



**Neighbourhood Watch**  
Let's watch out for each other

# Annual Report

2020/2021



Neighbourhood Watch Victoria Inc  
Registered charity  
Incorporation Number: A0018739R  
ABN: 41 586 657 273  
Registered address: 311 Spencer St, Docklands, 3008

# From the President



Whilst we continue to be under the restrictions caused by Covid, at Board level we have been very busy working with the CEO and staff to continue to grow the organisation.

It is significant the State Government has recognised the work of NHW Victoria which has been the result of the energy, effort, and commitment by our team in furthering the growth of this organisation and in supporting our volunteers.

It is important to note the Board is comprised of a balance between directors from NHW Groups and directors who have a variety of skills and experience in a range of industries who contribute to our aim of achieving our goals.

This year we have welcomed two new Directors to the Board.

Dr Stephane Shepherd, Associate Professor Forensic Psychology, Centre for Forensic Behaviour Science at Swinburne University commenced early in the year. Stephane's connections to multicultural organisations such as the Multicultural Commission Victoria, the Department of Justice & Community Safety and his experience and knowledge in working within Culturally and Linguistic Diverse communities is of great benefit to our aim for NHW membership to represent the broader community.

Ms Megan Love is a senior executive with 20 years' experience in human relations working for international global businesses in a wide range of industries. Recently she worked with People and Culture at Marvel Stadium (an Australian Football League owned venue) and is currently in a senior management role at ANZ.

Both Stephane and Megan have contributed their time as volunteers to other organisations and believe in the importance of volunteering. As is the case with each of our Directors they

have not only attended each Board meeting but importantly are willing and contribute between meetings.

Whilst the Board easily transitioned to Zoom meetings, we do look forward to meeting face to face in the not-too-distant future. In addition, it is a Board requirement that all Board members attend a NHW Group meeting or event in each financial year. It has been very difficult for this to occur this year.

Like you, the Board looks forward to meeting with our Groups when restrictions allow.

I take this opportunity to thank the members of VicPol who have worked with NHW Victoria during this very difficult year. In particular, thank Bambi and her team and the Board Members for their work throughout the year.

It is important the Board has agreed to fund the premium for the volunteers accident insurance policy of \$6,000 and so has relieved the local groups of this financial burden, particularly at this time when groups have been significantly limited in the events and activities that we would normally be undertaking.

Finally, I wish to thank our volunteers who give so willingly of their time and energy to help the police and their communities, without you NHW would cease to exist.

We look forward to a much brighter year and the opportunity to meet with you in the not-too-distant future.

Suzanne Dunlop  
President



# From the CEO



This time last year we kicked off this address with “What a year it has been”. I truly don’t think that any of us thought we would be sharing the same sentiment in 2021.

It has been a tough 12 months but one where I am regularly heartened to witness people’s resilience. Just check out the list of over 80 of our members who have celebrated their 35 year anniversary during 2020/21. Thank you and congratulations to all.

Though some of our Groups have had to put much of their activities on hold, most have continued to function in some capacity – whether it be changing the distribution of their newsletters, using Zoom or Teams to connect to Police and their Members, or putting time into planning for next year.

It has been similar at NHW Victoria.

Our team of 4 have been working from home for the vast majority of the past 12 months. It has been a challenge to bond as a team (especially with 2 new staff members joining us in that time) but we have made a point of spending part of our weekly meetings chatting about what we did on the weekend, sharing pics of pets (mainly cats), and the occasional musical performance. I thank the team for their work, their support and their daily contribution to the operations of NHW>

At this time last year we were about to finish up a major research project where we surveyed over 3,000 Victorians – including over 1,000 who are members of Culturally and Linguistically Diverse communities (new migrants) – to find out what they thought of Neighbourhood Watch, community safety and the power of neighbourhoods. The research demonstrated that Neighbourhood Watch is a trusted voice in the Victorian community – a voice which can provide real value in encouraging people to undertake crime prevention initiatives and importantly, contribute to their neighbourhood.

