

Community Development Officer's Annual Report

Connect, Contribute, Celebrate is the vision of the Centre and the reality for our community.

The Coromandel Community Centre uses a strength-based, collaborative approach to create an active precinct for programs, activities, workshops and events.

Braced by a 10 person philanthropic Board of Management and buoyed by the 40+ loyal, reliable and resilient volunteers this is a Centre where everyone is welcome and everyone can belong.

This AGM reports against the Strategic Plan (2022-2026).

OUR PLACE - OUR ACTIVITIES – OUR PEOPLE – GOVERNANCE.

<p>OUR PLACE</p>	<ul style="list-style-type: none"> • New internal and external signage designed by City of Onkaparinga Sign Shop and approved by BOM. Signs then developed and installed by City of Onkaparinga Sign Shop. Funded by Community Development Officer (CDO) budget. • Ongoing maintenance via Council staff and Centre maintenance volunteer • Ongoing external maintenance of grounds via Council • Replacement split air conditioning system Harper Room • Lower carpark line marking updated • All Capital Works applications for building extension and storage shed put on hold due to Council funding management • Council grants suspended for 2024-2025
<p>OUR ACTIVITIES</p>	<ul style="list-style-type: none"> • Community Engagement events - RU OK? Day, Harmony Day, Dementia Awareness Workshop, Hearing Australia Session, Blackwood Action Group Christmas Tree Festival, Rotary Coromandel Valley Christmas Fair, The Hub Library Thalassa Story Book Walk, Coromandel Valley Precinct Drinks • Community Activation Activities – Coromandel Community Sample Bags, Families and Children’s Week, Neighbourhood and Community Centres Week, Blackwood Action Group Stobie Pole art • Community Connection Events - Movie in the Park, ANZAC Day, Centre Art Exhibition • Community social inclusion initiatives – Scrabble Club, Dungeons and Dragons, Mindfulness and Meditation, Sip n Create – Mosaics and Menopause Madness, Silk Embroidery Workshop • School Holiday Activities – HADO interactive virtual reality game, Anime workshop • Community Led project - Disaster Resilience – Council initiative • Volunteer Bus Tour – visiting 2 Positive Ageing and 6 Community Centres

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<p>OUR ACTIVITIES</p>	<ul style="list-style-type: none"> • Volunteer Thank You Dinner – dinner, social sharing and recognition of volunteers outstanding Years of Service • 5 paid facilitator Centre managed programs, 9 volunteer facilitator Centre managed programs Centre managed programs 8 Regular User groups, continuing Regular User groups and one new user Mindfulness and Meditation • Advocacy to support future Centre managed and Regular User inclusive connections program by allocating funds to invest in innovative equipment
<p>OUR PEOPLE</p>	<ul style="list-style-type: none"> • Stoic support by long term office volunteers during changes of Council staff, program facilitators and volunteers • Volunteers continue to provide the required hours to achieve quality administrative, program and service delivery • Continued, targeted recruitment of suitable, long-term volunteers to support identified Centre requirements • Reallocation of roles to increase efficiency • Assignment and resignation of Council appointed CDSO (6 months) • Recruitment and training of multiple new volunteers • Supervision of Student Placement x 2 – Flinders University and TAFESA • Volunteer training – Psychological First Aid and First Aid and CPR, on-going systems and equipment training, office volunteer daily toolbox topic meeting and quarterly meetings • Retirement of long-term Adult Art teacher Peter Schulz – special announcement and recognition at Opening Night of Centre Art Exhibition • Recruitment for replacement Adult Art teacher, Linda Hammond • Resignation of Pilates instructor Christine Kyrtzoulis • Recruitment for replacement Pilates instructor, Nicola Veinberg • Youth Recognition Award Onkaparinga nomination for Megan Buchanan • Volunteer Recognition – Years of Service - Cliff M and Robyn M 5 years, Clyde P 15 years • Volunteer Recognition - renaming of Main Room to McFarlane Room and Activity Room to Harper Room in recognition of the significant and long-term contribution by Bevan McFarlane and Bruce Harper • BOM representative at Council initiated network meetings • BOM representatives at Community Centres SA Industry Networking Conference

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<p>OUR PEOPLE</p>	<ul style="list-style-type: none"> • Council leadership staff request meeting to discuss funding • Targeted recruitment of Board of Management members to achieve specific outcomes • Consideration to be given to forming sub committees or working groups under guidance of the Board, made up of short-term, specifically skilled volunteers willing to take on small projects
<p>GOVERNANCE</p>	<ul style="list-style-type: none"> • One new general member and one new working group member • One resignation of a general member • Rolling Chair position with a different member each month • Executive roles available to general members of the Board • Continued operational implementation aligned to strategic plan • Ongoing Agenda, Minutes and reporting against Action Plan • Review of Business Plan completed • Continued financial sustainability professionally and strategically managed by the Finance Officer, Treasurer and supported by the CDO • Considered, fair and equitable participant fee increase across all programs, Regular User and casual venue hire charges approved by Board of Management • Board of Management undertook and successfully achieved Australian Service Excellence Standards accreditation for the third consecutive time • Board of Management continues to focus on achieving outcomes aligned with strategic objectives including participation in the Council initiated Community Needs Analyses and resulting Community Development Action Plan • Board of Management continue to focus on Governance excellence through the review and update of the Centre Business Plan, Risk Management Plan and supporting documents • Identification of other Governance documents for review include the Continuity Plan and Constitution to ensure current language and flexibility to support modern business management practices

This report provides an opportunity in my role as the Community Development Officer for the City of Onkaparinga, to officially thank you all for choosing to share in the vibrant, professional, community centric environment that is the Coromandel Community Centre.

