

KATANNING HUB COMMUNITY RESOURCE CENTRE

Annual Report

2019-2020



Department of Primary Industries and Regional Development

GOVERNMENT OF WESTERN AUSTRALIA

WHO WE ARE

The Katanning Hub Community Resource Centre (CRC) is an independent not-forprofit association that strives towards improving access to Government services and economic, business and social development opportunities for the people of the Shire of Katanning and surrounding communities. Our funding is derived from State Government contracts, project specific one-off grants as well as patrons paying for services. During 2019-20, the Katanning Hub CRC increased its community capacity with the establishment of the Katanning Visitor Information Service and by becoming the TransWA agent for Katanning.

The Katanning Hub CRC offers a five day a week service to the people within the Shire of Katanning from our bright and friendly premises located in the Old Katanning Hotel Building. We offer a wide range of services; including free online access to State and Local Government information via our Government Access Point, regular business and social development activities and services. We provide TransWA services, Administration support for Katanning associations and businesses and tourist information services. Additionally, we provide a range of design, printing, copying, binding, laminating and scanning services.

The Katanning Hub CRC is committed to continuous improvement and is keen to develop the quality and range of services that best meet the needs of our community. We work proactively with key stakeholders such as the Shire of Katanning, the Katanning Regional Business Association (KRBA) and our local community to continue to grow and stay connected with community needs.

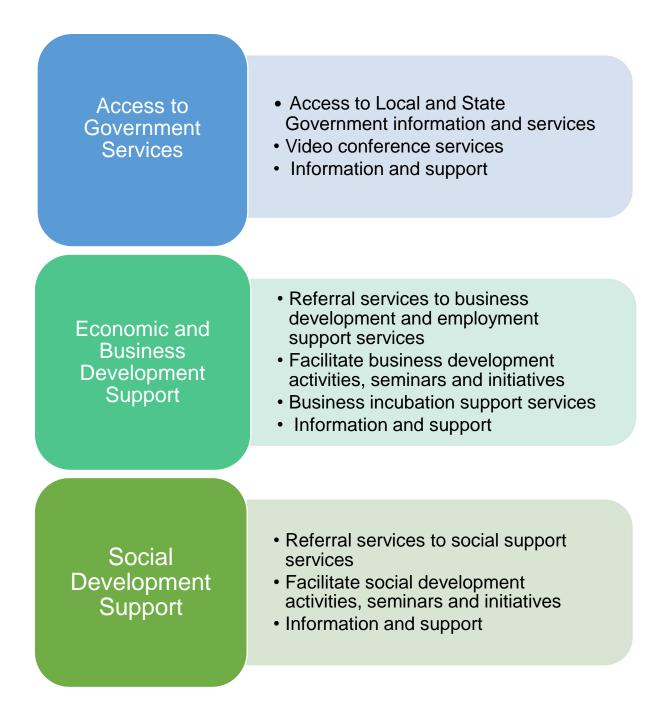
OUR VISION

The vision for the Katanning Hub CRC is to enhance the vibrancy and liveability of the Shire of Katanning. We aim to do this through the provision of opportunities to enhance community interaction and provision of educational and personal opportunities for our community members, with a view to improving their wellbeing, capacity, lifestyle and resilience.

OUR MISSION

The Katanning Hub CRC will enhance community interaction and provide educational and personal opportunities for the people of Katanning and support businesses within Katanning with information sessions, workshops and projects specific to their needs. The Katanning Hub CRC will work in partnership with agencies and services to enhance services delivered in the Shire of Katanning and improving Katanning residents' wellbeing, capacity, lifestyle and resilience.

Our Service Delivers



OUR BOARD



OUR STAFF





Gail Butterworth Senior Casual





CHAIRPERSONS REPORT

The beginning of the new financial year saw a change of Coordinator with Meg Flugge departing for the city in August 2019 and Katie Wheeler taking up the role. Our Trainee Luan Collins commenced in July 2019. Gail Butterworth has again played a pivotal role in keeping the doors of the CRC open and mentoring new staff, Gail has taken on the additional role of accounts in 2020.

At the beginning of this report I would like to thank our staff, an organisation is only as good as its people and we are fortunate to have excellent community people who have their ear to the ground and understand what is needed for Katanning and the surrounding communities - Thankyou. Katie Wheeler has provided strong leadership within the Centre and vital connection of our service to the community.

