Katikati Community Resource Centre Incorporated

PERFORMANCE REPORT

Year ended 31st December 2017

Trading as:



Heart of our community Manawa ō tō tātou hapori

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DIRECTORY

CHAIRPERSON:	David Marshall
SECRETARY:	Anne Henry
FREASURER:	Alan Dodwell (retired 12/09/2017)
MANAGER:	Chris Ridder
GOVERNANCE BOARD:	David Marshall (elected 14/03/2017) Jennifer Hobbs Anne Henry (elected 12/02/2017) Irene Maxwell-Curnock (elected 12/02/2017) Anu Bhardwaj (elected 12/02/2017) Alan Dodewll (retired 12/09/2017)
BANKERS:	Westpac P.O. Box 161 KATIKATI
AUDITORS:	Bruce W Warden Chartered Accountants P.O. Box 223 KATIKATI

ENTITY INFORMATION

"Who are we?" and "Why do we exist?"

Legal name of entity

Type of entity and Legal Basis

Charity Registration Number Incorporated Society Number

GST number

Katikati Community Resource Centre Inc.

Incorporated and Registered Charity

CC21919 (17/03/2008)

HN/501666 (08/03/1991)

061-308-830

Trading as: Katikati Community Centre - Heart of our Community Manawa ō tō tātou Hapori

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.

Entity Structure:

Governance Board:

Katikati Community Resource Centre currently has six board members that constitute our governance board, including three executive officer positions: chairman, treasurer and secretary.

Operational Structure:

Katikati Community Resource Centre is run by a team of seven paid employees. The organisation employs a Manager, a Team Leader - Programmes, Promotion & Information, an Information and Bookings Coordinator, a Team Leader - Child & Youth Services, a Youth Programmes Coordinator, an After School Programme Supervisor and an Administrative Assistant. The centre also employs over 20 casual staff to assist with the delivery of its programmes.

Main sources of Entity's Income:

Katikati Community Resource Centre Inc receives its income from room rental, programme charges, government contracts/grants, philanthropic trusts, donations and other grants.

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Street Address:

45 Beach Road - Katikati 3129

Telephone:

(07) 549 0399

Email:

info@katikaticommunity.nz

Website:

www.katikaticommunity.nz

Facebook:

www.facebook.com/Katikati-Community-Resource-Centre

STATEMENT OF SERVICE PERFORMANCE

"What we do?" and "When did we do it?"

Programmes

Information & Advisory Services

- Information enquiries

- Smart phone support for the elderly

- Pregnancy & Parenting Classes

Children & Youth Services Attendances

School Holiday Programme

Breakaway Holiday Programme

After-school Programme

Adult Education

Community Education /Funded & Self Funded

8536 enquires annually

Weekly drop in service

3 classes annually

averaging 95 children/youth daily

Over 30 youth daily

averaging 27 children daily

Over 900 learners annually

Outcomes:

Information Services

Provided up to date, complete and relevant information to the community with links to service providers, community support groups and health professionals.

Increased the ability of families / whanau and individuals to meet their own personal and social needs thus improving community health and wellbeing.

Children & Youth Services

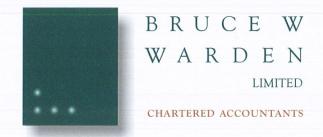
Provided programmes and services that helped young people build their social, interpersonal and communication skills, that enhanced learning, built self-esteem and self-confidence and created an awareness of their environment. Work with youth at risk to improved life outcomes in the areas of health, education and social outcomes resulting in the young people feeling stronger, more connected to, and supported by their communities.

Adult and Community Education

Provided Tertiary Education Commission funded courses that target learners whose initial learning was not successful: raised foundation skills; strengthened social cohesion and enhanced learner's 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.

Provided 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.

Provided opportunities to learn new skills or improve existing skills at minimal costs.



INDEPENDENT AUDITORS REPORT

To the members of the Katikati Community Resource Centre.

Report on the Financial Statements

We have audited the attached statements of the Katikati Community Resource Centre on pages 6 to 20, which comprises the statement of financial performance, statement of financial position, statement of cash flows and notes for the year ended 31st December 2017. We were not requested to audit the statement of service performance, and accordingly this statement has not been included in our audit.

Trustee's Responsibility for the Performance Report

The trustee'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 trustee's 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 International Standards on Auditing (New Zealand). 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.

Unqualified Opinion

In our opinion, the performance reports for the Katikati Community Resource Centre on pages 6 to 20 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 4 on which we do not express an opinion.

