



Annual Report 2024

Carringbush
Adult Education Inc.
Annual Report

for the 12 months
ended 31 December 2024



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Chairperson's Report

2024 was another successful year for Carringbush, as we continue delivering programs to meet the needs of our community.

It was fantastic to have the value of our work recognised, with Carringbush announced as a finalist in three awards categories:

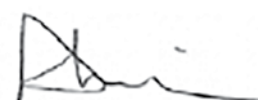
- 2024 Finalist - Community Training Provider of the Year - Victorian Training Awards
- 2024 Finalist - Partnership category - Learn Local ACFE Awards
- 2024 Finalist Supporting Parents to Build their Capacity and Confidence -Victorian Early Years Awards

A significant highlight has been the establishment of a new Carringbush front-of-house, in the heart of the community at 108 Elizabeth St Richmond, after an extensive search. Our thanks to the team at Department of Families, Fairness and Housing for advocating for Carringbush to be the lead organisation in this important pilot to activate an unused community space. We know that being centrally located will allow Carringbush to more easily reach more residents.

The Board and Management come together twice a year to focus on and track our strategy. A process to strengthen our plans commenced in late 2024 to ensure we deliver impact for the community into the future. This work continues into 2025 and will culminate in an updated strategic plan that guides us as an organisation.

I would like to thank all the members of the Carringbush Board for their contribution to the important work of governance and for their commitment to continuous improvement. A special thanks to Maria Gindidis, who has stepped away from the board, after being a valued member for three years.

The Carringbush team continues to work together and with our valued partners to positively impact the lives of our students and program participants. On behalf of the Carringbush Board I would like to thank our CEO Margaret Corrigan and all the Carringbush team for their commitment to improving outcomes for the people in our programs.



Ari Cassarchis
Chairperson

CEO's Report

2024 has been another productive year for Carringbush!

Through the AMEP Connect Program, we were really pleased to be able to support seven Adult Migrant English Program students with individual, intensive pathways support, in partnership with several Learn Local organisations and the DHA AMEP Innovative Projects fund.

In collaboration with the Practera Industry Engagement Team, we were able to work with a number of students from the University of Melbourne to leverage off their creativity in Sustainability and Digital Challenges. Their innovative ideas on how we can better promote Carringbush programs provided a great platform for some new marketing approaches and design work, which we have been rolling out during the year. Thanks to Adam Fletcher from Dinosaur Media Solutions for giving us a fresh new look!

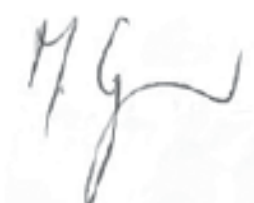
Carringbush is known for our strong focus on building the capacity of teachers particularly in the areas of digital skill-building and the incorporation of pronunciation into the teaching of all English language skill areas. In recognition of the particular expertise of Carringbush Professional Learning Coordinator and teacher, Elizabeth Keenan, Melbourne Polytechnic invited Carringbush to deliver four workshops to 20 teachers across a number of Learn Local organisations and TAFE. The feedback received was fantastic.

The demand for our wrap-around support for individuals has been high this year, with increasing numbers of people finding it tough to make ends meet. We were very grateful for those who contributed to the Carringbush Winter Appeal, with funds raised allowing us to provide much-needed support with food vouchers.

An enormous thank you to our fantastic volunteers, who continue to make such a valuable contribution to the work of Carringbush. Across a range of areas, including individual mentoring; conversation groups; digital mentoring; classroom support and board member duties, 28 volunteers have donated 1190 hours of their time in 2024. We can't thank them enough! Special thanks to our new Volunteer Coordinator, Mary Dearing, who has done a wonderful job this year.

Thanks to the Board members for their commitment, with special acknowledgement of Ari Cassarchis who is stepping down after three years as Chair. He has brought considerable experience to the role and has spear-headed several improvements to the governance of Carringbush. Thanks Ari.

Thanks for another great year, Team Carringbush!



