

# ANNUAL REPORT



2010



*A record year*

WITWORKS.ac.nz

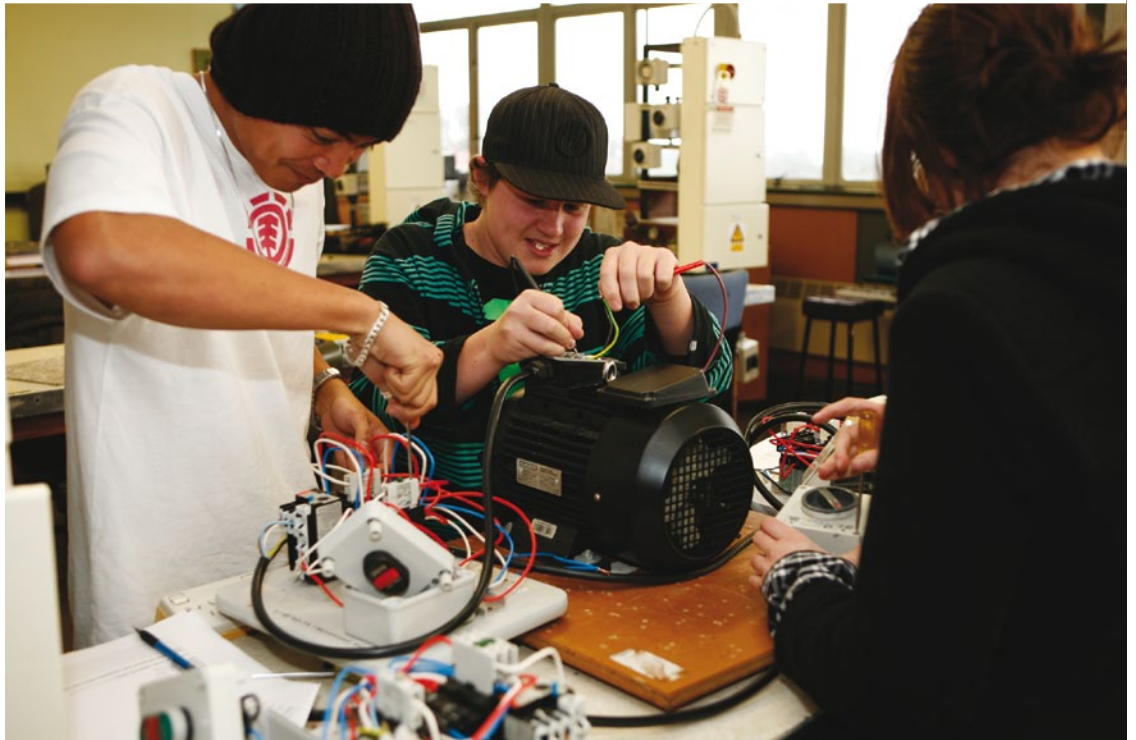


Te Kura Matatini o Taranaki

WITT

WESTERN INSTITUTE  
OF TECHNOLOGY  
AT TARANAKI

# ANNUAL REPORT 10



## CONTENTS

- |   |                                       |                                      |
|---|---------------------------------------|--------------------------------------|
| 01 WITT Logo                                  | 14 Student Support Services           | 36 Statement of Financial Position   |
| 02 Vision, Mission Statement                  | 17 Equal Educational Opportunity      | 37 Statement of Cashflow             |
| 03 Chairman's Report                          | 18 Student Enrolments                 | 38 Statement of Changes in Equity    |
| 04 Chief Executive's Report                   | 19 Governance & Management Structures | 39 Notes to the Financial Statements |
| 07 Pūrango Mana Whenua                        | 22 WITT Leadership Team               | 56 Statement of Resources            |
| 08 WITT Strategic Goals                       | 22 Research Report                    | 57 Polytops Childcare Centre         |
| 09 Key Initiatives, Activities & Achievements | 23 Auditor's Report                   | 58 Statement of Service Performance  |
| 12 Key Performance Indicators                 | 25 Statement of Responsibility        | 59 Research Outputs                  |
| 13 Programmes & Academic Quality              | 26 Statement of Accounting Policies   |                                      |
| 14 Library                                    | 35 Statement of Comprehensive Income  |                                      |

## WITT Logo



The WITT Logo contains many symbols, all of them significant to the way that WITT operates.

First there is the mountain – Mt Taranaki – a powerful symbol of the region and its people. WITT operates to benefit all of the people of Taranaki. The mystical, conical, snow-covered mountain inspires staff and students alike to look upwards - to reach for the sky.

Then there is the shield: long a symbol of quality teaching and learning and the tradition of enquiry. It epitomises the strength and commitment that WITT brings to support its educational mission and goals.

This commitment to teaching and learning is reinforced by the symbol of the open book.

Finally there is the koru. A symbol much used in the art of Māori, signifying new growth, generation and development. It also expresses WITT's purposeful response to Māori educational needs and the true partnership to which the Institute aspires.





*Te Kura Matatini o Taranaki*

**WITT**

WESTERN INSTITUTE  
OF TECHNOLOGY  
AT TARANAKI

## **VISION/ARONGA**

Learning Excellence in Partnership  
He Taumata Mātauranga,  
He Mahi Ngātahi

## **MISSION/KUPU WHAKAARI**

*To be Taranaki's tertiary provider of choice for our communities,  
students and staff.  
Taranaki Tūkau ki te Maungārongo*

***Learning Excellence in Partnership***



# CHAIRMAN'S REPORT - A record year

## Introduction

It is very pleasing to present this report for what has been a record year in the history of WITT. We have achieved our largest financial surplus ever. This is an outstanding result coming from a deficit position just three years ago. Academically, we experienced many achievements including a New Zealand first with the Certificate in Process Operations (Oil & Gas) - a qualification supporting the needs of the local Oil and Gas industry.

The most pleasing result has been achieving the highest student satisfaction levels since introducing our redeveloped student satisfaction survey five years ago.

These are important milestones and I acknowledge the work of Chief Executive, Richard Handley and his team for their effort and commitment achieving these results. The environment in which Polytechnics now operate is fast changing and requires a new flexibility in how we do things. The challenge is to adapt while not compromising on the quality or range of vocationally focused education in Taranaki. This year has proven we can and are succeeding in a landscape of rapid and significant change.

## Strategy

Our three key strategies are financial viability, academic rigour and community connectedness.

Financial viability remains our primary objective. Securing our primary revenue source for the next three years by successfully negotiating a three year Investment Plan with the Tertiary Education Commission (TEC) was a key strategic goal. The Investment Plan sets out key performance metrics for us including student enrolment targets for the next three years.

A suite of activities to prepare the Institution for reduced Government funding in 2011 was developed early in the year and implemented from March. Entitled 'Project 2011', actions included moving to a more streamlined Faculty structure, consolidating the satellite Campuses to the main WITT Campus and realigning resources where needed.

Academically, we implemented a number of initiatives to grow capacity and capability in teaching and learning; including the introduction of Rautaki Māori – a strategy to strengthen and support the tertiary learning needs of the Taranaki Māori community. New Government initiatives of Youth Guarantee targeting 16 to 17 year olds and Educational Performance Indicators (EPIs) were introduced.

A significant investment is being made in Campus development. The relocation of the Automotive Campus back to the main Campus; redeveloping the Library; upgrading of teaching spaces and installation of planter boxes and screens between A and B Blocks all enhanced the environment for students. This programme will continue with emphasis on improving the student teaching and learning environment.

Connecting with the community was continued with the establishment of a number of new key partnerships. Welcoming our first students into the Certificate in Process Operations (Oil and Gas) with our industry partners and collaborating with Tertiary Institutions such as the Open Polytechnic of New Zealand and Taratahi, has allowed us to improve the range of qualifications available to local students in Taranaki in a way that is viable and high quality.

## Risks

The key risks faced in 2010 were capped enrolments and preparing for the funding reduction in 2011.

In both cases, we were able to meet these challenges - although some difficult decisions needed to be made.

## Committees

I would like to take this opportunity to thank the Academic Board who worked hard in 2010 developing a number of new qualifications for delivery from 2011.

## A Look to the Future

The performance of the Institute over the past two years has put us in a solid position to face the coming years as WITT transitions to sustainability. The expected reduction in Government funding has materialised and will impact in 2011, however we have planned for this and are confident that the changes we have implemented this year will ensure we meet our targets for the coming year.

Change in the Institute of Technology and Polytechnic sector is anticipated to accelerate. Driving the change will be the cap on Government funding for the sector and efforts to improve student outcomes. Growing urban populations will also put pressure on the distribution of funding which is allocated according to population size.

Clearly, these factors will influence our planning. With change comes opportunity and we look forward to making change work for us. I have recently been appointed to the Board of NZITP which gives me the opportunity to be involved with planning within the sector.

Finally, I would like to pay tribute to my fellow Council members for their steadfast dedication and commitment. The Council comprising equal numbers of Government and community appointees, has formed a strong team and worked hard to develop a clear understanding of the opportunities and challenges WITT faces. Their drive and determination are integral to navigating WITT's way forward with confidence.



Mary K Bourke  
Council Chairman





# CHIEF EXECUTIVE'S REPORT

## A record year and with confidence WITT goes forward

I am pleased to report on progress at WITT in 2010 and to outline plans and ambitions for our future.

In the 2009 report I commented that 2009 was "A Year of Growing Confidence" which was based on a successful year, both academically and financially – WITT had achieved a surplus of over 5% of revenue, the first surplus in seven years.

In 2010 I am pleased to report a financial surplus of 12% of revenue, the best in WITT's 39 year history and a further sign of recovery and determined progress.

## WITT set its operational strategy in 2008

In late 2008 WITT established three "non-negotiable" operational strategies which were to guide the vitally important organisational recovery.

These were:

**1. Consolidation of our Core Business and improved Institutional Academic Student:Staff Ratio (ISSR).** We set about this primarily by concentrating on increasing class size and optimising the programme portfolio to ensure the best overall mix, meeting the key criteria of academic and financial viability, strategic value and improving the student experience including the upgrading of services and facilities and the offering of programmes that articulate to higher levels

**2. Financial Sustainability.** We needed to establish a way to ensure we lived within our financial means at a time when budgets were at risk and shrinking. This was achieved by aggressively managing costs within revenue in innovative and different ways and improving asset utilisation whilst maintaining the effectiveness of our teaching capability

**3. Building Community Partnerships and Ownership.** WITT created a clear point of difference by establishing strategic partnerships with its business and industry partners, by building the confidence and support of our communities within our Vision of "Learning Excellence in Partnership". This strategy ensured that our provision was effective, relevant and aligned to the needs of the Taranaki region which WITT serves.

These strategies remain as valid today as in the past and have assisted

us with further improvements in 2010 that enables "With confidence WITT goes forward" to be the banner for 2010 as we look forward to the challenges that await us in 2011 and beyond.

2010 was a year of further financial and academic improvement, with a consecutive and record financial surplus and a year of outstanding achievement by our staff and students.

## We continue to be driven by our Values

In all we do we look to our Values – they are fundamental to the way we work and are at the core of the culture we are building - a culture which consistently:

gives us the **courage to lead** and make the right decisions for WITT and our students

ensures we are **responsible and accountable** for our own actions

continuously builds a **culture of quality and success**

respects and honours **Te Tiriti o Waitangi**

upholds **honesty and integrity** in all things and

is **flexible and innovative** when challenged.

I firmly believe that an organisation that builds within a framework of well understood and recognised Values as we have at WITT will enable it to achieve, progress and endure.

## Our Principles guide our progress

WITT adopted principles in 2008 which have guided our ambitions and have been influential in our institutional success. These principles are fundamental to the way we expect staff and students to perform and behave as WITT progresses its future. They are described as follows:

To pursue our Vision WITT will:

be teaching-led and research informed

focus on professional and vocational education and training

be student-centred in all our services and activities

make the quality of teaching and learning our fundamental priority

encourage all staff members to engage in continuing personal and professional development

foster research valued by our stakeholders and the academic community

develop a culture in which innovation and enterprise flourishes

understand and respond effectively to the needs of all Taranaki people, its industry and its professional and community groups

develop consistent and enduring relationships with Māori of Taranaki, recognising the unique status of mana whenua



recognise and celebrate the diverse backgrounds of our students and encourage internationalisation of our Campus demonstrate our continuing commitment to access and equity.

There is certain strength in the combination of our Values and our Principles that underpin WITT's ambition to remain successful and sustainable in the future.

### **2010 consolidated our success and strengthened our resolve**

To be successful a Polytechnic needs to be financially sound, academically relevant, successful for students and supported by its communities. 2010 demonstrated a range of successes in all areas.

WITT is clear that its academic focus in pursuit of its "Learning Excellence in Partnership" Vision will be in four strategic areas all of which are essential for the economic progress of Taranaki:

**1. Engineering, Oil and Gas:** These are key industries for Taranaki and WITT's programme portfolio reflects this. A major development in 2010 was the first delivery for the Oil and Gas industry of the Certificate in Process Operations (Oil and Gas) which is very strongly supported by the industry by providing significant financial support for students and their placement and supervision on industry sites

**2. Māori:** WITT Rautaki Māori (Māori Strategy) was developed in 2010 in response to a determination to better provide an academic and physical environment encouraging greater participation and success of our Māori students. This strategy seeks a full partnership with Taranaki Māori to underpin its strengths and contains a commitment to the inclusion of further Māori pedagogy and Campus upgrades that will improve the experience for Māori students

**3. Agriculture:** WITT needed to consolidate its agricultural provision and point it firmly to meet the long term strategic need for quality training to meet the needs of Taranaki agriculture. A key development in 2010 was the appointment of Taratahi in partnership to provide a major component of our Agricultural programmes. We are supporting Taratahi in their development of several Campuses and learning centres

**4. Transition from secondary to tertiary:** It is vital that greater numbers of school leavers are positively encouraged to transition to tertiary if the Tertiary Education Strategy

is to be successful. WITT re-organised its Foundation suite of programmes in 2010 which now includes two Massey University programmes, which support the articulation of Taranaki students to University. We are also supportive of the Youth Guarantee Programme and the development of a Trades Academy by Education Taranaki. The WITT Schools Strategy is in its third year and we have seen a doubling of school leavers enrolling at WITT, although they make up only about 15% of student EFTS and further work is required to lift this participation.

### **Funding is a challenge but productivity gains impact**

In response to the significant funding reductions in 2011, WITT developed and implemented a plan, "Project 2011" to reduce costs by \$2.6m, the amount of the funding loss. It is worth noting that WITT's funding reduction was amongst the highest, if not the highest in the Polytechnic sector requiring a number of hard decisions to be made. Unfortunately, the sheer size of the funding shortfall could not be achieved without significant staff loss and therefore capacity loss making the decisions particularly difficult.

A positive short term effect of Project 2011 was to benefit the financial performance of 2010 which resulted in a record surplus of 12% of revenue and just short of \$3.0m. NZIHT, our 100% subsidiary, which provides industry supported specialist programmes in Highway Technology, made a substantial contribution to this result.

Careful management of cashflow resulted in additional funds being accumulated by year's end which adds to our confidence as we face the uncertainties of the future and enables us to undertake the much needed Campus Development Programme.

The application to the Ministers' for conversion of the first tranche of the suspended loan based on 2009 performance was successful and based on the metrics of the 2010 financial and academic performance, we are very pleased that the conversion of the 2010 tranche was also approved.

We were pleased to negotiate the 2011 – 2013 Investment Plan with TEC during the latter stages of 2010. This Plan outlines the programmes and funding for future years and on which our internal planning is based.

Significant productivity gains were achieved over this period, particularly in the student:staff ratio which now exceeds the sector average and



also in space utilisation. Proactive involvement of staff in both these developments and their contribution to these productivity gains is to be acknowledged and applauded.

The Campus Development Plan is a programme of Campus improvements costing over \$1.5m from WITT's own resources over three years and concentrating on the consolidation and improvement of teaching and student spaces. These developments are well overdue and are welcomed by staff and students.

**Academic progress is made but further improvements are planned**

2010 saw notable academic progress made. We continued excellent work in the embedding of literacy and numeracy and the consolidation of our Foundation programmes, re-developed and had approved by ITPQ 22 programmes, strengthened collaboration with our partner providers, embarked on the revision of the Bachelor of Nursing, continued strength in research and implemented the evaluative quality process while pondering and responding to the league tables of relative results in the sector. Record numbers of students enrolled and graduated.

Articulation arrangements are important in that they offer students greater choice subsequent to their WITT experience. In 2010 significant collaborative arrangements were advanced with The Open Polytechnic of NZ and Massey University, both of which feature in future plans to broaden student choice. We also acknowledge Wintec, Weltec, Waikato University and AUT University who also support our students.

All staff can be pleased with progress made and I wish to acknowledge the unwavering commitment to students which exists at WITT and is so important in meeting their needs. The reported league tables which indicate student success in the four key areas of course completions, programme completions, retention and progression, indicated further work was required. WITT was placed in the third quartile for three and second quartile for the other - an overall just below average result which we know we can better by plans underway.

**Looking forward there are challenges but confidence is high**

There is no doubt that the call from Government for improved value at a time of recession, is driving enormous change in the tertiary sector. It is an opportunity for us to be innovative and courageous. WITT has demonstrated these characteristics in the last two years based on a resolute determination to succeed and serve Taranaki.

I would like to thank Council for its vision and support, the Leadership Team for its determined leadership and all our great staff for their contribution to a successful 2010 and with confidence, know that by working together, further achievement of our ambitions for Taranaki and our students will follow in 2011.

**Taranaki can have confidence in its Polytechnic.**



Richard W Handley  
Chief Executive





# PŪRONGO MANA WHENUA (Report to Mana Whenua)

Tēnei ka haramai nei

Ka takatū mai i wiwī i wawā

Tatau ana ki Te Titoki, ki Te Piere

Ki Te Kura Matatini o Taranaki

Te Huinga rā o ngā waka

Tokomaru, Kurahaupō, Aotea

Ki te akoako i te mātauranga

Kia whai oranga ai ngā iwi o Taranaki

## He Mihi

E ngā māta-iwi, e ngā māta-waka, e ngā karangatanga hapū kei ngā kōkoiawa huri noa i to tātou tipua maunga tēnā koutou, tēnā koutou, tēnā koutou. Tēnā hoki koutou i o tātou tini mate kua whetūrangitia i te tau kua pāhemo atu. Haere koutou, whaimuri atu i ngā tapuae o ngā tāpuna ki ngā Hāwaiki, haere whakangaro atu rā. Koutou ngā mate ki koutou, tātou te mahuetanga ake ki tātou, oti atu mōuri mate, tihe mōuri ora. He pūrongo kōrero tēnei e whakarārangi mai nei i ngā mahi a Te Kura Matatini o Taranaki i whakatutuki i te tau 2010.

## Te Rautaki Māori

In 2009 WITT committed to developing consistent and enduring relationships with Taranaki Māori by recognising their unique status as mana whenua. This commitment was carried through to 2010 with the development of a WITT Māori Strategy (Te Rautaki Māori). The Strategy has been incorporated in two of WITT's key strategic documents, Project 2011 and the Investment Plan 2011-2013. Much of this report will focus on the key priorities detailed in Te Rautaki Māori, which for the next three years are to:

### 1. Develop a dedicated Māori/Pasifika student support environment with appropriate support

Project 2011 identified a specific area to accommodate a Māori support environment. Work commenced in December 2010 to develop this area that will be fully operational by February 2012. WITT has also employed a Māori/Pasifika support person who will facilitate the academic and pastoral support required for students to successfully complete their qualifications.

We are also very pleased to note progress is being made in the Campus Development Programme for the development of an improved Kopa Manaaki with a greatly enhanced environment and facilities for our students.

### 2. Develop tailored Māori Foundation programmes

Discussions with Te Kupenga Mātauranga o Taranaki (TKMoT) commenced in the second half of 2010 to develop a kaupapa Māori framework. This framework will wrap around foundation skills and competencies currently required for students to gain employment or to staircase into higher level qualifications.

### 3. Establish a high level external working group to work together with WITT to identify and communicate the educational needs of the Māori community

Discussions in 2010 focussed on the need to build strong and enduring relationships with a working group, comprising key Māori stakeholders, to address the tertiary educational needs and aspirations of their communities. At the end of 2010 WITT agreed to partner with TKMoT to develop, in conjunction with Taranaki Māori, a model for ethical engagement.

### 4. Support Academic developers to identify and include a Māori dimension in all programmes

WITT remains committed to meeting its responsibilities to Te Tiriti o Waitangi by ensuring that appropriate programmes and courses incorporate a kaupapa Māori dimension. In order to ensure this takes place, all new or revised programmes and courses are now required to show how they meet the principles of partnership, protection and participation prior to development of the curriculum.

### 5. Incorporate Māori culture, tikanga and critical awareness of social issues into staff training

WITT acknowledges that Māori culture and tikanga has a place within the WITT environment and in July 2010 moved to make it compulsory for all staff to undertake Treaty awareness, Māori culture and tikanga training. We now deliver a Treaty awareness course that is delivered twice a year and intend to develop this over the next two years to incorporate both Māori culture and tikanga.

### 6. Develop higher level qualifications, including a degree, with specific focus on Māori educational aspirations

WITT currently delivers three Degree level qualifications, with low numbers of Māori, in the area of Nursing, Social Science and Visual Arts. In order to promote the progression of Māori into higher level Degree qualifications, WITT has committed to deliver a Degree based on a kaupapa Māori framework. There are a number of options available that will be discussed over the next 12 months. The options are:

- the delivery of an existing Degree incorporating a Taranaki focus
- the development of a WITT Degree based on the regional Taranaki dialect and incorporating local history, in collaboration with another tertiary provider
- the inclusion of a Māori elective within an existing Degree.

## Māori Staff

In response to Te Rautaki Māori, WITT has employed a 0.2 FTE Tumū Pae Arahi to the WITT Leadership Team and an Assistant to the current Tumū Paetaki to progress the Strategy. These two positions in conjunction with the appointment of a Māori and Pasifika support person bring the total



Māori Academic staff numbers to 20% of WITT staffing, up 4% compared to 16% in 2009 and the total of non-Academic staff to 6%, up 2% compared to 4% in 2009.

### Te Wānanga Māori

Māori EFTS across the disciplines has grown from 2008 to 2010 with an increase in headcount from 15% to 22% over the same period. In order to support the Māori Strategy, the Investment Plan includes progressive growth in programmes delivered by Te Wananga Māori from 347 EFTS in 2010 to 465 EFTS in 2013, mainly above Level 4. In 2010 Te Wānanga Māori was responsible for 24% of the total EFTS.

### Whakakapinga Kōrero

WITT acknowledges mana whenua and the many Māori organisations that contributed in 2010, to meeting the needs and aspirations of Māori students and for advancing the participation of Māori in tertiary education. WITT thanks the Taranaki iwi, hapū and marae for hosting its' staff and programmes in 2010 and looks forward to progressing Te Rautaki Māori in 2011. We will continue to build upon and strengthen our partnerships with mana whenua and Māori within the Taranaki region and look forward to meeting those challenges in 2011. In conclusion, WITT is pleased to be able to report to mana whenua on initiatives undertaken in 2010. Kāti ake i kōnei noho ora mai rā, Hau-ora! Hau-nui! Hau Pai Mārire!