Restriction on Use of Our Report

This report is made solely to the trustees 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 trustees for our audit work, for this report or for the opinions we have formed.

Bruce W Warden Ltd Chartered Accountant

Katikati 29th May 2018



Katikati Community Resource Centre Incorporated

Statement of Cash Flows

"How the entity has received and used cash" For the Year ended 31st December 2017

	2017 \$	2016 \$
Cash Flows from Operating Activities		
Cash was received from:		
Grants, Contracts, Sponsorship and Donations	390,659	314,221
Programme Fees	118,887	119,575
Interest and dividends received	2,442	2,780
Rent received	40.299	48,955
	552,287	485,531
Cash was paid to:		
Payments to suppliers and employees	519,235	447,855
	519,235	447,855
Net Cash Inflow (Outflow) from Operating Activities	33,052	37,676
Cash Flows from Investing Activities		
Cash was paid to:		
Purchase of fixed assets	2,431	6,750
	2,431	6,750
Net Cash Inflow (Outflow) from Investing Activities	(2,431)	(6,750)
Cash Flows from Financing Activities		
Cash was paid to:		
Loan principal repayments	-	_
		-
Net Cash Inflow (Outflow) from Financing Activities		
NET INCREASE (DECREASE) IN CASH HELD	30,621	30,926
	261,764	230,838
Cash and cash equivalents as at 1 January 2017	201,704	230,838

STATEMENT OF FINANCIAL PERFORMANCE

	Note	Dec-17	Dec-16
INCOME		\$	\$
Government Grants/Contracts		154,363	146,065
Other grants & Sponsership		252,778	162,935
Programme Fees		118,887	119,575
Rental Income		36,348	45,887
Donations		800	3,361
Interest Received		2,442	2,780
	7	565,618	480,603
EXPENSES			
Operating and Programme Expenses		214,641	143,766
Wage Expenses		380,227	304,887
Total Expenditure	7	594,868	448,653
		-29,250	31,950
CASH SURPLUS		-29,250	31,950
Depreciation	6	5,844	4,626
		-35,094	27,324
Transfer from Asset Replacement Reserve		35,000	
NET SURPLUS(- Deficit)		-\$94	\$27,324

The notes and statement of accounting policies form part of and should be read in conjunction with this statement

	STATEMENT OF MOVEMENT	IN EQUITY	
		Dec-17 \$	Dec-16 \$
EQUITY		\$	Ş
Accumulated Funds Brought Fo	orward	253,413	226,089
Net Surplus/ - Deficit for year Increase in Reserves	-94 -		
Total Recognised Revenue & Ex	xpenses for Year	-94	27,324
Equity at End of Year		\$253,319	\$253,413
Analyised as:- GENERAL FUND			
Opening Balance		218,413	191,089
Surplus (- Deficit) for Year Assets Distributed on the windi St John Resource Centre	Ing up of Cash 23,120 Building at Cost 281,105 Shares 7,700 Loan -70,000	-94 241,925	27,324
		460,244	218,413
ASSET REPLACEMENT RESERVE	S FUND		
Brought Forward		35,000	35,000
Reduction in Year		35,000	
Closing Balance			35,000
Total Equity		\$460,244	\$253,413

The notes and statement of accounting policies form part of and should be read in conjunction with this statement

STATEMENT OF FINANCIAL POSITION

	Note		Dec-17	Dec-16
CURRENT ASSETS			\$	\$
Cash in Westpac Bank	8	250,124		220,870
Westpac Term Investment		42,261		40,894
Accounts Receivable		4,483		8,434
	-			
Total Current Assets			296,868	270,198
Less				
CURRENT LIABILITIES				
Accounts Payable		71,234		20,116
Prepaid Income		74,618		91,900
GST Payable		2,214		817
Total Current Liabilities		_	148,066	112,833
WORKING CAPITAL			148,802	157,365
WOMMING ON TIME			140,002	137,303
NON CURRENT ASSETS				
Investments				
				70,000
Shares			7,700	
Fixed Assets	6		303,742	26,048
		_		
			\$460,244	\$253,413
		_		

Christine Ridder
MANAGER

DATE 30 05 2018

David Marshall

Chairman

DATE 29/05/2018

The notes and statement of accounting policies form part of and should be read in conjunction with this statement

STATEMENT OF ACCOUNTING POLICIES "How did we do our accounting?"