The end of last year saw a continued collaboration with the Katanning Regional Business Association. Taking over the administration of their organisation has allowed their volunteer committee to concentrate on their own businesses and develop strategies to assist all business in Katanning and the surrounding towns. The partnership provides a very clear pathway for the business side of the CRC our SLO 2 business component is more than fulfilled and we are providing excellent support and development for Katanning Businesses and surrounds. A few key successful activities to highlight are our Pilot training courses and Xero workshops.

At the start of 2020, at the request of the Katanning Shire the CRC commenced officially providing Visitor Services. Prior to this time staff had seen a steady increase in people accessing information on Katanning sights and landmarks from them. For the first 3 months of the year the service operated 7 days per week. (resources financially by the Shire) This ceased in March during the COVID 19 pandemic.

February saw a devastating bushfire surround the town of Katanning - may kilometers of fencing was damaged, a house burned, and many people impacted by the fires. The Katanning Hub CRC again at the request of Shire of Katanning, became the Recovery Centre for the fire. All assistance for affected community members was coordinated through our service. Blaze aid were accommodated up at the Gun Club and dinner rosters were coordinator by the CRC for the workers.

COVID 19 again saw the adaptability of our service come to the fore. Katie immediately set up a Facebook page to communicate with the community over specific information - mainly what businesses were open and when and how you could access the business, and what services were available. The service was invaluable and very much appreciated by our community.

We were successful in gaining an additional grant for another Trainee, Luan left us in May after graduating with a CERT IV in Business from TAFE, she has enrolled in University to study agriculture and has taken up a part time administration role locally. Zac Anderson is our new Trainee, with the renewed interest in tourism in Katanning following the development of the Silo Art Trail and the refurbishment of the Old Mill in to the Premier Mill Hotel, Zac is undertaking a CERT III in Tourism.

The Board of Tania Edwards - Treasurer, Michelle Carrington Secretary, Davina Davies, Gail Blaszcyzk, Anita Wills, Alan MacFarland and Matt Collis continue to provide the strategic direction and Governance to the organisation. Thank you all for your efforts over the past year.

The Katanning Hub CRC is an adaptable and agile organisation that continues to evolve with the needs of our community.

COORDINATORS REPORT

2019/2020 has seen the Katanning Hub CRC grow and become an important resource for the Katanning region.

I commenced my role as Coordinator in July 2019, when we farewelled our previous Coordinator, Meg Flugge, who relocated back to Perth for further employment opportunities. Daisy Flugge assisted as a Casual until February and is currently continuing her studies at Curtin University with a degree in Psychology.

Our Trainee, Luan Collins, successfully completed her Certificate IV in Business through Southern Regional TAFE and completed her traineeship with the Katanning Hub CRC in June 2020. Luan is continuing with her studies and is currently enrolled at Murdoch University, studying a Bachelor of Science and a Bachelor of Commerce externally while working part time as Administration Officer at the Katanning Country Club.

Gail Butterworth, our part time/casual staff member continues to work 1-2 days a week, coordinating events and as our accounts and payroll officer. We welcomed our second trainee Zachary Anderson in May 2020. Zac will be with us for the next 18 months whilst he is completing a Certificate III in Tourism.

The Katanning Hub CRC staff bring many skills, knowledge and community connections to our centre. We believe it is this skill set that has built the Katanning Hub CRC into a highly respected and valued organisation in Katanning. We continue to work with the Wheatbelt Business Network, the Shire of Katanning, the Katanning Regional Business Association and community groups and services to not only reach our contracted outcomes but also meet the needs of our community.

A highlight for the year were the Heavy Vehicle Piloting (HVP) Courses. We identified that, due to a change in legislation, farmers would require a special licence to escort farm machinery on different category roads. We originally planned to organise 1 x HVP course, but a high level of demand resulted in the running of 3 x HVP courses with a total of 32 participants. We had farmers travelling from over 100kms away to attend. Facilitating these HVP courses involved the Katanning Hub CRC staff networking with machinery dealerships, training providers and local police.

Another highlight of the year involved working in partnership with the Shire of Katanning and the Katanning Regional Business Association to run a series of small business workshops throughout the 12 months, focusing on needs that had been previously identified. In total, we facilitated 10 x events and we received great feedback from participants.