Behind the scenes over the past year we have been further developing our online membership platform and will shortly be releasing more functionality for our Members who will be able to individually ‘log in’ to access information from their local Groups directly.

As restrictions, curfews and lockdowns have also put on hold the NHW Vic team attending events and meeting with our Groups we have taken that time to launch and prepare for new programs and activities.

One of these is the Engage Network. Just as NHW are experts in connecting members of a community, the residents of a street, or the members of a suburb or town, we recognised that we can also be ‘connectors’ for other organisations who also work in the community and crime prevention space. In its first months, we are approaching individual Councils to come on board the informal network

and welcome both Wyndham and Melton who have been first to join. The aim of the Network is to ensure that NHW Victoria is well connected across this space to be able to develop new opportunities – and importantly to ensure that all of the organisations and agencies ‘watch out for each other’.

Those of our members who are responsible for their Group’s newsletter will know that we have continued to build the Content Hub and have recently launched a series of tools to assist Groups with their hard copy and PDF newsletters. We have in turn invited partners such as Crime Stoppers Victoria, the Police Assistance Line, and of course VicPol to provide us with more articles and advertisements that NHW Groups can in turn publish in their local community newsletter.

We have also been grateful that RACV have continued their partnership with NHW Victoria for a second year – especially during these challenging times - and in particular have worked with us to develop a new primary school program (How Safe Is My School) which will be launched in the coming months (for students to participate in next year).

So, despite the challenges, with support of the Minister who announced in May that the government will be providing us a further 4 years of funding, we will still work hard behind the scenes to deliver our three main responsibilities:

- To provide service to our Members, so that you can in turn service your community;
- To work with community and stakeholders in areas where we do not have a NHW presence to drive participation in our program;
- To create programs and campaigns for the broader Victorian community to feel safe and be safe.

I thank the Board and our Members who have continued to volunteer through these most challenging times, to make Victoria a better place.

Despite the necessity to regularly ‘pivot’, to embrace the ‘elbow bump’, the temptation to ‘doom scroll’, the need to use ‘zoom’ to prevent ‘self-iso’, the home schooling, the curfews, 5km restrictions and the masks, we will get out of this, together.

Bambi Gordon  
CEO

# Financial Statements

For year ended 30 June 2021

Neighbourhood Watch Victoria Inc. Reg. No. A0018739r

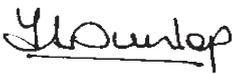
## Statement Unaudited By Committee

In the opinion of the Committee:

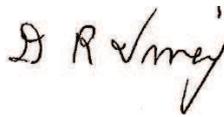
- The accompanying Statement of Income and Expenditure is drawn up so as to give a true and fair view of the profit (or loss) of the Association for the year ended 30 June 2021.
- The accompanying Balance Sheet is drawn up so as to give a true and fair view of the state of affairs of the Association as at 30 June 2021.
- At the date of this Statement there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

Signed in accordance with the resolution of the Committee:

At Melbourne  
Date 16 September 2021



Honorary President  
Suzanne Dunlop



Honorary Treasurer  
David Viney

## Schedule 1

Regulation 15

## Form 1

Associations Incorporations Reform Act 2012

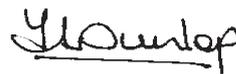
Sections 94(2)(b), 97(2)(b) and 100(2)(b)

### Annual statements give true and fair view of financial performance and position of incorporated association

We, Suzanne Dunlop and David Viney, being members of the Committee of Neighbourhood Watch Victoria Inc, certify that:

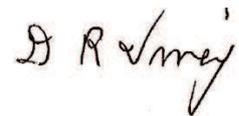
The statements attached to this certificate give a true and fair view of the financial performance and position of the Neighbourhood Watch Victoria Inc during and at the end of the financial year of the association ended on 30 June 2021.