NOTES TO AND FORMING PART OF THE PERFORMANCE REPORT

1. Statement of Accounting Policies

Reporting Entity

Katikati Community Resource Centre Inc. (the Society) is incorporated as a society under the Incorporated Societies Act 1908. The Performance Report of the Society has been prepared according to generally accepted accounting practice.

Basis of Preparation

Katikati Community Resource Centre is preparing its Performance Report under the External Reporting Board XRB A1 Framework Tier 3 Not-For-Profit Standard for Public Benefit Entity Simple Format Reporting

Measurement Base

The accounting principles recognised as appropriate for the measurement and reporting of financial performance and financial position on a historical cost and accruals basis are followed by the society.

Specific Accounting Policies

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

- o Trade Receivables: Trade receivables are recognised at estimated realisable value.
- o **Investments:** Investments are stated at cost.
- o Property, Plant & Equipment: Property, plant and equipment are recorded at cost less accumulated depreciation.
- o Depreciation:

Depreciation has been calculated to allocate the cost of the assets over their estimated useful lives, as shown on Schedule 1.

- o **GST**: The financial statements have been prepared on a GST exclusive basis.
- o **Income Tax:** The society has charitable status and is exempt from income tax.
- O 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

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

2. Commitments and contingencies

The society did not have any capital commitments or contingent liabilities at year end (2016:it is anticipated that some \$70,000 will be spent on upgrading the premises and to this extent funds within accumulated funds have been earmarked).

3. Related party transactions

The society was in a joint venture with St Johns, where the society leased land and buildings from the joint venture on normal trading terms, the assets have now been taken over and the joint venture ended. Apart from this there were no related party transactions during the year.

St John Resource Centre Katikati as part of its winding up has distributed the assets to St John Katikati and Katikati Community Resource Centre Inc.

- Katikati Community Resource Centre has been apportioned net assets at cost including the building, some cash, and some shares.
- St John Katikati Area Committee have forgiven the loans owed to them and has been apportioned some cash and some shares

4. Room Rental, Administration and Photocopying Expenses

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

Programme	Rental	Administration	Photocopying	Totals
School Holiday Programme	3,930	-	2,902	6,832
Community Education (CE)	3,680		704	4,384
Adult & Community Education (ACE)	2,970		704	3,674
Youth at Risk		2,260		2,260
Mpowa Youth	6,240	2,517	522	9,279
After School Programme	•	4,400	410	4,810
	\$16,820	\$9,177	\$5,242	\$31,239

Katikati Community Resource Centre Incorporated Fixed Assets and Depreciation Year Ending 31 December 2017

Note 6

Asset		Cost	Book	Additions	Gain/Loss	Capital					Accum	Book
		Price	Value	Disposals	on	Profit	1	Depreciation	ation		Deprec	Value
			01/01/17		Disposal		Mth	Rate			31/12/17	31/12/17
		\$	φ.	\$						\$	\$	\$
Buildings at Cost												
Building 45 Beach Road	2	281,105	1	281,105	1	1				•	1	281105
Total Building		281,105		281,105								281105
Plant and Equipment at Cost												
Ceiling Fans		292	32				12	12.00%	DV	4	537	28
Computer Workstation		099	89				12	10.00%	DV	7	599	61
Filing Cabinet		299	29				12	10.00%	DV	3	273	26
Filing Cabinet		176	29				12	10.00%	DV	3	150	26
Display Cabinet		2,385	417		417.00		12	10.00%	DV	1	2,385	1
Whiteboard – share of		2,110	1				12	24.00%	СР	ı	2,110	1
Sidewalk Sign		292	114				12	%05'9	C	37	488	77
Data Projector – share of		2,735	1				12	15.50%	CP	-	2,735	ı
Laminator		666	1				12	18.60%	CP	1	666	1
Leasehold Improvements		2,894	1,876				12	3.00%	CD	87	1,105	1,789
Leasehold Improvements		27,376	18,168				12	3.00%	CP	821	10,029	17,347
Heat Pump - Share of		1,722	294				12	10.00%	G O	172	1,600	122
Photocopier		6,995	1				12	36.00%	9	-	6,995	
Computer-notebook		1,555	1				12	48.00%	СЬ	1	1,555	1
Computer Server		2,261	1				12	40.00%	CP	-	2,261	1
Computer Toshiba Notebook		1,300	1				12	40.00%	Cb	1	1,300	1
Panasonic Projector		995	103				12	30.00%	С	103	995	1
Panasonic Projector	12/05/14	962	259				12	30.00%	C	259	366	-
Calnar Cash Register	28/10/15	798	399				12	40.00%	СР	319	718	80
Potocopier Toshiba	1/01/16	2,900	3,776				12	36.00%	S	2,124	4,248	1,652
Eftpos Machine	1/02/16	850	476				12	48.00%	CP	408	782	89
Dell Optiplex Computers x 4	15/02/17	2,431	1	2,431			11	48.00%	CD	1,070	1,070	1,361
Total		995'99	26,040	283,536	417					5,416	43,928	22,637
Furniture and Fittings at Cost												
Curtains		2,419	11		11		12	22.00%	DV	-	2,419	-
TOTAL	3	347,671	307,145	283,536	428					5,416	46,347	303,742