The Katanning Hub CRC, along with the Shire of Katanning and the Lions Club of Katanning was honoured to host the Katanning Community Seniors Christmas party. Over 100 Seniors from Katanning and surrounding districts attended the day. Local entertainment was sourced and all of the Seniors enjoyed a hot Christmas lunch cooked by volunteers and served by Katanning Senior High School students and volunteers.

On Saturday, 8th of February a bush fire posed a serious threat to the Katanning town site and our 4,400 population. The fire burnt through 4000ha of farmland, destroying infrastructure, sheds, machinery and bushland in its path. Sadly, a Katanning family lost their home in the blaze, and the fire damaged many other houses. Katanning residents were asked to evacuate their homes early in the afternoon. The fire caused a huge disturbance in the community.

Katanning's community came together feeding firefighters, looking after their neighbours and volunteering around the town. The Katanning Hub CRC opened its doors and to be used as the Local Fire Control Centre after the fire was handed back into local control. The

Katanning Hub CRC also became the Fire Recovery Centre, the community information point, Blaze Aid and volunteer contact point.

This bushfire support coordination, along with the Katanning Hub CRCs work during the COVID 19 pandemic, demonstrated the strong relationships that the Katanning Hub CRC has formed in the community and its ability to be adaptable, approachable, work within a team and lead initiatives to meet the needs of the Katanning Community and surrounding district.

I am very grateful for all the support and guidance the Board has given this year to the centre. I feel that together we have built the Katanning Hub CRC into a highly valued resource centre in our community.





Seniors Christmas Lunch 2019





Service Level Outcome 1

SLO 1 - Community members are provided with access to State Government and community information and services.

Through our State Government and Community Information Access Point we have assisted over 900 people this year.

The Katanning Hub CRC provided the public with access to our Government Hot Desk 5 days a week from 9 am – 4 pm with support available if needed. From January 2020 to April 2020 this service was available 7 days a week.

The establishment of the Tourist Information Service and becoming the TransWA agent in this 2019-20 period, resulted in the Katanning Hub CRC staff assisting an additional 450 people with tourism information and booking TransWA bus tickets for 42 people.

SLO 1 Partners





Service Level Outcome 2

SLO 2 - Local Businesses and the workforce have access to activities and initiatives that improve skills and capacity to foster economic growth in the local community

The Katanning Hub CRC worked closely with the Shire of Katanning, the Katanning Reginal Business Association and its 130 members

SLO 2 SOME OF OUR PARTNERS



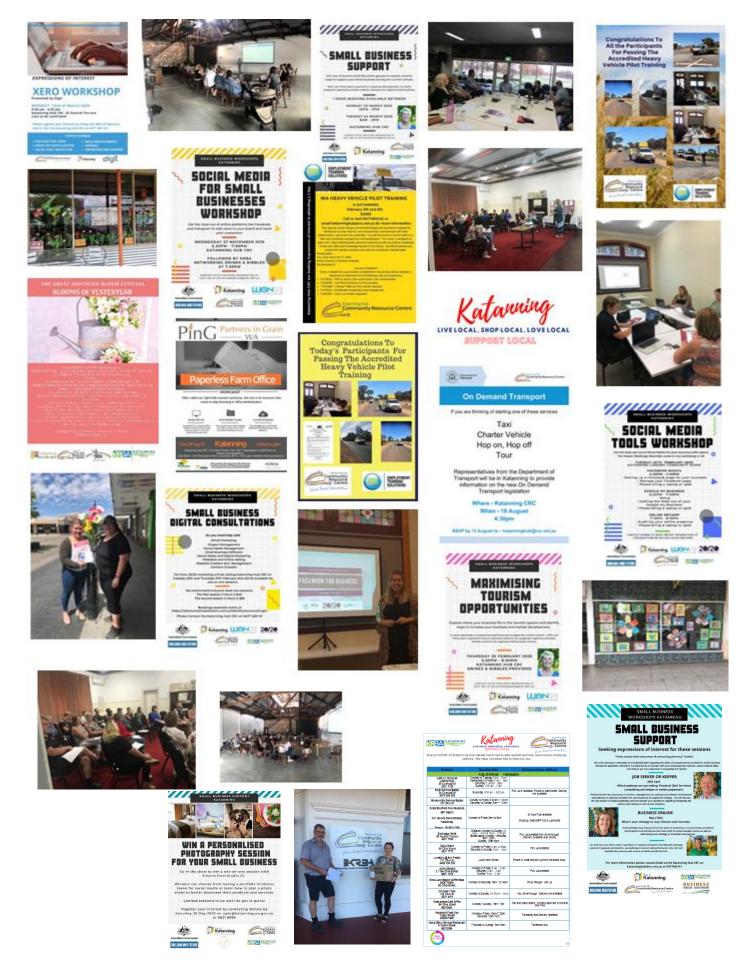


Luan Collins our Trainee at the Katanning Hub CRC receiving the Rotary Trainee of the Year Award