Signed:



Suzanne Dunlop  
Dated: 16 September 2021

Signed:



David Viney  
Dated: 16 September 2021



## Submission of financial statements to Annual General Meeting

### Associations Incorporations Reform Act 2012

Sections 94(2)(b), 97(2)(b) and 100(2)(b)

I, Geoff Kloot, being a member of the Committee of Neighbourhood Watch Victoria Inc, certify that:

I attended the annual general meeting of Neighbourhood Watch Victoria Inc. on 20 October 2021 and the financial statements of the association for the financial year ended on 30 June 2021 were submitted to the members of the association at that annual general meeting.

Signed:

Geoff Kloot  
Dated: 20 October 2021



# Statement of comprehensive income

For year ended 30 June 2021

	2021 \$	2020 \$
<b>Income</b>		
Funding DOJ	(360,886)	(356,718)
Federal Government cash flow support	(46,470)	(31,128)
Sponsorship	(5,000)	(6,250)
Property Developers	(20,000)	(40,608)
RACV Project	(58,333)	(41,667)
Projects – Hume Safe Plate	0	(0)
Interest	(432)	(740)
Commission from NHW Shop sales	0	(0)
Profit on the sale of Fixed Assets	0	(0)
Sundry Income	(0)	(2,427)
	<b>(491,121)</b>	<b>(479,538)</b>
<b>Expenditure</b>		
Employee Expenses	350,308	353,369
Annual Leave	11,753	23,208
Long Service Leave	1,387	0
Consulting	27,190	12,373
Communications	1,649	3,823
AGM	0	4,158
Database and IT	12,149	9,642
Depreciation	3,639	3,016
Financial Audit	1,000	909
Insurance	15,510	13,340
Marketing	32,097	16,434
Other Expenses	1,546	6,001
Printing and stationary	401	7,202
Training and Development	2,387	4,763
Website Development	5,039	8,925
<b>Total Costs</b>	<b>465,786</b>	<b>467,163</b>
<b>Surplus (Deficit) for the year</b>	<b>25,335</b>	<b>12,375</b>
<b>Comprehensive Result</b>	<b>25,335</b>	<b>12,375</b>
<b>Surplus (Deficit) Carried forward</b>	<b>25,335</b>	<b>12,375</b>

## Statement of financial position

For year ended 30 June 2021

	Note	2021 \$	2020 \$
<b>Financial Assets</b>			
Cash		248,048	274,749
Deposit		50,000	50,000
Receivables		33,080	37,722
Prepayments	4	0	0
<b>Total Financial Assets</b>		<b>331,128</b>	<b>362,470</b>
<b>Non Financial Assets</b>			
Property Plant and Equipment	5	9,197	10,745
<b>Total Assets</b>		<b>340,325</b>	<b>373,215</b>
<b>Liabilities</b>			
Payables	6	39,630	39,062
Provisions	7	141,685	200,478
		181,315	239,540
<b>Net Assets</b>		<b>159,010</b>	<b>133,675</b>
<b>Equity</b>			
Balance at beginning of year		133,675	121,300
Accumulated (deficit)		25,335	12,375
<b>Net Worth</b>		<b>159,010</b>	<b>133,675</b>

## Statement of changes in equity

For year ended 30 June 2021

	Accumulated Surplus \$
Balance 1 July 2019	121,300
Surplus for year 2019/20	12,375
Balance 1 July 2020	133,675
Surplus for year 2020/21	25,335
Balance 1 July 2021	159,010

# Cash flow information

For year ended 30 June 2021

	2021 \$	2020 \$
<b>Cash Flow from Operating Activities</b>		
Grant- Department of Justice	325,000	338,000
Receipts from Donations and Sponsorships	36,550	138,315
Federal Government cash flow support	67,142	10,456
Interest Received	432	740
Grants received and paid for members		
Payments to suppliers and employees	(453,963)	(457,897)
Asset purchases	(2,092)	(9,762)
Monies for closed LGA's and Future Projects	310	(11,770)
Net Cash provided by (used in) Operating Activities	(26,621)	8,082
Cash Flows from Investing Activities	0	0
Cash Flows from Financial Activities	0	0
Net increase (decrease) in cash held	(26,621)	8,082
Cash and Term Deposits as at 1 July 2020	324,749	316,667
<b>Cash and Term Deposits as at 30 June 2021</b>	<b>298,128</b>	<b>324,749</b>

## Notes to the financial statements

For the period ended 30 June 2021

### Note 1. Summary of significant accounting policies

The annual financial statements represent the audited general-purpose financial statements for the NHW Vic for the period ended 30 June 2021.