Note 7 OPERATING, PROJECT AND PROGRAMME INCOME AND EXPENSES

	Schedule	Dec-17 \$	Dec-16 \$
INCOME			
Operating and Project Income	1	219,670	173,752
School Holiday Programme	2	93,307	88,947
Breakaway Programme	3	13,000	12,300
Youth at Risk	4	17,964	17,964
Mpowa Youth	5	73,726	46,658
After School Programme	6	60,381	49,809
Community Education / Centre Funded	7	28,317	26,075
Community Education / TEC Funded	8	59,253	65,098
community Education, Tee Funded	0	33,233	03,030
		565,618	480,603
LESS PROGRAMME EXPENSES	1	225.061	124 001
Operating and Project Expenses	1	235,861 95,698	134,081 88,494
School Holiday Programme Breakaway Programme	2 3	14,176	12,263
Youth at Risk	4	17,891	17,945
Mpowa Youth	5	72,358	41,692
After School Programme	6	51,949	42,737
Community Education Self Funded	7	40,159	42,620
Adult & Community Education Funded	8	66,776	68,821
Total Programmes	0	594,868	448,653
Total Frogrammes		334,000	440,033
CASH SURPLUS		-\$29,250	\$31,950

Note 8	CURRENT ASSETS	
Cash at Bank		
	Dec-17	Dec-16
Westpac Cheque Account 00	29,891	11,569
Westpac Cheque Account 01	23,562	19,203
Westpac Account 02 - Youth at Risk	9,191	10,718
Westpac Account 03 - Wages/Administration	58,400	72,662
Westpac Account 04 - SHP & Breakaway	33,358	29,731
Westpac Account 05 - Asset & Building Mainte	nance 56,659	20,995
Westpac Account 06 - Mpowa Youth	33,165	55,992
Westpac Cheque Account 07	5,898	
Total Cash in Bank	\$250,124	\$220,870

SCHEDULE 1

OPERATING AND PROJECT INCOME

	Dec-17	Dec-16
INCOME	\$	\$
Rent Received	35,916	45,502
Brochure Advertising	370	30
Photocopying Income	62	355
Donations Received	300	360
Health & Wellbeing Exhibitor Fees	-	3,136
Health & Wellbeing Exhibitor Donations	-	2,670
BOP District Health Board-Antenatal	4,685	4,664
Lottery Community Grant (also schedule 3)	26,500	23,000
MSD CYF Contracting Services (also schedule 3)	8,925	8,925
Lottery Community Facilities	50,000	
Bay of Plenty Community Trust Donation	22,000	25,000
WBOP District Council	18,930	18,678
WBOPDC YES Programme	10,000	-
COGS	9,540	7,000
Trillian Trust	-	3,528
TECT Community Development	30,000	28,124
Interest Received	1,615	2,780
Share Dividend	341	
TECT Cheque	486	
	219,670	173,752

