



Manawa ō tō tātou hapori

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**Photo credit:** Thank you to **Katie Cox** for the amazing photos taken at Katikati's Festival of Cultures 2019





Heart of our community Manawa ō tō tātou hapori





**Legal Name** 

**Registration Number** 

**Charity Registration Number** 

**Entity Type and Legal Basis** 

**Date founded** 

**GST Number** 

**Incorporated Society Number** 

**Contact:** 

**Telephone** 

**Email** 

Mobile

**Address** 

Website

**Katikati Community Resource Centre** 

**Incorporated** 

501 666

CC21919

"Incorporated and Registered Charity

13-May-93

061-308-830

HN/501666

07 549 0399

info@katikaticommunity.nz

021 105 2381

45 Beach Road Katikati 3129

www.katikaticommunity.nz

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## **OUR STORY**

The Katikati Community Centre has been at the heart of the Community for 26 years, servicing a small but rapidly growing, diverse population.

It is an information, support and activity centre linking our rural community with social and health services and also provides a broad range of programmes and activities. These include after school and school holiday programmes, adult and community education classes, senior programmes and involvement with youth. The programmes and activities are well attended, and well loved by the community.

## **Our Vision.**

Katikati is a thriving community where everyone feels supported and connected

## **Our Mission.**

A centre for inspiration, wellbeing, growth and enjoyment

## **Desired Outcomes.**

A key player in the unified provision of services in the Katikati Community where needs are met and relationships are strong

As the population grows and demographics changes, so do the needs of the community. It is critical for social agencies and community organisations to 'check in' with each other and make sure they are doing their best for the communities they serve.

We want to ensure that the Katikati Community Centre has a bright future and remains at the heart of the Katikati community for as long as it is wanted and needed.

## **CHAIRMAN'S REPORT 2019**



COVID-19 lockdown and the consequent delaying of our AGM by 2 months has highlighted the essential and positive impact of the investment in upgrading of our IT systems at the Community Centre in 2019. Without this upgrade the essential role of the Centre in coordinating the remarkably effective Community Response during lockdown would have been far more challenging to implement.

As a community we can take pride in the role that our Centre and staff took in responding to the needs of the more vulnerable in our community who were left disempowered under the lockdown conditions. There have been some great stories of community support facilitated through the coordination role of the Centre. Nationally few other towns had such a successful and rapid response to the impacts of COVID-19 within their communities. The Board's thanks and appreciation go to the entire staff who worked as a team to encourage and support our community.



One of the highlight events of 2019 was the Katikati Festival of Cultures. This collaboration between the Community Centre, Katch Katikati, WBOPDC, Creative Communities, and the hardworking local Welcoming Communities Team delivered an outstanding event that embraced and showcased the vibrant diversity within our community. It was particularly important that we were able to also include many of our Pacifica RSE workers who play such an important role in our kiwifruit industry. Thanks to all those in Katikati who participated in organisation, activities, or attendance to make this such a memorable event. Plans are for this to be a regular biannual event, back again in 2021.

The plethora of services and activities that fall within the remit of the Community Centre is encouraging and demonstrates the striving of the organisation to achieve the vision that "Katikati is a thriving community where everyone feels welcome and connected."

Financially the Community Centre remains in a good position, with a small annual surplus in 2019, following 2 years of investment in upgrading our facilities and capabilities.

As a community organisation we are incredibly grateful to our generous sponsors and would be unable to operate without them. However, to be more sustainable as an organisation we need to diversify our

income sources and support base. We have seen an encouraging move in this direction in 2019 and this will be an ongoing focus. The impact of COVID-19 high-lights the uncertainties faced by community organisations and it is the Board's role to support the Manager in making our Centre more resilient in tough times.

My thanks go to my fellow Board members who continue to work as a committed team to ensure that our Centre is an integral and vibrant part of the Katikati community. No Board members need to be re-elected this year and I am delighted that all are remaining through this post-COVID period as we re-evaluate community needs and set our updated strategic direction.

Finally, our thanks as a Board to Allan Wainwright who enthusiastically leads a great team here. Your leadership and the great work of all staff have ensured that Katikati Community Centre is highly regarded throughout the district.

David Marshall Chairman On behalf of the Katikati Community Centre Board

## **MANAGER'S REPORT 2019**



**2019** was the year of change for the Katikati Community Centre. We made significant investment in technology and infrastructure, moved our school holiday programme to Katikati College, the team adapted to a new leader, we said farewell and thank you to board members Jenny Hobbs and Anu Bhardwaj while welcoming Nicky Austin to our board of trustees, and we started our very popular Wise & Wonderful programme.