Heoti anō rā

Tengaruru Wineera

**Tumu Pae Arahi/Paetaki**

## WITT Strategic Goals 2010

TES Priority Outcomes		Strategic Goals
1.	Increasing educational success for young New Zealanders – more achieving qualifications at Level Four and above by age 25	<b>WITT will:</b> <ul style="list-style-type: none"> <li>• Map student retention, completion and success rates as a tool to assist improvement</li> <li>• Develop and implement progressive study pathways</li> <li>• Consolidate programmes offered at Level Four or above</li> <li>• Undertake regular updates of the Regional Needs Analysis</li> <li>• Engage in regular Stakeholder consultation and analyse the feedback from this consultation</li> </ul>
2.	Increasing literacy, numeracy and language levels for the workforce	<b>WITT will:</b> <ul style="list-style-type: none"> <li>• Support staff to identify new teaching and learning methodologies that will support and improve student outcomes</li> <li>• Strengthen Māori and Pasifika relationships to promote the development and acquisition of higher skill levels</li> <li>• Identify and target students with limited literacy skills and special needs</li> <li>• Identify barriers to learning and employment</li> </ul>
3.	Increasing the achievement of advanced trades, technical and professional qualifications to meet regional and national industry needs	<b>WITT will:</b> <ul style="list-style-type: none"> <li>• Continue to support Industry Training Organisation (ITO) training initiatives</li> <li>• Seek opportunities to participate in the development of national, industry-aligned qualifications</li> <li>• Seek opportunities for brokering staircasing arrangements</li> <li>• Engage with regional industry and obtain their feedback</li> <li>• Identify and develop new programme delivery options</li> </ul>
4.	Improving research connections and linkages to create economic opportunities	<b>WITT will:</b> <ul style="list-style-type: none"> <li>• Support staff to enhance their teaching, learning and research capability</li> <li>• Monitor trends in employment and further education with a view to identifying opportunities for applied research</li> <li>• Support staff to undertake research and scholarly activity in specialist areas</li> <li>• Seek partnership opportunities for consultancy and professional practice linking WITT with its external stakeholders</li> </ul>



# Key initiatives, activities and achievements

## New Programmes for 2010

- Certificate in Electrical Skills
- Certificate in Process Operations (Oil & Gas)
- Diploma in Creative Technologies
- National Diploma in Māori Performing Arts (Tutoring).

## Key Initiatives and Achievements

- Appointed Taratahi as a provider of Agricultural training
- Met annual enrolment and EFTS targets including Youth Guarantee student numbers
- Partnered with Venture Taranaki and i-Taranaki to connect to KAREN (Kiwi Advanced Research and Educational Network) the super-fast broadband network for educational providers in New Zealand and Australia
- Opened the new Nursing Hub on the top floor of A Block
- Introduced the Certificate in Process Operations (Oil & Gas). Developed with significant input and partnership with the Oil and Gas industry, this qualification is an excellent example of the progress we are making in refreshing and aligning our training to local industry and national needs. Eight industry scholarships are being awarded which will cover full student fees for half the cohort, with significant benefits in terms of year-long mentoring and support from the sponsoring companies
- The University Games consortium which included Sport Taranaki, New Plymouth District Council, South Taranaki District Council, Stratford District Council, Venture Taranaki and WITT, were finalists in the Project Collaboration Section of the Sport and Recreation Sector Awards.

## WITT Staff Successes

- WITT was chosen as the model for the ITP sector for our work in LLN and was promoted in the education media for this. The LLN work was championed by Erica O’Riordan, Jan Brown and Sara Greensill-Van Prehn
- Automotive Tutor Gary Sharpe embedded literacy into the Health and Safety Unit for Automotive by unpacking difficult concepts and terminology and providing support and activities within the Unit Standard Booklet. The results have been phenomenal in that every student passed the Unit Standard on their first attempt. Gary has been working on other Unit Standards, is assessing all the Trades students for L&N and is collating results for Tutors. This is the result we have been waiting for and Gary is a model ‘embedding’ Tutor
- **Te Iarere Wavelength** celebrated the publication of Issue 4. Congratulations to Margaret Smith; Rumatiki Timu; Ged Guy; Vicki

Catlow; Peter Avison; Jan Brown; Tiffany Apaitia-Vague and Dr Andrea Corbett for their contributions

- **NZ Sign Language in Teaching Award.** Congratulations to WITT Tutor Lisa Shand who won the above national award recently. Lisa was described as a fantastic Tutor, whose students have appreciated her time and effort in tutoring and received comments such as “I’m really enjoying the course”, “loved the course” and “excited to start the next course”. Lisa’s presence at the annual Careers and Training Expo helps to promote understanding that the hearing impaired and deaf are full and active members of the community
- Kurt Adams animation “White Drawing” was selected to screen at the Siggraph 2010 Animation Festival. The Siggraph Conference and Animation Festival is the largest event of its kind in the world and was held in the USA in July
- Congratulations to Hairdressing Tutor Kylie Moore and her business partner (and ex-WITT Hairdressing Tutor) Kim Cleaver. **Cleaver & Moore won the Health and Beauty category in the Taranaki Chamber of Commerce 2010 Top Shop Awards.** This award recognises service excellence and Cleaver & Moore was judged the best in the Health and Beauty section. Appropriately enough, the Health and Beauty category was sponsored by WITT, which made the presentation even more special. To win the award, the shop had to be nominated and then was visited on four separate occasions by mystery shoppers to check the consistency and level of service provided.
- **NZIPP Photography Awards.** Congratulations to Tutor Chris Hill on his recent win at the NZIPP Photography awards held in Queenstown, where he was named NZ Commercial and Advertising Photographer of the Year. The Award recognises the professional standard of work and the involvement Chris has in the industry. Chris also took home two silver and four bronze awards. Five WITT students also entered the Awards with three students winning bronze and two gaining professional standing.



Christopher Hill Photography tutor



## WITT Student Successes

- **48 Hour Film Festival.** Two WITT teams, Primary for Best Actor and Zer05um for Most Realistic Moment, made the Taranaki finals of the 48 hours Film Festival. Nik Weston's Zer05um was successful in taking out two awards: Sexiest short and Most Realistic Moment. The Fenton family was acknowledged as the best emerging team.



*Nik Weston Bachelor of Visual Arts student and film maker*

- **Beauty Therapy Success.** For the second year in a row, Beauty Therapy students had a 100% pass rate with the International Diploma in CIDESCO. The assessment took place over 3 days by an external international assessor. Another fantastic success for the Beauty Therapy team
- Three of HHM Performing Arts cohorts competed in the Aotea Māori Regional Kapa Haka Competitions sponsored by WITT and broadcast to the nation on Māori TV. WITT took out second and third places and earned the right for the two WITT teams to go to the national finals in February 2011. Second Place: Ngā Purapura o te Tai Hau-ā-uru (Waitara Certificate cohort led by WITT Tutor Tony Pue). Third Place: Tūtū Kāhika (South Taranaki Certificate and Diploma cohorts led by Clive Snr, Wharekuka and Clive Jr Tongaawhikau)
- Congratulations to the following Hospitality students who competed at the Taranaki/Wanganui Regional Hospitality competitions –

### Sarah Gibson – (Espresso Student)

Winner = Taranaki/Wanganui Junior Service Professional of the Year

Gold = Cocktail making

Silver = Table setting

Bronze = Wine and Beverage Service

Certificate of Participation = Barista

### Swati Pimple – (Diploma Student)

Bronze = NZ King Salmon Dish

### Amey Rane – (Diploma Student)

Bronze = NZ King Salmon Dish

Jamie Fenton – (Certificate in Culinary Arts)

Josh Swetman – (Certificate in Culinary Arts)

Jessica Birss – (Certificate in Culinary Arts)

Junior Static Dessert – Certificate of Participation.

- **Taranaki Hairdressing Competitions.** The Hairdressing Competitions in New Plymouth were held over the last weekend in July and our students did very well. In event A, pre-apprentice blow-wave Samie Scott and Bronson Seed were placed 1st and 2nd. In the event held especially for our Year 2 students, which is a long hair event, Heather Newlove was placed 1st and Betty Cheng was placed 2nd. One of the Judges spoke to our Tutors saying how impressed they were with the work that had been shown by the students. He said it was very hard to judge due to the high quality of work they had done, so needless to say, they had an extremely proud Tutor
- Brendan Cresswell published his first book "Mini Racer 54." A recent graduate of the Vocational Education Programme, Brendan took nine months to write, illustrate, graphic design and layout his first book before launching it at WITT

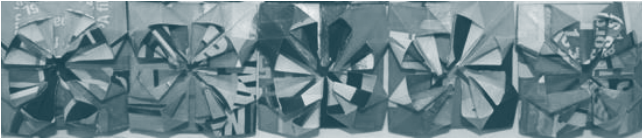


*Brendan Cresswell Vocational Skills student and author*

- A group from the Journalism class were involved as media volunteers at WOMAD and the TSB Women's Surf Festival. As well as media accreditation and management roles, the students were also involved in updating the events on Facebook and Twitter.

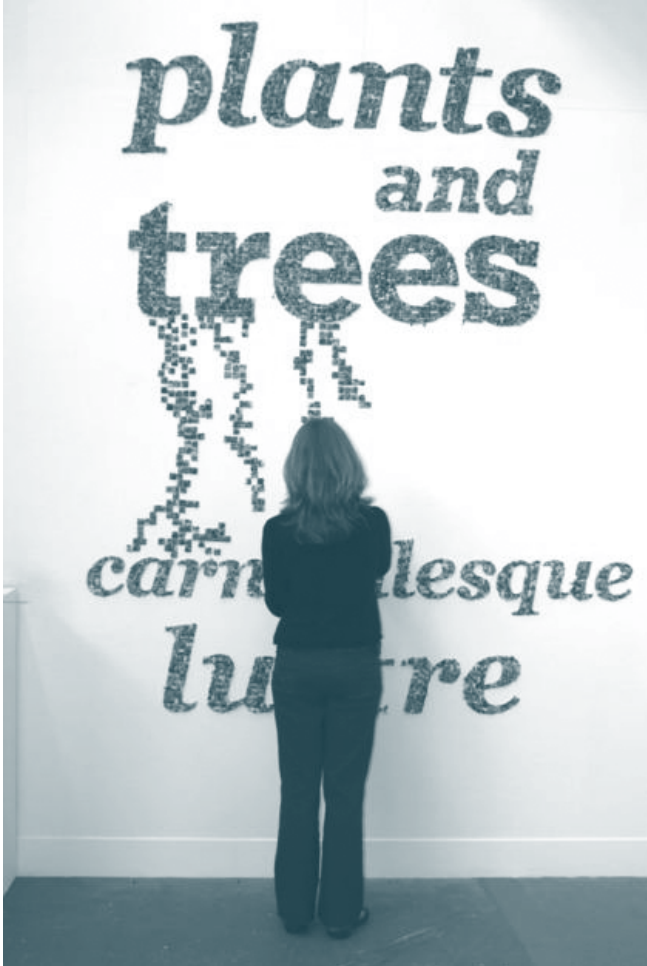






### Exhibitions and Student successes

- Visual Arts students held their graduate exhibition 'Scroggin' in November.



Paper squares by BVA student Aafke Visser for the BVA exhibition.

### Guests at WITT

- Dr Caroline Seelig to sign a Memorandum of Understanding for working closer together in the delivery of qualifications for Taranaki.



Richard Handley WITT CE and Dr Caroline Seelig Open Polytechnic CE

- WITT, the Taranaki Chamber of Commerce and the Bishop's Action Foundation jointly hosted a Taranaki Young Leaders dinner at Impressions Restaurant in early March which was addressed by the visiting Archbishop of York.



left to right: Bishop Philip Richardson, Richard Handley WITT CE, Archbishop of York John Sentamu, Sir Paul Reeves

- We were visited by the new Minister of Tertiary Education, Hon Steven Joyce on 12 March. We were one of the first ITPs he visited.



left to right: Jonathan Young MP, Hon Steven Joyce Minister of Tertiary Education, Mary Bourke WITT Chair, Richard Handley WITT CE





## KEY PERFORMANCE INDICATORS

	Actual				Target
	2007	2008	2009	2010	2010
<b>Educational Outcome</b>					
Enrolments greater than Level 4 in Trades		251	265	271	250
Course retention rates Levels 4-7		77%	79%	83%	81%
Course completion rates Levels 4-7		71%	72%	77%	73%
Increased Māori student numbers Levels 1-3		30%	28%	22%	33%
Increase in number of students under 25 years		456	428	454	450
<b>Operational</b>					
# Institute Staff Student Ratio (ISSR); Academic staff	12.3	14.0	16.4	16.9	15.5
# Delivered taught hours per Academic Full-Time Equivalent (FTE)	636	640	644	653	650
# ISSR; Total staff	6.6	7.2	8.7	9.2	8.75
EFTS achieved	1,564	1,611	1,998	2,006	2,000
# Academic: non-Academic staff ratio:1	1.17	1.06	1.07	1.20	1.29
# Average cost per staff FTE	\$60k	\$63k	\$64k	\$65k	\$65k
International EFTS	79	71	68	85	76
# Staff 12 month FTE usage	165	149	150	149	150
# Actual staff FTE cost actual to budget	96%	103%	98%	92%	100%
<b>Financial</b>					
Actual costs as a percentage of budget cost	98%	102%	91%	93%	100%
Personal costs as a percentage of total revenue	57%	56%	52%	47%	50%
Times interest covered	0.1	-3.3	64.3	1.191	3
Debt as percentage of debt and equity	73%	25%	23%	22%	20%
Space utilisation			45%	45%	42%
Net result (includes NZIHT, excludes notional interest) \$k	(2,594)	(1,808)	1,211	2,966	998
Net cashflow from operations	99%	102%	115%	123%	>111%
Liquid funds ratio	18%	5%	15%	32%	20%
Working capital	(19,047)	(3,513)	50	4,170	915
<b>Performance ratios</b>					
Total assets by total internal EFTS - \$	25,977	28,656	21,126	23,409	21,040
Total income by total internal EFTS - \$	17,602	22,644	17,352	18,455	18,137
Total expenses by total EFTS - \$	20,685	25,275	16,463	16,395	17,432
Net surplus (excl notional interest) as a percentage of total revenue	-12%	-8%	5%	12%	4%
Net surplus as a percentage of total assets	-11%	-9%	4%	9%	3%
Net surplus as a percentage of total equity	-37%	-12%	5%	11%	4%

# WITT Parent only. Does not include WITT's 100% owned subsidiary New Zealand Institute of Highway Technology (NZIHT).



# Programmes and Courses

WITT delivers qualifications on a regional and national basis from Levels 1-7.

The programme portfolio aligns with the following key priorities in Tertiary Education Strategy 2010-2015:

- young people (aged under 25) achieving qualifications at Levels 4 and above
- Māori and Pasifika students enjoying success at higher levels
- young people moving successfully from school into tertiary education
- improving literacy, language and numeracy skills outcomes from Levels 1-3
- strengthening research outcomes
- improving educational performance

and with WITT's current strategic priorities:

- Engineering, Oil and Gas industries
- Agricultural industry
- Transition from secondary to tertiary
- meeting the needs of the Taranaki Māori community.

Wherever possible, programmes of study are structured to enable students to take advantage of progression from Certificate to Diploma to Degree and by articulation agreement to further study beyond WITT. Modifications were made to a number of Programmes during the year to strengthen this progression.

In response to Government's Tertiary Review of Qualifications and the renewed emphasis on Educational Performance Indicators, WITT has developed or re-structured the following for delivery from 2011:

- Certificate in Tertiary Studies
- Certificate in Foundation Studies (in partnership with Massey University)
- Certificate in University Preparation (in partnership with Massey University)
- Certificate in Te Tohu Maramatanga
- Certificate in Engineering Technology
- Certificate in Civil Construction (Foundation Studies)
- Certificate in General Farm Skills
- National Certificate in Farming Skills (Work Ready)
- National Certificate in Agriculture (Level 4)
- National Certificate in Mental Health
- Diploma in Tertiary Learning and Teaching
- Diploma in Construction.

## Academic Quality

WITT had a successful Mid-Term Quality Review in April 2010, which confirmed Quality Assured status until 2012. The new Self-Assessment and External Evaluation and Review (SAEER) Quality Assurance process was introduced nationally in 2010 with six Polytechnics participating in External Evaluation and Reviews (EER). WITT will have its first EER in April 2012.

Meanwhile WITT staff members further developed their understanding of self-assessment as a valuable process for identifying areas for improvement, taking appropriate actions and evaluating the value of those steps to achieve lasting and valuable changes.

The national emphasis on Educational Performance Indicators (course and qualification completions, retention and progression) led to a comprehensive review of each Programme's retention and completion results' history and participation by Tutors in workshops to share good practice in achieving improvements. Boards of Studies also reviewed entry requirements for all Programmes and the admission and selection processes.



# Library

WITT Library, through the provision of print, multimedia and electronic resources and information literacy instruction, meet service goals of:

- engaging and empowering staff and students
- ensuring knowledgeable users
- providing the optimum student learning experience.

## Information Resources

	2010	2009	2008
New titles	671	638	552
Titles withdrawn	1,169	874	2,464

Full-text e-book titles	50,192	45,100	41,800
Full-text e-journal titles	15,000+	10,000+ (exact figure unavailable)	

## Information Services

	2010	2009	2008
Reference transactions	70	87	56
Info literacy – class sessions	72	64	115
Info literacy – student numbers	1,358	1,176	759
Library tours	39	29	

## Information Access and Delivery

	2010	2009	2008
Gate count (visits)	117,336	51,616	41,109
Loans (Issues)	12,083	10,461	10,863
Interloan requests	177	192	146
E-books usage	2,633	2,923	1,016
E-journals usage	15,654	15,677	14,865

## Access and Delivery Developments

- The development of Libguides for the Library webpage and subject guides. A total of 17 subject guides and 183 individual pages developed. The staff concerned received an "Innovation Excellence" award in recognition of this work
- A Library Facebook site has been developed
- The Nursing and Social Work series were catalogued as a general collection
- Books relating to Māori were identified with a kowhaiwhai sticker for easy recognition
- The development of a "Foundation Readers" collection as a part of our "supporting literacy on Campus" strategy.

## Facility Improvements

- Work started on the newly renovated frontage with automatic door installation
- Removal of the audio visual carousals making more room for student study areas
- Removal of a stack from the reference area
- Extensive selective reduction of back issue serials with the view of locating the remainder in the main body of the Library
- A student study area has been developed.

# Student Support Services

WITT directs significant resources to the provision of Student Support services. The comprehensive range of services offered allows for an holistic approach to supporting and motivating students to fully engage with and succeed in their programme of study and enhance and optimise the students learning experience. Support Service goals focus on

- Equitable access
- Proactive approaches
- Targeting of marginalised and "at risk" groups.



### Health Services

During 2010 the Health Clinic provided fully accessible free health and medical services to students and staff in the area of injury, family planning, mental health, immunisation, occupational health, health monitoring and health education and promotion.

	2010	2009	2008
Health Clinic visits	1,884	1,423	1,614
Medical Clinic visits	406	154*	280

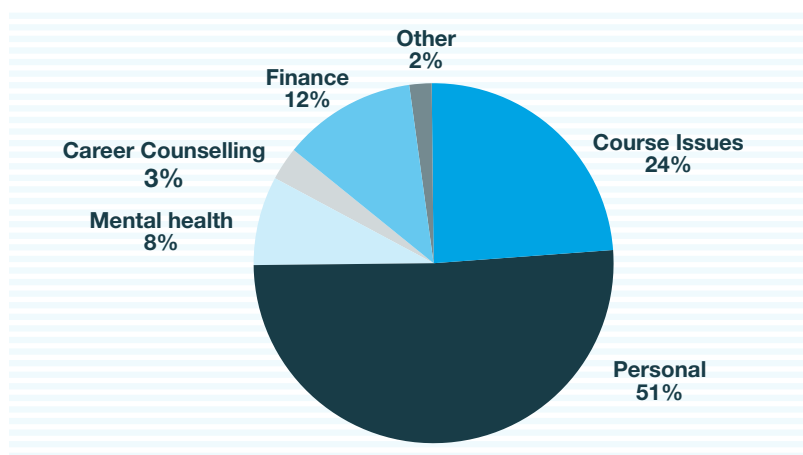
\* Medical clinic ran for 6 months only.

### Counselling Services

A confidential Counselling service supports and empowers students to cope with life situations, manage emotional distress, make effective decisions and engage fully in study. The Counsellor is involved in crisis intervention and support, delivering in-class workshops, (on topics such as conflict resolution, learning barriers, stress identification and management, group dynamics and lifestyle balance) and holds responsibility for the student hardship and scholarships portfolios.

	2010	2009	2008
Personal Counselling contacts	109	97	118

### Issues presented at Counselling sessions



### Chaplaincy

The Chaplain offers an holistic ecumenical approach to students and staff experiencing both the joys and difficulties of their lives at WITT. Many seek the support of the Chaplain for prayer, spiritual guidance, bereavement, Christian literature, food parcels, help to find a local spiritual home, Christian services, a listening ear and friendship. The presence of the Chaplain on Campus, to talk, listen, connect people and refer is invaluable and WITT students and staff are richer for the presence of a Chaplain on Campus.

### International Student Support

The International Support worker provides support targeted to the needs of our overseas students in line with the requirements of the Code of Practice for the Pastoral Care of International Students. In 2010 a total of 181 international students studied at WITT in either mainstream or English language courses and along with our 30 short course students were met on arrival, participated in a comprehensive orientation and induction programme and overseen in regards to their attendance, living situation, wellbeing, pastoral and cultural support needs.

### Disability Support

WITT remains committed to providing accessible and equitable services to enable students with impairment, to enrol and fully participate in their programme of study and Campus life. In 2010 the Disability Coordinator provided support services to 82 students in the way of:

- Exam accommodations
- Mobility parking
- Alternate format materials
- Specialist equipment and furniture
- Support staff including interpreters for deaf students, notetakers and reader/writers
- Information and advocacy

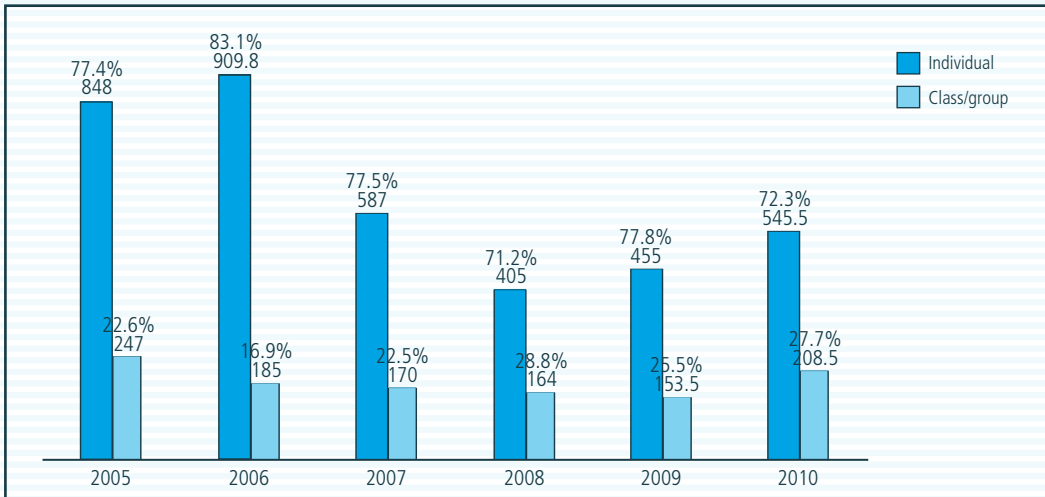
### Learning Support

Learning support at WITT is delivered via one-to-one, group and in-class instruction, with a focus on teaching course-related study skills, such as essay writing, organisational skills, referencing and exam technique. The Learning Skills Tutors and Library staff work with classroom Tutors to integrate learning and research skills into WITT's Diploma and Degree programmes to introduce greater numbers to learning topics and reduce the number requiring one-to-one assistance.



