

ANNUAL REPORT 2017



RESPONDING TO THE NEEDS OF OUR REGION



WITT
WESTERN INSTITUTE OF
TECHNOLOGY AT TARANAKI
Te Kura Matatini o Taranaki

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OUR ORGANISATION

The Western Institute of Technology at Taranaki, Te Kura Matatini o Taranaki, or “WITT”, is the largest tertiary provider of education outcomes in Taranaki. As a regional provider, we offer a unique service to our customers who include students, employers and industry.

WITT’s Purpose is to ensure excellent tertiary education outcomes and valued outcomes for students, employers and the Taranaki region. Our Vision is to ensure the success of every student.

The context for tertiary education has changed dramatically over the last few years, leading WITT to assess, reassess and also change direction to ensure that our Purpose and our Vision remain appropriate for our size and context – with some room also to dream of a better world.

WITT’s role is to provide quality tertiary education outcomes that are measured at not less than the

median for the sector; valued outcomes for students that can be measured by student, graduate and employer feedback; and align our programmes to meet the skills shortages of the region based on engagement with employers.

We will strengthen our secondary tertiary pathways to both provide compelling choices for the region’s secondary school young people, and stress-free transitions through levels of learning with a line of sight to employment.

We will continue to address the widening gap in achievement between Māori and non-Māori learners.

We will continue to improve our business processes to remain sustainable, and make progress in plans to diversify revenue streams. We expect to continue our positive transformational change and build confidence in our operation and impact with our stakeholders who include students, employers, the Taranaki community, Iwi and Government. *Ahakoā he iti, he pounamu.* Though we are small, we are of greenstone.



WITT

WESTERN INSTITUTE OF
TECHNOLOGY AT TARANAKI

Te Kura Matatini o Taranaki

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WITT AT A GLANCE (2017)



WITT offers courses which cater to people at all stages of their lives. In 2017, 25% of students were over 40, while 41% were under 25 years of age.

Within the network of provision, WITT is an Institute of Technology or Polytechnic (ITP), one of 16 in New Zealand. It works collaboratively with a number of Tertiary Education Organisations (TEOs) to ensure it can continue not only to operate cost-effectively, but provide a range of opportunities in the region for its learners.

4,515

Students enrolled

Student Gender



62% Male

38% Female

Age

17% 18 years & under

21% 19 - 24 years old

62% 25+ years old

1,363

Equivalent Full Time Students

23% Māori*

3% Pasifika*

933

Graduates

5% International*

* of all WITT students

80%

Successful course completion

294 Staff

1:18.3 Academic Staff to Student ratio

97%

Overall student satisfaction

\$19.9m Revenue

-17.24% Surplus (prior to provisions and notional interest)



OUR FOCUS ON EXCELLENCE

REPORT FROM THE CHAIR AND CHIEF EXECUTIVE



Robin Brockie Chair and Barbara George Chief Executive

2017 was another significant year for WITT that built on the sustainability work of 2016.

In 2016 we realigned our programme portfolio to ensure demand from learners and from employers was met. We took a multi-year view to programme development, and continued this work in 2017. To assist this, a strategic alliance was formed with The Open Polytechnic of New Zealand, to use their excellent delivery platform iQualify, and the process continues of blending our teaching and learning with online accessibility. This will be a major area of work over 2018.

2017 saw a whole-of-institute approach to improving our quality. A planned programme of work was agreed with NZQA, and throughout the year NZQA feedback confirmed that the Institute was making good improvements. NZQA will be completing another review by 2018 and we expect that they will confirm confidence in both WITT's educational performance and our capability in self-assessment.

Governance and Management saw changes throughout the year with the effect of strengthening leadership at WITT. In May we were pleased to welcome Minister-appointed Stuart Trundle to the role of Council member, then Council appointed members Charlotte Littlewood and Michael Braggins. Daniel

Fleming was appointed as an advisor to Council at the same time. On the Executive, Rod Bentham and Dion Maaka filled the two vacant positions as Academic Director and Chief Financial Officer, respectively. In November a new Executive Director, Brian Souness, was appointed to the role of WITT Com, responsible for bringing commercial B2B training opportunities to the Institute.

2017 started with strong enrolments across all programmes offered. The second semester intake in July experienced a significant downturn in demand, and WITT was unable to meet its enrolment targets. This issue affected the entire ITP sector across the country, the quantum of which was largely unexpected.

While the downturn in enrolments had a detrimental effect on the financial results for the year, operating cost savings were made to provide some mitigation. It was a credit to the whole team at WITT who worked collegially and diligently to produce the best result possible under the challenging circumstances. We acknowledge the assistance and support from our colleagues at the Tertiary Education Commission as WITT worked through the challenges.

2017 had excellent news as well. We started the year with the aim of increasing our course completion performance and we are delighted to tell you that we achieved this. We accept that there is always room for improvement, but the results do speak for themselves, and both of us cheer a hearty "well done" to the team.



2017 saw a deepening and broadening of WITT's qualification provision. Accreditation was received for:

Business	New Zealand Certificate in Business (First Line Management) (Level 4) New Zealand Diploma in Business (with strands in Accounting, Administration and Technology, Leadership and Management, and Project Management) (Level 5)
Hospitality	Certificate in Hospitality (Level 2) New Zealand Certificate in Food and Beverage Service (Restaurant Services) (Level 4)
Foundation and Bridging	New Zealand Certificate in Skills for Living for Supported Learners (Level 1) New Zealand Certificate in Foundation Skills (Level 2) New Zealand Certificate in Study and Career Preparation (Level 4)
Health and Wellbeing	New Zealand Certificate in Health and Wellbeing (Social and Community Services) (Level 4) with strand in Mental Health and Addiction Support New Zealand Certificate in Health and Wellbeing (Advanced Support) (Level 4)
Te Reo Māori	Te Pōkaitahi Reo (Rumaki, Reo Rua) (Te Kaupae 1) New Zealand Certificate in Te Reo (Immersion, Bilingual) (Level 1) Te Pōkaitahi Reo Māori (Rumaki, Reo Rua) (Kaupae 2) - New Zealand Certificate in Te Reo Māori (Immersion, Bilingual) (Level 2)
Mātauranga Māori	Manu-Taiko - Toro Parirau, New Zealand Certificate in Maori Governance (Level 4) Te Mana Kaitiaki o Ngā Taonga Tuku Iho (Kaupae 4) Te Pōkairua Tikanga (Waka, Rongoā, Te Ara Nunumi, Mātauranga Māori, Māori Development, Rangahau) (Kaupae 5) Te Pōkairua Tikanga (Waka, Rongoā, Te Ara Nunumi, Mātauranga Māori, Māori Development, Rangahau) (Kaupae 6)
Process Operations	New Zealand Certificate in Energy and Chemical Operations (Plant and Machinery) (Level 3) New Zealand Certificate in Workplace Health and Safety Practice (Level 3)
Hair and Beauty	New Zealand Certificate in Makeup and Skin Care (Introduction) (Level 3)
Building and Construction	New Zealand Certificate in Construction Trade Skills (Level 3)
Electrical	New Zealand Certificate in Electrical Engineering (Theory) (Level 3)
Automotive	New Zealand Certificate in Automotive Engineering (Level 3)
Agriculture and Horticulture	New Zealand Certificate in Agriculture (Farming Systems) (Level 3) New Zealand Certificate in Horticulture (General) (Level 3) New Zealand Certificate in Land Based Sustainability Practices (Level 3) New Zealand Certificate in Agriculture (Vehicles, Machinery and Infrastructure) (Level 3) New Zealand Certificate in Agriculture (Level 4) with strands in Dairy Farming, Breeding Livestock Farming, and Non-Breeding Livestock Farming

In summary, 2017 was a year that started with much promise and ended very challenging indeed. Thankfully, policies, procedures and systems had been put in place earlier that greatly assisted meeting the significant workloads of all concerned.

For Taranaki the development of the Regional Economic Strategy, Tapuae Roa, suggests opportunities for WITT to continue to meet the needs of the region, and planning continues to strengthen our engagement right across the region.

The road ahead for WITT remains challenging, but as Chair and Chief Executive, we lead a team that is dedicated to excellence, student success and relevance.

We remain grateful for the guidance of funding partner TEC and qualifications partner NZQA, and thank them for their support as we embrace our challenges and continue to provide excellent service, academic, employment and valued outcomes for all our learners.

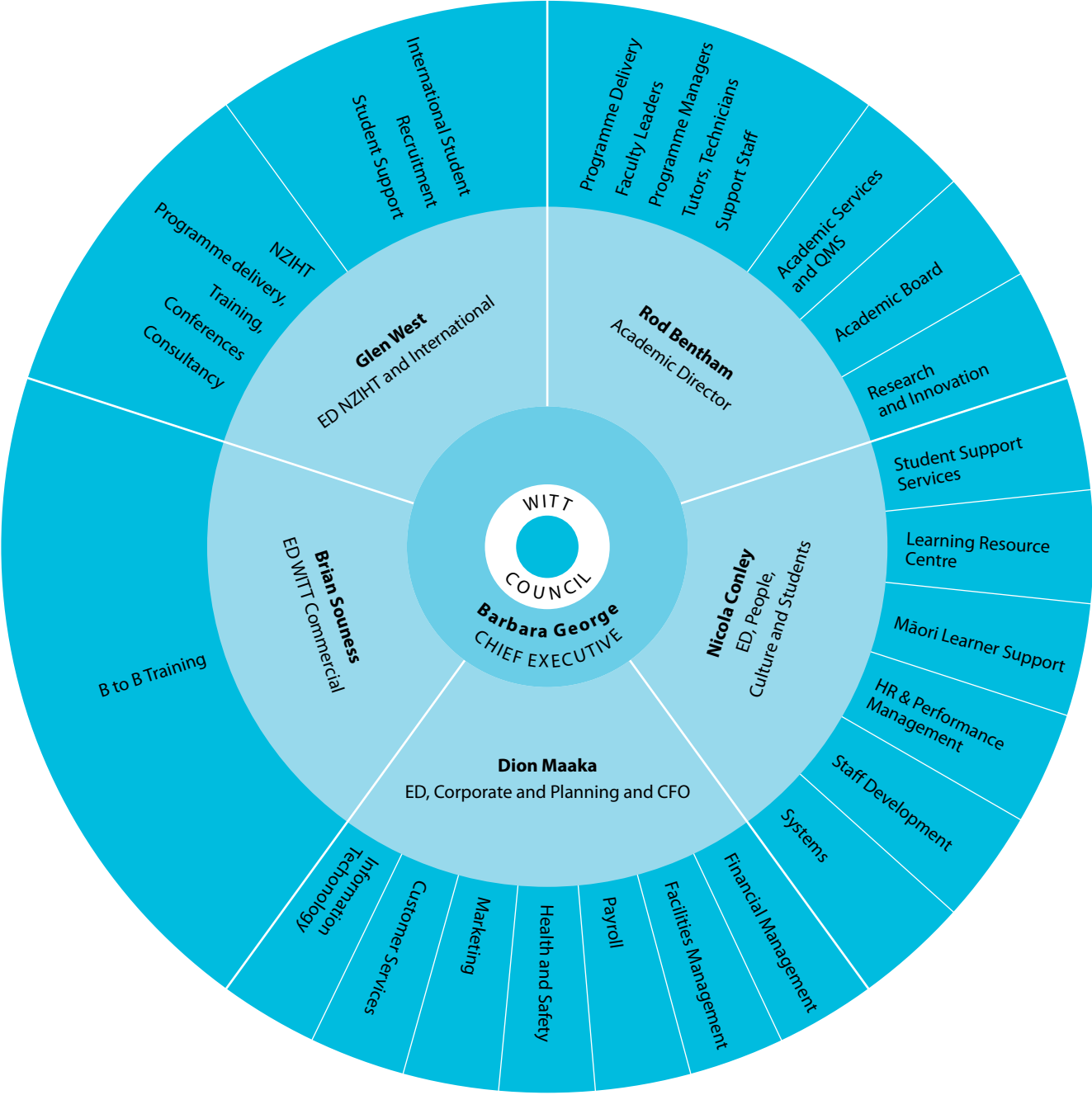
Nā tō rourou, nā taku rourou, ka ora ai te iwi. With your food basket, and my food basket, we will sustain our people.

Robin Brockie
Chair of WITT Council

Barbara George
Chief Executive



OUR PEOPLE



WITT COUNCIL



ROBIN BROCKIE

Chair

Robin Brockie, QSM is a Chartered Accountant Fellow and member of the Institute of Directors. Since his retirement from public practice as a chartered accountant in 2015, Mr Brockie has been engaged in a number of governance roles including with the Dame Malvina Major Foundation, Venture Taranaki Trust, Tui Ora Limited, TSB Community Trust and the Anglican Diocese of Waikato and Taranaki.



LYAL FRENCH-WRIGHT

Deputy Chair

Lyal was CEO of a large regional law firm, Govett Quilliam, from 2012 to 2018 where his focus has been on strategic vision, meeting the demands of a quickly changing legal landscape, and growth and development.

Prior to this his life has been dedicated to education and activities and organisations that support the concept of vibrant, sustainable and active communities. From 1980 he has been a senior school administrator, from 1995-2008 he was Headmaster of New Plymouth Boys' High School and 2008-2015 Executive Principal of Al Khor International School, one of the largest private schools in the Middle East based in Qatar.

Lyal was a Ministerial appointment to the WITT Council in late 2016 which sits well with his belief in continuous education being at the forefront of a positive future and WITT having a powerful role to play in this. The drive to create pathways to meet local employment needs for mostly local people is a big part of what WITT is about and he thoroughly supports this but, also, hopes that he can assist in promoting the Institution as the place of choice for students, staff and employers.



MICHAEL BRAGGINS

Michael Braggins was the Head Boy of New Plymouth Boys High School in 2001 and went on to complete a Bachelor of Commerce at Canterbury University and a Bachelor of Construction at Unitec in Auckland. Michael worked abroad in the United Arab Emirates before returning home with wife, Sophie, to raise their family in Taranaki.

Michael is a Director of Clelands Construction, Taranaki's largest construction company. His key operational responsibilities include commercial management, administration oversight, human relations, marketing and project management. Previously, Michael was a member of the senior management team at Energyworks and was responsible for the construction management of significant pipeline projects in Taranaki and Auckland.

Through his leadership role at Clelands Construction, Michael supports the Taranaki Health Foundation, Taranaki Arts Festival, NPBHS Rugby and various other organisations and charities. He is also personally involved with The Cathedral Project, The Legacy Trust, Taranaki Futures and Big Brothers Big Sisters.



CASSANDRA CROWLEY

Cassandra Crowley joined the WITT Council in 2013 after returning to Taranaki after 16 years away from the region. A Chartered Accountant and Barrister and Solicitor of the High Court of New Zealand, Cassandra holds a number of directorships, including two others in the education sector as independent director for both Student Job Search Aotearoa and the industry training organisation Skills. Cassandra's executive roles involve commercial advisory work for inter-generational iwi funds.

Cassandra's vision for WITT is that it is a sustainable Institute that is supported by, and delivering to the needs of, the entire Taranaki community.



ROSS DINGLE

Is CEO of TenderLink a digital procurement platform provider owned by Dun and Bradstreet. Ross is responsible for strategic direction and overall management of operations across Australia and New Zealand.

Previously, Ross has held senior finance and operations positions at Fletcher Challenge Energy, KCL Property, and Doctor Global. Ross has a strong interest in seeing the youth of Taranaki succeed through education and sport. Previous posts include Chairman of Spotswood College Board of Trustees, and West End School Board of Trustees. Ross is currently President of Taranaki Triathlon.



SRIYAN ELANGA EKANAYAKE

Elanga Ekanayake was appointed to the WITT Council by the Minister for Tertiary Education in May 2010. He is a Fellow Chartered Accountant, a Fellow Chartered Secretary and a Certified Management Accountant of Australia.

Elanga was the CFO of Powerco Ltd, the second largest energy distribution company in New Zealand for over 20 years and retired from this position just prior to joining the WITT Council. He has also worked in Papua New Guinea for many years as a consultant accountant for an Asian Development Bank project.