The world is rapidly having to address the impacts of the COVID-19 pandemic and we are fortunate we made the transition to cloud-based technologies in 2019. This allowed our team to begin working immediately from home with minimal disruption and our community were still able to contact us through our phone lines. We rallied our community organisations together to collectively support our most vulnerable while keeping our community informed during this time of crisis.



Our long-term strategy is in the process of being reviewed and adapted to meet the evolving needs of our community. Our core purpose of supporting and connecting our community is more important than ever yet how we go about achieving our purpose has changed. Continuing to embrace and invest in technology will be at the forefront of our

progression, particularly with the huge emergence of online training and meetings during COVID-19. We will explore opportunities such as a hybrid of virtual and physical meetings and online community education, yet we will not sacrifice the personal interactions we have daily with our community.

The Katikati Community Centre would not exist if it were not for our generous funders, donors and sponsors who ensure we can keep our doors open and invest in the future needs of our community. We are a charitable trust and rely on the generous financial support outside of the programmes we operate to ensure they can be kept affordable and accessible for our community.

Donated produce on our free produce stand



TECT, BayTrust, Grassroots, Sky City Hamilton, DMS, COGS, NZ Lotteries & Acorn Foundation – you have made it possible for us to cover our ongoing operational costs which largely supports the most important function of our centre – our amazing team who are the backbone of everything we do.

Creative Communites WBOP – The funding you have provided ensures children in our holiday programme get quality arts and crafts products and tutors to keep them entertained.

## **MANAGER'S REPORT 2019 Cont**



St Joan's Trust- Wise & Wonderful was born from the investment you made to get this popular programme up and running which allowed us to transport seniors to and from the Centre.

The Lion Foundation – The approved funding allowed us to make the critical investment in cloud technologies which has already resulted in improved productivity and adaptable working which was particularly evident during the COVID-19 pandemic.



Western Bay of Plenty Council – Along with your financial contribution, the daily support you provide us ensures we can deliver information and programmes that enrich and develop our community.

Oranga Tamariki, MSD, TEC and Bay of Plenty District Health Board - Our partnerships ensure we can deliver adult community education and youth programmes which are well supported by our community.

I am grateful to our board of trustees who have given me the flexibility to move ahead and implement progressive new ideas that have allowed our community centre to evolve. Thank you to my team who have embraced our journey and worked hard to deliver great programmes and fantastic service to our community. The regular stream of positive feedback we receive is recognition of the work you all do, and it is a privilege to work alongside you all.

The remainder of 2020 is still very uncertain, yet we are still very much committed to investing in new programmes and projects which is going to allow our community to thrive and socially connect with one another.

Thank you for supporting your local community centre.

Allan Wainwright Centre Manager



## **OUR STAFF**



## **ALLAN WAINWRIGHT**

Centre Manager

## JAN DE FAYE

Team Leader - Child & Youth Services

### SALLY GOODYEAR

Administrative Assistant

### LAURA TE

Information & Advice

### **AMANDA EARL**

Team Leader - Programmes, Promotions & Information

### **SUZANNE DALY**

Youth Counsellor

## SANDIE WIESE

After-school Programme Supervisor

# Katikids

## **AFTER-SCHOOL CARE**

"Katikids continues to be a successful after-school provider for the students of Katikati Primary School and Katikati College up to Year 8.

Bookings consistently rise during the year. The software package installed in October 2018, Enrolmy, makes enrolling simple for parents and is servicing our needs for recording attendance, contact information, OSCAR subsidies etc.

On arrival, the kids are fed and can then choose the activities on the day with lots of free play in the mix too. The local walks along the river, through the gully and over to the college playground are also popular. The only complaint from the parents is that the kids don't want to leave when it is time to go home!"