	2010	2009	2008
Students receiving one-to-one assistance	188	169	226
Total programmes receiving in-class study skills	22	N/A	N/A
Total students receiving in-class study skills	537	N/A	N/A
In class/group teaching hours	191	154	164
Students receiving Maths support	38	21	N/A

### Comparison of One-to-one to class/group time usage



### Campus Life Activities

2010 saw the Student Support Team run a comprehensive range of wellness education and fun activities for students Campus wide including:

- Orientation/Headstart
- Student and staff mix and mingles
- Zumba
- Speed meetings
- Sign language promotion
- Asthma awareness and balloon day
- World smoke-free day
- Pasifika students lunch
- Hostel cricket match and BBQ
- Quit smoking activities
- Budget advisory talks
- End of semester celebration of achievements and BBQ
- StudyLink workshops
- Student debate – "Proposed changes to the drinking age"
- Drug and alcohol awareness
- International students breakfast
- Suicide prevention day
- Blue September - Men's health seminar
- Multi-ethnic parade
- Mental wellbeing and mental health recovery panels
- Dewali festival celebration
- Christmas celebration service.





# Equal Educational Opportunity

WITT is committed to providing equal opportunity in education and continues to work towards the provision of equitable educational access, barrier free facilities and practices and participation and achievement of under-represented and underachieving groups.

EEdO initiatives include the provision of:

- Comprehensive, holistic, free support services to all, with an emphasis on Māori, Pasifika, disabled, international, low literacy/numeracy and Youth Guarantee students
- Polytechs Early Learning Centre at “student friendly” rates
- The free tertiary bus service
- WITT scholarships
- A student hardship fund
- Flexible learning platforms
- Embedded literacy and numeracy
- A nil consultation fee for medical clinic appointments
- Professional development opportunities for staff on meeting the needs of diverse groups.

WITT offers a range of Foundation Programmes (Levels 1-3) to attract students from disadvantaged groups and to encourage second chance learners and those who don't meet programme entry criteria, enabling access to further education and clear pathways to higher level programmes:

- Introduction to Tertiary Studies Certificate
- Certificate in Vocational Skills
- Pokaitahi Mana Rangatahi (Young Mothers)
- Pokaitahi Mana Tangata (Taranaki Rugby League and Education Academy)
- National Certificate in Business Administration and Computing
- National Certificate in Computing
- Certificate in Agriculture Skills
- Certificate in Practical Farming
- Certificate in Livestock Health
- Certificate in Pasture and Livestock Management
- Certificate in Organic Horticulture
- Certificate in Practical Horticulture
- Certificate in Automotive Trades
- National Certificate in Mechanical Engineering
- Certificate in Civil Industry
- Certificate in Espresso, Bar and Restaurant
- Certificate in Electrical Skills
- Certificate in Hairdressing
- Certificate in General English
- Certificate in Creative Graphics
- Certificate in Commercial Road Transport.

## Māori Students

Māori participation continues to increase with Māori representing 21.8% of student enrolments across all programmes at WITT in 2010. This figure is higher than the demographic proportion of Māori within the Taranaki region. Initiatives in place to encourage enrolment and achievement of Māori include:

- The endorsing by WITT Council and Leadership Team of “Rautaki Māori” (Māori Strategy) which outlines the Institution’s key goals towards improving participation and outcomes for Māori
- The employment of an Assistant Tumu Paetaki and a Tumu Pae Arahi to lead the Māori Strategy
- The employment of Kaitautoko Tauira
- The establishment of Te Kāhui Matanui, a Māori advisory group, reporting to the Academic Board, responsible for monitoring issues at WITT relative to Māori
- Provision of the Kopa Manaaki – a culturally safe whānau space – providing a one-stop-shop for Māori and Pasifika students to access cultural and pastoral support services and a place for students to study, relax and socialise
- Students identifying on enrolment, having the option to be contacted to discuss their support needs
- Whole of Institute pōwhiri to welcome new students at the beginning of each semester
- Provision of a comprehensive portfolio of Māori programme offerings:
  - Te Tohu Mōhiotanga (Diploma in Māori Language)
  - Pōkairua Hōpuapua Reo (Diploma in Oral Taranaki Language)



- Pōkaitahi Kāpunipuni Reo (Certificate in Taranaki Oral Language)
- Pōkaitahi Taiahoaho (Certificate in Kaumatua Skills Level 3)
- Pōkaitahi Taiahoaho Taumata Whā (Certificate in Kaumatua Skills Level 4)
- National Certificate in Māori Performing Arts (Performance)
- National Diploma in Māori Performing Arts (Tutoring).

### Pasifika Students

Pasifika students at WITT represent 1.4% of student enrolments across all programmes. WITT continues to support its very small Pasifika group however it is noted that traditionally this group have been high achievers at WITT with retention and completion rates above the student average.

### Disabled Students

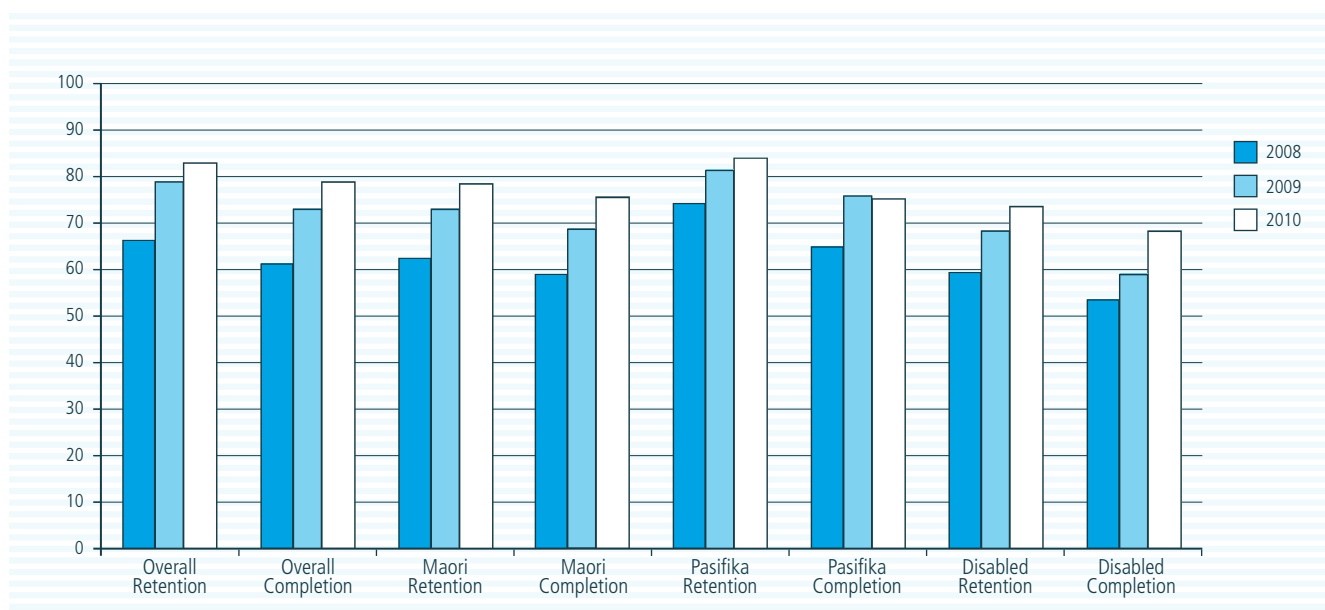
WITT continues to encourage and support the participation of students with impairment. The availability of targeted equity funding enables initiatives to eliminate barriers to their entry and achievement namely:

- The employment of a Disability Coordinator as a point of contact for support and services, information and advocacy
- Course information and application/enrolment forms being made available in alternate format, on request
- Contacting students disclosing disability on enrolment
- The provision of a range of supports tailored to meet individual needs
- Continued improvement of the physical access and facilities on Campus
- The provision of the Certificate in Vocational Skills
- The requirement of all WITT staff to attend a disability awareness workshop.

## Student Enrolments

	2008 SDR	2009 SDR	2010 SDR
Number of Māori students enrolled	862	1,015	1,455
Percentage of Māori to total student population	14.8%	16.6%	21.8%
Number of Pasifika students enrolled	60	96	95
Percentage of Pasifika to total student population	1.0%	1.6%	1.4%
Number of students declaring a disability	240	239	388
Percentage of disabled to total student population	4.1%	3.9%	5.8%
Number of students receiving Disability Service support	73	88	82
Number of students enrolled in Vocational skills		39	41
EFTS numbers enrolled in Vocational skills	26.9	29.4	21.9
Number of male students enrolled	3,045	3,530	3,466
Percentage of male student to total student population	52%	58%	60%
Number of female students enrolled	2,786	2,591	2,274
Percentage of female students enrolled to total student population	48%	42%	40%
Number of students enrolled under 25 years	2,236	2,143	2,154

### Student Retention and Success



## Human Resources Statistics

Academic Staff by category of appointment	2010	2009	2008
FTE Academic Staff	87	85	81
% of FTE Academic staff identifying as Māori	20%	6%	9%
% of FTE Academic staff Female	54%	57%	57%

Non-Academic Staff by category of appointment	2010	2009	2008
FTE Non-Academic Staff	63	65	68
% of FTE Non-Academic staff identifying as Māori	6%	4%	5%
% of FTE Non-Academic staff Female	78%	75%	72%

## Governance and Management Structures

WITT is a Body Corporate as defined in Section 166 of the Education Act 1989. The Act describes the nature and ethos of a Polytechnic (ITP) as: “characterised by a wide diversity of continuing education, including vocational training, that contributes to the maintenance, advancement and dissemination of knowledge and expertise and promotes community learning and by research, particularly applied and technological research, that aids development” (S 162).

### Council

Prior to 1 May 2010 Part XV of the Act set out the administrative structures and functions of Tertiary Institutions, including the Constitution, functions and operation of Councils. Each Tertiary Institution is required to establish a Council as its governing body, in accordance with the provisions of S 171 of the Act.

Section 171 states that a Council will consist of not fewer than 12 and not more than 20 members. Membership will include:

- Four persons appointed by the Minister of Tertiary Education
- The Chief Executive
- At least one, but not more than three, permanent members of the Academic staff, elected by the members themselves
- At least one, but not more than three, permanent members of the general (Allied) staff, elected by the members themselves
- At least one, but not more than three, persons who are – or who have been – students of the Institution.

From 1 May 2010 Part XVA of the Education Act was enacted relating to Polytechnic Councils.

The new Council must comprise 4 members appointed by the Minister and a further 4 members appointed by the Council in accordance with its Statutes. Every Polytechnic Council must have in place a Statute relating to the appointment of its non-Ministerial members. The Statute may require the appointment of a member to have certain skills, industry experience, qualifications and attributes to ensure there is a suitable mix of skills and experience necessary around the Council table.

The amended Education Act now clearly sets Council members duties. They must act

- with honesty and integrity; and
- in the interests of the Polytechnic as a whole; and
- in a manner that promotes the performance of the functions characteristic of a Polytechnic and the duties of the Council; and
- in good faith and not pursue his or her own interests at the expense of the Council's interests; and
- must exercise the care, diligence and skill that a reasonable person would exercise in the same circumstances.

The duties of a member of the Council are duties owed to the Minister and the Council.

The full Council met nineteen times during 2010.

Council also convened for the May and December Graduation ceremonies.

### Committees of Council

#### The Finance, Audit and Risk Management

The WITT Finance, Audit and Risk Management Committee was established as a Committee of Council. The principal objectives of the Finance, Audit and Risk Committee is to assist Council to fulfil its responsibilities relating to WITT's accounting and financial reporting practices; to monitor the Institute's corporate security and financial performance, to oversee and advise on all elements of the Institute's operations that pertain to internal and external audit and to identify, address and manage those elements of actual or potential risk which could impact negatively on the Institute and its operations.

The Finance, Audit and Risk Committee met two times during the course of 2010. This Committee was disestablished and incorporated into the full monthly Council meetings from April 2010.



### **Personnel Committee of Council**

This Committee was established to monitor and review the appointment of the Chief Executive and WITT Council members and their performance, relative to the terms of reference attached to their positions.

The CE Monitoring and Appointments Committee meets on an "as required" basis. The Committee met three times during 2010.

### **Authority and Responsibilities of the Chief Executive**

The Chief Executive at his/her discretion may delegate to other personnel the exercise of any authority or power and the discharge of any duties related to the management of the Institution, within the limits imposed by relevant Acts and Regulations. The delegation of any authority or power however, does not relieve the Chief Executive of responsibility for the action taken under such delegations.

The Chief Executive is also required to develop Academic policies and operational systems which meet Academic standards for the approval and accreditation of Degrees, Diplomas and Certificates and any and all other courses as required by external approval and accreditation bodies.

The Chief Executive is responsible for providing the Council with reports which demonstrate compliance with the requirements of the Education Act 1989 and its Amendments.

### **Academic Board and Committees of Council**

Council is required to establish:

- An Academic Board for the purpose of providing Academic advice and exercising oversight of any powers delegated to it by Council, as required under Sections 182 (2) (a) and (b) and (3) of the Education Act 1989; and may establish
- Any other board or committee which could provide advice to Council that will assist Council in determining the policy of the Institution.

### **Academic Board**

Council recognises that the Academic Board fulfils an essential role in the Institute. In particular, it ensures that academic values outlined in WITT's key planning and strategic documents are adhered to; fosters academic freedom and academic excellence; provides a forum for debate on current educational policies, issues and philosophies and ensures that WITT complies with the standards of its Quality Management System (QMS). It provides a source of advice to Council on academic matters and developments pertinent to the purpose of the Institute.

The Academic Board is chaired by the Chief Executive and met eleven times in 2010.

### **Committees of Academic Board and Leadership Team**

To assist in meeting WITT's operational requirements, the Academic Board, Chief Executive and WITT Leadership Team have also established a number of Committees in particular areas where issues of compliance, equity, potential risk and academic integrity have been identified.

### **Academic Standards Committee**

The main purpose of the Academic Standards Committee is to give detailed consideration to all aspects of the development, application and monitoring of the Institute's academic rules and processes, also overseeing all aspects of internal and external moderation; evaluating and advising on external monitoring reports or assessments by professional bodies and reviewing QMS moderation Policies and processes on an ongoing basis.

The Academic Standards Committee met nine times in 2010.

### **Board of Studies Committee**

There are four Boards of Studies – Arts, Commerce and Technology; Health, Humanities and Māori; Engineering Oil and Gas and New Zealand Institute of Highway Technology which were formed by the Academic Board and report to the Academic Standards Committee. The Boards of Studies purpose is to review all new programmes, programme structures and significant and minor changes to existing programmes for referral to the Programme Development Committee, for recommending to the Academic Board.

The Boards of Studies also ensure academic activities and processes are in line with WITT's QMS and also approve student results.

Boards of Studies meetings in 2010 were; Arts, Commerce and Technology - eleven; Health, Humanities and Māori – seven; Engineering Oil and Gas - six; New Zealand Institute of Highway Technology; nine.

### **Programme Development Committee**

The Programme Development Committee is a standing Committee formed by the Academic Board to receive and evaluate documentation for new or revised programmes and assess the appropriateness of document progression; for recommendations to the Academic Board. They also ensure that all new programmes and courses are developed in a manner that maintains the academic integrity of the Institute.



The Programme Development Committee met sixteen times in 2010.

### **Research Committee**

The Research Committee was established by the Academic Board primarily to promote, co-ordinate and monitor research undertaken within the Institute and in particular to process applications for research grants from funds allocated to the Committee for this purpose. In carrying out its functions the Research Committee will follow the systems and processes outlined in Section 11 of the QMS.

The Research Committee met ten times in 2010.

### **Health and Safety Committee**

The Health and Safety Committee is a standing Committee formed by the WITT Leadership Team. The Health and Safety Committee oversees all aspects of health and safety within the Institute, forwarding its recommendations to the WITT Leadership Team for review and implementation.

The Health and Safety Committee met ten times in 2010.

### **Academic Board Appeals Committee**

The Academic Board Appeals Committee is a standing Committee formed by the Academic Board, to provide the Board with recommendations on academic appeals in accordance with the provisions of current QMS policy.

The Academic Board Appeals Committee meets on an "as required" basis and met twice in 2010.

### **Equal Employment Opportunities Committee**

The Equal Employment Opportunities (EEO) Committee was formed by the Leadership Team to oversee and implement WITT's EEO Policy; in particular to ensure that the Institute complies with the provisions of its annual Equal Employment Opportunities Programme.

The EEO Committee did not meet in 2010.

### **Te Kāhui Matanui Committee**

WITT's Te Kāhui Matanui (Māori) Committee was constituted as a means of giving visible expression to WITT's commitment to bi-culturalism and to engage in genuine partnership with Māori learners.

Te Kāhui Matanui met six times in 2010.

### **International Management Committee**

The International Management Committee's main remit is to address day-to-day issues that arise with respect to international students currently studying at WITT. These issues include learning methodologies, pastoral care, WITT's compliance with the Code of Practice for the Pastoral Care of International Students and induction programmes.

The International Management Committee meets on an informal basis as and when required.





# WITT Leadership Team

The WITT Leadership Team continued to meet on a weekly basis throughout 2010.

## Leadership Team as at 31 December 2010

### Chief Executive

Richard Handley, BBS (Massey), ACA, CMA, Dip. Ag

### Deputy Chief Executive and Academic Director

Richard Smyth, LLB (Hons), MEd

### Human Resources Manager

Lisa Bushell, BA (Hons) Business Studies; CIPD

### Director of Marketing and SMS

Danny Hall, Diploma in Management, TAFE, North Sydney

### Head of Faculty Humanities

Jan Lockett Kay, PhD Management (Massey) RN

### Head of Faculty Technology

Mark McNeill, MSc Medical Imaging

### Director of Corporate Services and Chief Financial Officer

Peter Rothwell, B.Com Accounting, CA

### Tumu Pae Arahi

Tengaruru Wineera, BA Tohu Paetahi

# Research Report 2010



The Tertiary Education Strategy 2010-15 (TES) requires the Polytechnic sector to undertake applied research that supports vocational learning and aids in technology transfer. Collaboration and coordinating research activities that support the community with links to other Tertiary Institutes is a focus for WITT, but finding opportunities to do these remains a challenge for a small regional Polytechnic.

Declining numbers of Degree level programmes in the Institute continue to constitute a risk to maintaining a research culture in a small regional Polytechnic. As such, development opportunities continued to focus on activities that supported staff conducting applied research which in turn supports vocational learning. The Research Committee also produced a publication Refresh: Connections with the Community which profiles some of WITT's high performing staff members and celebrates their contribution to industry and the Taranaki community.

As in previous years, the Research Committee which operates as a sub-committee of Academic Board remained the primary vehicle for research and related scholarly activity undertaken at WITT. The number of recorded research outputs for 2010 totalled 185. While 2010 saw less research activity than we have experienced in recent years, the quality and calibre continues to be outstanding for a small regional Polytechnic. We also experienced many successes in our developmental activities such as increased numbers of staff attending our internal Research Forums and successful mentorship of staff engaging in projects.

2010 brought more change to WITT as the Institute attempts to navigate the various challenges that the sector faces. In spite of this, research capability at WITT continues to build, along with an increasingly positive culture and it is hopeful that this will lead to continued improvement in our ability to enhance both the community and the teaching and learning in the Institute.



# Independent Auditor's Report

## To the readers of Western Institute of Technology at Taranaki and group's financial statements and statement of service performance for the year ended 31 December 2010

The Auditor-General is the Auditor of Western Institute of Technology at Taranaki (the Institute) and group. The Auditor-General has appointed me, David Walker, using the staff and resources of Audit New Zealand, to carry out the audit of the financial statements and statement of service performance of the Institute and group on her behalf.

### We have audited:

- the financial statements of the Institute and group on pages 26 to 55, that comprise the statement of financial position as at 31 December 2010, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information; and
- the statement of service performance of the Institute and group on page 58.

### Opinion

In our opinion:

- the financial statements of the Institute and group on pages 26 to 55:
  - comply with generally accepted accounting practice in New Zealand; and
  - fairly reflect the Institute and group's:
    - financial position as at 31 December 2010; and
    - financial performance and cash flows for the year ended on that date;
- the statement of service performance of the Institute and group on pages 58:
  - complies with generally accepted accounting practice in New Zealand; and
  - fairly reflects the Institute and group's service performance achievements measured against the performance targets adopted for the year ended 31 December 2010.

Our audit was completed on 20 April 2011. This is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Council and our responsibilities, and we explain our independence.

### Basis of opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and carry out our audit to obtain reasonable assurance about whether the financial statements and statement of service performance are free from material misstatement.

Material misstatements are differences or omissions of amounts and disclosures that would affect a reader's overall understanding of the financial statements and statement of service performance. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

An audit involves carrying out procedures to obtain audit evidence about the amounts and disclosures in the financial statements and statement of service performance. The procedures selected depend on our judgement, including our assessment of risks of material misstatement of the financial statements and statement of service performance, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the Institute and group's preparation of the financial statements and statement of service performance that



fairly reflect the matters to which they relate. We consider internal control 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 Institute and group's internal control.

An audit also involves evaluating:

- the appropriateness of accounting policies used and whether they have been consistently applied;
- the reasonableness of the significant accounting estimates and judgements made by the Council;
- the adequacy of all disclosures in the financial statements and statement of service performance; and
- the overall presentation of the financial statements and statement of service performance.

We did not examine every transaction, nor do we guarantee complete accuracy of the financial statements and statement of service performance. We have obtained all the information and explanations we have required and we believe we have obtained sufficient and appropriate audit evidence to provide a basis for our audit opinion.

### **Responsibilities of the Council**

The Council is responsible for preparing financial statements and a statement of service performance that:

- comply with generally accepted accounting practice in New Zealand;
- fairly reflect the Institute and group's financial position, financial performance and cash flows; and
- fairly reflect the Institute and group's service performance achievements.

The Council is also responsible for such internal control as it determines is necessary to enable the preparation of financial statements and a statement of service performance that are free from material misstatement, whether due to fraud or error.

The Council's responsibilities arise from the Education Act 1989 and the Crown Entities Act 2004.

### **Responsibilities of the Auditor**

We are responsible for expressing an independent opinion on the financial statements and statement of service performance and reporting that opinion to you based on our audit. Our responsibility arises from section 15 of the Public Audit Act 2001 and the Crown Entities Act 2004.

### **Independence**

When carrying out the audit, we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the New Zealand Institute of Chartered Accountants.

Other than the audit, we have no relationship with or interests in the Institute or any of its subsidiaries.



David Walker  
Audit New Zealand  
On behalf of the Auditor-General  
**Auckland, New Zealand**




# Statement of Responsibility


For the financial year ended 31 December 2010 the Council and Management of the Western Institute of Technology at Taranaki were responsible for:

1. The preparation of the group financial statements and statement of service performance, and the judgements made in them; and
2. Establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of financial reporting.

In the opinion of Council and Management of Western Institute of Technology at Taranaki, these financial statements and statement of service performance fairly reflect the financial position and operations of the Western Institute of Technology at Taranaki for the year ended 31 December 2010.



**M Bourke**  
**COUNCIL CHAIRMAN**  
20 April 2011



**R Handley**  
**CHIEF EXECUTIVE**  
20 April 2011



# Statement of Accounting Policies

For the year ended 31 December 2010

## 1. Reporting Entity

The financial statements of Western Institute of Technology at Taranaki (WITT) and Group for the year ending 31 December 2010 were authorised for issue by the Chair of Council and the Chief Executive in accordance with the Education Act 1989 Section 220.2AA on 20 April 2010.

WITT is a Crown Entity domiciled in New Zealand and is established under the New Zealand Education Act 1989 as a Public Institution. WITT offers a range of programmes from foundation to Degree level, most of which may be studied on a part-time or full-time basis. Accordingly, the Institute has designated itself and the group as public benefit entities for the purposes of New Zealand equivalents to International Financial Reporting Standards (NZ IFRS).