SCHEDULE 1

OPERATING AND PROJECT EXPENSES

	Dec-17	Dec-16
	\$	\$
EVERNOES		
EXPENSES ACC Levine	0.47	072
ACC Levies	947	973
Advertising	6,840	5,633
Annual General Meeting	142	16
Antenatal Expenses	3,107	3,865
Audit Fees	900	800
Bank Charges	242	-
Catering	213	435
Cleaning	3,990	3,561
Computer Consumables	3,725	1,186
Community Research	7,400	
Consultancy	372	-
Database Costs		135
Electricity	3,702	
Fees	502	252
Gifts & Vouchers	647	560
Health & Safety Costs	625	131
Health & Wellbeing Expo Costs		8,133
Health & Wellbeing Wage Costs	-	282
Insurance	3,447	1,358
Interest	2	•
Interior Renovation 2017	63,290	
Low cost Assets	818	340
Printing, Stationery, Post	1,305	1,190
Refreshments	641	266
Rent	-	4,752
Repairs and Maintenance	5,406	1,977
Repairs and Maintenance Grounds	1,576	
Resource Material		43
Security	1,664	621
Supervision	170	85
Telephone	1,627	647
Training	213	296
Travelling	160	1,311
Volunteer	574	555
Wages-Staff	147,353	123,996
Employer Contribution	2,469	1,796
그 마음 사람들이 한 경에 많아 있다면서 그렇게 되었다. 그리고 있는데 그렇게 되었다는데 그렇게 하고 있다면서 그리고 있다면서 그 그래?		1,790
YES Programme Wages	2,009	
Yes Programme Employer Contributions	81	
Yes Programme Expenses	1,183	24 444
Charges to Internal Programmes	31,239_	-31,114
Total Expenses	235,861	134,081
Total Surplus (-Deficit)	¢16 101	¢20.674
Total Sulpius (-Deficit)	-\$16,191	\$39,671

SCHEDULE 2

SCHOOL HOLIDAY PROGRAMME INCOME & EXPENDITURE

	Dec-17	Dec-16
	\$	\$
INCOME		
Lottery Community		2,000
Acorn Foundation	9,000	9,700
Sky City Hamilton Community Trust	5,000	7,500
BOP Community Trust	8,000	- ·
Ministry of Social Development (SHP)	30,600	25,080
Donations	-	150
SHP - Activity Fees	40,707	44,517
		
Total Income	93,307	88,947
EXPENSES		
SHP - Advertising	2,714	2,553
SHP - Photocopying & Stationery	2,359	1,324
SHP - Bus Hire & Travel	7,721	7,633
SHP - Course Material	3,159	3,722
SHP - Entry Fees & Room Hire	11,233	13,267
SHP - Tutor Wages	21,117	12,633
SHP - Employer Contribution	153	126
SHP - Tutor Fees	5,277	8,708
SHP - Cleaning	292	356
SHP - First Aid Supplies	98	86
SHP - Resource Materials	316	623
SHP - General Expenses	87	100
SHP - Heath & Safety	625	-
SHP - Additional Staffing	10,652	9,065
SHP - Employer Contribution	193	81
SHP - Volunteer Expenses	260	-
SHP - Refreshments	641	540
SHP - Uniforms	20	
SHP - Telephone	841	647
SHP - Training	74	985
SHP - Donation		25
SHP - Sports Equipment	187	
SHP - Computer Maintenance	248	163
Wages-Holiday Programme Coordinator	27,431	25,857
Total Expenses	95,698	88,494
Total School Holiday Programme Surplus (-Deficit)	-\$2,391	\$453

SCHEDULE 3

BREAKAWAY HOLIDAY PROGRAMME INCOME & EXPENDITURE

	Dec-17 \$	Dec-16 \$
INCOME Ministry of Social Development (Family and Community Services)	12,000	12,000
Acorn Foundation Funding	1,000	300
Total Income	13,000	12,300
EXPENSES		
Breakaway Expenses	3,630	3,914
Breakaway Wages	10,546	8,349
Total Expenses	14,176	12,263
Total Breakaway Holiday Programme Surplus (-Deficit)	-\$1,176	\$37

SCHEDULE 4

YOUTH AT RISK INCOME & EXPENDITURE

	Dec-17 \$	Dec-16 \$
INCOME		
Ministry of Social Development	17,964	17,964
(Family and Community Services))	RANK CONTROL OF THE PARTY OF TH	
Total Income	17,964	17,964
EXPENSES		
Youth at Risk - Expenses	2,366	2,708
Youth at Risk - Wages	15,525	15,237
Total Expenses	17,891	17,945
Total Youth at Risk Surplus (-Deficit)	\$73	\$19

SCHEDULE 5

MPOWA YOUTH INCOME & EXPENDITURE

	Dec-17 \$	Dec-16 \$
INCOME		
Donation	500	131
MSD - Ministry of Youth	5,000	
Creative Tauranga	1,000	530
Lottery Community	25,000	10,000
TECT		23,275
WBOP District Council	4,348	4,000
Bay Trust	37,000	7,300
Mpowa - Activity Fees	878	1,422
Total Income	73,726	46,658
EXPENSES		
Mpowa - Advertising	96	397
Mpowa - Administration	6,240	6,616
Mpowa - Computer Consumables	170	78
Mpowa - Photocopying & Stationery	686	322
Mpowa - Bus Hire & Travel		- ·
Mpowa - Entry & Activity Costs	8,919	7,684
Mpowa - Wages	45,413	24,670
Mpowa - Employer Contribution	1,273	714
Mpowa - Management Fee	2,517	-
Mpowa - Low cost Assets	638	424
Mpowa - Refreshments	588	211
Mpowa - Registration Fees	320	-
Mpowa - Resource Material	919	_
Mpowa - Supervision	470	
Mpowa - Telephone	269	420
Mpowa - Training	339	104
Mpowa - Travel & Accommdation	994	52
Mpowa - Youth Survey	2,507	
Total Expenses	72,358	41,692
Total After School Programme Surplus (-Deficit)	\$1,368	\$4,966

