into the Brewlands we know today. We finally opened our doors to coincide with the first program of 2023, and since Feb we have loved building relationships with every member of our community who has popped in for a coffee.

Brewlands has provided an organic way for NECCHI to engage with groups hiring our spaces, locals walking their dogs in the park, and many who might not have otherwise had much reason to come into Newlands ~ as well as with community taking part in some of our wonderful programmed activities.

Some of our favourite regulars include Garden Group volunteers, MS Support group members, the little ones from Newlands Preschool (babyccinos galore!), and all our beautiful neighbours and doggos.

Through our offerings we've been able to support and be supported by many exceptional local suppliers including Clark St Coffee Roasters, St David Dairy, Murph's Co-op, Mumma Maker Baker, Sogobri and our current cake maker extraordinaire Anabelle. We are committed to operating in a way that aligns with NECCHI values of sustainability and don't use single-use cups, instead offering takeaways in upcycled jars - a system that the community has gotten on board with enthusiastically.

In 2022/23 Fridays were our busiest day ~ we sold 724 babyccinos ~ and saved 3,425 disposable cups from going into landfill! A massive thank you to all our loyal community members who have been championing us from day one - you know who you are!