The consolidated financial statements of the group are presented for WITT ('the parent') and New Zealand Institute of Highway Technology (NZIHT Ltd) which is a wholly owned subsidiary of WITT, domiciled in New Zealand.

## 2. Summary of Significant Accounting Policies

### Basis of preparation

Statement of compliance

The financial statements have been prepared in accordance with the requirements of the Crown Entities Act 2004 and the Education Act 1989, which include the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP).

The financial statements have been prepared in accordance with the New Zealand Generally Accepted Accounting Practice. (NZ GAAP). They comply with New Zealand equivalents to International Financial Reporting Standards (NZ IFRS) and other applicable Financial Reporting Standards, as appropriate for Public Benefit Entities.

## 3. Changes in Accounting Policies

There have been no changes in accounting policies during the financial year.

### Early adoption amendments to NZ IFRS 7 Financial instruments: Disclosures

The Institute and group has early adopted the amendments to NZ IFRS 7. The effect of early adopting these amendments is no longer disclosed:

- the carrying amount of financial assets that would otherwise be past due or impaired whose terms have been renegotiated; and
- the maximum exposure to credit risk by class of financial instrument if the maximum credit risk exposure is best represented by their carrying amount.

### Standards, amendments and interpretations issued but not yet effective that have not been early adopted and are relevant to the Institute and group are:

NZ IAS 24 Related Party Disclosures (Revised 2009) replaces NZ IAS 24 Related Party Disclosures (Issued 2004) and will be applied for the first time in the Institute and group's 31 December 2011 financial statements.

### The revised standard:

- i) Removes the previous disclosure concessions applied by the Institute for arms-length transactions between the Institute and entities controlled or significantly influenced by the Crown. The effect of the revised standard is that more information is required to be disclosed about transactions between the Institute and entities controlled or significantly influenced by the Crown
- ii) Clarifies that related party transactions include commitments with related parties.

NZ IFRS 9 Financial Instruments will eventually replace NZ IAS 39 Financial Instruments: Recognition and Measurement. NZ IAS 39 is being replaced through the following 3 main phases:

Phase 1 Classification and Measurement, Phase 2 Impairment Methodology and Phase 3 Hedge Accounting. Phase 1 on the classification and measurement of financial assets has been completed and has been published in the new financial instrument standard NZ IFRS 9. NZ IFRS 9 uses a single approach to determine whether a financial asset is measured at amortised cost or fair value, replacing the many different rules in NZ IAS 39. The approach in NZ IFRS 9 is based on how an entity manages its financial instruments (its business model) and the contractual cashflow characteristics of the financial assets. The new standard also requires a single impairment method to be used, replacing the many different impairment methods in NZ IAS 39. The new standard is required to be adopted for year ended 31 December 2013. The Institute and group have not yet assessed the impact of the new standard and expect it will not be early adopted.

### Measurement system

The financial statements are presented in New Zealand Dollars (NZD) and all values are rounded to the nearest thousand dollars (\$'000). The functional currency of the Institute and its subsidiary in New Zealand Dollars (NZD).





The financial statements are prepared on the historical cost basis except;

- land and buildings have been measured at fair value
- financial instruments at fair value through other comprehensive income.

### 3. Basis of Consolidation

The consolidated financial statements comprise the financial statements of Western Institute of Technology at Taranaki (WITT) and its subsidiary, New Zealand Institute of Highway Technology (NZIHT) as at 31 December each year ("the Group"). The financial statements of subsidiaries are prepared for the same reporting period as the parent company. All have been prepared using consistent accounting policies.

All inter-entity balances and transactions have been eliminated in full.

Subsidiaries are entities that are controlled, either directly or indirectly, by the parent. NZIHT is consolidated using the purchase method to prepare the group financial statements, which involves aggregating like items of assets, liabilities, revenues, expenses and cashflows on a line-by-line basis. All inter-entity balances and transactions, including unrealised profits arising from intra-group transactions, have been eliminated in full.

The results of NZIHT are consolidated into Western Institute of Technology at Taranaki financial statements for the years ended December 2009 and 2010.

Investments in subsidiaries are carried at cost in the Institute parent entity financial statements.

### 4. Revenue

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Group and the revenue can be reliably measured. The following specific recognition criteria must also be met before revenue is recognised:

#### Government grants

Government grants are recognised when eligibility to receive the grant has been established and it is recognised over the period in which the course is taught by reference to the stage of completion of the course as at the Statement of Financial Position date. If Government grants are not used for stated purpose or planned level of student enrolments are not achieved, funding must be paid back to the Ministry of Education.

The stage of completion is measured by reference to the number of days of the course completed as a percentage of the total day's duration for each course.

Where funds have been received but not earned at balance date a "revenue in advance" liability is recognised.

#### Student tuition fees

Revenue from student tuition fees is recognised over the period in which the course is taught by reference to the stage of completion of the course as at balance date.

The stage of completion is measured by reference to the number of days of the course completed as a percentage of the total day's duration for each course.

#### Sale of materials

Revenue is recognised when the significant risk and rewards of ownership have passed to the buyer and can be measured reliably.

### 5. Interest

Revenue is recognised as the interest accrues to the net carrying amount of the financial asset (using the effective interest method which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial instrument).

### 6. Cash and Cash Equivalents

Cash and short-term deposits in the Statement of Financial Position comprise cash and cash equivalents and short-term deposits with an original maturity of three months or less.

For the purposes of the cashflow statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts.

#### Operating Activities:

Transactions and other movements that are not investing or financing activities.

#### Investing Activities:

Activities relating to acquisition, holding and disposal of fixed assets and of investments, not falling within the definition of cash.



**Financing Activities:**

Activities that change the equity and debt capital structure of WITT.

**7. Receivables**

Student fees and other receivables

Trade and other receivables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment.

A provision for impairment of receivables is established when there is objective evidence that WITT will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cashflows, discounted using the effective interest method.

**8. Inventories**

Inventories held for distribution or consumption in the provision of services that are not supplied on a commercial basis is measured at cost, adjusted where applicable, for any loss of service potential. Where inventories are acquired at no cost or for nominal consideration, the cost is the current replacement cost at the date of acquisition.

Inventories held for use in the production of goods and services on a commercial basis are valued at the lower of cost and net realisable value.

Costs incurred in bringing each product to its present location and condition is accounted for as follows:

- Inventories held for resale - purchase cost on a first-in, first-out basis
- Materials and consumables to be utilised for rendering of services-purchase cost on a first-in, first-out basis.

Net realisable value is the estimated selling price in the ordinary course of activities, less the estimated costs necessary to make the sale.

**9. Other Financial Assets**

Financial assets are initially recognised at fair value plus transaction costs unless they are carried at fair value through surplus or deficit in which case the transaction costs are recognised in the surplus or deficit.

Financial assets are derecognised when the rights to receive the cashflows from the financial assets have expired or have been transferred and the Institute and group have transferred substantially all the risks and rewards of ownership.

Financial assets are classified into the following categories for the purposes of measurement:

- fair value through surplus or deficit;
- loans and receivables; and
- fair value through other comprehensive income.

**Loans and receivables (including cash and cash equivalents, term deposits, student fees and other trade receivables)**

After initial recognition, investments loans and receivables are measured at amortised cost using the effective interest method less any provision for impairment.

For Bank deposits, impairment is established when there is objective evidence that WITT will not be able to collect amounts due according to the original terms of the deposit. Significant financial difficulties of the Bank, probability that the Bank will enter into bankruptcy and default in payments are considered indicators that the deposit is impaired.

Impairment of a loan or a receivable is established when there is objective evidence that the Institute and group will not be able to collect amounts due according to the original terms of the debt. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy and default in payments, are considered significant indicators that the asset is impaired. The amount of the impairment is the difference between the assets carrying amount and the net present value of the estimated future cashflows, discounted using the original effective interest rate. For debtors and other receivables, the carrying amount of the asset is reduced through the use of an allowance account and the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written off against the allowance account. For other financial assets, impairment losses are recognised directly against the instruments carrying amount.

Gains and losses when an asset is impaired or derecognised are recognised in the surplus or deficit.

**Financial assets at fair value through other comprehensive income**

WITT designates equity investments at fair value through other comprehensive income. After initial recognition these investments are measured at their fair value with gains and losses recognised directly in other comprehensive, except for impairment losses which are recognised in the Statement of Financial Performance.



On derecognition the cumulative gain or loss previously recognised in other comprehensive income is reclassified from equity to surplus or deficit.

At each Statement of Financial Position date, WITT assesses whether there is any objective evidence that an investment is impaired.

Equity investments where there is a significant prolonged decline in the fair value of the investment below its cost, is considered objective evidence of impairment.

If impairment evidence exists for investments at fair value through other comprehensive income, the cumulative loss recognised in other comprehensive income is reclassified from equity to the surplus or deficit.

Equity instrument impairment losses are recognised in the surplus or deficit, are not reversed through the surplus or deficit.

## 10. Property, Plant and Equipment

Property, plant and equipment consists of the following asset classes: land and buildings, plant and equipment, motor vehicles and computer hardware.

The measurement bases used for determining the gross carrying amount for each class of assets are as follows:

- Land is measured at fair value and buildings are measured at fair value, less subsequent accumulated depreciation and subsequent accumulated impairment losses. Land and Buildings were last revalued as at 31 December 2007. The valuation was completed as determined by an independent Registered Valuer
- Plant and equipment, motor vehicles and computer hardware is stated at cost, less accumulated depreciation and any accumulated impairment in value.

Where material parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items of property, plant and equipment.

Fair value as at 31 December 2005 has been used as the deemed cost on transition as at 1 January 2006 for the valuation of library books, plant and equipment, office equipment, furniture and fittings, motor vehicles and computer hardware. Library books, plant and equipment, office equipment, furniture and fittings, motor vehicles and computer hardware will be stated at cost, less accumulated depreciation and accumulated impairment value.

Library books, plant and equipment, office equipment, furniture and fittings and motor vehicles are classified under plant and equipment in the financial statements.

### Additions

The cost of an item of property, plant and equipment is recognised as an asset if and only if, it is probable that future economic benefits or service potential associated with the item will flow to the Institute and group and the cost of the item can be measured reliably.

Work in progress is recognised at cost, less impairment and is not depreciated.

In most instances, an item of property, plant and equipment is initially recognised at its cost. Where an asset is acquired at no cost, or for a nominal cost, it is recognised at fair value as at the date of acquisition.

### Depreciation

Depreciation is calculated on a straight-line basis on all property, plant and equipment, other than land, at rates that will write off the cost (or valuation) of the assets to their estimated residual values over the estimated useful lives. The useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

	Useful life	WITT	NZIHT
Computer hardware	3-5 years	20-33% SL	33% SL
Plant and equipment	3-15 years	6-33% SL	25-33% SL
Buildings			
Structure/envelope	26-86 years	1-4% SL	3% SL
Fitout	20 years	5% SL	
Service	12-35 years	2.8-8.3% SL	
Infrastructure		2-20% SL	
Vehicles		6-33% SL	20% SL

The residual value of assets is reassessed annually.



### **Assets under construction**

Capital work in progress is valued on the basis of expenditure incurred. Work in progress is not depreciated. The total cost of the asset of the project is transferred to the relevant asset class on its completion and then depreciated.

### **Impairment**

The carrying values of plant and equipment, other than those whose future economic benefits are not directly related to their ability to generate net cash, are reviewed for impairment when changes in circumstances indicate that the carrying value may not be recoverable.

If any such indication exists and where the carrying values exceed their estimated carrying amount, the assets are written down to their recoverable amount. The recoverable amount is the higher of the asset's fair value less costs to sell and value in use.

All assets are primarily held for the purpose of providing education and related activities and related activities are assessed for impairment by reviewing the assets for obsolescence, changes in useful life assessments, optimisation and other related matters.

Value in use is depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the asset's ability to generate net cash inflows and where the Institute and group would, if deprived of the asset, replace its remaining future economic benefits or service potential.

The value in use for cash-generating assets is the present value of expected future cashflows.

If an asset's carrying amount exceeds its recoverable amount, the asset is impaired and the carrying amount is written-down to the recoverable amount. For revalued assets the impairment loss is recognised in other comprehensive income to the extent the impairment loss does not exceed the amount in the revaluation reserve in equity for that same class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the surplus or deficit.

For assets not carried at a revalued amount, the total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss on a revalued asset is credited to other comprehensive income and increases the asset revaluation reserve for that class of asset, however to the extent that an impairment loss for that class of asset was previously recognised in the surplus or deficit, a reversal of the impairment loss is also recognised in the surplus or deficit.

For assets not carried at a revalued amount, the reversal of an impairment loss is recognised in the surplus or deficit.

### **Revaluations**

Land and buildings are revalued with sufficient regularity to ensure that their carrying amount does not differ significantly from fair value at least every five years.

The carrying values of revalued assets are assessed annually by Management to ensure they do not differ materially from fair value. If there is evidence supporting material differences, the off-cycle asset classes are revalued.

Revaluation of property is carried out on a "class of asset" basis.

Fair value is determined by a depreciated replacement cost valuation method for buildings and market based evidence for land.

Any net revaluation surplus is credited or debited to other comprehensive income and is accumulated to an asset revaluation reserve in equity for that class of asset.

Any net revaluation decrease is recognised in the surplus or deficit, unless it directly offsets a previous net revaluation reserve increase in the same revaluation reserve.

Any subsequent increase in the revaluation that reverses previous decrease in value recognised in the surplus or deficit, will be recognised in the surplus or deficit up to the amount previously expensed and then recognised in other comprehensive income.

Any accumulated depreciation as at revaluation date is eliminated against the gross carrying amount of the asset and the net carrying amount is reinstated to the revalued amount of that asset.

Upon disposal, any revaluation reserve relating to that particular class of asset being sold is transferred to retained earnings.

### **Disposals**

Any gain or loss arising from the derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the item) or when no future benefits are expected to arise, is included in the surplus or deficit in the year it is derecognised.



### Assets held for resale

Property, plant and equipment is re-classified as an asset held for resale, when its carrying amount will be recovered principally through a sale transaction rather than continuing use. The re-classification takes place when the asset is considered to be available for immediate sale in its present condition, subject only to the usual and customary terms of sale of such assets and the sale is highly probable.

Assets held for resale are measured at the lower of their carrying value and fair value less costs to sell.

Any impairment losses for write-downs of assets held for resale are recognised in the Statement of Financial Performance.

Any increases in fair value (less costs to sell) are recognised up to the level of any impairment losses that have been previously recognised.

Current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as assets held for resale.

## 11. Leased Assets

Finance leases which transfer to the WITT Group substantially all the risks and rewards of ownership of the leased item, are capitalised at the inception of the lease at the fair value of the leased property or, if lower, at the present value of the minimum lease payments. WITT has received Ministerial approval for all such leases.

Lease payments are apportioned between the finance charges and the reduction of the leased liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are included in the Statement of Comprehensive Income as finance costs.

Capitalised leased assets are depreciated over the shorter of the estimated useful life of the asset and lease term.

Leases where the lessor retains substantially all the risks and benefits of ownership of the asset are classified as operating leases.

Operating leases are recognised as an expense in the surplus or deficit on a straight-line basis over the lease term.

## 12. Intangible Assets

### Computer software and Radio Licence

Computer software and Radio Licence are separately acquired and capitalised at its cost as at date of acquisition. After initial recognition, separately acquired assets are carried at cost less accumulated amortisation and accumulated impairment costs.

Costs associated with maintaining computer software are recognised as an expense when incurred.

### Course development costs

Course development costs relate to the development of educational courses and are capitalised when it is probable that future economic benefit arising from the use of the intangible asset will flow to the Institute. The development costs primarily consist of employee costs.

Staff training costs are recognised as an expense when incurred.

Following the initial recognition of the course development expenditure, the cost model is applied and the asset is carried at cost, less accumulated amortisation and accumulated impairment losses.

### Amortisation

A summary of the policies applied to the group's intangible assets is as follows:

	Course development costs	Computer software and Radio Licence
Useful lives	5-15 years	3-10 years
Method used	SL	SL
Internally generated/acquired	Internally generated	Acquired

The amortisation period and amortisation method for each class of intangible asset having a finite life is reviewed at each financial year-end. If the expected useful life or expected pattern of consumption is different from the previous assessment, changes are made accordingly. Amortisation begins when the asset is available for use and ceases at the date that the asset is derecognised. The amortisation charge for each period is recognised in the surplus or deficit.

The carrying value of each class of intangible asset is reviewed for indicators of impairment annually. Intangible assets are tested for impairment where an indicator of impairment exists. When there is an indicator of impairment, the asset's recoverable amount is estimated. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an assets fair value less cost to sell and its value in use.



Gains or losses arising from derecognition of an intangible asset are measured as difference between the net disposal proceeds and the carrying amount of the asset and are recognised in the surplus or deficit when the asset is derecognised.

Expenditure on research activities is recognised in the Statement of Comprehensive Income when incurred.

### 13. Employee Entitlements

Provision is made in respect of WITT liability for annual leave, sick leave, long service leave and retirement gratuities.

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service, are measured at nominal values based on accrued entitlements at current year rates of pay.

Sick leave, annual leave, vested long service leave and non-vesting long service leave and retirement gratuities expected to be settled within 12 month of balance date, are classified as current liabilities. All other employee entitlements are classified as non-current liability.

Annual leave has been calculated on an actual entitlement basis for current rates of pay.

Long service leave and retirement gratuities are calculated based on the present value of estimated future cashflows determined on an actuarial basis. The discount rate is the market yield on relevant New Zealand Government Stock at the Statement of Financial Position date.

Sick leave liability has been calculated based on the expected usage in excess of accruing annual entitlements.

Obligations for contributions to defined contribution pension plans are recognised as an expense in the surplus or deficit as they are incurred.

### 14. Superannuation Schemes

#### Defined contribution schemes

Obligations for contributions to the Government Superannuation Fund are accounted for as defined contribution schemes and are recognised as an expense in the surplus or deficit as incurred.

### 15. Trade and Other Payables

Trade and other payables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method.

### 16. Borrowing Costs

The Institute and group have elected to defer adoption of the revised NZ IAS 23 Borrowing Costs (Revised 2007) in accordance with the transitional provisions of NZ IAS 23 that are applicable to public benefit entities. Consequently, all borrowing costs are recognised as an expense when incurred.

### 17. Borrowings

Borrowings are initially recognised at their fair value net of transaction costs incurred. After initial recognition, all borrowings are measured at amortised cost using the effective interest method.

Borrowings are classified as current liabilities unless the Institute or group has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

#### Floating rate debt

After initial recognition, debt instruments that are the subject of floating rate interest obligations are valued at "fair value through profit and loss". The face value of the loan obligation is likely to be a close approximation to this value and no additional accounting transactions will be necessary.

#### Fixed rate debt

After initial recognition, debt instruments that are the subject of fixed rate interest obligations are valued at "amortised cost", which uses the effective interest rate of allocating the interest expense over the life of the instrument. In normal commercial circumstances, the face value of the loan obligation is likely to be a close approximation to this value and no additional accounting transactions will be necessary. Where Crown loans are provided at a concessional or zero rate of interest, the difference between the fair value and the face value of the loan has been recognised as Equity at inception and interest costs are charged to the Statement of Comprehensive Income over the life of the instrument as though the interest rate was the prevailing market rate at the time the liability was entered into.

### 18. Provisions

Provisions are recognised when the group has a present obligation (legal or constructive) as a result of a past event and when it is probable that an outflow of resources, embodying economic benefits, will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

If the effect of the time value of money is material, provisions are determined by discounting the expected future cashflows at a pre-tax rate that reflects current market assessments of the time value of money and where appropriate, the risks specific to the liability.



Provisions are reviewed at each Statement of Financial Position date and adjusted to reflect the current best estimate. Where it is no longer probable that an outflow of resources embodying economic benefits will be required to settle the obligation, the provision is reversed.

Where discounting is used, the increase in the provision due to the passage of time is recognised as a finance cost.

## 19. Budget Figures

The budget figures are those approved by the Council at the end of the year prior to the start of the financial year. The budget figures relate to the parent only.

The budget figures have been prepared in accordance with NZ GAAP and are consistent with the accounting policies adopted by the Council for the preparation of financial statements.

## 20. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST except:

- where the GST incurred on a purchase of goods and services is not recoverable from the taxation authority, in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item as applicable; and
- receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to the Inland Revenue, is included as part of receivables or payables in the Statement of Financial Position.

Cashflows are included in the cashflow statement on a gross basis and the GST component of cashflows arising from investing and financing activities, which is recoverable from, or payable to the Inland Revenue, is classified as an operating cashflow.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to the Inland Revenue.

## 21. Taxation

Tertiary Institutions are exempt from the payment of income tax as they are treated by Inland Revenue as charitable organisations. Accordingly, no charge for income tax has been provided for within the Institute proper, or NZIHT Ltd.

## 22. Equity

Equity is measured as the difference between total asset and total liabilities. Equity is disaggregated and classified into a number of components. The components of equity are:

- Public equity
- Suspensory loan (refer note 17)
- Retained earnings
- Revaluation reserve.

### Property revaluation reserve

- This reserve relates to the revaluation of land and buildings to fair value.

## 23. Critical Accounting Estimates and Assumptions

In preparing these financial statements, WITT has made estimates and assumptions concerning the future.

These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

### Property, Plant and Equipment Useful Lives and Residual Value

At each balance date WITT reviews the useful lives and residual values of its property, plant and equipment. Assessing the appropriateness of useful life and residual value estimates of property, plant and equipment, requires WITT to consider a number of factors such as the physical condition of the asset, expected period of use of the asset by WITT and expected disposal proceeds from the future sale of the asset. An incorrect estimate of the useful life or residual value will impact the depreciation expense recognised in the Statement of Comprehensive Income and carrying amount of the asset in the Statement of Financial Position.

WITT minimises the risk of this estimation uncertainty by:

- physical inspection of assets
- asset replacement programmes
- review of second hand market prices for similar assets; and
- analysis of prior asset sales.





WITT has not made significant changes to past assumptions concerning useful lives and residual values. The carrying amounts of property, plant and equipment are disclosed in note 6 in the Notes to the Financial Statements.

## **24. Critical Judgements in Applying WITT Accounting Policies**

Management has exercised the following critical judgements in applying WITT accounting policies for the year ended 31 December 2010:

### **Leases classification**

Determining whether a lease agreement is a finance or operating lease requires judgement as to whether the agreement transfers substantially all the risks and rewards of ownership to WITT. Judgement is required on various aspects that include but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term and determining an appropriate discount rate to calculate the present value of the minimum lease payments.

Classification as a finance lease means the asset is recognised in the Statement of Financial Position as property, plant and equipment, whereas for an operating lease no such asset is recognised. WITT has exercised its judgement on the appropriate classification of equipment leases and has determined a number of lease arrangements are finance leases.

### **Non-Government Grants**

WITT must exercise judgement when recognising grant income to determine if conditions of the grant contract have been satisfied. This judgement will be based on the facts and circumstances that are evident for each grant contract.

### **Crown owned land and buildings**

Property in the legal name of the Crown that is occupied by the Institute and group is recognised as an asset in the Statement of Financial Position. The Institute and group consider it has assumed all the normal risks and rewards of ownership of this property, despite legal ownership not being transferred and accordingly it would be misleading to exclude these assets from the financial Statements.

### **Distinction between revenue and capital contributions**

Most Crown funding received is operational in nature and provided by the Crown under the authority of and expense appropriation and is recognised as revenue. Where funding is received from the Crown under the authority of capital appropriation, the Institute and group accounts for funding as a capital contribution directly in equity.

### **Suspensory loans with equity conversion features**

The Institute and group have a Suspensory Loan from the Crown whereby the loan converts to equity when the conversion conditions of the loan agreement are satisfied.

Because the Institute and group is committed to meeting the equity conversion conditions, it considers the loan to be in substance, equity contributions from the Crown and therefore recognises the amounts drawn down under the loan facilities directly in the Statement of Changes in Equity.



# STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2010

	Notes	Actual 2010 \$000	GROUP Budget 2010 \$000	Actual 2009 \$000	Actual 2010 \$000	PARENT Budget 2010 \$000	Actual 2009 \$000
<b>Income</b>							
Government Grants	1(a)	17,127	16,934	15,213	17,127	16,934	15,213
Student tuition fees	1(b)	5,527	5,810	5,245	4,068	4,159	3,502
Other income	1(c)	2,388	2,455	3,054	3,034	2,835	3,385
Finance income	1(d)	260	42	121	256	30	100
<b>Total Income</b>		<b>25,302</b>	<b>25,241</b>	<b>23,633</b>	<b>24,485</b>	<b>23,958</b>	<b>22,200</b>
<b>Expenditure</b>							
Personnel costs	1(e)	11,852	12,887	12,249	9,708	10,594	10,164
Other expenses	1(f)	8,678	9,495	8,416	10,450	10,873	9,517
Depreciation expense	6	1,634	1,745	1,519	1,526	1,553	1,389
Amortisation expense	7	161	100	166	100	99	110
Finance costs	1(d)	153	15	72	153	15	72
Total Expenditure		22,477	24,242	22,422	21,938	23,134	21,251
<b>Surplus / (Deficit)</b>		<b>2,825</b>	<b>999</b>	<b>1,211</b>	<b>2,547</b>	<b>824</b>	<b>949</b>
<b>Other comprehensive income</b>		-	-	-	-	-	-
<b>Total Comprehensive Income</b>		<b>2,825</b>	<b>999</b>	<b>1,211</b>	<b>2,547</b>	<b>824</b>	<b>949</b>

Explanations of major variances against budget are printed in note 19.

The accounting policies on pages 26 to 34 and the notes on pages 39 to 55 form part of and should be read in conjunction with the financial statements

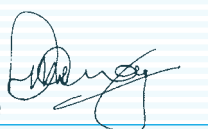


# STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2010

	Notes	Actual 2010 \$000	GROUP Budget 2010 \$000	Actual 2009 \$000	Actual 2010 \$000	PARENT Budget 2010 \$000	Actual 2009 \$000
<b>ASSETS</b>							
<b>Current Assets</b>							
Cash and cash equivalents	2	584	4,389	3,169	425	4,316	3,123
Other financial assets	2	6,000	0	0	6,000	0	0
Student Fees and other receivables	3	659	344	475	570	348	412
Assets held for resale	6	904	0	0	904	0	0
Inventories	4	16	18	6	16	6	6
Prepayments		24	132	113	24	101	101
Accrued revenue		58	1	32	58	1	1
<b>Total Current Assets</b>		<b>8,245</b>	<b>4,884</b>	<b>3,795</b>	<b>7,996</b>	<b>4,771</b>	<b>3,643</b>
<b>Non-current Assets</b>							
Other Financial assets	5	23	23	23	420	420	420
Property, plant and equipment	6	23,017	24,181	24,306	21,752	22,854	22,962
Intangible assets	7	809	641	649	536	383	391
<b>Total Non-current Assets</b>		<b>23,849</b>	<b>24,845</b>	<b>24,979</b>	<b>22,708</b>	<b>23,657</b>	<b>23,774</b>
<b>TOTAL ASSETS</b>		<b>32,094</b>	<b>29,729</b>	<b>28,774</b>	<b>30,704</b>	<b>28,428</b>	<b>27,416</b>
<b>LIABILITIES</b>							
<b>Current Liabilities</b>							
Trade and other payables	8	2,226	1,643	1,995	4,176	3,591	3,676
Borrowings	9	15	-0	39	15	-0	39
Employee entitlements	11	882	868	755	607	526	476
Revenue received in advance	10	952	1,472	956	924	1,501	956
<b>Total Current Liabilities</b>		<b>4,075</b>	<b>3,983</b>	<b>3,745</b>	<b>5,721</b>	<b>5,617</b>	<b>5,146</b>
<b>Non-current liabilities</b>							
Borrowings	9	2,823	3,003	2,698	2,823	3,003	2,698
Employee entitlements	11	142	134	148	142	134	148
<b>Total Non-current Liabilities</b>		<b>2,965</b>	<b>3,136</b>	<b>2,846</b>	<b>2,965</b>	<b>3,136</b>	<b>2,846</b>
<b>TOTAL LIABILITIES</b>		<b>7,039</b>	<b>7,120</b>	<b>6,591</b>	<b>8,686</b>	<b>8,753</b>	<b>7,993</b>
<b>NET ASSETS</b>		<b>25,054</b>	<b>22,609</b>	<b>22,183</b>	<b>22,017</b>	<b>19,674</b>	<b>19,423</b>
<b>EQUITY</b>							
Equity	17	22,195	17,787	19,648	22,195	17,855	19,648
Suspensory Loan	17	7,422	12,442	9,922	7,422	12,442	9,922
Retained earnings	17	(11,251)	(14,288)	(14,075)	(13,852)	(16,855)	(16,399)
Asset revaluation reserve	12	6,688	6,688	6,688	6,252	6,252	6,252
<b>TOTAL EQUITY</b>		<b>25,054</b>	<b>22,609</b>	<b>22,183</b>	<b>22,017</b>	<b>19,674</b>	<b>19,423</b>

Chief Executive



Council Chairman



Date 20 April 2011



# STATEMENT OF CASHFLOW

FOR THE YEAR ENDED 31 DECEMBER 2010

Notes	GROUP			PARENT		
	Actual	Budget	Actual	Actual	Budget	Actual
	2010	2010	2009	2010	2010	2009
	\$000	\$000	\$000	\$000	\$000	\$000
<b>Cashflows from operating activities</b>						
Receipt of Government grants	17,641	17,855	16,070	17,641	17,855	16,070
Receipt of student tuition fees	5,628	5,822	5,486	4,119	4,114	3,757
Receipt of other ancillary income	1,609	831	2,650	1,255	461	2,231
Interest received	259	42	119	256	30	98
Dividends received	1	0	29	1,000	750	779
Payments to employees	( 11,975)	( 11,813)	( 11,937)	( 9,767)	( 9,761)	( 9,852)
Payments to suppliers	( 8,449)	( 10,255)	( 9,042)	( 9,969)	( 10,419)	( 8,007)
Interest paid	( 3)	( 3)	( 43)	( 3)	( 3)	( 42)
GST (net)	( 59)		( 84)	( 94)		( 95)
<b>Net cashflows from operating activities</b>	<b>2</b>	<b>4,652</b>	<b>3,229</b>	<b>3,248</b>	<b>4,438</b>	<b>4,939</b>
<b>Cashflows from investing activities</b>						
Purchase of property, plant and equipment	( 1,232)	( 1,901)	( 655)	( 1,194)	( 1,726)	( 617)
Purchase of intangible assets	( 332)	( 70)	( 238)	( 256)	( 70)	( 202)
Proceeds from sale of property, plant and equipment	18	0	222	5	0	219
Bank term deposits	( 6,000)			( 6,000)		
<b>Net cashflows used in investing activities</b>		<b>( 7,546)</b>	<b>( 1,971)</b>	<b>( 671)</b>	<b>( 1,796)</b>	<b>( 600)</b>
<b>Cashflows from financing activities</b>						
Payment of bank loan			( 2,000)			( 2,000)
Payment of finance lease liabilities	( 38)	( 38)	( 142)	( 38)	( 38)	( 128)
Proceeds from the Crown	347	0		347	0	0
		<b>309</b>	<b>( 38)</b>	<b>( 2,142)</b>	<b>309</b>	<b>( 2,128)</b>
Net increase / (decrease) in cash and cash equivalents	( 2,585)	1,220	435	( 2,698)	1,193	2,211
Cash and cash equivalents at the beginning of the period	3,169	3,169	2,734	3,123	3,123	912
<b>Cash and cash equivalents at the end of the period</b>	<b>2</b>	<b>584</b>	<b>4,389</b>	<b>3,169</b>	<b>4,316</b>	<b>3,123</b>

The GST (net) component of operating activities reflects the net GST paid to and received from the Inland Revenue Department. The GST (net) component has been presented on a net basis, as the gross amounts do not provide meaningful information for financial statement purposes and to be consistent with the presentation basis of the other primary financial statements.



## STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2010

GROUP	Public equity \$000	Suspensory loan \$000	Retained earnings \$000	Revaluation Reserve \$000	Total \$000	Budget \$000
<b>At 1 January 2009</b>	<b>14,810</b>	<b>16,118</b>	<b>( 15,286)</b>	<b>6,688</b>	<b>22,331</b>	<b>4,488</b>
Total Comprehensive income/(loss)			1,211		1,211	( 496)
Reversal present value Crown loan liability	( 175)				( 175)	
Reversal asset sale commitment		1,500			1,500	
Crown loan Liability		( 5,196)			( 5,196)	
Fair value Crown loan through Equity	2,513				2,513	
Crown Suspensory Loan						17,618
Transfer from Suspensory Loan to Equity		( 2,500)				
Transfer to Equity from Suspensory Loan	2,500					
<b>At 31 December 2009</b>	<b>19,648</b>	<b>9,922</b>	<b>( 14,075)</b>	<b>6,688</b>	<b>22,183</b>	<b>21,610</b>
Total Comprehensive income/(loss)			2,825		2,825	999
Bell Street Land sale retained by Crown	( 300)				( 300)	
Capital contributions from the Crown	347				347	
Transfer from Suspensory Loan to Equity		( 2,500)				
Transfer to Equity from Suspensory Loan	2,500					
<b>At 31 December 2010</b>	<b>22,195</b>	<b>7,422</b>	<b>( 11,250)</b>	<b>6,688</b>	<b>25,054</b>	<b>22,609</b>

## STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2010

PARENT	Public equity \$000	Suspensory loan \$000	Retained earnings \$000	Revaluation Reserve \$000	Total \$000	Budget \$000
<b>At 1 January 2009</b>	<b>14,810</b>	<b>16,118</b>	<b>( 17,348)</b>	<b>6,252</b>	<b>19,832</b>	<b>2,059</b>
<b>Total Comprehensive income/(loss)</b>			<b>949</b>		<b>949</b>	<b>( 827)</b>
Reversal present value Crown loan liability	( 175)				( 175)	
Reversal asset sale commitment		1,500			1,500	
Crown loan Liability		( 5,196)			( 5,196)	17,618
Fair value Crown loan through Equity	2,513				2,513	
Transfer from Suspensory Loan to Equity		( 2,500)			( 2,500)	
Transfer to Equity from Suspensory Loan	2,500				2,500	
<b>At 31 December 2009</b>	<b>19,648</b>	<b>9,922</b>	<b>( 16,399)</b>	<b>6,252</b>	<b>19,423</b>	<b>18,850</b>
Total Comprehensive income/(loss)			2,547		2,547	824
Bell Street Land sale retained by Crown	( 300)				( 300)	
Capital contributions from the Crown	347				347	
Transfer from Suspensory Loan to Equity		( 2,500)				
Transfer to Equity from Suspensory Loan	2,500					
<b>At 31 December 2010</b>	<b>22,195</b>	<b>7,422</b>	<b>( 13,852)</b>	<b>6,252</b>	<b>22,017</b>	<b>19,674</b>

### Capital contributions

Capital contributions received during the year from the Crown were for KAREN Connection \$247,000, Video conferencing equipment \$30,000 and Records Management \$70,000.

# Notes to the Financial Statements

FOR THE YEAR ENDED 31 DECEMBER 2010

## 1. REVENUES AND EXPENSES

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
<b>(a) Government Grants</b>				
Operational Bulk Grant	16,493	14,688	16,493	14,688
Māori and Pacific Island Grant	51	46	51	46
Disabilities Special Supplementary Grant	41	37	41	37
Literacy Special Supplementary Grant	490	390	490	390
Special Education Special Supplementary Grant	52	52	52	52
<b>Total Government grants</b>	<b>17,127</b>	<b>15,213</b>	<b>17,127</b>	<b>15,213</b>
<b>(b) Tuition fees</b>				
Fees from domestic students	4,408	4,429	2,989	2,687
Fees from international students	1,119	817	1,079	816
<b>Total Tuition fees</b>	<b>5,527</b>	<b>5,245</b>	<b>4,068</b>	<b>3,502</b>
<b>(c) Other income</b>				
Revenue from Restaurant operations	40	32	40	32
Gain on disposal of property, plant and equipment	8	49	3	49
Other Government revenue	604	677	604	677
Quality Reinvestment Three Funding	9	552	9	552
Revenue from other operating activities	1,726	1,715	1,377	1,296
NZIHT Subsidiary dividend	0	-	1,000	750
Other Dividend income	1	29	1	29
<b>Total other income</b>	<b>2,388</b>	<b>3,054</b>	<b>3,034</b>	<b>3,385</b>
<b>(d) Finance (costs)/income</b>				
Bank loans and overdrafts	( 10)	( 33)	( 10)	( 33)
Crown Loans fair value	( 141)	-	( 141)	-
Commitment fees on loan borrowed	-	( 30)	-	( 30)
Finance charges payable under finance leases and hire purchase contracts	( 3)	( 9)	( 3)	( 9)
<b>Total finance costs</b>	<b>( 153)</b>	<b>( 72)</b>	<b>( 153)</b>	<b>( 72)</b>
Interest earned on bank deposits	260	118	256	97
Other finance income	0	3	0	3
<b>Total finance income</b>	<b>260</b>	<b>121</b>	<b>256</b>	<b>100</b>
<b>(e) Personnel costs</b>				
Wages and salaries	( 11,686)	( 12,222)	( 9,548)	( 10,139)
Employer contributions to defined contribution plans	( 31)	( 19)	( 23)	( 17)
Employee welfare expenses	( 12)	( 8)	( 12)	( 8)
Increase/decrease in employee entitlements	( 123)	189	( 125)	18
<b>Total personnel costs</b>	<b>( 11,852)</b>	<b>( 12,249)</b>	<b>( 9,708)</b>	<b>( 10,164)</b>
<b>(f) Other Expenses</b>				
Fees paid to principal auditor				
- audit fee related for financial statement audit	( 150)	( 129)	( 115)	( 94)
Repairs and maintenance	( 488)	( 258)	( 398)	( 258)
Advertising and public relations	( 629)	( 529)	( 515)	( 529)
Consultants and Legal fees	( 189)	( 296)	( 188)	( 296)
Travel and accommodation	( 562)	( 258)	( 292)	( 258)
Research and Development	( 18)	( 30)	( 18)	( 30)
Minimum lease payments – operating lease	( 112)	( 127)	( 112)	( 126)
Loss on disposal of property, plant and equipment	( 14)	( 13)	( 14)	( 13)
Impairment of receivables (note 3)	( 23)	( 18)	( 23)	( 18)
Intangible asset write-off (note 7)	( 11)	-	( 11)	-
Bad debts	( 72)	( 52)	( 72)	( 52)
Other operating expenses	( 6,410)	( 6,706)	( 8,692)	( 7,843)
<b>Total other expenses</b>	<b>( 8,678)</b>	<b>( 8,416)</b>	<b>( 10,450)</b>	<b>( 9,517)</b>



## 2 CASH AND CASH EQUIVALENTS

	GROUP		PARENT	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
Cash at bank and in hand	584	549	425	503
Short-term deposits	0	2,620	0	2,620
<b>Total cash and cash equivalents</b>	<b>584</b>	<b>3,169</b>	<b>425</b>	<b>3,123</b>

Cash at bank and in hand earns interest at floating rates based on daily bank deposit rates.

Short-term deposits are made for varying periods of between one day and one month depending on the immediate cash requirements of the Group and earn interest at the respective short-term deposit rates.

Other financial assets include term deposits with maturities that range from 4 to 6 months.

### Reconciliation of cash for the purpose of the cashflow statement

For the purpose of the cashflow statement, cash and cash equivalents comprise the following as at 31 December :

Cash at bank and in hand	584	549	425	503
Short-term deposits	0	2,620	0	2,620
<b>Total</b>	<b>584</b>	<b>3,169</b>	<b>425</b>	<b>3,123</b>

### Reconciliation from the net profit after tax to the net cashflows from operations

Surplus/deficit from Statement of Comprehensive Income	2,825	1,211	2,547	949
<b>Adjustments for:</b>				
Depreciation	1,634	1,519	1,526	1,383
Amortisation	161	166	100	115
Fair value adjustment on interest free Crown loan	140	0	140	0
Net (gain)/loss on disposal of property, plant and equipment	5	( 24)	10	( 35)
Increase/(decrease) in employee entitlements	123	( 173)	125	( 2)
<b>Changes in assets and liabilities</b>				
(Increase) / decrease in inventories	( 10)	12	( 10)	12
(Increase) / decrease in trade and other receivables	( 638)	( 1,439)	( 111)	423
(Increase) / decrease in prepayments	87	( 36)	76	( 34)
(Increase) / decrease in revenue accrued	( 26)	32	( 57)	61
Increase / (decrease) in trade and other payables	827	1,244	597	1,208
Increase / (decrease) in revenue received in advance	( 10)	736	( 38)	859
Increase / (decrease) in accruals	( 467)	0	(467)	0
<b>Net cash from operating activities</b>	<b>4,651</b>	<b>3,248</b>	<b>4,438</b>	<b>4,939</b>

## 3 STUDENT FEES AND OTHER RECEIVABLES

	GROUP		PARENT	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
Student Fees Receivables	221	196	132	135
Other Receivables	528	346	528	344
Provision for doubtful debts	( 90)	( 67)	( 90)	( 67)
	<b>659</b>	<b>475</b>	<b>570</b>	<b>412</b>
<b>Related party receivables:</b>				
Subsidiary	-	-	-	-
Other related parties	-	-	-	-
<b>Total interest fees and other receivables</b>	<b>659</b>	<b>475</b>	<b>570</b>	<b>412</b>

Student fees and other receivables are initially measured at fair value and subsequently measured at amortised cost using the effective interest rate, less impairment changes.

The carrying value of receivables approximates their fair value.





### 3 STUDENT FEES AND OTHER RECEIVABLES (continued)

Student fees are non-interest bearing and generally should be paid on enrolment and no later than at Graduation.

For terms and conditions relating to related party receivables refer to note 18.

As at 31 December 2010 and 2009, all overdue receivables have been assessed for impairment and appropriate provisions applied, as detailed below:

#### CONSOLIDATED

	2010			2009		
	Gross	Impairment	Net	Gross	Impairment	Net
Not past due	143	-	143	253	-	253
Past due 1-30 days	418	-	418	96	-	96
Past due 31 -60 days	44	-	44	12	-	12
Past due > 61 days	144	90	54	181	67	114
<b>Total</b>	<b>749</b>	<b>90</b>	<b>659</b>	<b>542</b>	<b>67</b>	<b>475</b>

#### PARENT

	2010			2009		
	Gross	Impairment	Net	Gross	Impairment	Net
Not past due	101	-	101	222	-	222
Past due 1-30 days	404	-	404	77	-	77
Past due 31 -60 days	37	-	37	5	-	5
Past due > 61 days	118	90	28	175	67	108
<b>Total</b>	<b>660</b>	<b>90</b>	<b>570</b>	<b>479</b>	<b>67</b>	<b>412</b>

The provision for impairment has been calculated based on expected losses for WITT's pool of debtors.

Expected losses have been determined based on an analysis of WITT's losses in previous periods and review of specific debtors.

All receivables greater than 30 days in age are considered to be past due.

There are no provisions for impairment on other receivables and no amounts are overdue.

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
<b>At 1 January</b>	<b>67</b>	<b>49</b>	<b>67</b>	<b>49</b>
Additional provisions made during the year	23	18	23	18
<b>At 31 December total impairment</b>	<b>90</b>	<b>67</b>	<b>90</b>	<b>67</b>

### 4 INVENTORIES

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
Materials and consumables	16	6	16	6
<b>Total inventories</b>	<b>16</b>	<b>6</b>	<b>16</b>	<b>6</b>

There has been no write down of inventory during the year. Inventory has not been pledged as security.



## 5 FINANCIAL ASSETS IN THE NATURE OF INVESTMENTS

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
<b>a) CURRENT</b>				
Other financial assets - term deposits	6,000	0	6,000	0
<b>NON-CURRENT</b>				
Shares wholly owned subsidiary	-	-	397	397
Shares in non-listed companies	23	23	23	23
<b>Total financial assets in the nature of investments</b>	<b>6,023</b>	<b>23</b>	<b>6,420</b>	<b>23</b>

The Institute holds one share in Skills for New Zealand Ltd, an advocacy company set up by the fourteen non Metro Polytechnics and Institutes of Technology.

Shares in non-listed companies are held for a strategic purpose and have been measured at cost and not fair value. A reliable open market value can not be reliability obtained using a standardised valuation technique or due to cost not being materially different to fair value.

No impairments have been recognised.

## 6 PROPERTY, PLANT AND EQUIPMENT

### Group 2010

	Cost/Valuation 1/1/2010	Accumulated Depreciation and impairment charges 1/1/2010	Carrying Amount 1/1/2010	Current Year Additions	Current Year Disposals	Transfer to assets held for disposal	Elimination on disposal	Current Year Depreciation	Reclassifications	Cost/Valuation 31/12/2010	Accumulated Depreciation and impairment charges 31/12/2010	Carrying Amount 31/12/2010
Land and buildings	23,890	(1,788)	22,102	738	(300)	(904)	-	(1,066)	-	23,424	(2,854)	20,570
Plant and equipment	4,132	(2,556)	1,576	295	(56)		51	(282)	18	4,389	(2,787)	1,602
Motor vehicles	190	(132)	58	-	(28)		21	(25)	-	162	(136)	26
Computer hardware	2,980	(2,569)	410	289	(372)		371	(261)	(18)	2,879	(2,459)	420
Work in progress	159		159	399	(159)					399	-	399
	<b>31,351</b>	<b>(7,045)</b>	<b>24,306</b>	<b>1,721</b>	<b>(915)</b>	<b>(904)</b>	<b>443</b>	<b>(1,634)</b>	<b>-</b>	<b>31,253</b>	<b>(8,236)</b>	<b>23,017</b>

### Parent 2010

	Cost/Valuation 1/1/2010	Accumulated Depreciation and impairment charges 1/1/2010	Carrying Amount 1/1/2010	Current Year Additions	Current Year Disposals	Transfer to assets held for disposal	Elimination on disposal	Current Year Depreciation	Reclassifications	Cost/Valuation 31/12/2010	Accumulated Depreciation and impairment charges 31/12/2010	Carrying Amount 31/12/2010
Land and buildings	22,613	(1,723)	20,890	735	(300)	(904)	0	(1,032)		22,144	(2,755)	19,389
Plant and equipment	3,943	(2,410)	1,533	295	(56)		52	(259)	18	4,200	(2,617)	1,583
Motor vehicles	41	(38)	3		1			(2)		41	(40)	1
Computer hardware	2,802	(2,425)	377	254	(372)		372	(233)	(18)	2,666	(2,286)	380
Work in progress	159		159	399	(159)					399	-	399
	<b>29,558</b>	<b>(6,596)</b>	<b>22,962</b>	<b>1683</b>	<b>(886)</b>		<b>424</b>	<b>(1,526)</b>	<b>0</b>	<b>29,450</b>	<b>(7,698)</b>	<b>21,752</b>

### Group 2009

	Cost/Valuation 1/1/2009	Accumulated Depreciation and impairment charges 1/1/2009	Carrying Amount 1/1/2009	Current Year Additions	Current Year Disposals	Elimination on disposal	Current Year Depreciation	Reclassifications	Cost/Valuation 31/12/2009	Accumulated Depreciation and impairment charges 31/12/2009	Carrying Amount 31/12/2009
Land and buildings	23,821	(893)	22,928	107	(2)		(895)	(36)	23,890	(1,788)	22,102
Plant and equipment	4,157	(2,396)	1,762	241	(221)	125	(285)	(45)	4,132	(2,556)	1,576
Motor vehicles	190	(104)	86	-	-		(28)		190	(132)	58
Computer hardware	3,174	(2,678)	496	234	(429)	420	(311)		2,980	(2,569)	410
Work in progress	6		6	159	(6)				159		159
	<b>31,349</b>	<b>(6,071)</b>	<b>25,278</b>	<b>741</b>	<b>(658)</b>	<b>545</b>	<b>(1,519)</b>	<b>(81)</b>	<b>31,351</b>	<b>(7,045)</b>	<b>24,306</b>



Parent	Cost/Valuation 1/1/2009	Accumulated Depreciation and impairment charges 1/1/2009	Carrying Amount 1/1/2009	Current Year Additions	Current Year Disposals	Elimination on disposal	Current Year Depreciation	Reclassifications	Cost/Valuation 31/12/2009	Accumulated Depreciation and impairment charges 31/12/2009	Carrying Amount 31/12/2009
Land and buildings	22,545	(862)	21,683	106	(2)		(861)	(36)	22,613	(1,723)	20,890
Plant and equipment	3,921	(2,252)	1,669	239	(172)	90	(248)	(45)	3,943	(2,410)	1,533
Motor vehicles	41	(34)	7				(4)		41	(38)	3
Computer hardware	3,011	(2,569)	442	220	(429)	420	(276)		2,802	(2,425)	377
Work in progress	6		6	159	(6)				159		159
	<b>29,524</b>	<b>(5,717)</b>	<b>23,807</b>	<b>724</b>	<b>(609)</b>	<b>510</b>	<b>(1,389)</b>	<b>(81)</b>	<b>29,558</b>	<b>(6,596)</b>	<b>22,962</b>

### Revaluations

A desk top review of the fair value for land and buildings was completed as at 31 December 2010.