It is Elanga's aspiration to see WITT and its wholly owned subsidiary NZIHT continue as the premier tertiary education providers in Taranaki and beyond maintaining very high academic standards, financial stability and good governance.



DR RUAKERE HOND
(term ended 21 June 2017)



ALLIE HEMARA-WAHANUI
(term ended 21 June 2017)



REX HENDRY
(term ended 21 June 2017)



DANIEL FLEMING

Daniel Fleming is the General Manager and Co-owner of the King & Queen Hotel Suites, New Plymouth's leading luxury boutique hotel located in the thriving West End Precinct.

Daniel is the Deputy Chair of the Taranaki Chamber of Commerce, Deputy Chair of the Business and Retail Association and Chair of the West End Precinct.

After attending New Plymouth Boys High School and completing a STAR hospitality course at WITT he went on to study his degree at the Pacific International Hotel Management School (PIHMS). Prior to opening the King & Queen Hotel Daniel worked in hotels throughout New Zealand and Australia with companies such as InterContinental, Millennium and Sheraton.



CHARLOTTE LITTLEWOOD

Charlotte Littlewood is a Taranaki Regional Councillor and a director of Port Taranaki. She has worked in a variety of project management, strategy and research roles across Powerco Ltd, the Ministry for Social Development in Wellington and the Department for Work and Pensions in London.

She has also held a number of governance roles in the community, was a joint founder of the Taranaki Young Professionals organisation and also Vice President of Durham Student Union.

She has a Masters in Finance, a BA(Hons) in Economics and Politics and is a chartered member of the Institute of Directors and the New Zealand Association of Economists.



STUART TRUNDLE

Stuart Trundle is the chief executive of Venture Taranaki Trust, the regional development agency for Taranaki regarded as one of the leading models for economic development in New Zealand.

Stuart is a board member of the Bishop's Action Foundation, past chair of the Economic Development Association of New Zealand and former trustee to the Bashford and Nicholls Trust that sponsors agricultural scholarships in Taranaki.

Prior to forming Venture Taranaki, Stuart was managing director of the largest Chamber of Commerce in the United Kingdom, an external examiner of the MBA programme at the University of Wolverhampton Business School and the course validator for the University of Central England's Diploma in Management Studies.

Stuart's work in the formation of regional economic development agencies in Poland and Romania was supported by the British Government and European Commission.

In October 2012 Stuart was awarded the New Plymouth District Mayoral Award for Business, presented in recognition of over 14 years commitment to economic development in the region. He is a past winner of the Vero Excellence in Business Support Award.

WITT EXECUTIVE

AS AT 31 DECEMBER 2017



TUMU WHAKARAE CHIEF EXECUTIVE

Barbara George

MBA, Dip Bus, BMus, PG Cert Public Management, Certificate in Te Reo, Te Wānanga o Raukawa

Barbara George is the Chief Executive of the Western Institute of Technology at Taranaki (WITT) and has held this position since October 2013. She was born and raised in New Plymouth, attending St John Bosco primary school, Sacred Heart Girls College and Taranaki Polytechnic (which then became WITT).

At the age of 20 she left the province to complete a Bachelor of Music in Singing Performance at Victoria University of Wellington, and then took up a scholarship to study singing for two years in London.

After returning to New Zealand in 1993, she began her career in orchestra management, and continued her life long love of learning, adding a Post Graduate Diploma in Business, an MBA, a Post Graduate Certificate in Public Management, and a Certificate in Te Reo to her kete.

From 1995 to the present day, Barbara has held Chief Executive positions in New Zealand, Australia and the United States, and though this is her first role heading a tertiary education institute, she has been able to draw on her knowledge and experience as a commercial and entrepreneurial leader, to effectively lead WITT's transformation in an ever changing and challenging context. WITT's greatest asset is its people who share a common vision of ensuring the success of every student.

Barbara's tūrangawaewae is Taranaki, and she is Ngāti Rāhiri o Te Atiawa.



EXECUTIVE DIRECTOR – PEOPLE, CULTURE AND STUDENTS

Nicola Conley

MComms, BBS, DipAdultEd

Nicola Conley has over 25 years' experience in the tertiary educational sector. She was born and educated in New Plymouth and has a BBS from Massey University, a MComms from Victoria University and a number of Diplomas. Nicola has a passion for ensuring all students are given the opportunity to participate in education to reach their full potential. It is critical that WITT has the 'right staff', in the 'right place', at the 'right time' to ensure students learning and support needs are understood so they have every opportunity to succeed.

Culture is a critical part of the institutions success and is a focus of Nicola's portfolio. Ensuring effective communication with staff and giving them the opportunity to feedback and engage in the wider WITT community is key to fostering a positive culture. Tertiary education is constantly changing and these changes impact on the learning and teaching at WITT, Nicola monitors these changes and is aware of how these will impact on staff.

Nicola has extensive management experience and has led teams at WITT through a number of changes as the educational sector advances. The rapid changes in government education policies has meant changes to delivery methods and styles to ensure qualification learning outcomes are met using innovative and state of the art teaching techniques. Nicola is leading the development of academic staff and management to ensure they have the tools to be innovative and creative in their management, leadership, teaching and support of students. Staff, students and culture are the key to the success of WITT and every person has the opportunity to be part of WITT's success as it moves forward.



EXECUTIVE DIRECTOR – NZIHT AND INTERNATIONAL

Glen West

Dip FBS

Glen West is the Executive Director of the New Zealand Institute of Highway Technology (NZIHT), WITT's 100% owned subsidiary company. NZIHT is an academic training organisation that delivers training both nationally and internationally, offering formal qualifications from certificate to post graduate level and in addition a diverse portfolio of short courses for industry employees furthering their education and training. Glen is a member of the WITT Executive and from late 2016 took on the international portfolio.

Glen has an extensive background in training and delivering formal qualifications and is well versed at staff leadership, operational management, strategic planning and implementation. Glen's qualifications cover papers in Māori, Business, Adult Teaching, Literacy and Numeracy, and Management.

Glen is pragmatic, consistent and is comfortable working within a formal compliance, law governing environment and is able to make informed, accurate decisions while providing direction.



CHIEF FINANCIAL OFFICER

Dion Maaka

Dion is a Chartered Accountant who has extensive accounting and business experience gained in a number of industries over the last twenty years, more recently having worked for the last seven years for Māori Incorporation, Parininihi ki Waitotara as the General Manager of Corporate Services.

Being from Ngāruahine Dion understands the importance of WITT as an organisation and a successful WITT is beneficial to the Taranaki community. Dion has a vision of ensuring that all students of WITT are entitled to exceptional experience at WITT which pathways to gainful employment.



ACADEMIC DIRECTOR

Rod Bentham

Rod Bentham has returned to WITT as Academic Director after nine years working at the New Zealand Qualifications Authority. He was previously at WITT from 2000-2007, working his way into the acting Head of Department role in Media and Communications.

During his time at NZQA, Rod was involved in the implementation of two major educational reform projects – the Alignment of Standards to the New Zealand Curriculum; and the Mandatory Review of Qualifications. Rod sat at governance level on the review of Business, ICT and Teacher Education qualifications; and contributed to the implementation of the various Youth Guarantee initiatives. During this time he also completed a Master of Public Management degree through Victoria University’s School of Government, for which he won the Prime Minister’s Prize for Public Management.

Being from Taranaki, Rod understands the importance of WITT to the region and is pleased to be able to bring his knowledge from the centre back to WITT to share with the executive team.



ED WITT COM

Brian Souness

Brian Souness has over 30 years commercial management experience in oil and gas, energy, and engineering related businesses, having held many senior positions for British Gas internationally, before moving to New Zealand in 1998. He has a strong background in business development, business case analysis, strategic planning and delivery of high value services tailored to meet current and future market needs.

In 2000 he helped establish the engineering cluster in Taranaki developing business opportunity and training for the region. He was appointed Chief Executive of Engineering Taranaki Consortium (ETC) with a focus upon business development, new product development, delivering collaborative projects, and health and safety. During this time, he was instrumental in the set-up and development of the Taranaki Health and Safety Forum (BeSafe Taranaki) and is currently on the Board of Trustees. More recently he was Business Director (Oil and Gas) for the Beca Group, responsible for New Zealand, Australia and the Pacific Islands. Brian holds a BA (Hons) degree from Napier University, Edinburgh.

COMMITTEES

COMMITTEES OF COUNCIL

- **Audit and Risk Committee.** Met each month.
- **Performance Committee.** Met twice.
- **Academic Board.** Met each month.

COMMITTEES OF THE ACADEMIC BOARD

- **Academic Standards Committee.** Met 12 times
- **Research Committee.** Met 6 times
- **Teaching and Learning Committee.** Met 14 times
- **Academic, Risk, Compliance and Appeals Committee.** Met 5 times
- **Te Kāhui Matanui.** Met 10 times

CHIEF EXECUTIVE COMMITTEES

- **Executive team** – met at least weekly
- **Equal Employment Opportunities (EEO)** – met informally and as needed
- **Health and Safety** – met 8 times
- **International Management** – met informally and as needed



EQUAL EMPLOYMENT OPPORTUNITIES

WITT is committed to the principle of equal employment opportunities for everyone and fully recognises the need to give practical effect to its responsibilities as a good employer and a tertiary educational provider. We provide good and safe working conditions, do not accept unfair discrimination on any grounds, and recognise:

- The aims, aspirations and employment requirements of Maori
- The aims, aspirations and cultural differences of ethnic and minority group members, and
- The employment requirements of women and of people with disabilities.

STAFF GENDER

294 Staff

36% of staff are male

64% of staff are female

55% of academic staff are female

75% of support staff are female

4% of female staff are Māori

STAFF ETHNICITY

55% European

8% Māori

1% Pasifika

1% Asian

5% Other

30% Unknown

TEACHING AND LEARNING EXCELLENCE

WITT delivers a portfolio of programmes from level one through to level seven of the New Zealand Qualifications Framework (NZQF) across six programme areas: Health and Wellbeing; Engineering and Highway Technologies; Business, Computing and Design Technologies; Trades and Primary Industries; Teaching and Pathways; and Māori Development.

NZIHT operates a block course model in most cities or larger towns throughout New Zealand and also has offshore delivery. It responds to requests from industry, and develops its teaching materials in partnership with industry and employers, thereby directly addressing skills needs. As well, NZIHT offers more than 200 short courses that are relevant and required by industry, up-skilling those already in employment, and providing a non-Government funded revenue stream to the company, ensuring the profitability of the entity.

WITT's learners have diverse needs – from developing the fundamental literacy and numeracy skills required for everyday life; the work-readiness skills for transition to employment; through to establishing the independent research skills required for undergraduate and post-graduate study.

Overall Course Completion Rates

	2015	2016	2017
All	72%	72%	80%
Māori	63%	64%	73%
Non-Maori	75%	76%	82%
Pasifika	54%	60%	70%
Under 25	70%	71%	78%

In 2017, the Academic Board refreshed WITT's Academic, Teaching and Learning strategy to recognise these needs and reflect the broad range of approach taken in delivering training and education to WITT's learners.

The Academic, Teaching and Learning Strategy recognises that the education landscape is changing, with greater demands from students in terms of when, where and how they want to learn; and that technology has, and will continue to, lead this change. It recognises that employers require a more qualified workforce and WITT plays a critical part in developing the region's workforce by delivering programmes which meet the needs of both learners and employers.

The Academic, Teaching and Learning Strategy gives effect to the four goals of the WITT Strategy 2017-2020 by focusing on the teaching and learning needs and ensuring that valued and quality teaching and learning outcomes are available for every student, consistent with the purpose and vision of the Institute.

GOAL 1: GRADUATES - WHAKAKURA

Work-ready graduates aligned to skill demand and employment

WITT is committed to producing work ready graduates and is placing particular focus on better understanding the employment outcomes of graduates. Collected and analysed data will inform both the information provided to learners as well as the institution's mix of provision and response to meeting Taranaki's employer and skill needs.

2017 Highlights	2018 Focus
<ul style="list-style-type: none"> Completed three regional needs analysis in the areas of Health, Engineering and WITT's South Taranaki Campus. Employer Satisfaction Survey results show 83% of employers surveyed were satisfied with WITT students' knowledge and skills. 	<ul style="list-style-type: none"> Undertake further regional needs analysis to support WITT's investment plan. Further strengthen the development of student's work-readiness through improving the design of learning and assessment.

GOAL 2: TEACHING AND LEARNING - WHAKAAKO

Excellent teaching and learning from staff with relevant vocational experience

Through excellent and innovative teaching, combined with student-focused support services, quality management and accurate real time and forecast data, students enrolling in a WITT programme or course will be enabled to successfully complete their studies.

2017 Highlights	2018 Focus
<ul style="list-style-type: none"> Achieved an average student satisfaction score of 97.71% (n=464) across WITT's three core campuses. Improved course completion rates for all students and significantly improved rates for Māori and Pasifika students. 	<ul style="list-style-type: none"> Continue to improve completion rates for Māori and Pasifika students to achieve levels of equity with non-Māori/Pasifika. Strengthen the utilisation of real time and forecast data within faculties to improve learner success.

GOAL 3: ENGAGEMENT AND DEVELOPMENT - WHAKAPAKARI

A culture that fosters engagement and development of staff and leads to excellent student outcomes

WITT has an Organisational Development Plan (ODP) which describes how leaders and staff will be engaged and developed to enable the cultural changes necessary to deliver WITT's goals and to align the organisation to support performance.

2017 Highlights	2018 Focus
<ul style="list-style-type: none"> Staff engaged in three thousand two hundred and sixty eight hours of formal professional development activity during 2017. Developed a MoU with the Māori Health Unit at the Taranaki District Health Board to establish a funded research cadet position. 	<ul style="list-style-type: none"> Continue to support staff to develop their teaching practice and/or take opportunities for industry secondments. Strengthen the use of peer observation and feedback in developing teaching staff. Continue to support staff to develop cultural competencies and embed Māori pedagogies in their practice.

GOAL 4: SUSTAINABILITY - WHAKAHERENGA

A vibrant and sustainable organisation that meets the needs of its customers

To remain sustainable, WITT needs to continually review how it delivers to meet changing learner needs. For example, in compulsory schooling digital technologies are increasingly the norm for learners in the delivery of teaching and assessment. WITT needs to ensure it is positioned to meet the expectations of these learners in the future. Not to do so risks the organisation becoming irrelevant to our prospective learners. WITT also needs to consider where it locates its learning in order to meet demand. This includes both physical and virtual locations.

2017 Highlights	2018 Focus
<ul style="list-style-type: none"> WITT has an agreement in place with iQualify to utilise their platform to licence or develop online learning. WITT approved the development of a carpentry/ construction facility to support increased provision in response to regional demand. 	<ul style="list-style-type: none"> Utilise iQualify to expand the number of courses and modules offered online. Continue to review the delivery and assessment methods and modes of delivery across WITT programmes.

MĀORI AND PASIFIKA LEARNER SUCCESS

WITT is committed to achieving the parity of achievement and participation priorities for Māori and Pasifika learners articulated by the Tertiary Education Strategy. In 2017, WITT developed an implementation plan to give effect to Te Rautaki Māori. The plan contains four initiatives:

- Implementing an organisational cultural competency framework;
- Targeted support for programmes based on performance evidence;
- Pastoral and academic support for Māori learners, and;
- Iwi consultation and involvement.

Allied to this, WITT has adapted the values of the New Zealand Qualifications Authority's *Te Hono o te Kahurangi* as its Māori pedagogical framework and is supporting staff to understand how the values can be embedded in their practice.

2017 Highlights	2018 Focus
<ul style="list-style-type: none"> Participation rates for Māori and Pasifika learners continues to exceed regional population rates with 20% Māori learners and 2.5% Pasifika learners enrolled in 2017. Signed an MoU with Te Atiawa and Taranaki Iwi. 	<ul style="list-style-type: none"> Undertake research to better understand motivations for Māori learner withdrawal. Ongoing professional development activities for all staff. Continued focus on achieving parity of completion for Māori and Pasifika learners.