Margaret Corrigan
CEO



Education Program

The Education Program at Carringbush in 2024 increased student enrolments by 10% and maintained its consistent funding sources of AMEP, Skills First and ACFE.

Our accredited program held 6 classes across the five curriculum levels. These classes were well attended with an average of 18 people in each class.

Our pre accredited classes were varied and we partnered with many different organisations to deliver classes to meet a specific need in our community.

Teachers worked hard to keep classes engaged and undertook a lot of professional learning, improving the way they taught digital and oral language skills.

We improved our PL offerings for staff, continuing to offer paid mentoring for digital and pedagogical skills. We also tightened up on the compliance and demonstration of staff PL.

Over both programs, we delivered strong digital literacy access and mentoring for students across many classes. This begins at the induction stages and carries over to in class mentoring and then out of class mentoring can also be arranged.

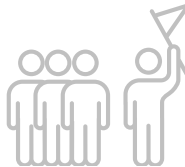
This digital focus at Carringbush has been a point for difference in our operations. We have a large digital lending library where we loan students iPads, laptops and internet dongles.

In term 4 our move to the Richmond Housing Estate at 108 Elizabeth St, for most of our classes and main offices has been a fabulous shift in delivery. This move enhances the community nature of our classes and underscores our mission.



Highlights

- Successfully completing our 5 year audit from VRQA with no rectifications required.
- Moving our main office and most of our classes onto the Richmond Housing Estate.
- 100% success rate on 2 verifications from AMEP audits.
- Successfully recruited an experienced EAL teacher who also became our digital capacity coordinator and has made a great start to the role, adding value to many aspects of the organisation.
- Teachers continued to grow their digital PL capabilities through mentoring and peer observations, enhancing students digital skills.



Special projects

- Liz Keenan and researcher Beth Zelinski began a research project to look at the value of using the phonemic chart as a tool to improve pronunciation with beginner level learners. This will carry over in 2025.
- Completing the partnership research project with ACU - investigating and building the digital capacities of our staff and students.
- Research project from Theresa Wall of Wollongong University: Leveraging the Home Languages of Adult L2 Learners with Emergent Literacy: Pedagogical Translanguaging as a Gateway to Metalinguistic Awareness at Carringbush Adult Education.



Key numbers

- 110 people enrolled in accredited classes.
- 6 different classes over 5 curriculum levels.
- 220 people in pre accredited classes.
- 18 different pre accredited programs.
- Partnered with 10 different organisations to deliver pre-accredited learning.
- 77 iPads loaned to students.
- 10 dongles loaned to students.





Community Development

The Community Development team had an exciting year in 2024 with new partnerships, new programs and strengthening of existing programs.



Key numbers

- 36 women graduated from the Yarra Women Behind the Wheel program.
- 100 women participated in the African Women's Group.
- 15 families attended weekly family literacy programs.
- 60 participants supported with water safety and CPR, in partnership with Life Saving Victoria.
- 20 participants benefited from capacity building for hospitality employment, in partnership with Free to Feed.
- 100 participants supported with understanding MyGov and scams, over 5 sessions with Services Australia.



Highlights

A major highlight for us was creating our own children's book with our families from a Vietnamese background in our playgroup delivered in partnership with City of Yarra. The book was designed and developed by families, strengthening literacy skills in an informal and fun way. Generously funded by the Readings Foundation, the project 'Songs to Sing Together' was a huge success.



Yarra Women Behind the Wheel

We delivered three rounds of education for women drivers who are moving from their Learners license to Probationary license.

Delivered in partnership with MiCare, Victoria Police, Victoria Legal Aid, Neighbourhood Justice Centre, and the Financial Counselling team, the program provides holistic support with child-minding and interpreters available for participating mothers. Natalie Hutchins, Minister for Women and SBS World News visited the program.



Targeted Employment Project

Carringbush partnered with the Department of Families, Fairness, and Housing alongside Work Force Australia to deliver the Targeted Employment Project. This was an informal drop-in program to support residents seeking employment support.