There was no material movement in the stated fair values therefore no fair value adjustment to the existing valuation of land and buildings has been undertaken this year.

### Land

Land has been valued at fair value using market-based evidence based on its highest and best use with reference to comparable land sales. Restrictions on the Institutes ability to sell land would normally not impair the value of the land because the group has operational use of the land for the foreseeable future and will substantially receive full benefits of outright ownership.

A sub-lease over 1.0580ha of the main Campus has been granted to EdPac Consortium Ltd, for the period of 99 years.

The most recent valuation of land was performed on 30 November 2007 by a registered valuer Ian Baker, independent Registered Valuer, of the firm Telfer Young.

### Buildings

Buildings have been designed specifically for educational purposes.

Buildings are valued at depreciated optimised replacement cost because no reliable market data is available for buildings designated for educational delivery purposes.

Depreciated replacements cost is determined using a number of significant assumptions. Significant assumptions include:

- The replacement asset is based on the reproduction cost of the specific assets with adjustments where necessary for obsolescence due to over design or surplus capacity
- The replacement cost is derived from recent construction contracts of similar assets and Property Institute of New Zealand cost information
- The remaining useful life of assets is estimated
- Straight line depreciation has been applied in determining the depreciated replacement cost value of the asset.

Buildings were last valued on 30 November 2007 by Ian Baker, independent Registered Valuer, of the firm Telfer Young.

The carrying value of plant and equipment held under finance leases and hire purchase contracts at 31 December 2010 is \$30,000 (2009: \$54,000). These leased assets and assets under hire purchase contracts are pledged as security for the related finance lease and hire purchase liabilities (note 16).

There are no restrictions over the title of the Institute and group's property, plant and equipment assets, nor are any property, plant and equipment assets pledged as security for liabilities.

### Restrictions on title

Under the Education Act 1989 WITT is required to obtain consent from the Ministry of Education to dispose or sell any property, where the value of the property exceeds \$50,000.

### Assets held for resale (Parent and Group)

The original valuation of assets held for resale was \$1.204m. In December 2010 127 Coronation Avenue was sold to the Office of Treaty Settlements for \$300k plus GST. The OTS settled the purchase directly with the Ministry of Education.

As at 31 December 2010 the remaining land and buildings at 10,12, 16 Bell Street and 9 Cracroft Street were in the process of being sold to the Office of Treaty Settlements (OTS). The current carrying value of these properties is \$904,000. This sale is likely to take place in the first quarter of 2011 after a selling price has been mutually agreed upon.



	GROUP				PARENT			
	2010		2009		2010		2009	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Current asset held for resale are;</b>								
- buildings	204	-	204	-				
- land	700	-	700	-				
<b>Total current asset held for resale</b>	<b>904</b>		<b>904</b>					

## 7 Intangible Assets

Group 2010										
	Cost/Valuation 1/1/2010	Accumulated Depreciation and impairment charges 1/1/2010	Carrying Amount 1/1/2010	Current Year Additions	Current Year Disposals	Elimination on disposal	Current Year Amortisation	Cost/Valuation 31/12/2010	Accumulated Depreciation and impairment charges 31/12/2010	Carrying Amount 31/12/2010
Course Development <sup>1</sup>	1,272	(1,020)	252	27	(29)	21	(52)	1,270	(1,051)	219
Computer Software <sup>2</sup>	1,222	(1,000)	222	246	(5)	3	(104)	1,463	(1,101)	362
Broadcasting Licences	89	(15)	74	159	-	-	(5)	248	(20)	228
Work in progress	101		101		(101)					
	<b>2,684</b>	<b>(2,035)</b>	<b>649</b>	<b>432</b>	<b>(135)</b>	<b>24</b>	<b>(161)</b>	<b>2,981</b>	<b>(2,172)</b>	<b>809</b>
Parent										
	Cost/Valuation 1/1/2010/1/2009	Accumulated Depreciation and impairment charges 1/1/2010	Carrying Amount 1/1/2010	Current Year Additions	Current Year Disposals	Elimination on disposal	Current Year Amortisation	Cost/Valuation 31/12/2010	Accumulated Depreciation and impairment charges 31/12/2010	Carrying Amount 31/12/2010
Course Development <sup>1</sup>	526	(509)	17	-	(29)	21	(5)	497	(493)	4
Computer Software <sup>2</sup>	1,173	(974)	199	197	(5)	3	(90)	1,365	(1,061)	304
Broadcasting Licences	89	(15)	74	159	-	-	(5)	248	(20)	228
Work in progress	101		101		(101)			-	-	-
	<b>1,889</b>	<b>(1,498)</b>	<b>391</b>	<b>356</b>	<b>(135)</b>	<b>24</b>	<b>(100)</b>	<b>2,110</b>	<b>(1,574)</b>	<b>536</b>
Group 2009										
	Cost/Valuation 1/1/2009	Accumulated Depreciation and impairment charges 1/1/2009	Carrying Amount 1/1/2009	Current Year Additions	Current Year Disposals	Elimination on disposal	Current Year Amortisation	Cost/Valuation 31/12/2009	Accumulated Depreciation and impairment charges 31/12/2009	Carrying Amount 31/12/2009
Course Development <sup>1</sup>	1,260	(928)	332	12	-	-	(92)	1,272	(1,020)	252
Computer Software <sup>2</sup>	1,098	(937)	161	123	-	-	(63)	1,222	(1,000)	222
Broadcasting Licences	89	(4)	85	-	-	-	(11)	89	(15)	74
Work in progress	100		100	1				101		101
	<b>2,547</b>	<b>(1,869)</b>	<b>678</b>	<b>136</b>	<b>-</b>	<b>-</b>	<b>(166)</b>	<b>2,684</b>	<b>(2,035)</b>	<b>649</b>
Parent										
	Cost/Valuation 1/1/2009	Accumulated Depreciation and impairment charges 1/1/2009	Carrying Amount 1/1/2009	Current Year Additions	Current Year Disposals	Elimination on disposal	Current Year Amortisation	Cost/Valuation 31/12/2009	Accumulated Depreciation and impairment charges 31/12/2009	Carrying Amount 31/12/2009
Course Development costs <sup>1</sup>	526	(468)	58	-	-	-	(41)	526	(509)	17
Computer Software <sup>2</sup>	1,073	(916)	157	100	-	-	(58)	1,173	(974)	199
Broadcasting Licences	89	(4)	85	-	-	-	(11)	89	(15)	74
Work in progress	100		100	1				101		101
	<b>1,788</b>	<b>(1,388)</b>	<b>400</b>	<b>101</b>	<b>-</b>	<b>-</b>	<b>(110)</b>	<b>1,889</b>	<b>(1,498)</b>	<b>391</b>

<sup>1</sup>. Internally generated

<sup>2</sup>. Purchased



For the year ended 31 December 2010, course development costs and computer software are capitalised at cost. These intangible assets have been assessed as having finite lives and are amortised using the straight line method over a period between 3 and 15 years.

The additions to computer software represent intangible assets acquired separately. The additions to course development costs represent intangible assets that are internally developed.

An amount of \$5,544 has been expensed during the period for programme development.

The accounting estimate for the remaining useful life of the Artena Student Management System has been reduced to 4 years due to technical obsolescence. This change has caused an impairment cost of \$5,248 during the period and additional amortisation amount of \$12,223 per annum.

There are no restrictions over the title of the Institute and group's intangible assets, nor are any intangible assets pledged as security for liabilities.

## 8 TRADE AND OTHER PAYABLES

	GROUP		PARENT	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
Trade payables	1,099	794	1,007	694
Other payables	1,123	1,201	650	965
	<b>2,222</b>	<b>1,995</b>	<b>1,657</b>	<b>1,659</b>
Related party payables:				
Subsidiaries	4	-	2,519	2,017
<b>Total Trade and other payables</b>	<b>2,226</b>	<b>1,995</b>	<b>4,176</b>	<b>3,676</b>

Trade and other payables are initially measured at fair value and subsequently measured at amortised cost using the effective interest rate method.

Trade payables are non-interest bearing and are normally settled on 30-day terms.

Other payables are non-interest bearing and have an average term of 30 days. The carrying value of Trade and other payables approximate fair value.

Interest payable is normally settled monthly throughout the year.

For terms and conditions relating to related parties refer to note 18.

## 9 BORROWINGS

	Effective interest rate (%)	Maturity	GROUP		PARENT	
			2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
<b>Current portion</b>						
ANZ National Bank Limited - loan						
Finance leases	3.43% - 11.95%		15	39	15	39
<b>Total current portion borrowings</b>			<b>15</b>	<b>39</b>	<b>15</b>	<b>39</b>
<b>Non-current portion</b>						
Finance leases			-	15	-	15
Crown Loan	0.00%	Dec-20	2,823	2,683	2,823	2,683
<b>Non-current portion borrowings</b>			<b>2,823</b>	<b>2,698</b>	<b>2,823</b>	<b>2,698</b>

On 24 August 2009 Cabinet rescinded the decision made on 1 July 2008 to convert WITT's Crown debt of \$17.618m to Equity over a five year period commencing 31 December 2009.

The Crown agreed to retain a Crown loan of \$5.196m as non interest-bearing loan repayable in equal instalments over a five year period between 2020 and 2024. The balance of the outstanding loan of \$12.422m was established as a Suspensory loan, convertible to equity on the basis of the achievement of agreed key performance measures over a five year period commencing December 2009.

On 31 December 2010 \$2.5m of WITT's Suspensory loan converted to Equity due to the agreed annual KPI's being met on aggregate.

The balance of the Crown Suspensory loan is now \$7.422m.

The interest free Crown loan of \$5.196m has a fair value as at 31 December 2010 of \$2.823m (2009 \$2,683). The discounted amount of \$2.373m will be



written back to the interest free Crown loan over the next thirteen year period from 2011 to 2024 through the Statement of Comprehensive Income.

The Crown loan is interest free. In determining the fair value at the inception of the interest free Crown loan, a present value calculation was completed using a commercial loan discount rate of 5.24%.

## 10 REVENUE RECEIVED IN ADVANCE

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
Student tuition fees	625	545	597	545
Clinical Skills facility funding	261	161	261	161
Business Links funding	0	176	0	176
Other Revenue in advance	66	74	66	74
<b>Total revenue received in advance</b>	<b>952</b>	<b>956</b>	<b>924</b>	<b>956</b>

## 11 EMPLOYEE ENTITLEMENTS

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
Current portion	394	341	137	85
Annual leave	488	410	469	391
<b>Total current portion</b>	<b>882</b>	<b>755</b>	<b>607</b>	<b>476</b>
<b>Non-current portion</b>				
Long service leave	136	134	136	134
Sick leave	6	14	6	14
<b>Total non-current portion</b>	<b>142</b>	<b>148</b>	<b>142</b>	<b>148</b>
<b>Total employee entitlements</b>	<b>1,024</b>	<b>903</b>	<b>749</b>	<b>624</b>

## 12 ASSET REVALUATION RESERVE

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
<b>At 1 January</b>	<b>6,688</b>	<b>6,688</b>	<b>6,252</b>	<b>6,252</b>
Depreciation transfer	-	-	-	-
Revaluation of land and buildings	-	-	-	-
<b>Total asset revaluation reserve as at 31 December 2009</b>	<b>6,688</b>	<b>6,688</b>	<b>6,252</b>	<b>6,252</b>

Property revaluation reserves consist of;

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
Land	2,500	2,500	2,185	2,185
Buildings	4,188	4,188	4,067	4,067
<b>Total property revaluation reserves</b>	<b>6,688</b>	<b>6,688</b>	<b>6,252</b>	<b>6,252</b>



### 13 FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES

WITT's activities expose it to a variety of financial instrument risks, including market risk, credit risk and liquidity risk. WITT has a series of Policies to manage the risks associated with financial instruments and seeks to minimise exposure from financial instruments. These Policies do not allow any transactions that are speculative in nature to be entered into.

WITT's principal financial instruments comprise Crown Suspensory loans, bank deposits, cash and short-term deposits.

The main purpose of these financial instruments is to raise finance for WITT's operations.

WITT has various other financial instruments such as trade debtors and trade creditors, which arise directly from its operations.

It is and has been throughout the period under review, WITT's policy that no trading in financial instruments shall be undertaken.

The main risks arising from WITT's financial instruments are market risk, liquidity risk and credit risk.

The Finance, Audit and Risk Committee reviews and agrees Policies for managing each of these risks and they are summarised below.

#### Market risk

Fair value interest rate risk

Fair value interest rate risk is the risk that the value of a financial instrument will fluctuate due to changes in market interest rates. WITT's exposure to fair value interest rate risk is limited to its bank deposits which are held at fixed rates of interest.

#### Cashflow interest rate risk

Cashflow interest rate risk is the risk that the cashflows from a financial instrument will fluctuate because of changes in market interest rates. Investments and borrowings issued at variable interest rates expose WITT to cashflow interest rate risk.

WITT's Investment Policy requires a spread of investment maturity dates to limit exposure to short-term interest rate movements.

#### Currency risk

Currency risk is the risk that the fair value or future cashflows of a financial instrument will fluctuate due to changes in foreign exchange rates.

WITT purchases goods and services overseas which require it to enter into transactions denominated in foreign currencies. WITT's exposure to foreign currency risk is minimal.

#### Price risk

Price risk is the risk that the value of a financial instrument will fluctuate as a result of changes in market prices. WITT's exposure to equity securities price risk is minimal as the equity securities held are not in listed companies.

#### Credit risk

A Credit risk is the risk that a third party will default on its obligation to WITT, causing WITT to incur a loss. With the exception of student fees, WITT trades only with recognised, creditworthy third parties.

Due to the timing of its cash inflows and outflows, WITT invests surplus cash with registered banks.

WITT's Investment Policy limits the amount of credit exposure to any one institution.

WITT has processes in place to review the credit quality of customers prior to the granting of credit.

WITT's maximum credit exposure for each class of financial instrument is represented by the total carrying amount of cash and cash equivalents (note 2), net debtors (note 3) and term deposits (note 13).

There is no collateral held as security against these financial instruments, including those instruments that are overdue or impaired.

WITT has no significant concentrations of credit risk, as it has a small number of credit customers and only invests funds with registered banks.

#### Liquidity risk

Liquidity risk is the risk that WITT will encounter difficulty raising liquid funds to meet commitments as they fall due. Prudent liquidity risk management implies maintaining sufficient cash reserves.

WITT's \$5.196m Crown loan is due for repayment from 2019 to 2024. The annual amount of repayment is \$1.0392m. Sufficient cash reserves will be cumulated over the next nine years to ensure loan payments are able to be made.

WITT's obligation to repay the Suspensory Loan is suspended until the outstanding balance of the Suspensory Loan is either converted into Equity or becomes payable. Any amount of Suspensory Loan not converted into Equity or repaid to the Crown by 31 December 2013 will be repayable to the Crown on 30 June 2014 and interest will accrue on the amount to be repaid from 1 January 2014 until it is repaid in full by WITT.



## 14 FINANCIAL INSTRUMENT

Set out below is a comparison by category of carrying amounts and fair values of all the Group's financial instruments that are carried in the financial statements at other than fair values.

	Carrying amount		Fair value	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
<b>GROUP</b>				
<b>Financial assets</b>				
Student Fees and receivables	131	129	131	129
Other Receivables	528	346	529	346
Cash and cash equivalents	584	3,169	584	3,169
Other financial assets - Term deposits	6,000	-	6,000	-
<b>Total loans and receivables</b>	<b>7,244</b>	<b>3,644</b>	<b>7,244</b>	<b>3,644</b>
<b>Fair value through other comprehensive income</b>				
Investments in non-listed companies	23	23	23	23
<b>Total fair value through comprehensive income</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>
<b>Financial liabilities</b>				
Financial Liabilities measured at amortised cost				
<b>Trade payables</b>	<b>2,226</b>	<b>1,995</b>	<b>2,226</b>	<b>1,995</b>
<b>Borrowings:</b>				
Obligations under finance leases and hire purchase contracts	15	54	15	54
Crown loans	2,823	2,683	2,823	2,683
<b>Total financial liabilities measured at amortised cost</b>	<b>5,064</b>	<b>4,732</b>	<b>5,064</b>	<b>4,732</b>
<b>PARENT</b>				
<b>Financial assets</b>				
Loans and receivables				
Student Fees and receivables	42	68	42	68
Other receivables	528	344	528	344
Cash and cash equivalents	425	3,123	425	3,123
Other financial assets - term deposits	6,000	-	6,000	-
<b>Total loans and receivables</b>	<b>6,995</b>	<b>3,535</b>	<b>6,995</b>	<b>3,535</b>
<b>Fair value through other comprehensive income</b>				
Investments in non-listed companies	23	23	23	23
<b>Total fair value through comprehensive income</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>
<b>Financial Liabilities</b>				
<b>Financial Liabilities measured at amortised cost</b>				
Trade Payables	4,176	3,676	4,176	3,676
<b>Borrowings:</b>				
Obligations under finance leases and hire purchase contracts	15	54	15	54
Crown loans	2,823	2,683	2,823	2,683
<b>Total financial liabilities measured at amortised cost</b>	<b>7,014</b>	<b>6,413</b>	<b>7,014</b>	<b>6,413</b>



Contractual maturity analysis of financial assets

The following table sets out the carrying amount, by maturity, of the financial assets

Year ended 31 December 2010	<1 year	>1 - <2 years	>2 - <3 years	>3 - <4 years	>4 - <5 years	>5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>GROUP</b>							
Fixed rate assets							
Deposits	6,000	-	-	-	-	-	6,000
<b>Total</b>	<b>6,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>
Floating rate assets							
Cash	584	-	-	-	-	-	584
<b>Total</b>	<b>584</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>584</b>
Student fees and other receivables	659	-	-	-	-	-	659
<b>Total</b>	<b>659</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>659</b>
<b>PARENT</b>							
Fixed rate assets							
Deposits	6,000	-	-	-	-	-	6,000
<b>Total</b>	<b>6,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>
Floating rate assets							
Cash	425	-	-	-	-	-	425
<b>Total</b>	<b>425</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>425</b>
Student fees and other receivables	570	-	-	-	-	-	570
<b>Total</b>	<b>570</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>570</b>

Refer to notes 8 and 13 for disclosure of effective interest rates.

Year ended 31 December 2009	<1 year	>1 - <2 years	>2 - <3 years	>3 - <4 years	>4 - <5 years	>5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>GROUP</b>							
Fixed rate assets							
Deposits	2,620	-	-	-	-	-	2,620
<b>Total</b>	<b>2,620</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,620</b>
Floating rate assets							
Cash	549	-	-	-	-	-	549
<b>Total</b>	<b>549</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>549</b>
Student fees and other receivables	475	-	-	-	-	-	475
<b>Total</b>	<b>475</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>475</b>
<b>PARENT</b>							
Fixed rate assets							
Deposits	2,620	-	-	-	-	-	2,620
<b>Total</b>	<b>2,620</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,620</b>
Floating rate assets							
Cash	503	-	-	-	-	-	503
<b>Total</b>	<b>503</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>503</b>
Student fees and other receivables	412	-	-	-	-	-	412
<b>Total</b>	<b>412</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>412</b>

Interest on financial instruments classified as floating rate is repriced at intervals of less than one year. Interest on financial instruments classified as fixed rate until maturity of the instrument.



#### 14A Credit quality of financial assets

The credit quality of financial assets that are neither past due or impaired can be assessed by reference to Standard and Poor's credit ratings (if available) or to historical information about counter party default rates.

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
<b>COUNTERPARTIES WITH CREDIT RATINGS</b>				
Cash at bank and term deposits				
AA	3,584	2,149	3,425	2,103
BBB+	3,000	1,020	3,000	1,020
<b>Total cash at bank and term deposits</b>	<b>6,584</b>	<b>3,169</b>	<b>6,425</b>	<b>3,123</b>

#### Sensitivity analysis

At balance date the potential effect on the surplus or deficit and equity (excluding general funds) for reasonable possible market movements of 50bps or 0.50% on the Institutes term deposit funds would be \$30,000.

	GROUP		PARENT	
	2010	2009	2010	2009
	\$'000	\$'000	\$'000	\$'000
<b>COUNTERPARTIES WITHOUT CREDIT RATINGS</b>				
Loans to related parties				
Existing counterparty with no defaults in the past	2,838	2,737	2,838	2,737
Existing counterparty with defaults in the past	-	-	-	-
	<b>2,838</b>	<b>2,737</b>	<b>2,838</b>	<b>2,737</b>
<b>Debtors and other receivables</b>				
Existing counterparty with no defaults in the past	659	475	570	412
Existing counterparty with defaults in the past	-	-	-	-
	<b>659</b>	<b>475</b>	<b>570</b>	<b>412</b>

#### 14B Contractual maturity analysis of financial liabilities

The table below analyses financial liabilities into relevant maturity groupings based on the remaining period at balance date to the contractual maturity date. The amounts disclosed are the contractual undiscounted cashflows.

	Carrying amount	Contractual cashflows	< 6 months	6-12 months	1-2 years	2-3 years	> 3 years
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>GROUP 2010</b>							
Creditors and payables	2,226	2,226	2,226	-	-	-	-
Borrowings	2,823	5,196	-	-	-	-	5,196
Finance leases	15	16	16	-	-	-	-
<b>Total</b>	<b>5,064</b>	<b>7,438</b>	<b>2,242</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,196</b>
<b>PARENT 2010</b>							
Creditors and payables	4,176	1,657	1,657	-	-	-	-
Borrowings	2,823	5,196	-	-	-	-	5,196
Finance leases	15	16	16	-	-	-	-
<b>Total</b>	<b>7,014</b>	<b>6,869</b>	<b>1,673</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,196</b>
<b>GROUP 2009</b>							
Creditors and payables	1,995	1,995	1,995	-	-	-	-
Borrowings	2,683	5,196	-	-	-	-	5,196
Finance leases	54	57	20	21	16	-	-
<b>Total</b>	<b>4,732</b>	<b>7,248</b>	<b>2,015</b>	<b>21</b>	<b>16</b>	<b>-</b>	<b>5,196</b>

**PARENT 2009**

Creditors and payables	3,676	1,659	1,659	-	-	-	-
Borrowings	2,683	5,196	-	-	-	-	5,196
Finance leases	54	57	20	21	16	-	-
<b>Total</b>	<b>6,413</b>	<b>6,912</b>	<b>1,679</b>	<b>21</b>	<b>16</b>	<b>-</b>	<b>5,196</b>

**15 CAPITAL MANAGEMENT**

The Institute and group's capital is its equity, which comprises general funds and property valuation and fair value through comprehensive income reserves.