Zachary Anderson our tourism trainee talking to Peter Rundle about COVID recovery

SLO2 A GLANCE AT OUR BUSINESS EVENTS WORKSHOPS AND INITIATIVES



SLO 2 A BREAKDOWN OF WORKSHOPS AND INITIATIVES

During 2019/20, our business focus was engaging retail and hospitality businesses, assisting and developing their skills and knowledge to get online through various social media platforms.

We also focused on the agricultural business sector to provide workshops that built relevant skills.

For this reporting period we worked in partnership with the Katanning Regional Business Association, the Shire of Katanning, 20/20 Marketing, Business Great Southern, Employment Training Solutions, Digit and Partners in Grain. We also engaged the services of Wheatbelt Business Network

We identified during planning that Katanning retail and hospitality businesses were not online due to the lack of skill or time. We began with an introductory Workshop followed by an evening of networking. We then organised and hosted workshops on; Facebook for Business, Google my Business, Online Revamp, Instagram and Canva over the following months.

These workshops were presented by Tori Kopke from 20/20 Marketing. Businesses also had access to one on one session with 20/20 Marketing.

We hosted sessions where small business owners were invited to explore where their businesses fit in the tourism system and to identify ways to increase their business and marketing development. Liz Jack provided engaging and realistic ideas on how to maximise tourism opportunities and how small business owners can engage with their local visitors centre and community.

KRBA directory - we worked in partnership with the Katanning Reginal Business Association to collate and produce this Katanning phone directory. This involved collating business names and contact details and making contact with all businesses to ensure details were up-to date. Staff contacted over 400 businesses and 300 community groups, organisations and groups within the region, mapping all businesses and groups in Katanning, Kojonup, Woodanilling, Tambellup, Dumbleyung, Borden, Broomehill and Nyabing.

Being involved in the farming community, staff identified the need to upskill farmers due to legislation changes. The Katanning Hub CRC organised and hosted Heavy Vehicle Piloting courses. The training course was implemented by Employment Training Solutions. Due to a high demand, this course was facilitated three times throughout the past year.

Following requests from farming business we arranged and hosted a PinG Paperless Farm Office Workshop. This workshop was presented by Partners in Grain WA and focused on setting up, filing and storing administration work online.

A book keeping workshop on XERO was also organised. This workshop was a collaboration between the Shire of Katanning, KRBA and the Katanning Hub CRC and was presented by Digit. Topics covered in the workshop included navigating Xero, bank reconciliation, sales and invoicing, bills and payments, payroll, reporting and add ons.

The Katanning Hub CRC collaborated with the Shire of Katanning and KRBA to bring Liz Jack to Katanning. Small business owners were offered a one-hour session with Liz to discuss creative ways to support their businesses during the current climate (COVID-19). In total we offered 13 sessions for small business owners.

During COVID-19, Staff set up a Keep Katanning Connected Facebook page to keep the community informed about changes to businesses during COVID-19. This page encouraged

businesses to post updates about opening times and conditions including home delivery services.

We created an online and printed business listing with additional contact details for businesses and any changes to conditions of entry. This was distributed throughout Katanning and surrounding area to support both business and community.

We worked with the Katanning Regional Business Association to support businesses by printing out and delivering COVID-19 safe signage, Government information and hand sanitiser to shops that remained open.

We created, printed and delivered 1300 x Keep Katanning Connected community newspapers. This newspaper was filled with information from Federal, State and Local Government, services and community information.