SANDIE WIESE -AFTER SCHOOL CARE COORDINATOR

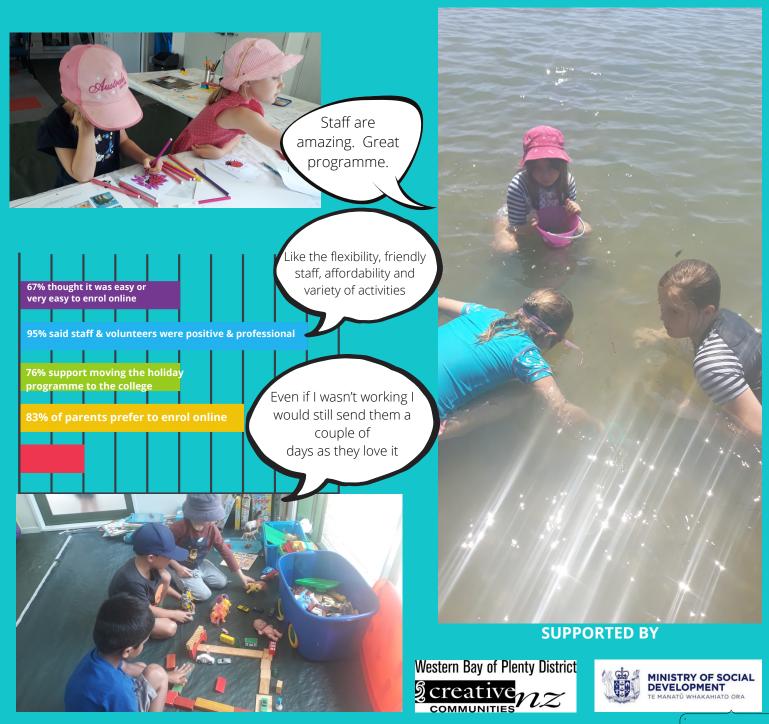




## KATIKIDS HOLIDAY PROGRAMME

2019 was a year of big changes for the School Holiday Programme.

We updated our booking system to Enrolmy to enable online bookings and payments. This has saved a lot of time and means the parents can enrol from the comfort of their home. We have also collaborated with Katikati College to base the programme from the College hall which allowed much more room. We use the college tech room for cooking and continue to utilise the Meads gym and Action Centre as well as the computer suite to offer coding workshops. Having the extra space in the hall allows us to have the table tennis table up all day and fun toys from the Katikati toy library e.g. racing cars, mini kitchen etc out all the time (great for the rainy days).







A free sports based programme for any youth aged 12-17years. Held at the Katikati College Meads Gym



## **ADULT LEARNING**



Tertiary Education Commission funded courses that target learners whose initial learning was not successful: raised foundation skills; strengthened social cohesion and enhanced learners ability to participate in society and economic life. The courses have a strong focus on literacy, numeracy, digital literacy, Te Reo, NZ sign language and English as a second language.



Community Centre-funded courses for adults with a focus on health, cultural and social issues that promoted personal, economic and social well-being, and contributed to more involvement in the community.

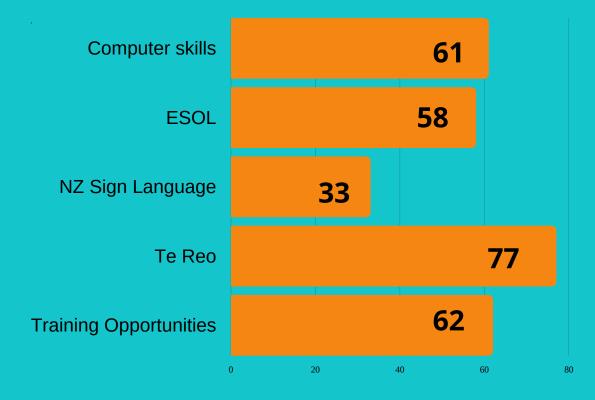


Opportunities to learn new skills or improve existing skills at minimal costs.





## **ACE course participant numbers**



# Wise E Wonderful

A SOCIAL CLUB FOR OUR SENIORS

Respect - Fun - Laughter - Companionship

Wise & Wonderful started up in February 2019 in response to research the Community Centre conducted on our senior population, which highlighted a number of senior residents living in isolation, many without transport, and seeking a drop in centre within their community.

The Wise & Wonderful programme is run by an enthusiastic bunch of seniors, for seniors. They meet every Tuesday afternoon and each week is a different activity - quiz, bingo, crafts, games, music and guest speakers. A pick up and drop off service is offered to residents who cannot drive or do not have transport options to the centre. The group have been on two bus trips in 2019 over to Waihi Beach for various activities including board games with a Friends Place, visiting the Athenree Homestead and Christmas lunch at the Waihi Beach RSA.

We are very grateful to the St Joan's trust who provided us with funds to start the pick up and drop off service and to SuperGrans who provide volunteers who assist within our programme. A BIG thank you to our volunteers Irene Maxwell, Michelle De Jong, Jill Bentley and Ken Allen who are critical to the success of this programme.