SCHEDULE 6

AFTER SCHOOL PROGRAMME INCOME & EXPENDITURE

	Dec-17 \$	Dec-16 \$
INCOME		
Ministry of Social Development (OSCAR)	12,125	10,300
Work & Income OSCAR Subsidy	11,370	7,405
ASP - Activity Fees	36,886	32,104
Total Income	60,381	49,809
EXPENSES	222	4.40
ASP - Advertising	880	142
ASP - Photocopying & Stationery	433	570
ASP - Materials	429	830
ASP - Room Rental Costs	2,000	2,000
ASP - Supervisors Wages	16,030	15,170 454
ASP - Assistants Wasse	438	
ASP - Assistants Wages	17,074 194	15,464 135
ASP - Employer Contribution ASP - Cleaning	250	110
ASP - Computer Consumables	376	28
ASP - First Aid Supplies	21	9
ASP - Gifts	73	139
ASP - Refreshments	2,289	1,350
ASP - Phone	980	914
ASP - Training	872	283
ASP - Equipment	336	62
ASP - Resource Material	210	211
ASP - Supervisors Wages	3,978	211
ASP - Low Cost Assets	3,576	405
ASP - Subscriptions	61	61
ASP - Health & Safety	625	-
ASP - Administration	4,400	4,400
Total Expenses	51,949	42,737
Total After School Programme Surplus (-Deficit)	\$8,432	\$7,072

SCHEDULE 7

COMMUNITY EDUCATION NON FUNDED INCOME AND EXPENDITURE

	Dec-17	Dec-16
	\$	\$
INCOME		
Community Education Non Funded Fees	23,317	26,075
NZ Community Trust	5,000	
Total Income	28,317	26,075
EXPENSES		
CE - Advertising	4,067	5,728
CE - Photocopying & Stationery	674	912
CE - Coordinators Wages	10,932	10,646
CE - Kiwisaver Employer	345	308
CE - Tutor Wages	1,415	1,859
CE - Tutor Kiwisaver Employer	10	
CE - Tutor Fees	17,019	15,220
CE - Room Hire	3,680	4,078
CE - Tutor Gift	-	- 400
CE - Travel	1,483	2,133
CE - Refreshment Costs	23	58
CE - Health & Safety CE - Materials	188	1 120
CE - Materials CE - Phone & Internet Costs	126 197	1,126 417
CE - Phone & Internet Costs CE - Consumables	197	135
CE - Consumables		133
Total Expenses	40,159	42,620
Total Community Education Surplus (-Deficit)	-\$11,842	-\$16,545

SCHEDULE 8

ADULT AND COMMUNITY EDUCATION INCOME AND EXPENDITURE

	Dec-17	Dec-16
	\$	\$
INCOME TEC Funding	F2 F24	60.122
TEC Funding Donation Community Education BOP	53,524	60,132 50
Adult & Community Education Fees	5,729	4,916
Total Income	59,253	65,098
EXPENSES		
ACE - Advertising	8,905	8,042
ACE - Photocopying & Stationery	772	988
ACE - Administration Costs	244	559
ACE - Coordinators Wages	26,762	24,310
ACE - Employer Contribution	812	724
ACE - Tutor Wages	12,299	17,354
ACE - Tutor Fees	9,911	4,692
ACE - Room Hire	3,232	6,823
ACE - Repair & Maintenance	17	196
ACE - Resource Material		-
ACE - Insurance (25% share)	328	453
ACE - Travel	1,760	3,013
ACE - Training	157	648
ACE - Volunteer Expenses		43
ACE - Refreshment Costs	360	178
ACE - Tutor Gift	45	52
ACE - Health & Safety	438	-
ACE - Phone & Internet Costs	617	362
ACE - Computer Consumables	117	384
Total Expenses	66,776	68,821
Total Adult & Community Education Surplus (-Deficit)	-\$7,523	-\$3,723