STUDENT SATISFACTION

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 students to fully engage in their programme of study and optimise their learning experience. Support service goals focus on equitable access, proactive approaches and targeting of "at risk" students/student groups.

Provision for the year ended 31 December 2017 includes:

- A range of comprehensive support services including academic learning support, 24/7 online library access, health, chaplaincy and counseling.
- Targeted supports for Māori, Pasifika, Disabled, International and Youth Guarantee students.
- The tertiary bus service giving free intercity and regional travel to WITT students.
- Budget Advisory Service office on campus.
- Student hardship fund.
- Scholarships and grants.

CAREERS GUIDANCE

The careers service provides support and advice for prospective (253) and enrolled (88) students; working with individuals on programme choice, pathway adjustments for those not meeting entry criteria and CV writing. In 2017 a total of 26 in-class sessions were delivered on CV writing and work readiness and 10 lunchtime employer talks attended by around 150 students. The service also developed a Moodle site allowing a one-stop-shop for information on the world of work and how to get into it.

	2017	2016
Individual appointments and contacts	1323	n/a

Learning Support

Learning support is highly regarded by students and while many chose to access face-to-face support during regular opening hours a range of options are provided including evening appointments, online support, Skype/Zoom for distance students, study group, in-class sessions and pre-programme workshops as well as print and electronic publications. The learning support staff work closely with library staff and classroom tutors to integrate learning and research skills into programmes to introduce greater numbers to learning topics and reduce the requirement for one-to-one support.

	2017	2016
Student appointment hours	826	918
In class hours	337	320
Study group support hours	65	43

Library



84,923
visits



28,466
views of the
Library website

Health Services

The Health clinic provides free health and medical services to students, as well as health and safety monitoring and health education and promotion. In 2017 promotion included Melanoma awareness, Flu vaccine campaign, Men's Health Week, World Smoke free day, Healthy heart, Drug and Alcohol education, Sexual health month, Sun smart Skin screening clinic and Smoking cessation.

	2017	2016
Health Clinic appointments	Not available	2332

COUNSELLING

The counsellor provides a personal counselling service as well as managing cases of crisis intervention and support, delivering in-class workshops to students, (in 2017 these included conflict resolution, wellness for success, stress identification and management, responding to bullying, removing barriers to learning and lifestyle balance), running campus wide wellness promotions and staff development workshops.

In 2017, in response to very high numbers of students on campus with mental illness the counsellor responded by running professional development workshops for tutors on managing difficult behaviours in the classroom, facilitating in class workshops for student groups on managing anxiety and depression, running a pre-programme workshop for students identifying mental illness on enrolment and starting a weekly "Walk for mental health" initiative.

	2017	2016
Personal Counselling appointments	379	385

Chaplaincy

The WITT chaplain offers a holistic ecumenical approach to students providing spiritual support and pastoral support, providing prayer sessions, bereavement support, Christian literature, help to find a local spiritual home, Christian services, food parcels, a listening ear and friendship. The chaplain also holds responsibility for the student hardship portfolio.

	2017	2016
Chaplaincy appointments	152	170

TARGETED STUDENT GROUPS

Māori and Pasifika Students

Māori and Pasifika learners are supported through the Kopa Manaaki, a dedicated space where Māori and Pasifika students can live, work and learn as Māori/Pasifika. The space provides targeted facilities and support services including dedicated support staff, study and meeting areas, a computer suite, social areas and a kitchen facility. The service offers students a one stop shop for pastoral care, educational and cultural support as well as a budget advisory service, studylink support and support with scholarship and grant applications. Successful initiatives in 2017 include Whanaungatanga wānanga, enabling Maori and Pasifika students to build relationships and make connection at programme start; whakawhanaungatanga hui, providing an opportunity for learners, tutors and support staff to come together informally three times a year to share stories and successes; Māori Learner Motivational Hui saw the Chaplain and Maori support staff working together with learners showing signs of disengagement; and individual tracking and follow up of learners identified as at risk. A series of professional development sessions were held with staff around cultural competencies, understanding the Māori learner and the pōwhiri process and Maori and Pasifika celebration and remembrance days acknowledged.

	2017
Individual student appointments	274

Disability Support

In 2017 the Disability Service provided support services to students including the provision of equipment and furniture, support staff (interpreters, note takers and reader/writers), exam accommodations, evacuation plans, alternative format material, mobility parking, information and advocacy and follow-up. The disability coordinator delivered disability awareness training to new staff, focused in 2017 on having support plans in place for individuals with high/diverse needs, integrating community support services and agencies where applicable. Where high numbers presented in classes support was provided in-class rather than on an individual basis outside of class. In recognition of high numbers identifying with learning disability our Assessment Service was contracted out.

	2017	2016
Individual students supported	138	123

Youth Guarantee Services

Youth Guarantee provides targeted support services and fees-free tertiary education for students aged 16-19 years who have no or low prior qualification achievement. The aim is to increase the amount of young people achieving a level 2- 3 qualification and improve the transition between school, tertiary education and work.

Supports for 2017 include interviews with students and whānau on application, Personal Education Planning, monitoring of attendance and achievement, in-depth pastoral care and assistance with transport. A successful initiative is the running of YG Transition workshops at semester start to enable a smoother transition into WITT, by giving them skills for success in their course, for the students, tutors and support staff to get to know each other, develop relationships, and make connections.

Of significance is the high number of students in the scheme (56.4%) referred to or receiving counselling and support for mental illness related issues"

	2017	2016
Individual students supported	94	75

International support

Support for international students comes via the International Students Office, a one-stop-shop providing comprehensive supports including meet and greet services, orientation and individual tracking and follow up. Survey data gathered from the internationally and nationally benchmarked survey - International Student Barometer (ISB) i-graduate indicates 100% satisfaction of the International Office, a rating well above the international and national benchmark.

Orientation in 2017 included complementary guest speakers coming on to campus, including the Police, Road safety, Immigration advice seminars and Relationship Services. In early 2017 a new procedure of communicating with NEW international students was adapted with good success.

	2017	2016
Individual students supported	218	221

STUDENT SATISFACTION

In 2017 the institute employed various means to capture the student voice and gather feedback from the student body. Formal opportunities for enrolled students came via the First Impressions Survey and the Student Satisfaction Survey, and for WITT graduates in 2017 via the Student Outcome Survey. In total 917 enrolled students and 866 graduate responses were received.

Feedback shows continued high levels of student satisfaction with the enrolment process, orientation, programmes, teaching, the campus facilities, support services and institute overall. Of note was 98% reporting their programme met their expectations, 95% saying it was value for money and 98% that it was preparing them for work.

Satisfaction with WITT

	2017 %	2016 %
First Impressions		
Overall	96	97
With enrolment	97	98
With orientation	94.5	96
With programme	96	97
With learning environment	98	99
Student Satisfaction		
Overall	97	97
With programmes	98	97
With teaching	95	97
With services	96	96
With learning environment	97	97
Graduate Satisfaction		
Overall	82.4	87

GRADUATE OUTCOMES

The 2017 graduate survey was run externally. It was distributed in April and captured graduates over the last three years. It explored graduates satisfaction with their experiences at WITT and how well they thought their qualification prepared them for work.

Results show:

- Graduate satisfaction with their study at WITT remained steady (82.4% in 2017 and 87% in 2016)
- 77.1% of respondents were employed at the time of survey with 74.6% working full time and of those working 73% indicated a relationship between their work and course of study
- 83% were using the skills and knowledge gained from their study in their current workplace
- 62% believed their qualification helped with their search for work.

RESEARCH

Research is an integral part of WITT's Academic Strategy ensuring that course content and delivery are research informed, current, and lead the development of higher level qualifications. Academic staff have 200 hours per annum allocated for research-related activities and throughout 2017 there has been a planned approach to growing an institute-wide a research culture which normalises research activity, and encourages and inspires staff to undertake research which they in turn utilise in their teaching activities.

One strategy to achieve this was implementation of the *WITT Public Research Seminar Series/Ngā Ara Rangahau*, in which three visiting scholars plus WITT's Research and Innovation Manager presented in early evening seminars, on a range of topics. The topics were consciously diverse (smoking cessation, bio-protection, funding applications, and suicide prevention), in order to broaden staff perceptions of research. Another important aspect of these seminars is to raise the profile of WITT in the surrounding communities with regard to research, and therefore grow an external research culture that encourages research collaborations with WITT. These and other strategies for growing WITT's research culture will continue in 2018.

In 2017 WITT staff engaged in seven projects overseen by the Research Office, four of which drew external funding. Topics included supporting Māori learners, literacy and numeracy, foundation learning, nursing, community and work readiness.

Research outputs for 2017 are included in an appendix to this document, and are summarised here:

Output type:	Number of outputs:	Output type:	Number of outputs:
Book chapter	1	Academic journal articles	3
Articles in newspaper/ magazines etc	13	Project reports	2
Conference presentations	6	Seminar presentations	2
Creative outputs and exhibitions	9	WITT staff award	4
Academic awards	3	Academic qualifications	15
'Other' scholarly activity:	2	Research funding applications (external)	7
• Review of academic journal articles		• Other reviews	2
• Conference organisation	2		
Professional membership	15	Appointment to regional bodies	7
Appointment to national bodies	4		

Although it will take several years yet to build a strong research culture and research capability at WITT, we are on track to achieve that. Of importance are the evident robust foundations that support and encourage research activity, and strong collegiality between staff at WITT that extends into community networks, enabling successful research collaborations.

STORIES AT WITT

JANUARY

WITT SCHOLARS NAMED

Five business-minded Taranaki students have won WITT Bachelor of Applied Management scholarships.

They will begin study when the first semester begins at the end of the month.

They are Libby Ramsay (who comes from New Plymouth Girls High) Zane Biesiek (New Plymouth Boys High), Michael Phillips (Waitara High) and, from St Mary's Diocesan in Stratford, McKenzie Richardson and Tristyn Trollope.

The scholarship winners met each other at WITT and all spoke of the incentive the funding of up to \$10,000 each would give them to make the most of their education opportunities.



FEBRUARY



MAKING CHILD'S PLAY WORK

Alecia Smith's life is all about children.

So when the Taranaki mum of five (decided) decided it was time to focus on her own future she chose a career in early childhood education (ECE).

She has just started a three year Bachelor of Teaching and Learning (Early Childhood) programme at WITT through the University of Canterbury having gained a National Certificate in Early Childhood Education (Level 5) at the end of a 12 month WITT programme in 2016.

Alecia Smith is one of seven students from WITT's certificate course who have enrolled in the Level 5 Canterbury Bachelor of Teaching and Learning (Early Childhood) course this year. That class began this week with 23 students.



SUMMER PRIZEPACK WINNER

Congratulations to Marama Witehira for winning our Summer Prize pack worth over \$600!

Scoring herself 2x three day WOMAD passes and all the festival goodies she will need! WITT is the main sponsor for the World of Words section, promoting literature in the region.

MARCH

BUILD A BACH BUILDS WORKFORCE

Taranaki's highly successful Build a Bach project (a partnership of Taranaki Futures and WITT) has put seven out of nine 2016 students into work – and enrolled a full complement of students for 2017.

And today the house they built in 2016 is being prepared for a move to a new site near Inglewood.

Students from Taranaki secondary schools get on the job building tuition at WITT through the project, run in conjunction with Taranaki Futures.

The new students have already seen what they have to follow – the two bedroom house constructed last year is being moved from WITT tomorrow to become a home on Tarata Rd, east of Inglewood.

WITT tutor Chris Gibson said he was excited by the traction the scheme was gaining and the continuing support it was receiving from businesses.

The 2016 bach at Inglewood will be the home for former WITT students Dorothy and Chris Andrews who bought it for \$160,000.



WITT BRIDGES THE GAP

The classroom in Unit 1 at WITT in New Plymouth has the look of a school room. It's a place of transition for students who have learning disabilities. There they learn health and safety, literacy and numeracy, computing, banking and budgeting, cooking, living and work skills.

While the current STAR course provides a transition between school and tertiary, Vocational Skills is a bridge between tertiary education and employment. All students enrolled in Effective Work practice participate in work experience placements throughout the year.

Blair is one of 69 clients at Life Skills which continues him on a pathway to independence.

He takes a bus twice a week from Hawera using the Hawera-NP Connector to attend Life Skills where he is exposed to a mixture of exercise, work and socialising.

WHO IS THE DESIGNER OF WITT'S NEW LOGO?

Former WITT student Elle Brennan who now works at TGM Creative as a Graphic Designer started part time and eventually has moved into a full-time roll. My initial involvement with TGM Creative actually began through WITT. I was taken on as part of a work experience programme offered by TGM Creative via recommendation from WITT. I'm now working with a number of corporate clients creating a full range of branding and advertising.

WITT approached TGM Creative wanting a refresh rather than a rebrand. The project was to refresh and modernise the logo while keeping the same WITT values and remaining recognisable. When I approached the logo redesign it was important to aspire to create a logo that was strong, modern, and at the same time struck the balance of retaining the WITT values and elements.

To achieve this I retained the WITT foundations, keeping the mountain, koru, book and shield. However I delivered this in a fresh new way that brings the design in line with a modern audience, the new generation of students coming to WITT. I am excited to see what the future for Taranaki and WITT will look like. It's a brave new step in the right direction and I am proud to have been a part of it.

APRIL



WITT JOINS INGLEWOOD INITIATIVE

WITT has joined Inglewood learning institutions, along with Te Rangiora Te Kohanga Reo: Kohanga Mōa, to form a community of learning which creates a new chain from preschool to tertiary education.

The Minister of Education Hekia Parata yesterday revealed more than 1100 teachers and principals had been appointed to new roles in Communities of Learning across the country and released a map showing the addition of WITT and the kohanga to one of the 15 communities in the Taranaki, Manawatu, Whanganui region.

The Inglewood Community of Learning (iCOL), established in 2015 as one of the early adopters of the process embraces a community of 3500 learners across education providers in an around the township.

EDUCATION – MĀORI PEDAGOGIES: PATHWAYS TO MĀORI POTENTIALS.

There is a long held assumption that education in New Zealand is culturally neutral. Not only is this perspective flawed, it is also one of the major impediments to Māori learner success in the mainstream education system today.

That was the context of an address by WITT Māori Governance Board Leader Ken Taiapa at last week's national hui for Māori tertiary support staff – Te Roopu Kaitakawaenga.

Hosted at WITT, the theme for this year's hui centred on ways to lift the rates of Māori achievement in tertiary education through the sharing of best practice approaches.

When it comes to Māori learner success he agrees that the need for a culturally relevant curriculum and culturally competent staff are a given. However the theme for his presentation was on discussing the value of aligning these approaches with explicit strengths-based frameworks as a pathway to unleash the potential of Māori learners.



MAY



STUDENTS READY TO TAKE THE LEAD

WITT'S student leaders are up and running, and keen to help.

"Students leaders should work to maintain a working relationship with the chief executive and academic board and ensure student needs are met and at the same time assist staff," Student Leader Charlie Death-Bearé said.

Charlie is enthused to see the 2017 team comprises a diverse range of ethnicities and students from both the New Plymouth and Hawera campuses. She is also looking forward to getting feedback from students.

Student Leaders wanted to work together to improve WITT's results and rankings, she said.

Chief Executive Barbara George said she was pleased the Student Leaders were up and running and she and the academic board were looking forward to working with them.



APPRENTICES RISE TO THE CHALLENGE

Safety came first when eight teams were put to the test in the NZIHT premises.

The challenge, organised by the Taranaki Construction Safety Group (TCSG) attracted eight apprentice teams of four, who took on 10 challenges at the NZIHT premises in Young St.

It involved erecting and dismantling a mobile scaffold, loading a ute and trailer, safe driving, first aid, dealing with fire, respiratory fit, fitness in the workplace and identifying chemicals.

The not-for-profit TCSG was established nine years ago to raise the bar on safety in the construction industry and comprises volunteers from Taranaki construction industry businesses. The group was supported by NZIHT, WITT, WorkSafe, Be Safe Taranaki, ACC, Site Safe and volunteers representing the construction industry.