African Women's Group

Carringbush continued the role of lead organisation, in collaboration with MiCare and City of Yarra, to support 100 women each month. We covered topics requested by the women such as wellbeing, parenting, financial literacy, women's health and Centrelink services, as well as excursions to Fitzroy Gardens and the Melbourne Zoo.





Hospitality Partnership

Carringbush continued our partnership with Free to Feed to deliver a pre-employment program supporting people wanting to pursue a vocational pathway in the hospitality industry. Carringbush partnered to deliver two bespoke 8-week programs focusing on food safety and employability skills.



Digital Literacy Partnership

Carringbush continued to partner with the Social Studio to deliver short skill-building sessions on Digital Literacy and interview skills.



Water Safety and CPR Training

A wonderful day focusing on water safety was had by students at Port Melbourne Beach Club, with Life Saving Victoria, who also delivered CPR training and the Meet a Lifeguard program to Carringbush classes.

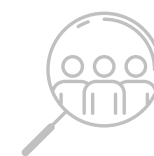


Case Management and Individual Support Programs



The Reconnect Program delivered individual training and employment pathways support with wrap-around casework for participants with barriers to participation and/or complex support needs. Carringbush delivered the program in partnership with Carlton Neighbourhood Learning Centre in an outreach model at a range of community venues across Richmond, Collingwood and Carlton. The majority of 2024 participants will continue their 18 months support working towards outcomes in 2025.

The Referral and Support Service (RASS) supported community members with form filling, short-term casework, digital access and referrals to local support services in Richmond and Collingwood. This service was supported and enhanced by Bicultural support staff Hoa Tran, Hanah Suleiman and Marjan Nikneshan .



Highlights

Outcomes for participants including enrolling in education and training, gaining employment and engaging in volunteering increased confidence and capacity to engage in community activities, engagement in education and employment; increased access to and engagement with support services; increased health and wellbeing; reduced financial hardship and the development of new relationships and social connections.



Key numbers

- 67 participants supported through Reconnect.
- 25 community members were supported through Richmond RASS, including 16 participants receiving employment pathways mentoring
- 43 CALD women were supported through face-to-face case management in the NJC Women's RASS program in Collingwood



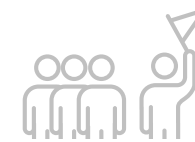
Identified Lived Experience of Participants:

- People identifying as having a disability: 24%
- People identifying as having a mental health condition: 55%
- Disclosed experience of family violence: 27%
- People involved in the criminal justice system: 32%
- Disclosed substance abuse disorder: 31%
- People identifying as CALD: 66%



RASS outcomes across Richmond and Collingwood included:

- Practical and timely support to resolve immediate tasks such as form filling, digital access and communicating with services.
- Supported, culturally appropriate, timely and responsive referrals made to external organisations.
- An increase in participants' access and participation in local services and an increased reach of local services.
- Direct Financial Hardship Support in the form of Coles Vouchers, food aid and Myki fares was provided to over 50 people experiencing homelessness, family violence and/or extreme financial hardship.



Special projects

- The Pathways to Success project delivered individual career pathways guidance and ongoing mentoring to 16 CALD adults in Richmond. Outcomes identified included increased understanding of employment opportunities and the job market in Victoria, increased confidence and capacity for job seeking, increased skills and knowledge for seeking employment, increased vocational and employability skills, increased language, literacy and digital skills for employment, engagement in further training, increased networks for employment.
- Carringbush participated in a pilot Citizenship Clinic in partnership with the Neighbourhood Justice Centre and Fitzroy Legal Service, with the legal team coordinated by Fitzroy Legal Service. At December 2024, the Pilot had assisted 11 clients. 2025 plans include securing additional funding to expand the program and to deliver Community Legal Education session.