To the Acting Chair, Ian Buchanan, I thank you for your professionalism, balanced perspective, sharing your knowledge and experience and being a stoic supporter of the relationship between CDO and BOM. As you step down from your executive role I would like to acknowledge the valuable contribution you have made in achieving continued Service Excellence and leading an organisation you can be proud of.

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I would like to acknowledge the collaborative and community driven Board of Management who demonstrate professionalism, flexibility, resilience and a growth mindset to achieve the Centre's vision and aim. Responding to community needs by completing a comprehensive analysis, developing an action plan and embracing operational implementation of data driven service delivery to achieve collective impact.

To the Executive Members we thank you for your specific contribution in the governance and compliance of the Incorporated body.

To our longest serving members Bevan McFarlane and Bruce Harper, I am so pleased we could recognise your contributions through the naming of the McFarlane and Harper Rooms.

A huge thank you to Megan Buchanan for once again compiling and producing the AGM report.

Inclusion and belonging are the pillars of placemaking and the volunteers are at the epicenter for creating the environment that supports proactive participation.

Your generosity of time and energy to serve your community is the social prescription that serves as a prevention for social isolation and an active ingredient to increase positive health, wellbeing and community connection.

I would like to acknowledge Heather Anderson, retired Board of Management volunteer for her years of service. During her time with the Centre Heather assumed many roles including office volunteer, event support volunteer, general member and then Chairperson of the Board of Management. Heather was part of the original working group who achieved the Centre's first Australian Service Excellence Standards accreditation, supported the funding and sponsorship development and worked closely with City of Onkaparinga leadership team. We thank Heather for her tireless efforts throughout her tenure and wish her health and happiness in her retirement.

We welcome you back as a participant in Centre programs in the future.

To Cheryl Bencetti – Finance Officer, Coromandel Community Centre, thank you for the significant contribution you continue to make to the sustainable and future proofing of the Centres financial structure and systems. Your professional expertise, Not-for-Profit passion and commitment to the success of the Centre combine to be a great asset. Thank you for the joy and humour you share.

To the Community Development and Community Development Support Officers – City of Onkaparinga, thank you for the professional activism and collective commitment to your volunteers, your community and the Community Development team.

To Rebecca Adam – Community Development Support Officer, Coromandel Community Centre, thank you for the time you shared at the Centre from January to June 2024. We appreciated your joy and care you shared with the volunteers, participants and community and wish you well in your new endeavours.

To Sophia Fraser - Business Support Officer, City of Onkaparinga, thank you for your community capacity business support. We appreciate your systems knowledge, understanding of Centre operations and value your time shared in supporting administrative tasks.

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To Verna Saunders – Coordinator Community Centres, City of Onkaparinga, thank you for your understanding of the live environment that is a Community Centre. Your experience as a Centre Manager, advocacy for community and support of Board of Management is appreciated.

To the Community Connections Officers - City of Onkaparinga, Priah Dean and Leeza Peters, we thank you for your continued support for community led projects.

To the Elected Members - Cr Marion Themeliotis and Cr Geoff Eaton, Thalassa Ward, City of Onkaparinga for attendance and advocacy on behalf of the Board of management.

To the Local Member - Catherine Hutchesson, Waite, for direct support and communication with the Board of management.

To the Leadership team - City of Onkaparinga. We acknowledge and appreciate the strategic advocacy undertaken to collect and provide data driven evidence to achieve appropriate recognition of work achieved by the Community Capacity sector and accomplish a firm commitment for funding to continue effective community service delivery.

Great working relationships are built on respect and based on a common WHY. Precinct partners Coromandel Ramblers Cricket Club, Coromandel Valley Croquet Club and Coromandel Valley Tennis Club support the community to linger longer in our surrounds. Creating a safe and inclusive environment and sharing our passion for community connection, contribution and celebration.

Well done to your leadership teams and your volunteers for another successful year.

Thank you to local businesses and community service organisations for your continued sponsorship of our annual community initiatives. Our business partners Katron Creative, Blackbird IT and Cleanaway Services.

Please accept this report as my personal reflection on my first 12 months in this role as the Community Development Officer and my gratitude to the Centre volunteers, facilitators, staff, City of Onkaparinga Council staff, participants, regular hirers, funding bodies and supporters.

Thank you for your dedication, passion and enthusiasm to the Coromandel Community Centre.

Sheridan Manning

Community Development Officer

City of Onkaparinga

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STATISTICS 2023-2024

COROMANDEL COMMUNITY CENTRE

Attendances
16,326



Sessions Delivered
867

Volunteers
47



Volunteer Hours
2859

Programs
128



Meals Provided
389

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Office Volunteers, Men's Breakfast

Volunteer Training - First Aid & CPR and Psychological First Aid



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#Art

Art Exhibition

Community Sample Bags

CoroAlive

Christmas Tree Festival

Sip n Create

Strength for Life