JUNE



YOUNG CHEFS ON SHOW AT WITT

WITT hosted seven budding junior master chefs aged from 8 to 11 when they competed for the inaugural title of Taranaki Kiwi Kids Can Cook winner, and represent their school at the National Final in Auckland as part of the Hospitality Championships at the end of July.

The event was started in Northland 10 years ago by Chef/Lecturer Hughie Blues and now regional events are held throughout the country. NZ Chefs Taranaki Branch President and WITT Trades Faculty Leader Angela Ferguson was very pleased with how the day went.

"Watching these kids cook was amazing; the talent they showed at such young ages was wonderful. All of them are planning on entering next year. We are hoping this will grow each year," Angela Ferguson said.



BEATING THE NUMBERS

Hannah Hughson is on the cusp of completing her Level 4 Certificate in Business (Administration and Technology) at WITT – against the odds.

Graduates have the skills and knowledge to negotiate their way through administrative systems, and many managers would testify to the fact that without that help the office would fall over.

For Hannah, graduating will cap a three-year journey which saw her identify and confront a condition which has been a constant hindrance. The name is dyscalculia – think dyslexia with numbers.

Years of struggling to understand numbers and reading have impacted on Hannah's confidence. Her time with Gary and Keitha Sharpe, who works in disability support at WITT, has underlined the fact that she has some remarkable skills.

The challenge after December will be to find a place to use them. "I would love a job in administrations," she says.

JULY

ELECTRICAL BLASTS FROM THE PAST

Generations ago they were highly expensive, high precision pieces of equipment which could do a range of jobs from measuring moisture in timber to electric currents.

Today they are historic relics, the electrical equivalent of a typewriter – capable of doing a superb job that nobody needs to do any more.

Electrical tutor Mike Banks dusted off about a dozen of the old instruments last week so WITT could donate them to the Taranaki Aviation Transport and Technology Museum, which is on the corner of SH3 and Kent Rd 8km south of New Plymouth.



“You can tell this was used in New Zealand,” Mike says of a Steam and Gas Engine Indicator. “Here is the instruction book, it’s never been opened.”

He says some of the equipment was in use as recently as 10 years ago, but other pieces date back to the early 1900s.

Remembering Mike Banks. In September Mike sadly passed away. He is missed by his WITT family.

GENTLY DOES IT IN WITT'S WORKSHOP

WITT's newest automotive tutor went through the same process any newbie might expect when facing up to a class.

Kerrie has been co-owner with husband Warrick of Fitzroy Automotive since 2004 and the operation prides itself on the fact that of the six apprentices it has taken on since then three were women.

For Kerrie the new role offers a hand in ensuring people with the right attitude and skills are coming into the industry.

And, she stresses, the skillset is growing all the time as cars become more computerised.

Kerrie has two female students in one of her classes.

Perhaps her presence in the WITT workshop will attract a lot more.

AUGUST

TIPS FROM THE TOP

New Plymouth Devon Hotel director Peter Tennent gave WITT students some sound advice today on how to put their best foot forward in the job market.

“You only make one first impression,” he said. “And no doesn’t mean no.”

The former New Plymouth mayor was the second speaker recruited by Learning to Employment manager Salevi Tiatia as part of a new Wednesday lunch lecture series which sees employers talking directly to students.

Peter Tennent told the story of his son-in-law who wouldn’t take no for an answer after being turned down for a job. He emailed the potential employer every day for six months and was eventually offered a job.

He also told the students this was an exciting time to be looking for work – and they had an advantage because WITT was so highly regarded.



NEW GRADUATE DIPLOMA INTAKE ANNOUNCED

Laarni Villaluz is enjoying tramping around Taranaki between her studies.

Major businesses in Taranaki support Graduate Diploma programme at WITT and due to demand, there is another intake in October.

Worley Parsons, New Plymouth District Council, Tegel Foods Ltd, MetOcean Solutions, Todd Energy and Howard Wright Ltd will provide students with semester-long internships to help them excel in the Graduate Diplomas which specialise in Project Management, HR, Accounting and Operations and Production Management.

Laarni Villaluz, who has come from the Philippines to study at WITT after eight years working on cruise ships as a training officer.

She is studying for a Graduate Diploma in Human Resource Management, a qualification just a couple of papers removed from the Graduate Diploma in Project Management.

“I decided Invercargill was too cold, Wellington too windy and Auckland too crowded,” she said.

Since commencing her studies at WITT Laarni has taken on student leader and student ambassador roles, joined a tramping club and each Tuesday helps with the community breakfast at St Mary’s cathedral in new Plymouth.

Update: Laarni has joined the WITT team and is making a significant difference to NZIHT. Welcome aboard Laarni!

SEPTEMBER



HOT OFF THE PRESS

Level 5 design students were recently taken on a field trip to explore the Taranaki Aviation Transport and Technology Museum (TATATM) letterpress workshop.

The students are studying typography as part of their Diploma in Creative Technologies and the same workshop will feature next year's Diploma in Digital Media and Design Level 5 which has just received NZQA approval.

The students are working on a multi-week long investigation into different methods of creating typographic, text-based images.

Tutor Philippa Berry-Smith said students will work with a range of different methods including hand drawn, painted letters, photographic processes, letterpress, history, sculptural letters and vector illustration styles.

"It's all about intrepid exploration into typography which is a hugely useful skill for designers and artists," she said.

CASEY'S CAPITAL SUCCESS

Casey Miller knows very well that, despite the saying, beauty can be skin deep.

The WITT student, named runner up in the student section of the Beauty New Zealand Association Awards at Te Papa in Wellington last weekend, has a vision of being a leader in dermal technology in Taranaki.

That involves understanding what chemicals work best on what skin, but more importantly, understanding how lifestyle can alter the tightness and health of skin.

Casey studied a section of that with her entry into the national awards. Her assignment compared the impacts of three different types of exfoliation on combination-oily skin – facial skin which is oily in some areas and not others.

Her findings leaned significantly to the benefits of a 25% glycolic acid chemical peel. They impressed the judges significantly to make her one of three finalists for last weekend's awards

Casey has a business plan she wants to put in place to provide a service which differs from what is already available in New Plymouth and she's confident the help she's getting from her WITT tutors has her on the right track.

NATHAN'S ONE OF THREE OF THE BEST

Nathan Grange was New Zealand's top contender in an international competition. He thinks being made redundant from his job in Auckland was a blessing in disguise.

It prompted a series of decisions which resulted in him leaving the big smoke for Taranaki, enrolling at WITT – and finishing third in an international competition.

Nathan, nearing the end of a Level 5 Diploma in IT technical support where he has consistently scored A+ marks, entered the Cisco Networking Academy NetRiders competition, which tests students' knowledge on computer support ranging from knowing the minimum specifications for a Windows install through to the difference between a northbridge and a southbridge on a motherboard.

He was one of 160 to pass the first round of the Asia-Pacific competition, and the only one from New Zealand, then backed that up with an overall third placing behind students from Indonesia and Singapore. A total of 153 students were in the running in the second round. Nathan won a \$US295 voucher.

Cisco Systems is an American multinational – the largest networking company in the world – which develops networking hardware and telecommunications equipment.

OCTOBER

SCULPTING HIS WAY

Sculptor Joshua Sands made use of the Youth Guarantee Programme to develop his talents.

Joshua, who grew up in New Plymouth, was home schooled and came to WITT in 2011 needing NCEA credits. The Youth Guarantee Programme helped him achieve his target, and at the end of 2014 he graduated with a Diploma in Creative Technologies.

Fast forward to 2017 and Joshua was asked back to WITT to talk to Level 4 students about sculpting, and his own work was sitting in New Plymouth's Puke Ariki museum as part of the Home Work Taranaki Art exhibition.

Joshua, 24, picked up a highly commended prize for his work, Utopia, at the Taranaki National Art Awards in 2016. Utopia, in ceramic clay, features a subject with his eyes closed and his head full of the concept of a real world which can only live in the imagination.



WITT IN FASHION

On a night when WITT students demonstrated their talents, the top prize in the annual Taranaki Fashion Art Awards also went to a student.

WITT had a dozen make up and beauty students joined their tutor Sarah-jane Thomson and five hairdressing students with tutor Kellie Divane to help out back stage on the night.

NOVEMBER



WITT SCHOLARS TO BE ANNOUNCED

Three WITT students will be awarded \$1000 scholarships in the coming weeks.

The trio are among the first cohort of secondary school students to complete the first EE2E (Engineering Education to Employment) course at WITT, one of six tertiary providers funded to run it.

Almost a dozen students at the diploma paper this week, having completed a three term course which had them studying once a week at WITT being given access to all the facilities at the Polytech.

WITT has funding for a second year cohort, which is already attracting candidates, and hopes to run the course for a third year in 2019.

EE2E was established as a national response to a shortage of engineers to show potential students how varied and attractive the work can be.



HEALTH EXPO SUCCESS

Nursing students were pleased with the organisation of the Health Expo, this involved 56 year one nursing students spending three hours at Te Piere and non-nursing students encouraged to come in for health checks.

Clinical Learning and Simulation Manager Heidi Ashcroft said the expo was very useful for nursing students.

Lessons learned from the promotion of this event would be used in future because she believed it would result in a lot more students from other courses taking advantage of the health checks.

"Students were allocated a topic and got resources to create an interactive activity," Heidi said.

The exercise had been more than an eye-opener, it had provided lessons in the different ways nurses had to communicate and engage with people.

SARAH MERITS A MENTION

Sarah Davidson's journey has involved rocky paths, hard times, dark times and lonely times.

The WITT student who spoke at an end of year luncheon for Māori and Pasifika students this week talked about the challenges she faced as a student and of times she felt like "giving up on myself and what I believe in".

In 2017 she did neither, and as the key student speaker at the luncheon she was able to celebrate with fellow students her latest results – an achieved, an excellent and a merit result.

Seven months ago, with some experience in working with dementia and palliative care patients, she arrived in Taranaki wanting to change her life, but soon found herself on her own when family moved away. Enrolling at WITT proved to be a significant decision.

She put her success down to using the resources available at WITT and asking tutors for help.

"I now look on them as whanau – and they will have to put up with me for another four years," she said.



DECEMBER



DAWID'S UNPLUGGED AND SEATED

When Dawid Malan was asked to make a piece of furniture as part of the course work for a New Zealand certificate in mechanical engineering level 3 it was music to his ears.

Dawid used all the knowledge the course has taught him since February by designing and fabricating a guitar stool which features a hanger for the instrument and a foot plate.

It so impressed tutor Mark Hudson that he suggested WITT News come and have a look.

"It is high quality craftsmanship," said Mark.

"He pushed himself. The design was complex and Dawid had to have help from a tutor to make tooling to get the bends he wanted – and he also went out and bought the material for the seating and spray paint."

Dawid is equally pleased with the finished product, which he will be keeping.

He is hoping to pick up an apprenticeship in 2018 and has applications with Fonterra and Methanex.



RHONDA BANKS ON A NEW THERAPY

When she was asked to share the story of her journey Rhonda Morshead was somewhat embarrassed to find herself welling up.

The sudden focus on the realisation that, from a twin leap of faith she and husband Neil had taken at the start of 2017, she had successfully negotiated study to become a qualified beautician. This was enough to fill her eyes with tears.

It was all a bit puzzling and the tears returned the next day as she talked about that leap.

"I'm just amazed I've done it," she beams.

"I only have good things to say about WITT," she says. "I come here on my day off to study at the Learning Centre and the tutors like Lisa Carruthers and Shelley Kelsen-Macdonald are so supportive."

Rhonda is looking forward to starting her new career and seeing where it takes her – while youngest son Jordan now has WITT on his horizon.

PRIME MINISTER MEET'S OUR ROD

WITT's Academic Director Rod Bentham has been presented the Prime Ministers Prize for Public Management at an award ceremony at Parliament.

The prize is awarded by Victoria University's School of Government to the student with the best all-around grades on their Master of Public Management degree.

Rod, who graduated in May 2016, said it was an honour to receive his award from Prime Minister Jacinda Ardern.



HEALTH AND SAFETY

For 2017 our main focus was on building worker engagement and participation to support our current strong health and safety culture and follow good health and safety practices. There was a noticeable increase in participation with 1 in 5 workers holding roles on health and safety related committees or department safety representation. Students participated by forming a leaders group to share information and contribute in resolving any safety issues.

In response to the changes to the Health and Safety at Work (Hazardous Substances) Regulations 2017, WITT took the opportunity to move from a paper based system for hazardous substances inventory requirements to a new online system ChemWatch with staff completing online training.

REPORTED INCIDENTS IN 2017

There were 84 reported incidents in 2017 compared to 55 reported incidents in 2016. The increase is contributed to our focus on staff engagement and participation thereby increasing the number of collected observations by staff which assist in mapping out possible risk factors to avoid severe injury.

	Number of Harm-related Incidents		Percentage of Total Incidents	
	2017	2016	2017	2016
First-aid Injury	22	22	25%	40%
Medical treatment	8	4	12%	7%
Lost time injury	1	0	1%	0%
Notifiable event	0	0	0%	0%

RISK MANAGEMENT

Mid-year we implemented our new risk module as part of our Risk Manager Health and Safety Management System and we continued to build and develop risk management systems at programme and service levels to improve our business practices. We gained a greater understanding of the ways to manage risks, to ensure we have appropriate elimination and mitigation approaches in place.

HEALTH AND WELL-BEING

As in previous years, importance is placed on prevention strategies that focus on reducing the risk of safety issues and improve staff and student health and well-being. We actively supported a number of events that aligned with national health promotions to encourage healthy lifestyles including our annual influenza vaccine campaign; WITT Wellness Walks to improve brain function for learning and fitness; and the student services program "Wellbeing for Success" strengthening and improving mental wellbeing.



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 2017

The AuditorGeneral is the auditor of Western Institute of Technology at Taranaki (the Institute) and group. The AuditorGeneral has appointed me, Debbie Perera, 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 his behalf.

OPINION

We have audited:

- the financial statements of the Institute and group on pages 31 to 59, that comprise the statement of financial position as at 31 December 2017, the statement of comprehensive revenue and expense, statement of changes in equity and statement of cash flows for the year ended on that date and the statement of accounting policies and the notes to the financial statements that include other explanatory information; and
- the statement of service performance of the Institute and group on pages 60 to 65.

In our opinion:

- the financial statements of the Institute and group on pages 31 to 59:
 - present fairly, in all material respects:
 - the financial position as at 31 December 2017; and
 - the financial performance and cash flows for the year then ended; and
 - comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards Reduced Disclosure Regime; and
- the statement of service performance of the Institute and group on pages 60 to 65 presents fairly, in all material respects, the Institute and group's service performance achievements measured against the proposed outcomes described in the investment plan for the year ended 31 December 2017.

Our audit was completed on 30 April 2018. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Council and our responsibilities relating to the financial statements and the statement of service performance, we comment on other information, and we explain our independence.

BASIS FOR OUR OPINION

We carried out our audit in accordance with the AuditorGeneral's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the AuditorGeneral's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

RESPONSIBILITIES OF THE COUNCIL FOR THE FINANCIAL STATEMENTS AND THE STATEMENT OF SERVICE PERFORMANCE

The Council is responsible on behalf of the Institute and group for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand.

The Council is also responsible on behalf of the Institute and group for preparing a statement of service performance that is fairly presented.

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

In preparing the financial statements and the statement of service performance, the Council is responsible on behalf of the Institute and group for assessing the Institute and group's ability to continue as a going concern. The Council is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Council intends to liquidate the Institute and group or to cease operations, or has no realistic alternative but to do so.

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

RESPONSIBILITIES OF THE AUDITOR FOR THE AUDIT OF THE FINANCIAL STATEMENTS AND THE STATEMENT OF SERVICE PERFORMANCE

Our objectives are to obtain reasonable assurance about whether the financial statements and the statement of service performance, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the AuditorGeneral's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements and statement of service performance.

For the budget information reported in the financial statements and statement of service performance, our procedures were limited to checking that the information agreed to:

- the Institute and group's Council approved budget for the financial statements; and
- the investment plan for the statement of service performance.