Equity is represented by net assets.

The Institute is subject to the financial management and accountability provisions of the Education Act 1989, which includes restrictions in relation to:

disposing of assets or interests in assets, ability to mortgage or otherwise charge assets or interests in assets, granting leases of land or buildings or parts of buildings and borrowing.

The Institute manages its revenues, expenses, assets, liabilities, investments and general financial dealings prudently and in a manner that promotes the current and future interests of the community. The Institute's equity is largely managed as a by-product of managing revenues, expenses, assets, liabilities, investments and general financial dealings.

The objective of managing the Institute's equity is to ensure that it effectively and efficiently achieves the goals and objectives for which it has been established, while remaining a going concern.

**16 COMMITMENTS AND CONTINGENCIES****Capital commitments and operating lease commitments**

Capital commitments

	<b>Total</b>		<b>PARENT</b>	
	<b>2010</b>	<b>2009</b>	<b>2010</b>	<b>2009</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
Property, plant and equipment	233	-	233	-
<b>Total capital commitments</b>	<b>233</b>	<b>-</b>	<b>233</b>	<b>-</b>

Capital commitments represent capital expenditure contracted for and not incurred at balance date.

**Operating lease commitments - Group as lessee**

The Group has entered into a commercial motor vehicle lease and two property leases where it is not in the best interest of the Group to purchase these assets.

These leases have an average life of 1 year with renewal terms included in the contracts. Renewals are at the option of WITT and NZIHT who holds the lease.

There are no restrictions placed upon the Lessee by entering into these leases.

**Future minimum rentals payable under non-cancellable operating leases as at 31 December are as follows:**

	<b>GROUP</b>		<b>PARENT</b>	
	<b>2010</b>	<b>2009</b>	<b>2010</b>	<b>2009</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
Within one year	56	79	14	79
After one year but not more than five years	10	-	10	-
More than five years	-	-	-	-
<b>Total operating lease commitments</b>	<b>66</b>	<b>79</b>	<b>24</b>	<b>79</b>

**Finance lease and hire purchase commitments**

The Group has finance leases, hire purchase contracts for various items of plant and machinery and building projects in progress. These leases have no terms of renewal or purchase options and escalation clauses.



Future minimum lease payments under finance leases and hire purchase contracts together with the present value of the net minimum lease payments are as follows:

	2010		2009	
	Minimum payments \$'000	Present value of payments \$'000	Minimum payments \$'000	Present value of payments \$'000
<b>GROUP</b>				
Within one year	15	15	42	39
<b>After one year but not more than five years</b>	-	-	<b>15</b>	<b>15</b>
Total minimum lease payments	15	15	57	54
Finance charges	-	-	(3)	-
<b>Total finance lease and hire purchase commitments</b>	<b>15</b>	<b>15</b>	<b>54</b>	<b>54</b>

	2010		2009	
	Minimum payments \$'000	Present value of payments \$'000	Minimum payments \$'000	Present value of payments \$'000
<b>PARENT</b>				
Within one year	15	15	42	39
<b>After one year but not more than five years</b>	-	-	<b>15</b>	<b>15</b>
Total minimum lease payments	15	15	57	54
Finance charges	-	-	(3)	-
<b>Total finance lease and hire purchase commitments</b>	<b>15</b>	<b>15</b>	<b>54</b>	<b>54</b>

#### Contingent assets and liabilities

At balance date the Institute is not aware of any material contingent assets or liabilities.

## 17 EQUITY

	GROUP		PARENT	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
<b>General funds</b>				
Balance at 1 January	5,479	(568)	3,156	(2,630)
Total comprehensive income	2,825	1,211	2,547	949
Reversal present value Crown loan liability		(175)		(175)
Fair value adjustment Crown loan		2,513		2,513
Transfer from Suspensory Loan to Equity	2,500	2,500	2,500	2,500
Capital contributions from the Crown	347		347	
Sale proceeds retained by the Crown	(300)		(300)	
<b>Balance 31 December</b>	<b>10,851</b>	<b>5,481</b>	<b>8,250</b>	<b>3,157</b>
<b>Property revaluation reserves</b>				
Balance 1 January	6,688	6,688	6,252	6,252
<b>Balance 31 December</b>	<b>6,688</b>	<b>6,688</b>	<b>6,252</b>	<b>6,252</b>
<b>Crown Suspensory Loan</b>				
Balance 1 January	9,922	16,118	9,922	16,118
Reversal asset sale commitment		1,500		1,500
Crown loan liability		(5,196)		(5,196)
Transfer to Equity from Suspensory Loan	(2,500)	(2,500)	(2,500)	(2,500)
<b>Balance 31 December</b>	<b>7,422</b>	<b>9,922</b>	<b>7,422</b>	<b>9,922</b>
<b>Restricted Reserves</b>				
Balance 1 January	92	90	92	90
Interest received	4	3	4	3
Application of trusts and bequests	(3)	(1)	(3)	(1)



<b>Balance 31 December</b>	<b>93</b>	<b>92</b>	<b>93</b>	<b>92</b>
<b>Total Equity</b>	<b>25,054</b>	<b>22,183</b>	<b>22,017</b>	<b>19,423</b>

### Crown Suspensory Loan

On 24 August 2009 Cabinet rescinded the decision made on 1 July 2008 to convert WITT's Crown debt of \$17.618m into a Suspensory Loan of \$16.118m convertible to Equity over a five year period commencing 31 December 2009 and the requirement for the parent to sell two assets up to a value of \$1.5m by the end of 2010.

The Crown agreed to retain a Crown loan of \$5.196m as non-interest bearing loan repayable in equal instalments over a five year period between 2020 and 2024. The balance of the outstanding loan of \$12.422m was established as a Suspensory Loan, convertible to equity on the basis of the achievement of agreed key performance measures over a five year period commencing from December 2009.

On 31 December 2010 \$2.5m of WITT's Suspensory Loan converted to Equity due to the agreed annual KPI's being met on aggregate. The remaining balance of the Suspensory Loan is \$7.422m.

## 18 RELATED PARTY DISCLOSURE

The Group Financial Statements include the financial statements of Western Institute of Technology at Taranaki (WITT) and its wholly owned subsidiary New Zealand Institute of Highway Technology (NZIHT).

Standards, amendments and interpretations issued but not yet effective that have not been early adopted and are relevant to the Institute and group, are:

NZ IAS 24 Related Party Disclosures (Revised 2009) replaces NZ IAS 24 Related Party Disclosures (Issued 2004) and will be applied for the first-time in the Institute and group's 31 December 2011 financial statements. The revised standard:

- i) Removes the previous disclosure concessions applied by the Institute for arms-length transactions between the Institute and entities Crown. The effect of the revised standard is that more information is required to be disclosed about or significantly influenced by the Crown transactions between the Institute and entities controlled
- ii) Clarifies that related party transactions include commitments with related parties.

The Institute and group enters into transactions with Government departments, state-owned enterprises and Crown entities.

Those transactions that occur within a normal supplier or client relationship on terms and conditions no more or less favourable than those which it is reasonable to expect the Institute and group would have adopted if dealing with that entity at arm's length in the same circumstances have not been disclosed.

Name of the subsidiary	Country of incorporation	% Equity interest		Investment (\$'000)	
		2010	2009	2010	2009
New Zealand Institute of Highway Technology (NZIHT)	New Zealand	100	100	397	397
				<b>397</b>	<b>397</b>

		Ancillary services provided to related parties	Purchases from related parties	Amounts owed by related parties	Amounts owed to related parties
		\$'000	\$'000	\$'000	\$'000
<b>Consolidated</b>					
Other Related parties			14		4
<b>PARENT</b>					
Subsidiaries					
New Zealand Institute of Highway Technology	2010	-	3,659	-	2,519
	2009	-	3,047	-	2,017

Terms and conditions of transactions with related parties

Providing ancillary services to and purchases from related parties are made in arm's length transactions at both normal market prices and normal commercial terms.

During the year, NZIHT purchased financial services from Staples Rodway Taranaki Ltd, a firm of Chartered Accountants in which a Director, M James is a Partner. These services cost \$13,546 and were supplied on normal commercial terms. There is a balance of \$4,059 outstanding for unpaid invoices at year end.

These notes form part of and should be read in conjunction with the financial statements.



Outstanding balances at 31 December 2010 and 2009 are unsecured and settlement occurs in cash.

There have been no guarantees provided or received for any related party receivables.

For the year end 31 December 2010 the Group has not raised any provision for doubtful debts relating to related parties as the payment history has been excellent (2009: \$nil). This assessment is undertaken each financial year through examining the financial position of the related party and the market in which the related party operates in. When assessed as required the Group raises such a provision.

	GROUP		PARENT	
	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000
Key Management personnel compensation				
Salaries	1,623	1,903	1,033	1,166
Employee welfare expenses	-	-	-	-
Post employee benefits	1	-	-	-
Termination benefits	182	25	182	25
<b>Total key Management personnel compensation</b>	<b>1,806</b>	<b>1,928</b>	<b>1,215</b>	<b>1,191</b>

Key Management personnel includes the seven Senior Executives of the Parent at year end and five Executives who either were in acting positions during the year or left WITT, seven members of NZIHT Board, three Senior Executives of NZIHT and any dependent of those key Management personnel.

#### Councillor payments

			PARENT	
			2010 \$'000	2009 \$'000
<b>Present Council</b>				
Bourke, Mary	Chairperson	Minister appointed	25	23
Macfarlane, Craig	Deputy Chairperson	Minister appointed	10	3
Ekanayake, Elanga		Minister appointed	7	
Ruakere, Hond		Minister appointed	7	
Edwards, Hinerangi		Council statute appointed	9	5
Goldsmith, Paul		Council statute appointed	7	
Hendry, Rex		Council statute appointed	7	
Woolley, Gavin		Council statute appointed	8	
Robinson, Bruce		Council invited	7	
<b>Past Council</b>				
Auld, John	Deputy Chairperson (2009)		2	10
James, Marise				10
Little, Andrew	EPMU		1	5
Weston, Nik	Student Rep.		1	3
Tamati, Howie				2
Lobb, Geoff			2	5
<b>Total Councillor payments</b>			<b>93</b>	<b>66</b>

Council remuneration in 2010 includes a back pay of \$24,000 following the Tertiary Education Commission changes to maximum Council meeting fee rates from June 2010.

Councillors Craig Macfarlane, Elanga Ekanayake and WITT's Chief Executive are on the Board of Directors at NZIHT. The following payments were made for their NZIHT Directors role

	2010 \$'000	2009 \$'000
Craig Macfarlane	3	0
Elanga Ekanayake	3	0
<b>Total NZIHT Director payments made to WITT Councillors</b>	<b>6</b>	<b>0</b>

## 19 Explanation of Significant Variances Against Budget

Explanation for significant variations from group budgeted figures are as follows;

### Statement of Comprehensive Income

#### Other Income

The Institute received the following income which was not originally budgeted for; donations towards the installation costs of KAREN \$70k, some additional funding for Polytops Early Childhood Centre of \$63k due to increased funded hours and recoveries from salaries and travel expenditure of \$86k. There was also an unbudgeted credit of \$14k for clinical placement fees relating to the 2009 financial year.

#### Finance income

Interest received revenue was \$220k ahead of budget due to both operational and capital expenditure being under-budgeted levels in 2010. The average cash on hand balance was \$1.4m greater than budgeted levels. At year end \$6.0m was on term deposit which is \$2.2m ahead of the 2010 budgeted level.

#### Personnel

Total personnel costs were \$1.035m under budget mainly due to annualised full-time equivalent (FTE) staff numbers being 10 under budget as a result of Project 2011 which aimed to right size the Institute with the pending 2011 Government revenue reduction. Professional development expenditure was \$74k below budget at year-end.

#### Other

The 2010 budget included a contingency fund of \$399K which was not called upon during the financial year. Also external consultancy costs were under budget by \$194k due to tight fiscal expenditure control. Offsetting these favourable variances was unbudgeted notional interest on the Crown loan of \$140k.

### Statement of Financial Position

#### Cash and cash equivalents

The year-end cash balance was \$2.2m above budgeted levels due to favourable expenditure variances and the timing of some major Bell Street Campus redevelopment projects. At year-end capital expenditure was \$697k under budget.

#### Student fees and other advances

At year-end there was one material debt of \$391k with another Institute of Technology and Polytechnic (ITP) outstanding. This debt was repaid in January 2011.

#### Prepayments

Reduction in year-end prepayments against budget relates to some third party provider provision which WITT will not be involved with in 2011 and some software that is no longer used.

#### Revenue in advance

Revenue in advance was in line with the 2009 actual figure. The 2010 budget included some Quality Reinvestment Funding which had been transferred to income in the Statement of Comprehensive Income in 2009.

### Statement of Cashflow

#### Receipt of student tuition fees

The variance to budget for student fee receipts of \$736k mainly relates to WITT and WITT's subsidiary NZIHT domestic tuition course fees. This variance was partly offset by Full Cost Recovery (FCR) fees and international students fees.

#### Receipt of other ancillary income

Mainly from an unbudgeted increase in other revenue items such as donations, equipment donations, recoveries, grants and sundry income.

#### Payment to suppliers

The favourable variance for payment to suppliers is due to financial expenditure being \$1.7m below budget and an increase in accounts payable of \$300k.

## 20 EVENTS AFTER THE BALANCE SHEET DATE

There were no significant events after balance date that have not otherwise being disclosed in the notes to the accounts.

## 21 LEGISLATIVE COMPLIANCE

WITT is not aware of any material legislative breaches.

These notes form part of and should be read in conjunction with the financial statements.



# Statement of Resources

AS AT 31 DECEMBER 2010

Summary of Institute staff (average levels over 2010)	2010	2009
<b>Teaching departments</b>		
Academic	83.9	82.44
General	14.39	12.69
<b>Library</b>	3.49	3.82
<b>Central Administration</b>		
Executive	5.36	5.28
General	29.65	33.28
<b>Student Services</b>		
Academic	2.72	2.7
General	4.93	5.27
<b>Polytots</b>	5.43	4.45
<b>Total:</b>	<b>149.87</b>	<b>149.93</b>

Land and premises	Value as at 12/31/2010					
	Land	Buildings	\$000			
Bell and Cracroft Streets (Main Campus)	72,184m <sup>2</sup>	18,010m <sup>2</sup>	19,389			
5 Young Street - NZIHT			1,181			
<b>Leased Property</b>						
Hawera		323m <sup>2</sup>				
Stratford		293m <sup>2</sup>				
<b>Library</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>
Non-fiction	25,819	26,014	26,279	25,873	25,456	25,074
Reference	1,149	1,473	1,553	1,768	1,777	2,653
Fiction	465	615	881	1,179	1,169	1,174
Media resources	866	1,075	605	2,071	1,706	1,631
<b>Total</b>	<b>30,309</b>	<b>29,177</b>	<b>29,318</b>	<b>30,891</b>	<b>30,108</b>	<b>30,532</b>



# Statement of Performance

## Polytots Childcare Centre

### Income and expenditure

FOR THE YEAR ENDED 31 DECEMBER 2010

The Childcare Centre is operated by WITT with the Chief Executive as Licensee. The financial performance of the Centre is incorporated in the Statement of Financial Position.

	2010	2009
<b>Income</b>		
Operating grants - MOE	246,279	183,214
Grant - Staff Development	4,280	3,286
Fees - parents/whānau	16,999	21,291
Other income - income support	44,897	57,017
<b>Total</b>	<b>312,455</b>	<b>264,808</b>
<b>Expenditure</b>		
Sundries	21,885	12,885
Equipment	3,673	4,461
Professional development	7,712	3,286
Wages	232,473	238,420
<b>Total</b>	<b>265,743</b>	<b>259,052</b>
<b>Net surplus (loss)</b>	<b>46,712</b>	<b>5,756</b>
<b>Statistics</b>		
Total child funded hours		
Children aged under two	7,058	6,145
Children aged over two	7,211	6,820
<b>Total</b>	<b>14,269</b>	<b>12,965</b>



# WITT: STATEMENT OF SERVICE PERFORMANCE 2010

KPI Description	2010 Outcome Commitment	2010 Outcome Achieved
Enrolments at or above Level 4 in Advanced Trade, technical and professional qualifications increased.	Achieve 250 EFTS.	Achieved. 271 enrolled EFTS was achieved in Level 4 Advanced Trade (2009 265 EFTS), technical and professional qualifications.
Retention rates for courses in Level 4 Certificates & Level 5-7 Diplomas and Degrees.	Maintain retention rates at 81%.	Achieved. A retention rate of 83% was achieved for courses in Level 4 Certificates and Level 5-7 Diplomas and Degrees (2009 79%).
Successful course completion rates for Level 4 Certificates & Level 5-7 Diplomas and Degrees.	Increase successful completion rates by 1% to 73%.	Achieved. A completion rate of 77% was achieved for courses in Level 4 Certificates and Level 5-7 Diplomas and Degrees (2009 72%).
Develop a strategy for programme identification and portfolio expansion that aligns to the education and training needs of Taranaki Māori.	Develop two new qualifications for 2010.	Achieved. A new Rautaki Māori (Māori Strategy) was developed and approved by Council in October 2010 with its objectives specified in the Investment Plan 2011-2013. 2 new qualifications developed and delivered in 2010: <ul style="list-style-type: none"> <li>National Diploma in Māori Performing Arts (Tutoring) (Level 6) with 61 EFTS</li> <li>Pokairua Hopuapua Reo (Diploma in Oral Taranaki Language) (Level 6) with 25 EFTS.</li> </ul>
Through consultation with iwi and mandated groups increase the number of Māori students enrolled in Level 1-3 programmes.	Increase Māori enrolled at Levels 1-3 to 33%.  Strategic developments.	Not achieved. 22% was achieved (2009 28%). Note: while the proportion at Levels 1-3 did not achieve the target of 33%, the proportion of Māori students who successfully completed courses at Levels 4-7 has increased by 11% over the last three years. This aligns with the Government's Tertiary Education Strategy 2010-2015, which includes the following as one of the seven key priorities for the next 3-5 years: 'increasing the number of Māori students enjoying success at higher levels'. In 2010 there were 77 less Māori students enrolled in Levels 1-3 compared to 2009. The reduction in Māori student numbers in 2010 were mainly in the following courses; Agriculture Skills (Level 2) 36, Civil Worksite Operations (Level 2) 26 and Introduction to Tertiary Studies (Level 2) 18.  It appears that this target was set based on usually high Māori student numbers at Levels 1- 3 participation rate in 2008. From 2011 WITT will be reporting on the key Educational Performance Indicators (EPI's) on course and qualification completion rates for Māori students in Levels 4 - 7. Tumu Pae Arahi appointed to Leadership Team.
Professional Development project which aims to provide staff with the skills needed to support student centred teaching and learning in the new environment.	80% of Team Leaders complete training workshops.	Achieved. <ul style="list-style-type: none"> <li>All Team Leaders attended an externally facilitated Leadership Development Programme from April to November</li> <li>Staff Development Advisor worked with teaching teams to redevelop programmes and challenge their modes of teaching and learning</li> <li>Provided two Tutor induction courses (5 days each), followed by individual sessions for contextualised lesson planning and delivery methodologies</li> <li>A Diploma in Tertiary Learning and Teaching (Level 6) was developed, to commence in February 2011, to meet the professional development needs of teaching staff</li> <li>Arranged a series of external experts in the area of Technology and Teaching, PeerWise, Good Teaching and Learning – thoughts on creating a positive experience, blended and flexible learning, Learning spaces, e-Portfolios and the use of mobile technologies in teaching.</li> </ul>
Development of a strategy, action plan and tracking system for attracting and retaining greater numbers of students under the age of 25 - with particular emphasis on school liaison and secondary school leavers' destinations.	Target 450 EFTS.	Achieved. Enrolment of 454 EFTS was achieved (2009 428) with retention of 84% and completion of 75%.  School Liaison role established in 2009 and in conjunction with Education Taranaki, a process of monitoring / tracking school leavers was developed.  Schools Strategy updated, redeveloped and approved by WITT Council in 2010. Focus is on strengthening the relationships between WITT and secondary schools. Results are encouraging, with the highest number of secondary school students ever attending the WITT Open Day in 2010 to explore options for further study at WITT. A new transition programme of study has been developed and will be trialled in 2011 with New Plymouth Boys' High School.
Submit a stakeholder endorsed Regional Statement by June each year.  Stakeholder feedback sought annually.	Statement received.  Stakeholder feedback identifies that regional needs are understood and the system is more responsive.	Not achieved. In line with new TEC policy, WITT will no longer produce a regional facilitation document for all tertiary providers in Taranaki. We are now working with Venture Taranaki to regularly monitor our Environmental Scan, stakeholder feedback and the regional economic strategy. This will continue to inform WITT's strategic planning.  Achieved. WITT has strengthened relationships with its stakeholders on a continuing basis (examples below and in the Investment Plan 2011-2013).
Joint development and approval of strategies, relationship models, associated action plans and KPIs for future periods with three key Industry Training Organisations (EXITO, AGITO and Competenz); including identification of opportunities for extending WITT's accreditation in subject areas linked to these ITOs and which reflect the distinctive needs of the Taranaki region.	Business growth, identified in the business action plans for Oil and Gas and Agriculture, is targeted for new programme development.	Achieved. Introduced new Certificate in Process Operations in partnership with six industries in Oil & Gas in Taranaki. PEPANZ is acting as WITT's Oil and Gas Industry Liaison Group.  Signed a new partnership agreement with Taratahi Agricultural Training Centre for delivery of three new Agricultural programmes from 2011.

**Note: includes only SAC funded enrolments for students who are enrolled in formal qualifications with an EFTS value ≥ 0.035.**



# RESEARCH OUTPUTS 2010

## A. Research Publications and Presentations

### Books and Monographs

#### Authorship

- Fenton, C. (2010, November). Laboratory manual, New Plymouth.
- Fenton, C. (2010, November). Theory and achievement standards, New Plymouth.
- Fenton, C. (2010). Chapter Reviewer Microbiology. Hanson, M, Excellence in Biology: Year 11 NCEA Level 1, Nelson, New Zealand: Cengage Learning.
- Winder, V. (2010). Spotswood College 50th Jubilee 1960 – 2009. New Plymouth, New Zealand: Spotswood College.

### Journal and Scholarly Publications

#### Peer Reviewer

- Corbett, A. (2010). Reviewer. Articles for McMaster University (Canada) evidence-based journals.
- Corbett, A. (2010, March). Reviewer. Article for Action Research Journal.
- Fenton, C. (2010). Reviewer. Articles submitted to Informing Science – The International Journal of an Emerging Transdiscipline.