The purpose of the report is to provide users with information about NHW Vic stewardship of resources entrusted to it.

Comparative figures are reported for a 12-month period.

#### (A) Statement of Compliance

The general-purpose financial statements have been prepared in accordance with the Associations Incorporations Reform Act 2012 and applicable Australian Account Standards (AAS), which include Interpretations, issued by the Australian Accounting Standards Board (AASB).

Where appropriate, those AAS paragraphs applicable to not-for-profit entities have been applied.

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the

concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported.

#### (B) Basis of accounting preparation and measurement

The accrual basis of accounting has been applied in the preparation of these financial statements whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements are presented in Australian dollars and prepared in accordance with the historical cost convention. Prior years' comparatives have been restated, where necessary.

## (C) Reporting entity

The financial statements cover NHW Vic as in individual reporting entity.

The principal address is:  
NHW Victoria Inc.  
Victoria Police Complex  
311 Spencer Street  
Docklands Vic 3008

### Objectives and funding

NHW Vic is funded by accrual-based appropriations from Department of Justice and Regulation "The Department". On 22nd of August 2018 The Department approved additional funding of \$1,430,000 (inc GST) for the period 1st September 2018 to 7th June 2022.

On 20th May 2021 the Minister for Crime Prevention advised that a new funding amount of \$1,425,000 (inc GST) would be provided for the period 1st July 2021 to 30th June 2025.

## (D) Scope and presentation of financial statements

### Comprehensive operating statement

Income and expenses in the comprehensive operating statement are classified as 'transactions' as there are no 'other economic flows'. This classification is consistent with the whole government-reporting format and is allowed under AASB 101 Presentation of financial statements.

'Transactions' and 'other economic flows' are defined by the Australian system of government finance statistics: concepts, sources and methods 2005 and Amendments to Australian system of government finance statistics, 2005 (ABS catalogue No. 5514.0) (the GFS manual).

'Transactions' are those economic flows considered to arise as a result of policy decisions, usually interactions between two entities by mutual agreement. Transactions also include flows within an entity, such as depreciation where the owner is simultaneously acting as the owner of the depreciating asset and as the consumer of the service provided by the asset. Taxation is regarded as mutually agreed interactions between the Government and taxpayers. Transactions can be in kind (for example assets provided/given free of charge or for nominal consideration) or where the final consideration is cash.

'Other economic flows' are changes arising from market re-measurements including:

- Gains and losses from disposals of non-financial physical assets
- Net gain or loss from the revaluation of long service leave.

The net result is equivalent to profit or loss derived in accordance with AASs.

### Statement of Financial Position

Assets and liabilities are presented in liquidity order with assets aggregated into financial assets and non-financial assets.

Current and non-current assets and liabilities (non-current being those assets or liabilities expected to be recovered or settled more than 12 months) are disclosed in the notes, where relevant.

## Cash flow statement

Cash flows are classified according to whether or not they arise from operating, investing or financing activities. This classification is consistent with the requirements under AASB 107 Statement of cash flows.

### Statement of changes in equity

The statement of changes in equity presents reconciliations of each non-owner and owner changes in equity from opening balance at the beginning of the reporting period to the closing balance at the end of the reporting period. It also shows separately, changes due to amounts recognised in the 'comprehensive result' and amounts recognised in 'other economic flows – other movements in equity' related to 'transactions with owner in its capacity as owner'.