We did not evaluate the security and controls over the electronic publication of the financial statements and the statement of service performance.

As part of an audit in accordance with the AuditorGeneral's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements and the statement of service performance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit 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.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Council and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Institute and group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements and the statement of service performance or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Institute and group to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements and the statement of service performance, including the disclosures, and whether the financial statements and the statement of service performance represent the underlying transactions and events in a manner that achieves fair presentation.
- We obtain sufficient appropriate audit evidence regarding the financial statements and the statement of service performance of the entities or business activities within the group to express an opinion on the consolidated financial statements and the consolidated statement of service performance. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with the Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

OTHER INFORMATION

The Council is responsible for the other information. The other information comprises the information included on pages 2 to 27 and 66 to 68, but does not include the financial statements and the statement of service performance, and our auditor's report thereon.

Our opinion on the financial statements and the statement of service performance does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements and the statement of service performance, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the statement of service performance or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

INDEPENDENCE

We are independent of the Institute and group in accordance with the independence requirements of the AuditorGeneral's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 (Revised): Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board.

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



Debbie Perera
Audit New Zealand
On behalf of the AuditorGeneral
Palmerston North, New Zealand



STATEMENT OF RESPONSIBILITY

FOR THE YEAR ENDED 31 DECEMBER 2017

For the financial year ended 31 December 2017 the Council 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 of Western Institute and Technology at Taranaki, these financial statements and statement of service performance fairly reflect the financial position and operations of Western Institute of Technology at Taranaki for the year ended 31 December 2017.

Robin Brockie
Chair of WITT Council
30 April 2018

Barbara George
Chief Executive
Tumu Whakarae
30 April 2018

STATEMENT OF ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 DECEMBER 2017

1. Reporting Entity

The financial statements of Western Institute of Technology at Taranaki ("WITT") and its subsidiary ("the Group") for the year ended 31 December 2017 were authorised for issue by the Chair of Council and the Chief Executive in accordance with the Education Act 1989 Section 220.2AA on 30 April 2018.

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 the programmes may be studied on a part-time or full-time basis. Accordingly, WITT has designated itself and the Group as public benefit entities ("PBEs") for the purposes of financial reporting.

The consolidated financial statements of the Group are presented for WITT ("the Parent") and New Zealand Institute of Highway Technology Limited ("NZIHT") 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 NZ GAAP Tier 2 PBE Reduced Disclosure Regime as WITT is not publicly accountable with expenses of less than \$30m. They comply with PBE accounting standards.

Changes in Accounting Policies

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

Standards issued and not yet effective, and not early adopted

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

Interests in other entities

In January 2017, the XRB issued new standards for interests in other entities (PBE IPSAS 34 – 38). These new standards replace the existing standards for interests in other entities (PBE IPSAS 6-8). The new standards are effective for annual periods beginning on or after 1 January 2019, with early application permitted.

The Council plans to apply the new standards in preparing the 31 December 2020 financial statements. The Council and group has not yet assessed the effects of these new standards.

Financial instruments

In January 2017, the XRB issued PBE IFRS 9 *Financial Instruments*. PBE IFRS 9 replaces PBE IPSAS 29 *Financial Instruments: Recognition and Measurement*. PBE IFRS 9 is effective for annual periods beginning on or after 1 January 2021, with early application permitted. The main changes under PBE IFRS 9 are:

- New financial asset classification requirements for determining whether an asset is measured at fair value or amortised cost.
- A new impairment model for financial assets based on expected losses, which may result in the earlier recognition of impairment losses.
- Revised hedge accounting requirements to better reflect the management of risks.

The Council plans to apply this standard in preparing its 31 December 2022 financial statements. Council and group has not yet assessed the effects of the new standard.

Measurement system

The financial statements are presented in New Zealand Dollars (NZD) and all values are rounded to the nearest thousand dollars (\$'000). As a result, some rounding errors may occur in the financial statements and notes. The functional currency of WITT and its subsidiary is 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 revenue and expense.

3. Basis of Consolidation

The consolidated financial statements comprise the financial statements of WITT and its subsidiary, NZIHT as at 31 December each year ("the Group"). The financial statements of the subsidiary are prepared for the same reporting period as the Parent entity. All have been prepared using consistent accounting policies.

The subsidiary is an entity that is 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 operational results of NZIHT are consolidated into the Group's financial statements for the years ended December 2016 and 2017.

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

4. Revenue

Revenue is recognised at fair value:

Student Achievement Component (SAC) funding

Student achievement component (SAC) funding is the Institute's main source of operational funding from the Tertiary Education Commission (TEC). The Institute considers SAC funding to be non-exchange and recognises SAC funding as revenue when the course withdrawal date has passed, based on the number of eligible students enrolled in the course at that date and the value of the course.

Student tuition fees

Domestic student tuition fees are subsidised by government funding and are considered non-exchange. Revenue is recognised when the course withdrawal date has passed, which is when a student is no longer entitled to a refund for withdrawing from the course.

International student tuition fees are accounted for as exchange transactions and recognised as revenue on a course percentage of completion basis. The percentage of completion is measured by reference to the days of the course completed as a proportion of the total course days.

Other government grants

Other government grants are received as revenue when they become receivable unless there is an obligation in substance to retain the funds if conditions of the grant is not met, in which case the grants are initially recorded as revenue in advance and then recognised as revenue when the conditions of the grant are met.

Sale of materials

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

Sale of goods

Revenue from sale of goods is recognised when the product is sold to the customer.

5. Interest and Dividends

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).

Dividends are recognised when the right to receive them has been established.

6. Cash and Cash Equivalents

Cash and cash equivalents in the Statement of Financial Position comprise cash on hand, deposits held on call, 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.

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

Student fees 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 cash flows, 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 Statement of Comprehensive Revenue and expense.

Purchases and sales of financial assets are recognised on trade-date, the date on which WITT and the Group commits to purchase or sell the asset. Financial assets are recognised when the rights to receive cash flows from the financial

assets have expired or have been transferred and WITT and the Group has 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 Revenue and Expense.

Classification of the financial asset depends on the purpose for which the instruments were acquired.

Fair value through surplus or deficit

Financial assets at fair value through the Statement of Comprehensive Revenue and expense include financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short-term or is part of a portfolio that are managed together and for which there is evidence of short-term profit-taking.

Financial assets acquired principally for the purpose of selling in the short-term or part of a portfolio classified as held for trading are classified as a current asset.

After initial recognition, financial assets in this category are measured at their fair values with gains for losses on remeasurement recognised in the Statement of Comprehensive Revenue and expense.

Loans and receivables (including cash and cash equivalents, term deposits, student fees and other 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 WITT and the 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 Statement of Comprehensive Revenue and expense.

Financial assets at fair value through other comprehensive revenue and expense.

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

On derecognition the cumulative gain or loss previously recognised in other comprehensive revenue and expense is reclassified from equity to the Statement of Comprehensive Revenue and expense.

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 revenue and expense, the cumulative loss recognised in other comprehensive revenue and expense, is reclassified from equity to the Statement of Comprehensive Revenue and expense.

Equity instrument impairment losses are recognised in the Statement of Comprehensive Revenue and expense, are not reversed through the Statement of Comprehensive Revenue and expense.

10. Property, Plant and Equipment

Property, plant and equipment consist 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 impairment losses. Land and Buildings were last revalued as at 31 December 2017. The valuation was completed by an independent Registered Valuer.
- Plant and equipment, motor vehicles and computer hardware are 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 are 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 WITT and the 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 for WITT and the Group as follows:

	Useful Life	Method Used
Computer hardware	3-5 years	SL
Plant and equipment	3-15 years	SL
Buildings		
Structure/envelope	26-86 years	SL
Fit-out	20 years	SL
Services	12-35 years	SL
Infrastructure	5-50 years	SL
Vehicles	3-15 years	SL

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 WITT and the 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 revenue and expense 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 revenue and expense 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 increase/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 revenue and expense.

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 comprehensive revenue and expense.

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

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 WITT and the Group.

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 WITT and the Group is as follows:

	Useful Life	Method used	Internally Generated or Acquired
Course Development Costs	5-15 years	SL	Internally Generated
Computer Software and Radio Licence	3-15 years	SL	Acquired
Website Development	3 years	SL	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 asset's 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 Revenue and expense 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 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.

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 and Kiwisaver 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 face value and subsequently measured at amortised cost using the effective interest method.

16. Borrowing Costs

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 WITT or the 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 Revenue and expense 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 WITT and 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. WITT's wholly owned subsidiary budget figures are approved by their Board of Directors at the end of the year prior to the start of the financial year.

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 Department ("IRD"), is included as part of receivables or payables in the Statement of Financial Position.

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

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

21. Taxation

Tertiary Institutions are exempt from the payment of income tax as they are treated by IRD as charitable organisations. Accordingly, no charge for income tax has been provided for within WITT, or NZIHT. Refer to Note 20 for additional information.

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
- Retained earnings
- Asset revaluation reserve.

Asset 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:

Crown owned land and buildings

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

Distinction between revenue and capital contributions

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

Research leave

Teaching staff are entitled to research leave in certain circumstances. The substance of this leave is that it is leave from teaching duties to undertake research activity with staff continuing to earn their salary and other employee entitlements. WITT and the Group is of the view that research leave is not the type of leave contemplated in PBE IPSAS 25 *Employee Benefits*. Accordingly, a liability has not been recognised for such leave.

Estimating the fair value of land, buildings and infrastructure

The most recent valuations of land, buildings, and infrastructure were performed by an independent Registered valuer, I Baker FNZIV FPNZ of Telfer Young Valuers Property Advisors for WITT and NZIHT Land and Building valuations and Kees Beentjes of SPM Assets Limited for WITT Infrastructure Assets. The valuations are effective as at 31 December 2017.

Land

Fair value, using market-based evidence, is based on the highest and best use of the land, with reference to comparable land values. Adjustments have been made for the zoning and other statutory declarations as well as leases. Restrictions on the Institute's ability to sell land would normally not impair the value of the land because the Institute has operational use of the land for the foreseeable future and will substantially receive the full benefits of outright ownership.

Buildings

Specialised buildings are buildings specifically designed for educational purposes. They are valued using depreciated replacement cost because no reliable market data is available for such buildings. Depreciated replacement cost is determined using a number of significant assumptions. Significant assumptions used in the 31 December 2017 valuation include:

1. The replacement costs of the specific assets are adjusted where appropriate for optimisation due to over-design or surplus capacity. There has been no optimisation adjustments for the most recent valuations.
2. The replacement cost is derived from recent construction contracts of actual contracts carried out recently and reference materials supplied by QV (previously Rawlinsons).
3. The remaining useful life of assets is estimated after considering factors such as the condition of the asset, future maintenance and replacement plans, and experience with similar buildings.
4. Straight-line depreciation has been applied in determining the depreciated replacement cost value of the asset.

Non-specialised buildings are valued at fair value using market-based evidence. Significant assumptions in the 31 December 2017 valuation include market rents and capitalisation rates. Market rents range from \$123 to \$195 per square metre. An increase (decrease) in market rents would increase (decrease) the fair value of non-specialised buildings. Capitalisation rates are market-based rates of return and range from 8% to 8.25%. An increase (decrease) in the capitalisation rate would decrease (increase) the fair value of non-specialised buildings.

Infrastructure

Infrastructure assets water utilities reticulation have been independently valued using depreciated replacement cost. The valuations have been performed in accordance with the New Zealand Infrastructure Asset Valuation and Depreciation Guidelines issued by the NAMS Group.

The significant assumptions applied in determining the depreciated replacement cost of infrastructure assets are similar to those described above for specialised buildings.

24. Critical Judgements in Applying WITT and Group Accounting Policies

Management has exercised the following critical judgements in applying WITT accounting policies for the year ended 31 December 2017:

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 or the Group. 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.

Non-Government Grants

WITT and the Group 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.

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

FOR THE YEAR ENDED 31 DECEMBER 2017

	Notes	GROUP			PARENT		
		Actual 2017 \$000	Budget 2017 \$000	Actual 2016 \$000	Actual 2017 \$000	Budget 2017 \$000	Actual 2016 \$000
Revenue							
Government grants	1(a)	11,071	13,617	13,234	11,071	13,617	13,234
Tuition fees	1(b)	7,421	9,446	8,420	4,209	6,452	5,754
Other revenue	1(c)	1,466	1,575	2,016	6,268	2,387	2,730
Total Revenue		19,957	24,639	23,670	21,548	22,456	21,719
Expenditure							
Personnel costs	1(e)	11,776	13,000	12,178	11,763	11,946	12,178
Other expenses	1(f)	9,080	8,549	10,660	7,393	8,315	9,400
Depreciation expense	6	1,832	1,780	1,697	1,779	1,715	1,632
Amortisation expense	7	197	243	205	146	186	148
Finance costs	1(d)	220	242	218	213	234	210
Total Operating Expenditure		23,105	23,813	24,958	21,293	22,397	23,569
Restructuring expenses	1(g)	493	0	0	493	0	0
Total Expenditure		23,598	23,813	24,958	21,786	22,397	23,569
Surplus / (Deficit) before tax		(3,641)	826	(1,288)	(239)	58	(1,850)
Income tax expense / (benefit)		-	-	(1,361)	-	-	-
Surplus / (Deficit) After tax		(3,641)	826	73	(239)	58	(1,850)
Other Comprehensive Revenue and Expense							
Property revaluations		8,017	-	-	7,850	-	-
Total Comprehensive Revenue and Expense		4,376	826	73	7,611	58	(1,850)

Explanations of major variances against budget are provided in note 18.

The accounting policies on pages 31 to 38 and the notes on pages 44 to 59 form part of and should be read in conjunction with these statements.

STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2017

	Notes	GROUP			PARENT		
		Actual 2017 \$000	Budget 2017 \$000	Actual 2016 \$000	Actual 2017 \$000	Budget 2017 \$000	Actual 2016 \$000
ASSETS							
Current Assets							
Cash and cash equivalents	2	1,722	1,140	1,092	1,642	1,030	904
Other financial assets	5	4,560	5,560	4,060	4,560	5,560	4,060
Student fees and other receivables	3	3,314	3,505	3,588	3,069	3,478	3,456
Inventories	4	-	2	2	-	2	2
Prepayments		473	192	539	447	152	499
Accrued revenue		655	554	685	655	531	663
Total Current Assets		10,724	10,953	9,967	10,374	10,754	9,584
Non-current Assets							
Other financial assets	5	7	7	7	404	404	404
Property, plant and equipment	6	31,011	23,915	24,146	29,784	22,901	23,067
Intangible assets	7	1,279	992	1,290	1,051	783	1,024
Total Non-current Assets		32,297	24,914	25,443	31,239	24,088	24,496
TOTAL ASSETS		43,021	35,866	35,410	41,613	34,842	34,080
LIABILITIES							
Current Liabilities							
Trade and other payables	8	3,916	1,178	1,618	4,772	6,414	5,667
Income tax payable	20	-	-	-	-	-	-
Employee entitlements	11	1,184	824	814	1,184	709	814
Revenue received in advance	10	3,557	3,041	3,182	3,089	2,693	2,834
Total Current Liabilities		8,657	5,044	5,614	9,045	9,816	9,315
Non-current liabilities							
Borrowings	9	4,036	4,036	3,835	4,036	4,036	3,835
Employee entitlements	11	167	174	174	167	174	174
Total Non-current Liabilities		4,203	4,210	4,009	4,203	4,210	4,009
TOTAL LIABILITIES		12,859	9,254	9,623	13,248	14,026	13,324
NET ASSETS		30,162	26,613	25,787	28,366	20,815	20,755
EQUITY							
Equity	16	29,590	29,590	29,590	29,590	29,590	29,590
Retained earnings	16	(15,537)	(11,069)	(11,895)	(16,756)	(16,458)	(16,518)
Asset revaluation reserve	12	16,108	8,092	8,092	15,532	7,683	7,683
TOTAL EQUITY		30,162	26,613	25,787	28,366	20,815	20,755



Barbara George
Chief Executive



Robin Brockie
Chairman Council

Date: 30 April 2018

Explanations of major variances against budget are provided in note 18.