THANK

ST JOANS
CHARITABLE TRUST



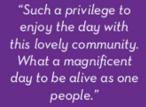
## **FESTIVAL OF CULTURES**



much pride in their own culture and enjoyed others. Music, singing, good food and great vibes".

"Everyone showed so

"Loved all the music and the way people came together in positivity and joy."





"Great day, great
people, great
community – all joining
as one to celebrate our
different cultures."



"An amazing day. So glad we were part of this."



"I learned that there were a lot more cultures in Katikati than I realised."

Wow! What an awesome event this turned out to be! The inaugural Katikati Festival of Cultures comprised a parade of several hundred people from over 30 different nationalities down the Main Street of Katikati finishing with a Maori whakatau, performed by local iwi which welcomed the Western Bay of Plenty Mayor and all the people participating in the parade. This was followed by an amazing assortment of cultural dance and musical performances.

A food market selling ethnic culinary delicacies, provided the perfect place for people to mingle and enjoy some delicious food. The sun shone all day and hundreds of people joined in the festivities. Everyone had smiles on their faces and really enjoyed the day.

The day was organised in collaboration with Welcoming Communities, Katch Katikati, WBOPDC, Creative NZ, Te Rereatukahia Marae, ethnic community leaders and community members, and volunteers.





# INFORMATION TECHNOLOGY INVESTMENT 2019



From his first day on the job, it was clear Allan was going to bring the Community Centre into the 21st century as far as our computer technology goes. Actually, we thought we were already pretty up-to-date and savvy – turns out we were wrong! Thanks to a scholarship from Techsoup and a generous donation from The Lion Foundation, Allan conducted a thorough IT analysis and then got busy installing new, cloud-based software. Gone was the old server and the desk diary at reception. Instead new software takes care of room bookings and meetings. Online childcare enrollments makes life simpler for parents, and ensures all information and documentation required for reporting is collected.

Having our computer software in the cloud means that we can access our files from anywhere. Little did we realise at the time, how vital a feature this was to prove to be! This is not only a win for the staff, but also for anyone in the community who wants to connect with the Centre to enroll

in a course, book a room, enroll a child etc. We all embraced the new technology – the hardest part is just getting Allan to stop coming up with new software programmes he wants us to try out!

Our next goal is to get TV screens installed into our meeting rooms which will make them ideal for online meetings and presentations.







## WHERE DOES OUR REVENUE COME FROM?

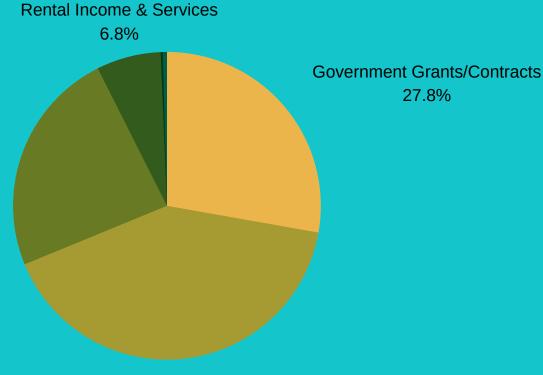


**Programme Fees** 

23.8%

2018

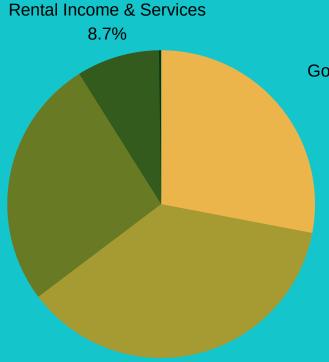
\$549,912



Other Grants & Sponsorship 41%

2019 \$554,177

**Programme Fees** 26.3%



Other Grants & Sponsorship 36.7%

**Government Grants/Contracts** 28%

27.8%

## DONORS, SPONSORS & SUPPORTERS

### THANK YOU TO OUR WONDERFUL SUPPORTERS!

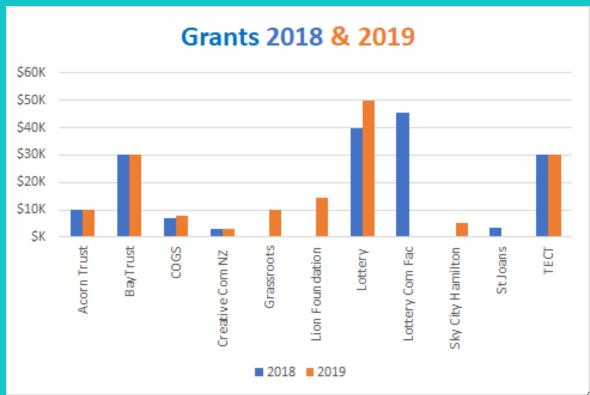
Katikati Community Centre is grateful to all the partners who make our efforts possible.