## (E) Income from transactions

Income is recognised to the extent that it is probable that the economic benefits will flow into NHW Vic and the income can be reliably measured at fair value.

Income from grants is recognised when NHW Vic obtains control over the contribution and is amortised over the remaining period of the grant.

## (F) Expenses from transactions

Expenses from transactions are recognised as they are incurred and reported in the financial period/year to which they relate.

### Employee expenses

These expenses include all costs related to employment including wages and salaries; fringe benefits tax and leave entitlements.

### Superannuation

The amount recognised in the comprehensive operating statement is the employer contributions for superannuation plans that are paid or payable during the reporting period.

### Interest expense

Interest expense is recognised in the period in which it is incurred.

### Other operating expenses

Other operating expenses generally relate to training courses, maintenance costs, and the day-to-day running costs, incurred in the normal operations of NHW Vic. These items are recognised as an expense in the reporting period in which they are incurred.

## (G) Financial Assets

### Cash

Cash comprises cash on hand and cash in bank accounts.

For cash flow statement presentation purposes, cash includes cash floats included as assets on the balance sheet.

### Receivables

Receivables consist of contractual receivables, which include mainly debtors in relation to the reimbursement of costs.

### Impairment of financial assets

At the end of each reporting period, NHW Vic assesses whether there is objective evidence that a financial asset or group of financial assets is impaired.

Receivables are assessed for bad and doubtful debts on a regular basis using professional judgment in accordance with AASB136 Impairment of Assets. At 30 June, the committee considered that no provision for the impairment of assets was necessary.

### Property, plant and equipment

All non-financial physical assets are measured initially at cost and depreciation over the estimated useful life.

## (H) Liabilities

### Payables

Payables consist of:

- Contractual payables, such as accounts payable. Accounts payable represent liabilities for goods and services provided to NHW Vic prior to the end of the reporting period that are unpaid, and arise when NHW Vic becomes obliged to make future payments in respect of the purchase of those goods and services. The amounts are unsecured and usually paid within 30 days of recognition.
- Statutory payables, such as tax payables.

### Provisions

Provisions are recognised when NHW Vic has a present obligation, the future sacrifice of economic benefits is probable and the amount of the provision can be measured reliably.

The amount recognised as a liability is the best estimate of the consideration required to settle the present obligation at the reporting date, taking into account the risks and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows, using discount rate that reflects the time value of money and risks specific to the provision.

### Employee benefits

Provision is made for benefits accruing to employees in respect of wages, salaries and annual leave for services rendered to the reporting date.

#### (i) Wages, salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulating sick leave are recognised in the provision of employee benefits, classified as current liabilities. Those liabilities, which are expected to be settled within 12 months of the reporting period, are measured at their nominal values. Those liabilities that are not expected to be settled within 12 months are also recognised in the provision for employee benefits as current liabilities, but are measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

#### (ii) Long service leave

Provision for long service leave has been provided in accordance with the applicable accounting standard.

#### (iii) Termination benefits

Termination benefits are payable when employment is terminated before the normal retirement date or when an employee accepts voluntary redundancy in exchange for these benefits. NHW Vic recognizes termination benefits when it is

demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. At 30 June 2021 no provision has been made for any foreseeable termination benefits.

### Employee benefits on-costs

Employee benefits on-costs such as payroll tax and workers compensation are recognised separately from provision of employee benefits.

## (I) Commitments

Commitments for future expenditure include operating and capital commitments arising from contracts. These commitments are disclosed by way of a note.

## (J) Contingent assets and contingent liabilities

Contingent assets and contingent liabilities are not recognised in the balance sheet, but are disclosed by way of a note.