Xero workshop

Service Level Outcome 3

SLO 3 Community members have access to activities and initiatives that create or improve community connectedness and capacity

SLO3 OUR COMMUNITY PARTNERS



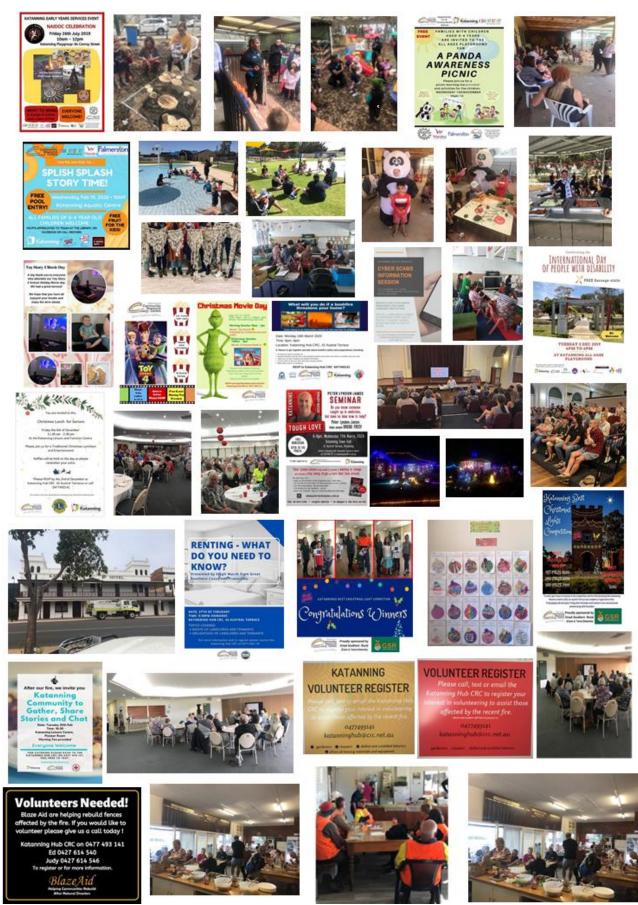


Seniors Christmas Lunch



Tough Love Talk

SLO 3 A GLANCE AT OUR COMMUNITY EVENTS, INFORMATION SESSIONS AND INITIATIVES



SLO 3 A BREAKDOWN OF WORKSHOPS AND INITIATIVES

During 2019-2020 the Katanning Hub CRC worked with many community groups and services to deliver a range of events in our town.

The Katanning Hub CRC has strong connections with early years services within Katanning and worked in partnership with agencies and groups to form the Katanning Early Years Support Network. We organised and supported the early years NAIDOC celebration, Perinatal Anxiety and Depression Awareness information session and Splish Splash story time. Each of these events where attended by over 20 families some travelling as far as 80kms to participate.

We held information sessions and workshops in partnership with other agencies and services such as the International Day of People with Disability BBQ and information session. This event involved working in partnership with Anglicare, Accessibility and the Shire of Katanning.

We also worked in partnership with the Department of Consumer Protection and Read Write Now to facilitate the delivery of Cyber Scams and Landlords and Tenants Obligations workshops. This partnership ensured that this vital information was clearly received by Katanning's multicultural community.

Fire preparedness sessions with DEFES and Read Write Now were held with the aim of providing information about what to do to prepare for bush fire season and what to do if you need to evacuate.

During the school holidays we organised and ran art and craft mornings as well as a movie for families to attend.

We partnered with the Lions Club of Katanning and the Shire of Katanning to host the Seniors Christmas Lunch which was thoroughly enjoyed by the Seniors. The traditional hot Christmas lunch was cooked by volunteers and students from the Katanning Senior High School joined with more volunteers to serve over 100 Seniors that attended. Local entertainment and singing followed on from lunch and finished the day on a happy and festive note.

In February, after receiving community requests, we invited Peter Lyndon James to Katanning and he presented his Tough Love workshop. We held this at the Katanning Town Hall and we had over 40 people attend.

Following the Katanning Fires on Saturday 8th February, the Katanning Hub CRC sent out community information, became the Fire Recovery Centre, coordinated the collating of a list of those needing help as well as a list of volunteers. We supported Blaze Aid for the 3 weeks that they were in town, before they had to leave due to COVID-19. The Katanning Hub CRC worked with the Shire of Katanning and other key agencies in supporting Katanning to recovery from the fire. This would not have been possible without the support from our Board Chair Liz Guidera who worked closely with the staff through this time.

During COVID-19, the Katanning Hub CRC altered its delivery of services to ensure staff remained safe and followed the recommended guidelines. The Katanning Hub CRC offered study rooms to students unable to study at home due to internet service, location, or space. We also created, printed, packaged and safely delivered activity packs for children.