## **Contracts**



## **Grants**



# FUNDERS, SPONSORS & SUPPORTERS

THANK YOU TO EVERYONE THAT CONTRIBUTES TO OUR SUCCESS!



## **Funders**





















## <u>Sponsors</u>











## FINANCIAL REPORT

Our thanks to Ivan
Martinovich from Our
Accountant, for not just
helping us with the
financial reports, but also
for providing great
business advice and
mentoring.







## STATEMENT OF FINANCIAL PERFORMANCE

**Katikati Community Centre** 

For the year ended 31 December 2019

"How was it funded?" and "What did it cost?"

	2019	2018
REVENUE		
Government Grants/Contracts	153,631	152,784
Other Grants & Sponsorship	201,416	225,516
Programme Fees	144,557	130,804
Rental Income & Services	47,812	37,223
Donations	1,207	1,199
Interest, dividends and other investment revenue	5,554	2,386
Total Revenue	554,177	549,912
EXPENSES		
Operating and Programme Expenses	158,057	170,886
Wage Expenses	385,684	384,349
Total Expenses	543,741	555,236
NET SURPLUS/(DEFICIT) BEFORE ADJUSTMENTS	10,436	(5,323)
ADJUSTMENTS		
Depreciation	4,652	4,685
Total Adjustments	4,652	4,685
SURPLUS/(DEFICIT) FOR THE YEAR	5,784	(10,008)





## **STATEMENT OF CASH FLOWS**

## **Katikati Community Centre**

## For the year ended 31 December 2019

### **Cash Basis**

## "How the entity has received and used cash"

Account	2019	2018	
CASH FLOWS			
Operating Activities			
Grants, Contracts, Sponsorship and Donations	350,241	370,798	
Programme Fees	143,301	130,804	
Payments to suppliers and employees	(545,962)	(568,907)	
Dividends and Interest received	4,132	2,386	
Rent Income and Services	47,812	36,325	
Net Cash Flows from Operating Activities	(476)	(28,594)	
Investing Activities			
Proceeds from sale of investments	0	2,283	
Payment for property, plant and equipment	(39,634)	(67,122)	
Net Cash Flows from Investing Activities	(39,634)	(64,839)	
Financing Activities			
Other cash items from financing activities	0	0	
Net Cash Flows from Financing Activities	0	0	
Net Cash flows	(40,110)	(93,443)	
Account	2019	2018	
ASH AND CASH EQUIVALENTS			
Cash and cash equivalents at beginning of period	198,944	292,387	
Cash and cash equivalents at end of period	158,834	198,944	
Net Cash flows	(40,110)	(93,443	





## **INCOME & EXPENSE ANALYSIS & SCHEDULES**

## Katikati Community Centre

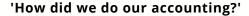
## For the year ended 31 December 2019

Account	2019	2018
INCOME & EXPENSES ANALYSIS		
Income		
Operating & Project	248,518	189,580
School Holiday Programme (SHP)	89,543	92,298
Breakaway Holiday Programme (BHP)	18,089	12,000
Youth at Risk (YAR)	19,452	17,964
Mpowa	25,737	72,996
After School Programme (ASP)	66,014	66,060
Adult & Community Education (ACE)	63,369	73,522
Community Education Self Funded (CE)	23,456	25,492
Total Income	554,177	549,912
Programme Expenses		
Operating & Project	235,718	211,824
School Holiday Programme (SHP)	78,109	98,686
Breakaway Holiday Programme (BHP)	9,484	15,255
Youth at Risk (YAR)	14,870	18,177
Mpowa	37,497	63,874
After School Programme (ASP)	75,960	49,041
Adult & Community Education (ACE)	59,308	64,206
Community Education Self Funded (CE)	32,794	34,171
Total Programme Expenses	543,741	555,236
Total Income & Expenses Analysis	10,436	(5,323)

#### NOTES TO THE PERFORMANCE REPORT

#### **Katikati Community Centre**

#### For the year ended 31 December 2019



#### 1. Statement of Accounting Policies

#### **Basis of Preparation**

"The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

**Specific Accounting Policies** 

"The following specific accounting policies which materially effect the measurement of financial performance and financial position have been applied:

- Trade Receivables: Trade receivables are recognised at estimated realisable value.
- Investments: Investments are stated at Market Value as at Balance Date each year. See ""Changes in Accounting Policies"" below.
- Property, Plant & Equipment: Property, plant and equipment are recorded at cost less accumulated depreciation.
- Depreciation: Depreciation has been calculated to allocate the cost of the assets over the estimated useful lives, as shown in the depreciation schedule.
- GST: The Katikati Community Centre is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST (please see changes in accounting policies).
- Income Tax: Katikati Community Centre is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.
- Grants: Grants received are recognised in operating revenue, unless specific conditions attach to a grant and repayment of the grant is required where these conditions are not met. In these cases, the grant is treated as a liability until the conditions are met.