## (K) Responsible persons

For the purposes of reporting responsible person's remuneration, NHW Vic has complied with the requirements of FRD21B 'Responsible personal and executive officers' disclosures in the financial statements. AASB 124 Related Party Disclosures requires not-for-profit public sector entities from 1st July 2020 to disclose of key management personnel compensation as follows

	2021 \$	2020 \$
Short Term Employee Benefits	\$147,992	\$145,434

The Victorian Government, has significant influence over NHW Vic as 74% of the funding for NHW is provided by the Department of Justice and Regulation "The Department". Thus NHW (VIC) is exempt from the disclosure requirements of AASB 124 per paragraph 25, in relation to related party transactions and outstanding balances with the Victorian Government. The total funding received during 2020/21 from the Department was \$357,500 (inc GST). There were no other significant transactions with the Department during the financial year.

## (L) Accounting for goods and services tax (GST)

Income, expenses and assets are recognised net of the amount of associated GST, except where GST incurred is not recoverable from the taxation authority. In this case, it is recognised as part of the cost of acquisition of the asset or as part of the expense.

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

**Note 2 Capital Commitments - Nil****Note 3 Contingent Liabilities - Nil**

	2021 \$	2020 \$
<b>Note 4 Prepayments</b>		
Insurance premiums paid in advance	0	0
Prepayments	0	0
<b>Note 5 Property, Plant and Equipment</b>		
Computer Equipment	8,723	6,697
Less Accumulated depreciation	(3,809)	(2,159)
	4,914	4,538
Office Equipment	7,870	7,805
Less Accumulated depreciation	(3,587)	(1,598)
	4,283	6,207
	9,197	10,745
<b>Note 6 Payables</b>		
Tax Payable (Recoverable)	26,399	24,969
Accruals	13,231	14,093
	39,630	39,06
<b>Note 7 Provisions</b>		
Unexpired Funding - DOJ	38,644	74,531
Unexpired Income - RACV	25,000	58,333
Provision for Annual Leave	53,911	42,158
Provision for Long Service Leave	1,387	
Monies held for closed LGA's	12,590	12,280
Grant held in future projects	10,154	13,176
	141,685	200,478

# Independent Auditor's Report

## To the members of Neighbourhood Watch Victoria Inc

Neighbourhood Watch Victoria Inc. Reg. No. A0018739r

### Report on Financial Report

I have audited the accompanying financial report of the Neighbourhood Watch Victoria Inc., which comprises the balance sheet as at 30 June 2021, and the income statement, statement of changes in equity/statement of recognised income and expenses and cash flow statement for the year then ended, a summary of significant accounting policies and other explanatory notes.

### The responsibility of Neighbourhood Watch Victoria Inc for the Financial Report

Neighbourhood Watch Victoria Inc. is responsible for the preparation and fair presentation of the financial report in accordance with Australian accounting standards (including the Australian accounting interpretations). This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

### Auditor's responsibility

My responsibility is to express an opinion on the financial report based on our audit. I conducted the audit in accordance with Australian auditing standards. These auditing standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance that the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report 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 entity's internal control. An audit also includes evaluating the appropriateness of the accounting

policies used and the reasonableness of accounting estimates made by those charged with governance, as well as evaluating the overall presentation of the financial report.

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

### Opinion

In my opinion, the financial report of Neighbourhood Watch Victoria Inc. has been prepared in accordance with Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, including:

- (a) Giving a true and fair view of the registered entity's financial position as at 30th June, 2021 and of its financial performance and cash flows for the year ended on that date: and
- (b) Complying with Australian Accounting Standards and Division 60 of the Australian Charities and Not-for profits Commission Regulation 2013.



**Robert Paul Briglia Principal**

**Briglia & Co.**

Chartered Accountant

291A Tooronga Road

Glen Iris Vic 3146



**Neighbourhood Watch**  
Let's watch out for each other

General Enquiries 03 8335 6002  
Email [admin@nhw.com.au](mailto:admin@nhw.com.au)  
Victoria Police Centre  
311 Spencer St, Docklands VIC 3008  
[www.nhw.com.au](http://www.nhw.com.au)  
[www.facebook.com/nhw.vic](https://www.facebook.com/nhw.vic)