Carringbush received special project funding from:

- The Readings Foundation
- Adult Community and Further Education
- City of Yarra
- Department of Families, Fairness and Housing
- Scanlon Foundation
- Office for Women
- Inner North Community Foundation



Carringbush was nominated for three awards in 2024:

- 2024 Finalist Community Training Provider of the Year - Victorian Training Awards
- 2024 Finalist Learn Local ACFE Awards - Partnership category
- 2024 Finalist Victorian Early Years Awards - Supporting Parents to Build their Capacity and Confidence



Key Partnerships



Carringbush Adult Education Inc. Annual Financial Statements for the 12 Months Ended 31 December 2024

Carringbush Adult Education Inc.
ABN 82 649 196 812

Report by the Committee of Management

Your committee members submit the financial report of the Carringbush Adult Education Incorporated for the year ended 31 December 2024.

The committee members as at 31 December 2024 are:

- Aris Cassarchis ▪ Maria Gindidis
- Ben Wong ▪ Aman Chawla
- Elizabeth Wotherspoon ▪ Carmel Speer
- Eleonora Luisetto ▪ Kondwani Hara

Principal Activities

The principal activities of the association during the year were to provide adult education to the public.

Significant Changes

There were no significant changes in the operations during 2024.

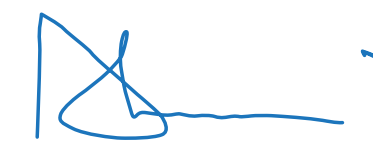
Operating Result

The net profit from operations for the year was \$234,380 compared with the prior year profit of \$268,285.

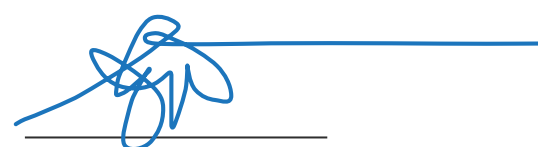
Total revenue for the year was \$1,754,977, showing a growth from the previous year \$1,595,738.

The Committee is delighted with this result and formally acknowledges the hard work and dedication of all the staff in a very successful year.

Signed in accordance with a resolution of the Committee:



Aris Cassarchis
Chairperson



Elizabeth Wotherspoon
Board Member

The accompanying notes form part of these Financial Statements

CARRINGBUSH ADULT EDUCATION INC
A.B.N. 82 649 196 812

Statement of Financial Performance

For the Year Ended 31 December 2024

	2024	2023
	\$	\$
Income		
Revenue ACFE	201,420	192,132
Revenue AMEP	944,919	817,025
Revenue SEE	-	57,153
Revenue Skills Victoria	13,156	21,054
Revenue Other	413,564	415,240
Interest	171,918	93,133
	1,734,977	1,595,738
Expenditure		
Wages	1,104,633	923,133
Superannuation	132,172	120,490
Annual Leave	(4,099)	19,826
Long Service Leave	18,232	25,798
Rent expense	26,804	45,125
Audit	2,500	2,500
Bank fees	69	59
Cleaning	398	31
Payroll Costs	5,191	9,576
Insurance	5,248	3,979
WorkCover	23,028	11,319
Office expenses	93,593	78,855
Educational Materials	6,500	9,910
Telephone	2,881	2,818
Internet	2,400	2,404
Computer expenses	62,322	32,841
Consultants	-	2,430
Depreciation	22,319	22,973
Training	4,052	4,024
Recruitment Costs	7,140	8,757
Marketing	5,211	609
	1,520,597	1,327,453
Net surplus from ordinary activities	234,380	268,285
Accumulated surplus from 1 January	2,461,913	2,193,628
Accumulated surplus as at 31 December	2,696,293	2,461,913

The accompanying notes form part of these Financial Statements

Statement of Comprehensive Income
For the Year Ended 31 December 2024

	2024	2023
	\$	\$
Income		
Net current year surplus from ordinary activities	234,380	268,285
Other comprehensive income		
Items that will not be reclassified subsequently to the profit or loss	-	-
Items that will be reclassified to the profit or loss when specific conditions are met	-	-
	-	-
Total comprehensive income for the year	234,380	268,285
Total comprehensive income attributable to members of the entity	234,380	268,285