#### **Changes in Accounting Policies**

"All accounting policies are consistent with previous years with the exemption of the policy in relation to the following;

Revaluation of Share Investments

The Centre has revalued Share Investments as at 31 December 2019. The Centre intends to revalue Share Investments at the last day of the financial year moving forward.



## **NOTES TO THE PERFORMANCE REPORT (CONTINUED)**

#### **Katikati Community Centre**

#### For the year ended 31 December 2019

'How did we do our accounting?'

#### 2. Commitments

"The Katikati Community Centre did not have any capital commitments at year end (2018: Nil).

#### 3. Contingent Liabilities

"The Centre buildings are sited on land currently under the jurisdiction of Land Information New Zealand (LINZ) pending the settlement of a Treaty of Waitangi claim. Negotiations for a lease agreement are currently underway with LINZ (2018: Nil).

#### **4. Related Party Transactions**

"There were no related party transactions during the year.

#### 5. Room Rental and Administration - Internal Programmes

"Income from Internal programmes represent charges made to specific programmes to reflect their actual cost.

<u>Programme</u>	<u>Rental</u>	<u>Administration</u>	<u>Total</u>
Community Education (CE)	3,680		3,680
Adult & Community Education (ACE)	3,850		3,850
Youth at Risk (YAR)		2,260	2,260
Mpowa	3,120	1,825	4,945
After School Programme (ASP)		6,606	6,606
Total	\$10,650	\$10,691	\$21,341



2019	2018
13,433	7,855
6,743	24,453
8,367	1,725
25	6
10,298	15,432
60,426	64,682
14,145	38,310
0	1,874
125	870
113,562	155,207
	6,743 8,367 25 10,298 60,426 14,145 0



## **AUDITOR'S REPORT**



#### INDEPENDENT AUDITORS REPORT

To the members of the Katikati Community Resource Centre Incorporated

#### Report on the Financial Statements

We have audited the attached statements of the Katikati Community Resource Centre Incorporated on pages 7 to 21, which comprises the statement of financial performance, statement of financial position, statement of cash flows and notes for the year ended 31st December 2019. We were not requested to audit the statement of service performance, and accordingly this statement has not been included in our audit.

#### Governance Board's Responsibility for the Performance Report

The Governance Board's are responsible for the preparation and fair presentation of the performance report in accordance with the Public Benefit Entity Simple Format Reporting Standard – Accrual (Not for Profit) Standard and for such internal control as the board determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on those parts of the performance report which are subject to our audit. We conducted our audit in accordance with generally accepted standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the performance report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the performance report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the performance 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 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 accounting policies used and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the performance report.

Other than in our capacity as auditor we have no relationship with, or interest in the Katikati Community Resource Centre Incorporated.

#### Unqualified Opinion

In our opinion, the performance reports for the Katikati Community Resource Centre Incorporated on pages 7 to 22 are prepared in all material respects in accordance with the Public Benefit Entity Simple Format Reporting Standard – Accrual (Not for Profit) Standard apart from the statement of service performance on page 5 on which we do not express an opinion.

#### Restriction on Use of Our Report

This report is made solely to the board in accordance with the requirements of their constitution. Our audit work has been undertaken so that we might state those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the board for our audit work, for this report or for the opinions we have formed.

Bruce W Warden Ltd

Accountant

Katikati 16<sup>th</sup> May 2020

## THE FUTURE



# Welcoming Communities

Whilst the planned events for 2020 will not go ahead due to COVID-19, we are busy planning a mural for the Community Centre which will reflect Katikati's rich cultural and ethnic community and preparations for the 2021 Katikati Festival of Cultures are already underway.

# Volunteer Brokerage Service

Want to be a volunteer? / Need volunteers?

Our new brokerage service will link volunteers to local organisations







... and it's not just the kids that have fun!!!





















Heart of our community Manawa ō tō tātou hapori