The accounting policies on pages 31 to 38 and the notes on pages 44 to 59 form part of and should be read in conjunction with these statements.

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2017

Note	GROUP			PARENT		
	Actual 2017 \$000	Budget 2017 \$000	Actual 2016 \$000	Actual 2017 \$000	Budget 2017 \$000	Actual 2016 \$000
Cash flows from operating activities						
Receipt of government grants	13,437	13,197	13,184	13,126	13,197	13,812
Receipt of tuition fees	7,161	9,400	7,337	4,968	6,406	4,072
Receipt of other ancillary income	1,229	1,412	2,772	2,031	2,224	1,479
Interest revenue received	238	164	253	238	164	240
Payments to suppliers	(8,159)	(8,961)	(11,746)	(6,004)	(6,823)	(11,163)
Payments to employees	(11,891)	(12,048)	(12,541)	(11,891)	(12,048)	(9,294)
Interest paid	-	-	(6)	-	-	(6)
Goods and Services Tax (net)	60	-	(363)	(333)	-	(318)
Net cash flows from operating activities	2,075	3,164	(1,110)	2,135	3,120	(1,178)
Cash flows from investing activities						
Receipts from sale of property, plant and equipment	-	-	-	-	-	-
Receipts from sale of investments	-	-	-	-	-	-
Receipts from maturity of investments	4,060	4,060	7,060	4,060	4,060	7,060
Purchase of property, plant and equipment	(730)	(1,615)	(1,918)	(696)	(1,494)	(1,904)
Purchase of intangible assets	(213)	-	(45)	(201)	-	(45)
Acquisition/roll over of investments	(4,560)	(5,560)	(4,060)	(4,560)	(5,560)	(4,060)
Net cash flows used in investing activities	(1,445)	(3,115)	1,037	(1,397)	(2,994)	1,051
Net increase / (decrease) in cash and cash equivalents	630	48	(73)	738	126	(127)
Cash and cash equivalents at the beginning of the period	1,092	1,092	1,165	904	904	1,031
Cash and cash equivalents at the end of the period	1,722	1,140	1,092	1,642	1,030	904

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.

Explanations of major variances against budget are provided in note 18.

The accounting policies on pages 31 to 38 and the notes on pages 44 to 59 form part of and should be read in conjunction with these statements.

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2017

	Public Equity \$000	Retained Earnings \$000	Revaluation Reserve \$000	Total \$000	Budget \$000
GROUP					
At 1 January 2016	29,590	(11,968)	8,092	25,714	24,988
Comprehensive revenue and expense					
Surplus / (Deficit)	-	73	-	73	797
Total Comprehensive Revenue and expense	-	73	-	73	797
At 31 December 2016	29,590	(11,895)	8,092	25,787	25,786
Comprehensive revenue and expense					
Surplus / (Deficit)	-	(3,641)	8,017	4,376	826
Total Comprehensive Revenue and expense	-	(3,641)	8,017	4,376	826
At 31 December 2017	29,590	(15,537)	16,108	30,162	26,613
PARENT					
At 1 January 2016	29,590	(14,667)	7,683	22,605	20,846
Comprehensive revenue and expense					
Surplus / (Deficit)	-	(1,850)	-	(1,850)	(89)
Total Comprehensive Revenue and expense	-	(1,850)	-	(1,850)	(89)
At 31 December 2016	29,590	(16,518)	7,683	20,755	20,757
Comprehensive revenue and expense					
Surplus / (Deficit)	-	(239)	7,850	7,611	58
Total Comprehensive Revenue and expense	-	(239)	7,850	7,611	58
At 31 December 2017	29,590	(16,757)	15,532	28,366	20,815

Explanations of major variances against budget are provided in note 18.

The accounting policies on pages 31 to 38 and the notes on pages 44 to 59 form part of and should be read in conjunction with these statements.

STATEMENT OF RESOURCES

AS AT 31 DECEMBER 2017

Summary of Institute staff (average levels)			
Teaching departments		2017	2016
Academic		82.4	87.36
General		19.78	17.76
Library		3.94	3.75
Central Administration			
Executive		5.15	3.64
General		35.46	39.71
Student Services			
Academic		2.24	1.7
General		6.63	5.09
Polytots		0.00	0.06
Total		155.60	159.07

Land and premises	Land	Buildings	Value as at
			31/12/2017 \$000
Bell and Cracroft Streets (Main Campus)	68,119m ²	13,653m ²	27,480
5 Young Street – NZIHT	697m ²	750m ²	1,175

Print and Media	2017	2016	2015	2014
Non fiction	19,468	18,185	17,924	18,898
Reference	41	367	575	589
Fiction	508	483	433	424
Media resources	Now in non-fiction figures	Now in non-fiction figures	131	131
Serials	36	36	53	134
Total print and media titles	20,053	19,071	19,116	20,176
New titles	308	353	460	419
Titles withdrawn	323	806	1,362	1,203
Gate Count (visits)	84,923	82,322	76,189	57,787
Loans (issues)	6,664	8,789	8,455	8,791
Interloan requests	70	56	37	74
E-books				
Total access	676	742	687	660
Pages viewed	2,424	9,776	9,395	9,533
E-journals				
Searches	28,722	36,150	49,588	25,821
Retrievals	20,926	34,148	31,739	-

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

1. REVENUES AND EXPENSES

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
(a) Government Grants				
Operational Bulk Grant	11,020	12,706	11,020	12,706
Māori and Pacific Island Grant	20	25	20	25
Disabilities Special Supplementary Grant	37	33	37	33
Under 25 Grant	(97)	378	(97)	378
Special Education Special Supplementary Grant	92	92	92	92
Total Government Grants	11,071	13,234	11,071	13,234
(b) Tuition fees				
Fees from domestic students	5,365	6,082	3,172	4,040
Fees from international students	2,056	2,338	1,037	1,714
Total tuition fees	7,421	8,420	4,209	5,754
(c) Other revenue				
Restaurant operations	71	76	71	76
Gain on disposal of property, plant and equipment	9	6	9	6
Gain on sale of investments	0	0	0	-
Bad Debts recovered	3	5	3	5
Interest earned on bank deposits	224	242	224	241
Other Government revenue	244	297	244	297
Other dividend revenue	0	1	4,000	1
Other operating activities	915	1,389	1,718	2,104
Total other revenue	1,466	2,016	6,268	2,730
(d) Finance costs				
Bank fees and overdrafts	19	27	12	19
Interest charges	0	0	-	-
Crown loans fair value	201	191	201	191
Total finance costs	220	218	213	210
(e) Personnel costs				
Wages and salaries	11,128	12,216	11,115	12,216
Employer contributions to defined contribution plans	285	281	285	281
Employee welfare expenses	-	-	-	0
Increase / (decrease) in employee entitlements	363	(319)	363	(319)
Total Personnel costs	11,776	12,178	11,763	12,178

Employer contributions to defined contribution schemes include contributions to Kiwisaver and the Government Superannuation Fund (GSF).

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
(f) Other Expenses				
Fees paid to principal auditor				
– audit fee related for financial statement audit	160	152	118	115
Repairs and maintenance	672	687	663	669
Advertising and public relations	517	514	424	391
Consultants and legal fees	565	1,140	530	1,064
Travel and accommodation	389	492	153	190
Research and development	2	-	2	-
Minimum lease payments – operating lease	4	110	4	5
Loss on disposal of property, plant and equipment	19	1	19	1
Doubtful debt provision	100	-	100	-
Bad debts written off	22	24	16	24
Software Licenses	386	298	385	292
Third party supplier payments	789	2,402	789	2,214
NZIHT payments	-	-	1,573	1,494
Other operating expenses	5,453	4,840	2,617	2,940
Total other expenses	9,080	10,660	7,393	9,400
(g) Restructuring Expenses				
Restructuring Expenses	493	-	493	-
Total restructuring expenses	493	-	493	-

2. CASH AND CASH EQUIVALENTS

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Cash at bank and in hand	1,722	1,092	1,642	904
Short-term deposits	-	-	-	-
Total cash and cash equivalents	1,722	1,092	1,642	904

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 3 months 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 12 months.

Reconciliation of cash for the purpose of the cash flow 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	1,722	1,092	1,642	904
Short-term deposits	-	-	-	-
Total cash and cash equivalents	1,722	1,092	1,642	904

3. STUDENT FEES AND OTHER RECEIVABLES

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Student fees receivables				
Student fees receivables	3,530	3,048	3,285	2,916
Provision for doubtful debts	(300)	(200)	(300)	(200)
Net student fees receivables	3,230	2,848	2,985	2,716
Other receivables				
Other receivables	84	740	84	740
Total student fees and other receivables	3,314	3,588	3,069	3,456

Fair Value

Student fees are due before a course begins or are due upon enrolment if the course has already begun. Student fee receivables are non-bearing and are generally paid in full by the course start date. Therefore, their carrying value approximates their fair value.

The provision for impairment has been calculated based on expected losses for WITT and the Group's pool of receivables. Expected losses have been determined based on an analysis of WITT and the Group's losses in previous periods and review of specific receivables.

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

There are no provisions for impairment on other receivables.

Movements in the provision for impairment of student fee receivable are as follows:

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
At 1 January	200	200	200	200
Additional provisions made during the year	113	19	113	19
Provisions reversed during the year	0	0	0	0
Receivables written off during the year	(13)	(19)	(13)	(19)
Total impairment as at 31 December	300	200	300	200

Receivables classified as exchange or non-exchange transactions are as follows:

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Receivables under exchange transactions				
Other receivables	84	740	84	740
Total receivables under exchange transactions	84	740	84	740
Receivables under non-exchange transactions				
Net Student fees receivables	3,530	3,048	3,285	2,916
Provision for doubtful debts	(300)	(200)	(300)	(200)
Total receivables under non-exchange transactions	3,142	3,048	2,897	2,916
Total student fees and other receivables	3,314	3,588	3,069	3,456

4. INVENTORIES

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Materials and consumables	0	2	0	2
Total inventories	0	2	0	2

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	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
CURRENT				
Other financial assets – term deposits	4,560	4,060	4,560	4,060
NON CURRENT				
Shares wholly owned subsidiary	-	-	397	397
Shares in non-listed companies	7	7	7	7
Total financial assets in the nature of investments	4,567	4,067	4,964	4,464

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.

New Zealand Institute Highway Technology is a wholly owned subsidiary of WITT. All financial assets in the nature of investments are recorded at historical cost with no impairment made.

6. PROPERTY, PLANT AND EQUIPMENT

	Cost / Valuation 1/1/2017		Accumulated Depreciation and Impairment charges 1/1/2017	Carrying Amount 1/1/2017	Current Year Additions	Current Year Disposals	Elimination on Disposal	Current Year Depreciation	Reclassifications	Impairment	Revaluation Surplus	Cost/Valuation 31/12/2017	Accumulated Depreciation and Impairment charges 31/12/2017	Carrying Amount 31/12/2017
GROUP 2017														
Land and buildings	26,231	(4,438)	21,793	266	-	-	(1,213)	(201)	(38)	8,015	28,622	-	28,622	
Plant and equipment	4,655	(2,812)	1,843	284	(111)	90	(413)	201	-	-	5,031	(3,129)	1,901	
Motor vehicles	349	(232)	117	18	(3)	3	(26)	-	-	-	274	(165)	109	
Computer hardware	2,075	(1,683)	392	162	(44)	39	(180)	-	-	-	2,195	(1,824)	371	
Work in progress	-	-	-	7	-	-	-	-	-	-	7	-	7	
	33,310	(9,165)	24,146	738	(158)	131	(1,832)	-	(38)	8,015	36,129	(5,119)	31,011	
PARENT 2017														
Land and buildings	25,106	(4,346)	20,760	265	-	-	(1,188)	(201)	(38)	7,850	27,447	-	27,447	
Plant and equipment	4,528	(2,697)	1,831	253	(106)	90	(406)	201	-	-	4,876	(3,012)	1,864	
Motor vehicles	165	(65)	100	18	(3)	3	(19)	-	-	-	181	(81)	100	
Computer hardware	1,881	(1,505)	376	160	(42)	39	(166)	-	-	-	2,000	(1,633)	367	
Work in progress	-	-	-	7	-	-	-	-	-	-	7	-	7	
	31,680	(8,614)	23,068	703	(151)	131	(1,779)	-	(38)	7,850	34,509	(4,725)	29,784	
GROUP 2016														
	Cost / Valuation 1/1/2016	Accumulated Depreciation and Impairment charges 1/1/2016	Carrying Amount 1/1/2016	Current Year Additions	Current Year Disposals	Elimination on Disposal	Current Year Depreciation	Reclassifications	Impairment	Revaluation Surplus	Cost/Valuation 31/12/2016	Accumulated Depreciation and Impairment charges 31/12/2016	Carrying Amount 31/12/2016	
Land and buildings	24,583	(3,255)	21,328	1,648	-	-	(1,184)	-	-	-	26,231	(4,438)	21,793	
Plant and equipment	4,295	(2,533)	1,762	366	(6)	4	(283)	-	-	-	4,655	(2,812)	1,843	
Motor vehicles	349	(202)	147	-	-	-	(30)	-	-	-	349	(232)	117	
Computer hardware	1,852	(1,483)	369	224	-	-	(200)	-	-	-	2,075	(1,683)	392	
Work in progress	340	-	340	-	(340)	-	-	-	-	-	-	-	-	
	31,419	(7,473)	23,946	2,238	(346)	4	(1,697)	-	-	-	33,310	(9,165)	24,146	
PARENT 2016														
Land and buildings	23,458	(3,186)	20,272	1,648	-	-	(1,160)	-	-	-	25,106	(4,346)	20,760	
Plant and equipment	4,182	(2,425)	1,757	352	(6)	4	(276)	-	-	-	4,528	(2,697)	1,831	
Motor vehicles	165	(47)	118	-	-	-	(18)	-	-	-	165	(65)	100	
Computer hardware	1,657	(1,327)	330	224	-	-	(178)	-	-	-	1,881	(1,505)	376	
Work in progress	340	-	340	-	(340)	-	-	-	-	-	-	-	-	
	29,802	(6,985)	22,817	2,224	(346)	4	(1,632)	-	-	-	31,680	(8,613)	23,067	

Revaluations

Land

Land has been valued at fair value using market-based evidence on its highest and best use with reference to comparable land sales.

Restrictions on WITT and the Group's 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 Annik Investments Limited until 2045, with an automatic renewal for a further 33 years if not withdrawn 6 months before expiry on 14 June 2045.

The most recent valuation of land was performed on 31 January 2018 by a registered valuer Ian Baker, independent Registered Valuer, of the firm Telfer Young, and the valuation is effective as at 31 December 2017.

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

- The replacement asset is based on the replacement 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 to 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.

The most recent valuation of buildings was performed on 31 January 2018 by a registered valuer Ian Baker, independent Registered Valuer, of the firm Telfer Young, and the valuation is effective as at 31 December 2017.

The most recent valuation of water utilities reticulation was performed on 14 March 2018 by a registered valuer Kees Beenjes, independent Registered Valuer, of the firm SPM Assets Ltd, and the valuation is effective as at 31 December 2017.

There was no plant and equipment held under finance leases and hire purchase contracts at 31 December 2017.

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.