We worked with the Katanning Regional Business Association to deliver COVID-19 posters, Government information and sanitiser to shop front businesses that remained open. We created a Keep Katanning Connected Facebook page for community and businesses to share information and keep connected. We also created a COVID-19 directory informing the community on changes to business operational hours and conditions.

The Katanning Hub CRC produced and printed the Katanning Connected community newspaper which was filled with Government and community information. This was delivered to 1300 homes in the Katanning district. During this time we were contacted by our local nursing home and advised that due to COVID-19 procedures put in place, they were running short of adult bibs and asked if we could organise to get bibs, scrub hats and masks made by volunteers. We joined the Great Southern Sewing for Safety Group and organised volunteers to make 50 bibs, 150 scrub hats and 100 masks.











Business	Operati	ng times	Delivery or pick up details etc	
HARDWARE GARDEN FARM MERCHANDISE PET SUPPLIES				
Great Southern Rural 91 Daping Street 9821 1877 0438 738 680	Monday to Frig Saturday 8:30	ay8 am – 5 am am – 12 noon	Phone orders welcome. Deliveries available. We request no walk ins at this time	
BTW Supplies 82 Austral Terrace 9821 4844	Give them a call 9821	for opening hours 4844		
QFH Multiparts 39 Albion St 9821 4166		4166 for more infor-	Yes	
Elders 131 Clive St 9821 3777	Monday to Frid Saturday 8	lay 8 am – 5pm am – 5 pm	Pick ups available. Offering no contact delivery please phone to discuss.	
Makit hardware 10/12 Broome St 9821 2211	Monday to Frid Saturday 5 Sunday 10	lay 8 am – 6 pm lam – 3 pm lam – 3 pm	Phone or email your order to the regional retai- lors Delivery to Katanning and surrounding areas. Nyabing, Wagin, Broomehill and Tambellup.	
H Hardware 5 Claude St 9821 1411	Monday to Frid Saturday 8	ay7am – 5pm lam – 1pm	Yes	
Thrifty link 68 Austral Terrace 9821 1955		8:30 am - 5:30 pm - Sunday - 12 pm	Yes	
Braham's Small Motor Centre 26 Albion Street 9821 5033	Monday to Frida	y8.30 am—5 pm		
Swags and Wags 83 Clive Street East 9821 2091	Monday – Friday 9 am - 5 30 pm Saturdays 9 30 am - 12 noon		Phone orders welcome	

Beyond	Beyond Blue 1300 22 4636. Beyond Blue provides information and support to help everyone in Australia achieve their best possible mental health, whatever their age and wherever they live.	
Chin Report Lander Provention	Life line 131114. Lifeline is a national charity providing all Australians experiencing a personal crisis with access to 24 hour crisis support and suicide prevention services.	
SOUTHERNAGCARE	Southern Ag Care (08) 9827-1635 Southern Ag Care provide professional counselling and support services for rural people provided by rural people in the Great Southern, VA.	
healthdirect	Health Direct 1800 022 222 Health direct provide 24 hour health advice you can count on	
Needlagoon	Headspace 1000 659 890. Headspace provide free online and telephone service that supports young people aged between 12 and 25 and their families going through a tough time.	
Kids Kids	Kids Helpline1800 55 1800 Kids Helpline provide a free, private and confidential, telephone and online counselling service specifically for young people aged between 5 and 25.	
MensLine Australia	MensLine Australia 1300 78 99 78 Mensline Australia provides a telephone and online support, information and referral service, helping men to deal with relationship problems in a practical and effective way.	
MindSpet	MindSpot Clinic 1800 51 44 24 Mind Spot provides a onli and telephone clinic providing free assessment and treatme services for Australian adults with anxiety or depression.	
Relationstrips Australia.	Australia provides a range of relationships individuals, families and communities.	



FINANCIAL REPORT

23 September 2020

Dear Members

Katanning & Districts Family & Community Association Inc ABN - 20 714 124 800 Audit 2020

I have performed a review of the accompanying Balance Sheet and Profit and Loss Statement for the year ended 30th June 2020 and hereby confirm that they represent a true and fair view of the financial situation of the association as at that date.

Please contact us should you require any further information.

Regards

Dominic Papaluca CARBON ACCOUNTANTS



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