The accompanying notes form part of these Financial Statements

Statement of Financial Position
As at 31 December 2024

	Notes	2024	2023
		\$	\$
Current Assets			
Cash	2	2,193,995	2,236,801
Trade debtors		99,119	110,119
Pre-payments		37,920	18,639
Total current assets		2,331,034	2,365,558
Non-current assets			
		413,564	415,240
Fixed assets at written down value	3	54,093	53,702
Ethical Growth Fund		1,158,589	969,241
Total non-current assets		1,212,682	1,022,943
Total assets		3,543,716	3,388,502
Current liabilities			
Trade creditors		51,186	44,793
Unspent Grants		253,551	425,297
PAYG payable		17,249	25,582
Superannuation Payable		13,522	17,135
GST Payable		2,623	20,471
Provision for annual leave		56,601	60,699
Provision for long service leave		139,685	132,379
Total current liabilities		529,171	726,356
Non-current liabilities			
Provision for long service leave		-	-
Total liabilities		529,171	726,356
Net assets		3,014,545	2,662,145
Equity			
Initial capital		17,914	17,914
Investment revaluation		300,338	182,319
Accumulated surplus		2,696,292	2,461,912
Total equity		3,014,545	2,662,145

The accompanying notes form part of these Financial Statements

Statement of Cash Flows

For the Year Ended 31 December 2024

	2024	2023
	\$	\$
Cash flow from Operations		
Receipts from operations	1,399,132	1,403,745
Payments to staff and suppliers	(1,519,818)	(1,277,675)
Interest received	171,919	93.135
Cash generated (used) by operations	51,233	219,205
Cash flow from Investing		
Equipment purchases	(22,710)	(36.028)
Investment in Long Term Investment	(71,329)	(477,488)
Cash used in investing	(94,039)	(513,516)
Net increase (decrease) in cash held	(42,806)	(294,311)
Opening Cash 1 January	2,236.801	2,531,112
Closing Cash 31 December	2,193,995	2,236,801
Net increase (decrease) in cash held	(42,806)	(294,311)
Reconciliation of cash to operating profit		
Operating result	234,380	268,285
Movement in debtors	(14,961)	(16,387)
Movement in creators	(193,712)	(91,612)
Movement in provisions	3,207	35,946
Depreciation	22,319	22,973
	51,233	219,205

The accompanying notes form part of these Financial Statements

Statement of Changes in Equity

For the Year Ended 31 December 2024

	Initial Capital	Reserves	Accumulated Surplus	Total
	\$	\$	\$	\$
Balance 1 st of January, 2023	17,914	104,921	2,193,626	2,316,462
Comprehensive income				
Net surplus for the year	-	-	268,285	268,285
Long Term Investment Revaluation	-	77,398	-	77,398
Total comprehensive income for the year attributable to members	-	-	268,285	268,285
Balance 31 st of December, 2023	17,914	182,319	2,461,911	2,662,145
Comprehensive income				
Net surplus for the year	-	-	234,380	234,380
Long Term Investment Revaluation	-	118,019	-	118,019
Total comprehensive income for the year attributable to members	-	-	234,380	234,390
Balance 31 st of December, 2024	17,914	300,338	2,696,291	3,014,544

The accompanying notes form part of these Financial Statements

Independent Audit Report
To the Members of Carringbush Adult Education Inc.

We have audited the accompanying financial report of Carringbush Adult Education Inc., which comprises the Statement of Financial Position as at the 31st December 2024, and the Statement of Financial Performance, Statement of Comprehensive Income for the year then ended, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, notes comprising summary of significant accounting policies and other explanatory information and the Statement by the Committee of Management on the Annual Financial Statements

The Committee’s Responsibility for the Financial Report

The committee of Carringbush Adult Education Inc. are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and Associations Incorporation Reform Act 2012 and associated legislations, and for such internal control as the committee determine is necessary to enable the preparation and fair presentation of a financial report that are free from material misstatement. whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether 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 assessment, the auditor considers internal control relevant to the Associations preparation and fair presentation of the financial statements 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 the management, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

Electronic Publication of the Audited Financial Report

If Carringbush Adult Education Inc. intends to electronically present the audited financial report and auditor’s report on any internet websites, the responsibility for the electronic presentation of the financial report on the websites is that of the committee. The examination of the controls over the electronic presentation of audited financial reports on websites is beyond the scope of the audit of the financial report.