#### Edited Journal Contribution

- Apaitia-Vague, T. (2010, Summer). HIV – the attention-seeking infection. Te Iarere Wavelength, 4, 33-40.
- Avison, P. (2010, Summer). Monstrous – screenprint on Arches 88. Te Iarere Wavelength, 4, cover.
- Avison, P. (2010, Summer). Tiriti/Treaty. Te Iarere Wavelength, 4, 48.
- Brown, J. (2010, Summer). Literacy crisis: Rhetoric or reality? Te Iarere Wavelength, 4, 25-31.
- Catlow, V. (2010, Summer). Prototypical 2009. Te Iarere Wavelength, 4, 32, 41, 42.
- Clothier, I. (2010). Design, typesetting and layout. Te Iarere Wavelength, 4.
- Clothier, I. (2010). Design and layout. Refresh: Connections with the community.
- Corbett, A. (2010, Summer). The use of complementary and alternative medicines in conjunction with prescription medicines by the over 65s in New Plymouth district. Te Iarere Wavelength: 4, 43-47.
- Fenton, C. (Ed.). (2010, Summer). Te Iarere Wavelength: 4. 9-13.
- Fenton, C. (2010, Summer). Demystifying research. Te Iarere Wavelength: 4. 5-7.
- Fenton, C. (Ed.). (2010). Refresh: Connections with the community.
- Guy, G. (2010, Summer). Untitled 1, Untitled 2. Te Iarere Wavelength, 4, 8, 24.
- Lester, B. (2010). Typesetting. Refresh: Connections with the community.

- Martin, R. (2010). Writer. Refresh: Connections with the community.
- Morris, B. (2010). Fundamental considerations in the provision of study skills/Academic Literacy. In M. McMorrow (Ed.). Shifting sands, firm foundations: Conference highlights and in-depth articles, (pp. 11-12). Auckland: AKO Aotearoa National Centre for Tertiary Teaching Excellence and Massey University.
- Smith, M. (2010, Summer). Pākehā and tino rangatiratanga – possibility for peace or a contradiction in terms? Te Iarere Wavelength: 4, 9-11.
- Timu, R. (2010, Summer). Aro mahana. Te Iarere Wavelength: 4, 14.

### Newspaper and Magazine Articles, Reviews, Features and Commentaries

#### Contributors

- Brown, J. (2010). Book reviews in Taranaki Daily News.
- Hall, D. (Ed.) (2010). Connections. North Taranaki Midweek.
- Jones, G. (2010). Columnist. Herbs to make you feel good. North Taranaki Midweek – Connections.
- O’Riordan, E. (2010). Book reviews in Taranaki Daily News.
- Pitt, L. (2010, April). Review of Eds J. Allan, L Briskman & B. Pease. Critical social work: Theories and practices for a just world. Aotearoa New Zealand Social Work Review, XXII (2), 69-70.
- Pitt, L. (2010, April). Review of Bland, R. Renouf, N. & Tullgren, A. Social work practice in mental health: An introduction. Aotearoa New Zealand Social Work Review, XXII (2), 71-72.
- Winder, V. (2010). Columnist. Bean there. Taranaki Daily News – Food and Drink section.
- Winder, V. (2010). Columnist. In Season. Taranaki Daily News – Food and Drink section.
- Winder, V. (2010, January 6). Author. Gadgets and gizmos: Where on earth. Taranaki Daily News.
- Winder, V. (2010). Writer. Connections. North Taranaki Midweek.
- Winder, V. (2010). Contributing writer. Live magazine.
- Winder, V. (2010). Contributing writer. New Zealand House and Garden magazine.
- Winder, V. (2010). Text writer for What if? The future of Taranaki exhibition. Puke Ariki, New Plymouth.
- Winder, V. (2010, Winter). Departures and arrivals. Art News New Zealand: 30, 2, (pp. 58-61).
- Winder, V. (2010, July/August). Last word: All in the pursuit of beauty. Beauty NZ (p. 126).

### Conference Contributions

#### Peer Reviewer

- Corbett, A. (2010). Peer reviewer of conference abstracts. Member International Scientific Advisory Panel for Royal College of Nursing 2011 International Research Conference.





## Oral Presentations

- Brown, J. & O’Riordan, E. (2010, September 9-11). Embedding literacy and numeracy into a vocational programme. Paper presented at Australian Council for Adult Literacy 33rd Annual Conference. Darwin, Australia.
- Corbett, A. (2010, September 29 – October 1). Face-to-face to online: Misconceptions, pitfalls and lessons. Paper presented at National Teaching and Learning Conference. Palmerston North.
- Corbett, A. (2010, October 14-15). The caring profession: A nursing perspective on assisted dying. Paper presented at Dignity NZ Trust Inaugural National Conference on Assisted Dying 2010. Wellington, New Zealand.
- Corbett, A. (2010, October 24-26). Why do they fall through the cracks? Maintenance of inequality in primary health care. Paper presented at Royal College of Nursing Australia Community & Primary Health Care Nursing Conference. Alice Springs, Australia.
- Fenton, C. (2010, November 30 – December 3). Presenter. New Zealand Microbiology Society Annual Conference. Auckland, New Zealand.
- Martin, R. (2010, December 2). Experiential learning: Life outside the prescribed parameters. Paper presented at Journalism Education Association of New Zealand (JEANZ). Timaru, New Zealand.
- Morris, B. (2010, November 24-26). Integrating academic literacy: Exploring the practicalities that yield positive results for students, staff and institutions. Paper presented at 2010 ATLAANZ Conference. Christchurch, New Zealand.

## Session Convenor/Chair

- Fenton, C. (2010, November). Convenor, Special Interest Group (Education) at New Zealand Microbiological Society Conference for 2010.

## Workshop

- Fenton, C. (2010, November). Microbiological Workshop for Secondary Teachers. New Zealand Microbiological Society Conference for 2010. University of Auckland, New Zealand.

## Creative Outputs

### Solo Exhibitions

- Henry, M. (2010, June 21–July 17). Contraflow. Auckland, New Zealand: Starkwhite Gallery.

### Curated Group Exhibitions

- Catlow, V. (2010, December 15 – 2011, February 15). Series 1-3. INTER/PLACE exhibition. New Plymouth, New Zealand: Puke Ariki.
- Clothier, I. (2010, December 4 – 2011, March 20). The park speaks. What if? exhibition. New Plymouth, New Zealand: Puke Ariki.

- Clothier, I. (2010, December 15 – 2011, February 15). Haiku robots video 1 – 4. INTER/PLACE exhibition. New Plymouth, New Zealand: Puke Ariki.
- Geehan, J. (2010, December 15 – 2011, February 15). All packed up (and nowhere to go). INTER/PLACE exhibition. New Plymouth, New Zealand: Puke Ariki.
- Willard-Moore, D. (2010, December 15 – 2011, February 15). Integral theory. INTER/PLACE exhibition. New Plymouth, New Zealand: Puke Ariki.

### Curated Group Web/On-line Exhibition

- Clothier, I. (2010). Reframing photography: Theory and practice. Artist. On-line exhibition <http://reframingphotography.com/content/ian-clothier>.

### Director/Curator

- Willard-Moore, D. (2010, July 16–August 8). Curator. Illusions lies and half-truths. Percy Thomson Gallery, Stratford, Taranaki.

### Group Exhibitions

- Avison, P. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. 21 Shi He (Eradicating) between Smoke and Mirrors and Monstrous and 39 Jian (Hardship) over Smoke and Mirrors. New Plymouth: Western Institute of Technology at Taranaki.
- Berry Smith, P. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. Samples. New Plymouth: Western Institute of Technology at Taranaki.
- Catlow, V. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. New Plymouth: Western Institute of Technology at Taranaki.
- Clothier, I. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. Mixed video – untitled. New Plymouth: Western Institute of Technology at Taranaki.
- Geehan, J. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. New Plymouth: Western Institute of Technology at Taranaki.
- Guy, G. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. New Plymouth: Western Institute of Technology at Taranaki.
- Hill, C. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. Urban landscape. New Plymouth: Western Institute of Technology at Taranaki.
- Wareing, P. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. New Plymouth: Western Institute of Technology at Taranaki.
- Willard-Moore, D. (2010, October 12–21). Nine. [Group exhibition by Art Tutors]. Integral tensegrity structure. New Plymouth: Western Institute of Technology at Taranaki.
- Willard-Moore, D. (2010, January 28-February 21). Virtual tarts. AQAL basics. Stratford, New Zealand: Percy Thomson Gallery.



## Performance

- Karena, T. (2010, October 29). Judge. Annual Taranaki Puanga Festival 2010.
- Maxwell, R. (2010, October 29). Judge. Annual Taranaki Puanga Festival 2010.
- Rona, R. (2010, October 29). Judge. Annual Taranaki Puanga Festival 2010.
- Timu, R. (2010, May 7-8). Judge. AMPAC Aotea Regional competition. Springvale Stadium, Whanganui.

## Other

- Hudson, J. (2010, May 10-11). Judge. Taranaki/Wanganui Hospitality Competition 2010. New Plymouth.

## Competitions and Awards

- Hill, C. (2010). Commercial section – silver winner [two awards]. Australian Professional Photography Awards.
- Hill, C. (2010). Commercial/Advertising category – silver award [two awards]. EPSON/NZIPP Iris Professional Photography Awards 2010.
- Hill, C. (2010). Commercial/Advertising category – bronze award. EPSON/NZIPP Iris Professional Photography Awards 2010.
- Hill, C. (2010). Landscape category – bronze award. EPSON/NZIPP Iris Professional Photography Awards 2010.
- Moore, K. (2010, June). Cleaver and Moore Hairdressing, winners of TSB Taranaki Top Shop Awards – Health and Beauty Category.
- Willard-Moore, D. (2010, December). Artist-Designer Kinetika Finalist. Love and evolve.

## B. Scholarly Activity

### Public Addresses and Interviews

#### Radio and Television

- Clothier, I. (2010, February). WITT speaks [Radio Programme]. Guest speaker on Making history project, for radio show, Most FM, New Plymouth.
- Lester, B. (2010, February). WITT speaks [Radio Programme]. Guest speaker on Typography, for radio show, Most FM, New Plymouth.
- Martin, R. (2010). Robin's roundup [Radio Programme]. Presenter for radio show, Most FM, New Plymouth.
- Willard-Moore, D. (2010). Artifacts [Radio Programme]. Presenter of conversations, art stories and interviews for radio show, Most FM radio, New Plymouth.
- Willard-Moore, D. (2010). WITT speaks [Radio Programme]. Producer and co-host of radio show, Most FM, New Plymouth.
- Winder, W. (2010). Puke Ariki weekly [Radio Programme]. Presenter of radio show, Access Radio, New Plymouth.
- Winder, W. (2010). Winder's world of words [Radio Programme]. Presenter of radio show, Access Radio, New Plymouth.

- Winder, W. (2010, December). The Most sustainability show: What if? series [Radio Programme]. Presenter of radio show, Most FM, New Plymouth.

## Invited Speaker

- Cantrell, P. & Parry, D. (2010, July 22). Nursing through the ages. Presenters at Okato Co-Operating Parish Women's Fellowship annual meeting.
- Fergusson, D. (2010, March 23). Respiratory assessment. Presenter at Taranaki District Health Board, New Plymouth.
- Fergusson, D. (2010, May 25). Acute child. Presenter at Paediatric Study Day at Taranaki District Health Board, New Plymouth.
- Fergusson, D. (2010, August 20). Acute assessment. Presenter at Taranaki District Health Board, New Plymouth.
- Hinton, Z. (2010, November 9). Pastoral care. Presenter at Tertiary Education Commission Youth Guarantee Best Practice Workshop, Auckland.
- Jones, G. (2010, July 12). Masters study of the use of complementary therapy in ASD. Presenter at Autism Training Day for Public Health Nurses – Taranaki District Health Board, New Plymouth.
- Jones, G. (2010, August 17). Complementary and alternative medicines for the treatment of autism. Presenter at Education evening for Pharmaceutical Society of New Zealand, New Plymouth.
- Sharp, G. (2010, November 9). LLN for youth guarantee. Presenter at Tertiary Education Commission Youth Guarantee Best Practice Workshop. Auckland.
- Smith, M. (2010, February 1). The Treaty of Waitangi 101. Presenter at New Plymouth District Council Waitangi Community Kōrero Workshop Series.

## WITT Speaker Forum

- Butturini, G. & Cantrell, P. (2010, November 9). Is a pass enough? Western Institute of Technology at Taranaki, New Plymouth.
- Corbett, A. (2010, October 21). Euthanasia: A nursing perspective. Is it really a question of mercy? Western Institute of Technology at Taranaki, New Plymouth.
- Fenton, C. (2010, November 3). Resistant Learners: What they aren't telling you. Western Institute of Technology at Taranaki, New Plymouth.
- Hudson, J. (2010, November 30). Them and Us: Hospitality in the Southern and Northern hemispheres. Western Institute of Technology at Taranaki, New Plymouth.
- Jones, G. (2010, May 24). The chemistry of love. Western Institute of Technology at Taranaki, New Plymouth.
- Lewis, J. (2010, December 6). Feedback on a first experience of blended delivery in a New Zealand Diploma in Business paper. Western Institute of Technology at Taranaki, New Plymouth.
- Martin, R. (2010, November 24). WOMAD, NZ Women's Surf Festival: The student journalist experience. Western Institute of Technology at Taranaki, New Plymouth.



Pitt, L. (2010, August 10). Self-directed learners – Is there such a student? Western Institute of Technology at Taranaki, New Plymouth.

### **Professional Practice: Achievements and Distinctions**

#### **Commissioned Research Report**

Pitt, L. (2010, December 17). Author/Researcher. Report of the evaluation of intensive social work pilot of Taranaki Women's Refuge.

#### **Membership to Professional Bodies**

Cawsey, G. (2010). Committee member. Taranaki/Wanganui Chefs' Association.

Hudson, J. (2010). Committee member. Taranaki/Wanganui Chefs' Association.

West, G. (2010). Board member. Restaurant Association of New Zealand – Taranaki Branch.

#### **Appointments to National Bodies**

Conley, N. (2010). National Qualifications Framework (NQF) Specialist reviewer of New Zealand Qualification Authority (NZQA) business and communication fields.

Fenton, C. (2010). New Zealand Qualification Authority (NZQA) panellist. Review of Science qualifications.

Fenton, C. (2010). Sector advisor in the National Qualifications Services of New Zealand Qualification Authority (NZQA) Science review panel meeting.

Fenton, C. (2010, November). National Convenor for Special Interest Group: Education. Annual Report to AGM of New Zealand Microbiological Society, The University of Auckland, New Zealand.

Martin, R. (2010). Panel member – NZITO Level 5 review team. Journalism Training Organisation.

Morris, B. (2010). National Secretary of the Association of Tertiary Learning Advisors Aotearoa New Zealand.

Pitt, L. (2010). Panel member – Assessing social workers' competence. Aotearoa New Zealand Association of Social Workers (ANZASW).

#### **Other**

Corbett, A. (2010). Trustee: Taranaki Community Health Trust. New Plymouth.

Corbett, A. (2010). Committee Member: Taranaki Adult Literacy Services Ltd. New Plymouth.

Corbett, A. (2010). Reference group member. Gender Reassignment Health Services, Counties Manukau District Health Board and Ministry of Health.

Fergusson, D. (2010). External moderator. Postgraduate Nursing Programmes Waikato Institute of Technology.

Fergusson, D. (2010, April 29). Academic Assessor for University of Auckland post-graduate students undertaking Nursing 741: Education for clinical practice.

Martin, R. (2010). Blogger/author. Taranaki Chronicles. <http://taranakichronicles.wordpress.com/>

Winder, V. (2010). Script writer. Lavamedia. <http://lavamedia.co.nz>.

#### **Academic Distinction – Qualifications**

Brown, J. (2010, December 16). Master of Adult Literacy and Numeracy Education (with distinction). Auckland University of Technology, New Zealand.

Fenton, C. (2010). Doctor of Philosophy. Identifying an appropriate science curriculum for undergraduate nursing in New Zealand. Centre for Science and Technology Education Research, School of Science and Engineering, Waikato University, New Zealand.

Fitzpatrick, G. (2010, May 10). Master of Philosophy in Management. Massey University, New Zealand.

Jones, J. (2010). National Diploma in Business Administration Level 5.

Knuckey, B. (2010, August 12). Diploma in Information and Library Studies Level 5.

Robinson, A. (2010, January 30). Certificate of the School of Thai Massage Therapist Training Course. TTC Spa School, Thailand.

Sapwell, J. (2010). Bachelor of Teaching and Learning (Early Childhood Education).

Zhou, H. (2010). Bachelor of Teaching and Learning (Early Childhood).

#### **Citations**

Cawsey, G. (2010). Featured in Food and Drink section of Taranaki Daily News.

Clothier, I. (2010). Art: Nature and numbers. Featured in Refresh: Connections with the community.

Clothier, I. cited in Modrak, R. (2010). [Images]. In Reframing photography: Theory and practice, (pp. Li). London: Routledge.

Corbett, A. (2010). Community healthcare: Positive ageing. Featured in Refresh: Connections with the community

Duthie, D. (2010). Featured in Food and Drink section of Taranaki Daily News.

Henry, M. (2010, June 22). eyeCONTACT Weblog post. 'Realistic sculptures or abstract paintings?' – New Zealand writer, artist and curator John Hurrell on Contraflow exhibition. <http://eyecontactsite.com/2010/06/realistic-sculptures-or-abstract-paintings>.

Henry, M. (2010, July 3). New Zealand Herald Art and Literacy critic T. J. McNamara's review of Contraflow exhibition. [http://www.nzherald.co.nz/arts-literature/news/article.cfm?c\\_id=18&objectid=10656278](http://www.nzherald.co.nz/arts-literature/news/article.cfm?c_id=18&objectid=10656278)

Hudson, J. (2010). Featured in Food and Drink section of Taranaki Daily News.



- Jones, G. (2010). Complementary medicines: Aspergers syndrome. Featured in Refresh: Connections with the community.
- Jones, G. (2010, June 26). Love – It’s literally all chemistry. Taranaki Daily News, 6.
- Moore, K. (2010, August 2). Faith in staff gives results. Taranaki Daily News, 11.
- Morris, B. (2010). Adult Education: A proactive approach. Featured in Refresh: Connections with the community.
- Morris, B. cited in Fraser, C., & Manalo, E. (2010). Many and varied roles: An inter-institutional project to evidence the impact of Learning Advisors on student achievement. In V. van der Ham, L. Sevilano, & L. George (Eds.). Shifting sands, firm foundations: Mai rō anā te papakāinga mo te tangata: Proceedings of the 2009 Annual international conference of the Association of Tertiary Learning Advisors of Aotearoa/New Zealand (ATLAANZ), (pp. 31 - 44). Auckland, New Zealand: ATLAANZ.
- Ogden, J. (2010). Featured in Food and Drink section of Taranaki Daily News.
- Ogden, J. (2010). Patisserie: Specialist perspectives. Featured in Refresh: Connections with the community.
- Pitt, L. (2010). Maternal mental health: What makes a difference. Featured in Refresh: Connections with the community.
- Trowern, R. (2010). Featured in Food and Drink section of Taranaki Daily News.
- Willard-Moore, D. (2010). Art: Community participation. Featured in Refresh: Connections with the community.
- Wineera, T. (2010). Māori research methodologies. Featured in Refresh: Connections with the community.
- Corbett, A. (2010). Committee member and Te Iarere Wavelength journal committee member.
- Fenton, C. (2010). Committee member and Te Iarere Wavelength journal committee member.
- Greensill-van Prehn, S. (2010). Committee member.
- Henley, V. (2010). Committee member and Te Iarere Wavelength journal committee member.
- Hudson, J. (2010). Committee member.
- Jones, G. (2010). Committee member.
- Karena, T. (2010). Committee member.
- Knuckey, B. (2010). Committee member.
- Martin, R. (2010). Committee member and Te Iarere Wavelength journal committee member.
- Morris, B. (2010). Committee member and Te Iarere Wavelength journal committee member.
- Pitt, L. (2010). Committee member.
- Waikerepuru, T. (2010). Committee member.
- Willard-Moore, D. (2010). Committee member.

### **Institute Awards**

- Banks, G. (2010, December 3). WITT Staff Awards 2010: Excellence Award Quality of Service (Individual). Western Institute of Technology at Taranaki.
- Cawsey, G., Hudson, J. & Ogden, J. (2010, December 3). WITT Staff Awards 2010: Excellence Award Quality of Service (Team). Western Institute of Technology at Taranaki.
- Crawford, C. (2010, December 3). WITT Staff Awards 2010: Excellence Award for Teaching. Western Institute of Technology at Taranaki.
- Dravitski, L. (2010, December 3). WITT Staff Awards 2010: Chief Executive’s Award for Exceptional Service. Western Institute of Technology at Taranaki.
- Fairweather, K. (2010, December 3). WITT Staff Awards 2010: Excellence Award Quality of Service (Individual). Western Institute of Technology at Taranaki.
- Fenton, C. (2010, December 3). WITT Staff Awards 2010: Excellence Award for Research. Western Institute of Technology at Taranaki.
- Greensill-van Prehn, S. (2010, December 3). WITT Staff Awards 2010: Chief Executive’s Award for Exceptional Service. Western Institute of Technology at Taranaki.
- Jamieson, P. (2010, December 3). WITT Staff Awards: Excellence Award for Teaching. Western Institute of Technology at Taranaki.
- Knuckey, B. & Manning K. (2010, December 3). WITT Staff Awards: Excellence Award Innovation in Practice. Western Institute of Technology at Taranaki.)
- Pitt, L. (2010, December 3). WITT Staff Awards: Excellence Award for Teaching. Western Institute of Technology at Taranaki.
- Ryan, Z. (2010, December 3). WITT Staff Awards: Excellence Award Quality of Service (Individual). Western Institute of Technology
- Contribution to Research Environment**
- Clothier, I. (2010). Research Co-ordinator, Faculty of Humanities, Arts Department, Western Institute of Technology at Taranaki, New Plymouth.
- Corbett, A. (2010). Research Co-ordinator, School of Nursing, Western Institute of Technology at Taranaki, New Plymouth.
- Fenton, C. (2010). Research Co-ordinator and Committee Chairperson, Western Institute of Technology at Taranaki, New Plymouth.
- Fenton, C. (2010). Blogger/author. Bellstreetfiles’s Blog. <http://bellstreetfiles.wordpress.com/>.
- Morris, B. (2010). Research Co-ordinator, Polytons, Library Learning Centre and Student Services, Western Institute of Technology at Taranaki, New Plymouth.
- Pitt, L. (2010). Research Co-ordinator, Faculty of Humanities, Department of Humanities, Western Institute of Technology at Taranaki, New Plymouth.
- Membership of Institutional Research Committee**
- Clothier, I. (2010). Committee member and Te Iarere Wavelength journal committee member.



at Taranaki.

Younger, D. (2010, December 3). WITT Staff Awards 2010: Excellence Award Programme Leadership. Western Institute of Technology at Taranaki.

## **New Zealand Institute of Highway Technology (NZIHT)**

### **Conference Contributions**

#### **Conference organisation**

2010 Paving the Way for Greener Roads Conference. (2010, May 9-11). Taupo, New Zealand.

Roading New Zealand Conference: Productivity and the future. (2010, September 28). Wellington, New Zealand.

New Zealand Transport Agency and NZIHT 11th Annual Conference: Improve transport improve the economy. (2010, October 31 – November 2). Christchurch, New Zealand.

#### **Co-authorship**

Morkel, C. & Arnold, G. (2010, May 9-11). Design criteria for granular pavement materials provides opportunities to use waste, recycled and alternative materials. Paper presented at Paving the way for greener roads Conference. Taupo, New Zealand.

#### **Other**

Vance, W. (2010, May 9-11). Sessions One and Two Chairman. Paving the way for greener roads Conference. Taupo, New Zealand.







*A record year*

WITWORKS.ac.nz



TGMDESIGN22836

20 Bell Street, New Plymouth 4342, New Zealand  
Telephone: +64 6 757 3100 • Fax: +64 6 757 3235 • Email: [info@witt.ac.nz](mailto:info@witt.ac.nz)  
0800 WITT WORKS • [www.wittworks.ac.nz](http://www.wittworks.ac.nz)