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

7. INTANGIBLE ASSETS

	Cost / Valuation 1/1/2017	Accumulated Amortisation and Impairment charges 1/1/2017	Carrying Amount 1/1/2017	Current Year Additions	Current Year Disposals	Current Year Amortisation	Elimination on Disposal	Cost / Valuation 31/12/2017	Accumulated Amortisation and Impairment charges 31/12/2017	Carrying Amount 31/12/2017
GROUP 2017										
Course Development ¹	1,033	(649)	384	132	-	(65)	-	1,165	(714)	451
Computer Software ²	1,446	(730)	716	83	-	(120)	-	1,529	(850)	679
Broadcasting Licences	248	(94)	154	-	-	(12)	-	248	(106)	142
Work in progress	35	-	35	7	(35)	-	-	7	-	7
	2,762	(1,472)	1,290	222	(35)	(197)	-	2,949	(1,669)	1,279
PARENT 2017										
Course Development ¹	164	(46)	117	118	-	(16)	-	282	(63)	220
Computer Software ²	1,317	(599)	717	83	-	(117)	-	1,400	(717)	683
Broadcasting Licences	248	(94)	154	-	-	(12)	-	248	(106)	142
Work in progress	35	-	35	7	(35)	-	-	7	-	7
	1,764	(740)	1,024	208	(35)	(146)	-	1,937	(886)	1,051
GROUP 2016										
Course Development ¹	1,033	(578)	455	-	-	(71)	-	1,033	(649)	384
Computer Software ²	1,402	(608)	794	44	-	(122)	-	1,446	(730)	716
Broadcasting Licences	248	(81)	167	-	-	(12)	-	248	(94)	154
Work in progress	10	-	10	35	(10)	-	-	35	-	35
	2,693	(1,267)	1,426	79	(10)	(205)	-	2,762	(1,472)	1,290
PARENT 2016										
Course Development ¹	164	(30)	133	-	-	(16)	-	164	(46)	118
Computer Software ²	1,273	(480)	793	44	-	(120)	-	1,317	(599)	717
Broadcasting Licences	248	(81)	167	-	-	(12)	-	248	(94)	154
Work in progress	10	-	10	35	(10)	-	-	35	-	35
	1,695	(591)	1,104	79	(10)	(148)	-	1,764	(740)	1,024

1. Internally generated

2. Purchased

For the year ended 31 December 2017, 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.

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

8. TRADE AND OTHER PAYABLES

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Payables under exchange transactions				
Trade payables	561	869	439	792
GST payable	446	355	333	322
Other payables	2,895	385	2,758	213
Total payables under exchange transactions	3,902	1,609	3,530	1,327
Payables under non-exchange transactions				
Payables to subsidiary	-	-	1,242	4,340
Other taxes payable	14	9	0	0
Total payables under non-exchange transactions	14	9	1,242	4,340
Total Trade and other payables	3,916	1,618	4,772	5,667

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 financial year.

For terms and conditions relating to related parties refer to note 17.

9. BORROWINGS

	Effective interest rate (%)	Maturity	GROUP		PARENT	
			2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Non-Current portion						
Finance leases			-	-	-	-
Crown Loan	0.00%	Dec-20	4,036	3,835	4,036	3,835
Non-current portion borrowings			4,036	3,835	4,036	3,835

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. The balance of the Crown suspensory loan is now nil.

The interest free Crown loan of \$5.196m has a fair value as at 31 December 2017 of \$4.036m. The discounted amount of \$1.16m will be written back to the interest free Crown loan over the ten year period from 2015 to 2024 through the Statement of Comprehensive Revenue and Expense.

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	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Student tuition fees	3,501	3,108	3,037	2,760
Clinical skills facility funding	43	43	43	43
Other revenue in advance	14	31	9	31
Total revenue received in advance	3,557	3,182	3,089	2,834

Revenue received in advance from student tuition fees includes liabilities recognised from both domestic student fees received for which the withdrawal date has not passed and international student fees, which is based on the percentage completion of the course.

11. EMPLOYEE ENTITLEMENTS

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Current portion				
Accrued pay	207	114	207	114
Restructuring provision	259	0	259	0
Annual Leave	585	609	585	609
Long service leave	14	13	14	13
Retiring leave	119	79	119	79
Total current portion	1,184	814	1,184	814
Non-current portion				
Long service leave	36	36	36	36
Sick leave	18	21	18	21
Retiring leave	112	118	112	118
Total non-current portion	167	174	167	174
Total employee entitlements	1,350	988	1,350	988

Restructuring provision

The restructuring provision has arisen from the approved restructuring plan which is expected to be completed 2018. The provision represents the estimated cost for redundancy payments arising from the restructure.

12. ASSET REVALUATION RESERVE

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
At 1 January	8,092	8,092	7,683	7,683
Depreciation transfer	-	-	-	-
Revaluation of land and buildings	8,017	-	7,850	-
Total asset revaluation reserve as at 31 December	16,108	8,092	15,532	7,683
Property revaluation reserves consist of;				
Land	3,285	1,480	2,895	1,195
Buildings	12,823	6,612	12,637	6,488
Total property revaluation reserves	16,108	8,092	15,532	7,683

13. FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES

WITT and the Group's activities expose it to a variety of financial instrument risks, including market risk, credit risk and liquidity risk. WITT and the Group 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 and the Group's principal financial instruments comprise Crown loans, bank deposits, cash and short-term deposits.

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

WITT and the Group 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 and the Group's policy that no trading in financial instruments shall be undertaken.

The main risks arising from WITT and the Group's financial instruments are market risk, liquidity risk and credit risk. The Council 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 and the Group'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 and the Group to cashflow interest rate risk.

WITT and the Group'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 and the Group purchases goods and services overseas which require it to enter into transactions denominated in foreign currencies. WITT and the Group'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 and the Group's exposure to equity securities price risk is minimal as the equity securities held are not in listed companies.

Liquidity risk

Liquidity risk is the risk that WITT and the Group 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 2020 to 2024. The annual amount of repayment is \$1.0392m. Sufficient cash reserves will be cumulated over the next four years to ensure loan payments are able to be made.

Credit risk

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

Due to the timing of its cash inflows and outflows, WITT and the Group invests surplus cash with registered banks. WITT and the Group's Investment Policy limits the amount of credit exposure to any one institution. WITT and the Group has processes in place to review the credit quality of customers prior to the granting of credit.

WITT and the Group'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 5a). There is no collateral held as security against these financial instruments, including those instruments that are overdue or impaired.

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

14. FINANCIAL INSTRUMENTS

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	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
GROUP				
Financial assets				
<i>Loans and receivables</i>				
Student Fees and other receivables	3,230	3,588	3,230	3,588
Cash and cash equivalents	1,722	1,092	1,722	1,092
Other financial assets – term deposits	4,560	4,060	4,560	4,060
Total loans and receivables	9,512	8,739	9,512	8,739
Fair value through other comprehensive revenue and expense				
Investments in non-listed companies	7	7	7	7
Total fair value through comprehensive revenue and expense	7	7	7	7
Financial liabilities				
<i>Financial Liabilities measured at amortised cost</i>				
Trade payables	3,916	1,618	3,916	1,618
Borrowings:				
Crown loans	4,036	3,835	4,036	3,835
Total financial liabilities measured at amortised cost	7,952	5,453	7,952	5,453
PARENT				
Financial assets				
<i>Loans and receivables</i>				
Student Fees and other receivables	2,985	3,456	2,985	3,456
Cash and cash equivalents	1,642	904	1,642	904
Other financial assets – term deposits	4,560	4,060	4,560	4,060
Total loans and receivables	9,187	8,420	9,187	8,420
Fair value through other comprehensive revenue and expense				
Investments in non-listed companies	404	404	404	404
Total fair value through comprehensive revenue and expense	404	404	404	404
Financial Liabilities				
<i>Financial Liabilities measured at amortised cost</i>				
Trade payables	4,772	5,667	4,772	5,667
Borrowings:				
Crown loans	4,036	3,835	4,036	3,835
Total financial liabilities measured at amortised cost	8,808	9,502	8,808	9,502

15. COMMITMENTS AND CONTINGENCIES

Capital commitments and operating lease commitments

CAPITAL COMMITMENTS	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Land and Buildings	302	28	302	28
Computer Hardware	95	0	95	0
Intangible assets	3	11	3	11
Total capital commitments	400	39	400	39

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

Operating lease commitments – Group as lessee

The WITT and the Group has entered into property leases where it is not in the best interest of WITT and 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:

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Within one year	104	172	104	49
After one year but not more than five years	248	176	248	54
More than five years	9	-	9	-
Total operating lease commitments	360	348	360	103

Finance lease and hire purchase commitments

WITT and the Group has no finance leases or hire purchase contract commitments. (2016: Nil)

Contingent assets

At balance date WITT and the Group is not aware of any material contingent assets. (2016: Nil)

Contingent liabilities

At balance date WITT and the Group have no outstanding contingent liabilities. (2016: \$55k).

16. EQUITY

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
General funds				
Balance at 1 January	17,601	17,528	12,977	14,828
Surplus / (deficit) for the year	(3,641)	73	(239)	(1,850)
Balance 31 December	13,960	17,601	12,739	12,977
Asset revaluation reserves				
Balance 1 January	8,092	8,092	7,683	7,683
Land and buildings revaluation	8,017	-	7,850	-
Balance 31 December	16,108	8,092	15,533	7,683
Restricted reserves				
Balance 1 January	94	94	94	95
Interest received	2	3	2	3
Application of trusts and bequests	(1)	(4)	(1)	(4)
Balance 31 December	94	94	95	94
Total equity	30,162	25,787	28,366	20,755

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 2012.

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.

The remaining balance of the Suspensory Loan is now \$Nil.

17. RELATED PARTY DISCLOSURE

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and conditions no more or less favourable than those that are reasonable to expect that WITT would have adopted in dealing with the party at arm's length in the same circumstances. Further, transactions with Government agencies (for example, Government departments and Crown entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements with TELs and undertaken on the normal terms and conditions for such transactions.

Related party transactions required to be disclosed

WITT provide administrative services to its subsidiary NZIHT for which these services have not been charged. The value of these services are minor in value and not quantifiable.

Receipt of Services

From 30th March 2015 all NZIHT employees were transferred to be employees of WITT. WITT processes the payroll for the staff working at NZIHT and on charges the actual cost to NZIHT on a monthly basis. WITT does not charge a mark-up for their services. Payroll expenses charged to NZIHT from WITT totalled \$976,990 (2016: \$1,010,714).

Advances made

NZIHT has provided a short term advance facility to WITT for \$1,242,054 (2016: \$4,339,591). There are currently no repayment terms and the advance is non-interest bearing.

During the year, WITT purchased legal services from Govett Quilliam, a legal firm in which Lyal French-Wright (Council Deputy Chair as of September 2016) is the CEO. These services cost \$14,403 (2016: \$10,315) and were supplied on normal commercial terms. There is a balance of \$Nil outstanding for unpaid invoices at year end.

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Key management personnel compensation				
Full-time equivalent members made up of CE and Executive Management	5.15	3.64	5.15	3.64
Remuneration	798	649	798	649

Key management personnel includes Chief Executive and 5 Executive Directors.

Councillor payments

Councillor remuneration paid or payable during the year was:			GROUP	PARENT
Present Council			2017 \$'000	2016 \$'000
Brockie, R	Chairperson	Minister appointed (started Sept 2016)	30	10
Bourke, M	Chairperson	Minister appointed (ended Aug 2016)		20
French-Wright, L	Deputy Chairperson	Minister appointed (started Sept 2016)	19	10
Inglis, M	Deputy Chairperson	Minister appointed (ended Jun 2016)		8
Ekanayake, E		Minister appointed	15	15
Trundle, S		Minister appointed	10	
Hond, R		Council statute appointed	5	15
Crowley, C		Council statute appointed	15	15
Dingle, R		Council statute appointed	15	15
Hendry, R		Council statute appointed	8	15
Hemara-Wahanui, A		Council statute appointed	8	15
Braggins, M		Council statute appointed	8	
Littlewood, C		Council statute appointed	8	
Fleming, D		Advisor – Council statute appointed	8	
Total Councillor payments			149	142

2016 Total headcount for the Council is 8. Councillors Bourke and Inglis were on the board until August 2016.

Total Key Management Personnel and Council compensation	947	791
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18. EXPLANATION OF SIGNIFICANT VARIANCES AGAINST BUDGET

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

Statement of Comprehensive Revenue and Expense

Tuition fees

There was a shortfall in both domestic and international students. Domestic student fees were affected by a shortfall in student compared to the budget and international students fees were affected by the increased restrictions on student visas which affected our India student market.

Other Revenue

Service income was lower than budgeted due to low students numbers in a service contract.

Personnel Costs

Personnel costs were higher than budgeted due to restructuring costs.

Other expenses

Other expenses are favourable to budget mainly due to an decrease in costs related to 3rd party delivery and a decrease in costs relating to commission payments. Professional costs are unfavourable to budget due to consultancy and legal advice obtained by WITT.

Statement of Financial Position

Cash and cash equivalents/ Other financial assets

A reduction of funds received from Tuition fees due to the shortfall in domestic and international student numbers places has created an unfavourable variance to budget.

Revenue received in advance

Due to lower than expected domestic EFTS, TEC Bulk funding will be recovered by TEC in 2018.

Statement of Cash flow

Receipt of Tuition fees

Due to the drop in domestic and international student numbers there is a variance to budget in the student tuition fees received.

19. COMPULSORY STUDENT SERVICES FEES

WITT consulted with students on the student services fees. The consultation covered the level of fees to be charged and the type of services students wished to fund. The CSSF charged in 2017 for a full time equivalent student was \$150.00, including GST, with pro-rata rates for part-time students. The figure charged in 2016 was \$146.40. CSSF revenue is accounted for separately, with expenditure accounted for in the student support services budget. Details of the types of service and of revenue for the year are set out below:

	Counselling Service \$'000	Health Services \$'000	Total \$'000
2017			
Income			
Compulsory Student Services Fees	35	60	95
Other Income	0	2	2
Total Income	35	62	97
Expenditure			
Salary and Wages	59	53	112
Service payments	12	11	23
Other costs	7	10	17
Total costs	78	74	152
Net result	(43)	(12)	(55)

Counsellor

Students have access to a free confidential counselling service to empower students to engage fully in study. The counsellor is involved in crisis intervention and support, delivering in-class workshops, running wellness promotions and holds responsibility for the student hardship portfolio. Students also have access to an ecumenical chaplain. The chaplain is on campus providing students pastoral support, a confidential non-judgemental listening ear and support in times of illness, confusion or bereavement.

Health Services

The health clinic gives students access to a range of free health services in the area of injury, family planning, mental health, immunization, occupational health, and health monitoring. The health nurse is also actively involved in health education and health promotions. A medical clinic is also provided one day a week, giving students access to free GP consultations and medical services.

20. TAXATION

	GROUP		PARENT	
	2017 \$'000	2016 \$'000	2017 \$'000	2016 \$'000
Income tax expense				
Current tax		(1,361)	-	-
Adjustment to current tax in prior periods		-	-	-
Income tax expense	-	(1,361)	-	-
Current tax payable				
Prior year tax owing		1,361	-	-
Unwind prior years owing		(1,361)	-	-
Income tax expense		-	-	-
Current tax payable	-	-	-	-

The income tax expense arised as a result of an unexpected liability for tax in WITT's wholly owned subsidiary company NZIHT. In 2008 NZIHT was advised by the Inland Revenue Department ("IRD") that its income was exempt from tax while it was a wholly owned subsidiary of WITT (which is itself tax exempt). During the 2013 year, IRD withdrew that advice for NZIHT on the basis that it was incorrect and is seeking income tax from the company for the 2008 to 2013 years. NZIHT has sought legal advice that confirms the liability under the law as it stands at present. However, NZIHT does not believe that this is the appropriate outcome and is continuing its discussions with IRD on how it may be relieved of the unintended and unjustified tax liability. On the basis that IRD's tax exemption was withdrawn, NZIHT is now registered as a tax exempt charitable entity so will not incur income tax in future periods. While a provision has been made for the tax liability, no provision has been made for the estimated \$400k interest charge as the company is continuing to seek relief on this matter.

On 24 February 2016 the Taxation (Annual Rates for 2015-16, Research and Development, and Remedial Matters) Act 2016 was passed into law which formally relieved NZIHT of paying tax during the years of 2008 to 2013. The tax provision which was provided for in 2013 financial statements was released in 2016.

21. 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.

22. LEGISLATIVE COMPLIANCE

WITT and the Group is not aware of any material legislative breaches.