In our opinion, the financial report of Carringbush Adult Education Inc. presents fairly, in all material respects the entity’s financial position as at 31s December 2024, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and the Associations Incorporation Reform Act 2012 and associated Regulations.

Moore & Co. Accountants



MATTHEW ROBINSON
CA# 92018
Level 1, 457 Swan Street, Richmond VIC
DATE...10/04/2025...

The accompanying notes form part of these Financial Statements

Carringbush Adult Education Inc.
ABN 82 649 196 812
Notes to and forming part of the Financial Statements
for the Year ended 31 December 2024

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report that has been prepared in accordance with the Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Associations Incorporations Act (Victoria).

The financial report covers Carringbush Adult Education Inc. an individual entity. Carringbush Adult Education inc. is an association incorporated in Victoria under the Associations Incorporation Reform Act 2012.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by Carringbush Adult Education Inc. in the preparation or the financial report. The accounting policies have been consistently applied, unless otherwise stated.

Income Taxes

Carringbush Adult Education Inc. is a Charitable Institution and is Income Tax Exempt.

Property, Plant & Equipment

Each Class of Plant & Equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

The carrying amount of plant & equipment is reviewed annually by the Committee to ensure it is not in excess of the recoverable amount of those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets’ emolvment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

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

The Depreciation rates used for each class of depreciable asset are:

Class of Fixed Asset	Depreciation Rate
Computer Equipment	37.50%
Office Equipment	11.25%

The accompanying notes form part of these Financial Statements

Carringbush Adult Education Inc.
ABN 82 649 196 812
Notes to and forming part of the Financial Statements
for the Year ended 31 December 2024

Employee Benefits

Contributions are made by Carringbush Adult Education Inc. to employee superannuation funds and are charged as expenses when incurred

Goods and Services Tax (GST)

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

NOTE 2 - Cash and Cash equivalents

	2024	2023
	\$	\$
Cash at bank	123,978	265,448
Term deposits	2,070,017	1,971,353
	2,193,995	2,236,801

NOTE 3 - Fixed Assets

	Computer Equipment	Office Equipment	Total 2024	Total 2023
	\$	\$	\$	\$
Balance at beginning of the year	105,124	55,967	161,091	125,064
Additions	4,485	18,225	22,710	36,027
Gross carrying amount at the end of the year	109,609	74,192	183,801	161,091
Balance at beginning of the year	78,578	28,811	107,389	84,416
Depreciation for the year	17,625	4,694	22,973	22,973
Balance at beginning of the year	96,203	33,505	107,389	107,389
Net carrying value 31/12/2024	13,406	40,687	54,093	53,702

The accompanying notes form part of these Financial Statements

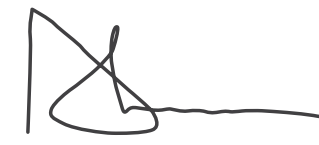
Carringbush Adult Education Inc.
ABN 82 649 196 812
Notes to and forming part of the Financial Statements
for the Year ended 31 December 2024

Annual Statement by the Committee of Management

We, Aris Cassarchis and Elizabeth Wotherspoon, being members of the committee of Carringbush Adult Education Inc., certify that:

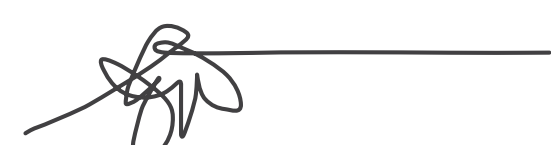
The statements attached to this certificate give a true and fair view of the financial performance and position of Carringbush Adult Education Inc. during and at the end of the financial year of the association ending on 31st of December 2024.

There are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.



Signed:

Dated: 15 April 2025



Signed:

Dated: 15 April 2025

The accompanying notes form part of these Financial Statements