23. APPLICATION OF THE GOING CONCERN ASSUMPTION

For the last five years, the parent entity has incurred deficits resulting from the investigation of Māori Arts Programme and changes required to the Institutes operating model as a consequence. The institute continues to operate in a competitive environment and both Council and Management are working with key stakeholders to ensure that adequate cash reserves are accumulated over the next 3 years in order to meet future loans payments to the Crown.

Since 2014, WITT's main funding provider, the Tertiary Education Commission (TEC), have awarded funding on an annual basis in line with WITT's investment plans. As a result, continued TEC funding of \$10.7m has been approved to 31 December 2018 and WITT fully expect to receive funding at a similar level for the year to 31 December 2019. The TEC have highlighted that they are not aware of any issues which would prevent WITT from receiving funding for the 2019 year and the quantum of such funding will be based upon their assessment of WITT's investment plan later in 2018. WITT's investment plans assume continued and ongoing funding from the TEC which is expected to be provided on a one to two year basis. WITT have prepared these financial statements on a going concern basis on the assumption that TEC support will continue, primarily in line with investment plans.

STATEMENT OF SERVICE PERFORMANCE

			2016 ACTUAL	2017 TARGET	2017 ACTUAL	Commentary
PERFORMANCE COMMITMENTS SAC LEVELS 1 AND 2						
Participation						
The proportion of SAC Eligible EFTS who were	Māori	Levels 1 and 2	7.1%	6.0%	6.0%	ACHIEVED.
	Pasifika	Levels 1 and 2	0.76%	1.0%	1.0%	ACHIEVED.
Educational Performance						
Course Completions						
The successful course completion rate (SAC Eligible EFTS)	All Students	Levels 1 and 2	55.0%	65.0%	65.4%	ACHIEVED. Barriers were identified and increased support services put in place. This result is an improvement on 2016.
Qualification Completion						
The qualification completion rate (SAC Eligible EFTS)	All Students	Levels 1 and 2	39.0%	50.0%	36.8%	NOT ACHIEVED. Students do not complete a qualification for a number of reasons including gaining employment and achieving enough NCEA results.
Student Retention						
The student retention rate for all students (SAC Eligible student count)	All Students	Levels 1 and 2	50.0%	52.0%	42.8%	NOT ACHIEVED. Students are not retained in study for a number of reasons, some of which indicate their success in moving into apprenticeships. More work will be done to improve this result.
Student Progression						
The student progression rate (SAC Eligible student count) from levels 1 and 2, to a higher level, for:	All Students	Levels 1 and 2	48.4%	35.0%	58.5%	ACHIEVED. This result is considerably higher than 2016 and support structures are proving effective.
PERFORMANCE COMMITMENTS SAC LEVELS 3 AND ABOVE						
Participation						
The proportion of SAC Eligible EFTS who are	Under 25s	Level 3 and above	39.9%	35.0%	48.2%	ACHIEVED. More under 25 students are enrolling in level 3 programmes.
		Level 4 and above	23.5%	0.0%	26.5%	ACHIEVED. This result is an improvement on 2016.
	Māori	Level 3 and above	25.6%	24.0%	21.8%	NOT ACHIEVED. WITT will continue to develop strategies to increase the participation and success of Māori learners at level 3 and above by supporting those at level 2 to progress to the next level of study and by working closely with the schools to encourage Māori learners to continue with higher level study.
		Level 4 and above	9.7%	22.0%	10.6%	NOT ACHIEVED. This result is an improvement on the 2016 result and further improvements are possible with more opportunities for pathway programmes and better completion results from Level 3 programmes.
	Pasifika	Level 3 and above	3.7%	2.0%	3.3%	ACHIEVED.
		Level 4 and above	22.3%	2.0%	1.7%	NOT ACHIEVED. Lower Pasifika numbers enrolled in the Institute.

			2016 ACTUAL	2017 TARGET	2017 ACTUAL	Commentary
Course Completion						
The successful course completion rate (SAC Eligible EFTS) for	All Students	Level 3 and above	70.8%	73.0%	79.9%	ACHIEVED. This was a major focus area for improvement in 2017.
		Level 4 and above	75.9%	78.0%	86.2%	
	Under 25s	Level 3 and above	69.6%	73.0%	78.2%	
		Level 4 and above	76.0%	78.0%	86.3%	
	Māori	Level 3 and above	64.1%	66.0%	71.7%	
		Level 4 and above	69.9%	72.0%	80.8%	
	Pasifika	Level 3 and above	59.6%	65.0%	67.3%	
		Level 4 and above	68.8%	69.0%	76.7%	
Qualification Completion						
The qualification completion rate (SAC Eligible EFTS) for	All Students	Level 3 and above	61.7%	63.0%	56.6%	NOT ACHIEVED. This was not achieved primarily because of a change in the way qualification completions were measured by TEC (ie from EFTS based to cohort based).
		Level 4 and above	67.3%	66.0%	57.0%	
	Under 25s	Level 3 and above	57.6%	63.0%	54.6%	
		Level 4 and above	59.9%	70.0%	54.5%	
	Māori	Level 3 and above	51.7%	60.0%	41.2%	
		Level 4 and above	53.2%	61.0%	36.1%	
	Pasifika	Level 3 and above	60.0%	63.0%	29.8%	
		Level 4 and above	64.7%	65.0%	26.8%	
Student Retention						
The student retention rate (SAC Eligible student count) for	All Students	Level 3 and above	69.3%	74.0%	62.0%	NOT ACHIEVED. This is an area for improvement in 2018.
	Māori	Level 3 and above	57.4%	64.0%	55.8%	
	Pasifika	Level 3 and above	70.5%	69.0%	62.0%	
Student Progression						
The student progression rate for students (SAC Eligible student count) at level 1 to 3, to a higher level	All Students		41.6%	32.0%	35.5%	ACHIEVED.
	Māori	Levels 1 to 3	37.8%	30.0%	36.3%	
	Pasifika		46.6%	0.0%	44.0%	

			2016 ACTUAL	2017 TARGET	2017 ACTUAL	Commentary
Other Commitments						
The number of international student EFTS	All Students	All levels	175.48	212	126	NOT ACHIEVED. Realistic target numbers have been set for 2018.
The amount of external research income earned (\$000)	All Students	All levels	–	\$10k	\$19.1k	ACHIEVED. The appointment of a Research and Innovation Manager in 2017 has had a positive effect on this KPI.
Māori Participation: All levels (SAC)			29.0%	32.0%	27.9%	NOT ACHIEVED. This is due to lower enrolment levels overall.
Pasifika Participation: All Levels (SAC)			3.94%	5.5%	4.3%	NOT ACHIEVED. This is due to lower enrolment levels overall.
Māori course completions level 1-2			61.0%	57.0%	57.0%	ACHIEVED.
Māori course completion level 3+			51.7%	66.0%	71.7%	ACHIEVED.
Pasifika course completion level 1-2			60.0%	73.0%	62.0%	NOT ACHIEVED. WITT has a small cohort of Pasifika students and as such any completions will be impacted by scale
Pasifika course completion level 3+			60.0%	65.0%	67.3%	ACHIEVED.
Māori progression rate Lv 1-3 to higher	tba		37.8%	30.0%	36.3%	ACHIEVED.
Pasifika progression rate Lv 1-3 to higher	tba		46.6%	33.0%	44.0%	ACHIEVED.
Participation (all students):						
Under 25s	All Students		54.0%	40.0%	48.2%	ACHIEVED.
Science, Technology, Engineering and Mathematics (STEM)			522.00	525.00	579.20	ACHIEVED.
Course completion (all students):						
Under 25s Levels 1-3	All Students		62.0%	75.0%	66.3%	NOT ACHIEVED. There is a cohort of students who gain an NCEA qualification from the component part of a course and choose not to complete the remainder.
Youth Guarantee			77.0%	63.0%	70.9%	ACHIEVED.
Number of full cost recovery courses			–	11	56	ACHIEVED. Increased success in offering additional training courses.
Progress in developing subject areas and development of specialist knowledge bases	Plans for Centres of Excellence		–	Plans	n/a	NOT ACHIEVED. Due to a change in direction and focus during 2017, plans were not continued.
Increase delivery across Taranaki region	Number of off-campus study locations		–	2	2	ACHIEVED.
Courses with a Māori development kaupapa	Percentage of programmes with a Māori development Kaupapa		–	40%	100%	Embedding Māori kaupapa throughout WITT in 2017 was a priority. This is included in all programmes to varying degrees

		2016 ACTUAL	2017 TARGET	2017 ACTUAL	Commentary
Communication strategy regarding WITT's centres for excellence	Number of media stories which comment on WITT's Engineering, Oil & Gas, and/or commitment to Māori.	–	5	24	ACHIEVED. However, due to a change in direction and focus during 2017, plans were not continued. However, excellence at WITT was widely communicated through a variety of channels throughout the year.
Increase Māori representation in local advisory and steering committees	Number of LAC members who identify as Māori as measured to the nearest whole person	12%	10%	n/a	NOT ACHIEVED. Institute-wide data was not collected during 2017.
Proportion of staff identifying as Māori	Percentage of staff identifying as Māori	10.3%	11%	8%	NOT ACHIEVED. Due to restructuring and resignations, WITT's Māori staffing numbers as a proportion declined. This is not indicative of the Institute's intent.
Proportion of programmes using on-line learning/ blended learning	Percentage of programmes with active on-line learning	–	50%	20%	NOT ACHIEVED. This will be a focus area in 2018. An agreement was signed with Open Polytechnic to use iQualify for this.
Develop taster programmes to encourage secondary tertiary transition	Number of programmes offered and take up by potential students	–	6	>6	Programmes of varying length and focus were run throughout 2017
Level of qualifications held by WITT academic staff	% of academic staff qualified at masters level and above	–	29%	32%	ACHIEVED.
Develop research and development projects in conjunction with external organisations	Number of externally linked research projects undertaken	4	2	3	ACHIEVED.
Increase number of research outputs by WITT staff	Number of research outputs achieved	27	30	99	ACHIEVED. Appointment of Research and Innovation Manager provided greater direction in this area.
Financial stability and the capability to invest in the learning environment	Financial surplus of at least 1.5% per annum	-4.6%	2%	-17.24%	NOT ACHIEVED. Surplus prior to provisions and notional interest. The actual result before property revaluations was a deficit of \$3.6m, significantly below the budget surplus of \$0.8m. This deficit was a result of a significant reduction in student enrolments in the second half of 2017. As a consequence full year revenue was \$5m below budget. Some expenditure savings were made, however these were not sufficient to offset the reduction in revenue. Whilst it will not be possible to continue to with deficits of this size into the future there were sufficient reserves available to ensure that, in 2017, investment into the learning environment continued as planned. The budget for 2018 is for a small financial deficit, with surpluses forecast for 2019 and beyond.
Research into employer needs	Employer survey carried out annually including employers of recent graduates and feedback acted on	–	Stakeholders supplied with feedback		ACHIEVED. Three employer needs analysis surveys were completed in 2017.

		2016 ACTUAL	2017 TARGET	2017 ACTUAL	Commentary
Increase employer/ business presence on campus	Number of stakeholder events held on campus	–	10	>10	ACHIEVED.
	Number of external organisations operating from the WITT campus	–	2	11	ACHIEVED. WITT continues to host a number of like minded entities on its campus.
Graduate information collected and evaluated	Number of graduates surveyed and response rate to surveys	–	18% response	42%	ACHIEVED. The Graduate Survey was completed in 2017.
Develop staff capability in teaching and learning	% of teaching and learning staff with tertiary teaching qualification	74%	70%	78%	ACHIEVED. Development of staff is a strategic priority for the Institute.
Develop The Student Voice and gather information to inform decision making	Percentage of students responding to student surveys in any year	–	52%	45%	NOT ACHIEVED. A number of surveys and feedback sessions were conducted throughout the year. Student Leaders and Student Ambassadors were active.
Develop work placements and/or work based projects for students	Percentage of Programmes with work placements/work based projects	–	50%	57%	ACHIEVED. This continues to be a priority area in 2018.
Encourage employer involvement in programme delivery	Percentage of programmes with industry guest speakers participating in programme	–	50%	92%	ACHIEVED. This continues to be a priority area in 2018.
Increase proportion of domestic students who achieve at level 4 or higher	% of SAC students achieving qualifications at levels 4+	–	63%	60%	NOT ACHIEVED. WITT will continue to develop strategies to increase the participation and success of domestic students at level 4 or higher. A new level 4 pathway programme will increase participation in 2018.
Staff teaching at level 1-2 have NCALNE qualification	Percentage of Staff (employed at 0.4 FTE or more) with NCALNE or equivalent	53%	55%	62%	ACHIEVED.
Increase students enrolled in levels 1-3 courses engage in the NZQA online literacy and numeracy	Percentage of students who participate in AAT	70.16%	85%	86%	ACHIEVED.
Increase number of international students	Number of international student efts	175.48	212	139.46	NOT ACHIEVED. Significant skilled migrant changes took place in 2017 coupled with the Institutes NZQA downgrade affected the institute meeting its 2017 target.
Increase number of source countries for international institutions or international students	Increase number of source countries for international institutions or international students	8	20	14	NOT ACHIEVED. The institute successfully moved its reliance off one predominant market as planned and increased market share from other countries, though the target was not achieved.
Grow overseas educational partnerships	Number of partnerships with overseas TEOs	3	3	1	NOT ACHIEVED. Due to EER change in ranking this impinged agreements being made, of not off-shore agreements and training was delivered in 3 countries however was FCR

		2016 ACTUAL	2017 TARGET	2017 ACTUAL	Commentary
Increase proportion of research active staff		–	–	8	ACHIEVED. Under the supervision of the Research and Innovation Manager, 8 staff are currently research active, plus a number of others are working on qualifications with research. This will be a focus in 2018.
Undertake research into teaching and learning	Undertake research into teaching and learning	–	3	3	ACHIEVED. Some of this research will continue through 2018.
Develop new workforce development plan and achieve improved efficiency in staff Student Ratio	SSR Academic Staff to Students	1:19	1:20	1:18.3	Lower student enrolments while maintaining same level of staffing has affected SSR result
Implement new organisational structure	New organisational plan in place and staff recruited to positions	–	Plan in place		ACHIEVED. Revised organisational structure in place an appointment to positions have been made
Enhance and improve the campus learning environment	Develop new CAM framework, campus master plan and long term maintenance strategy	–	Campus master plan developed		A new capital asset management system has been installed and is being implemented. Work will continue through 2018.

RESEARCH OUTPUTS 2017

A. RESEARCH AND SCHOLARLY ACTIVITY OUTPUTS

Journal and Scholarly Publications

Book / Book Chapter:

Bingham, H. M. (2017). Undergraduate nursing curriculum content focuses on emerging issues that influence health. In M. Smith & A. Jury (Eds.), *Workforce development theory and practice in the mental health sector* (pp. 182-199). Hershey, PA: IGI Global.

Online Edited Journal:

Bingham, H., & O'Brien, A. (2017). Educational intervention to decrease stigmatizing attitudes of undergraduate nurses towards people with mental illness. *International Journal of Mental Health Nursing*. Doi 10.1111/inm.12322

George, L. (2017 – online version, Dec). Stirring up silence: What does decolonising anthropology in Aotearoa New Zealand really mean? *Commoning Ethnography*, 1(1), 1-6. Retrieved from <https://ojs.victoria.ac.nz/ce/article/view/4139>

George, L., Gilbert, P., Napier, A., Reynolds, P., & White, J. (2017, Oct). Tūrangawaewae: Whānau wellbeing for all. *Parity*, 30(8). Retrieved from <https://static1.squarespace.com/static/57176f9f20c6478937696378/t/5a32f990652dea38bba2b224/1513290129810/Parity-Vol30-08-%28October%29---REVISED-46-48.pdf>

O'Brien, W., Shultz, S., Firestone, R., George, L., Breier, B., & Kruger, R. (2017, May). Exploring the challenges in obtaining physical activity data from women using hip-worn accelerometers. *European Journal of Sport Science*, 17(7), 922-930. <https://doi.org/10.1080/17461391.2017.1323952>

Project Reports:

Taiapa, K. (2017). *Scoping kaitiakitanga activities in Aotearoa*. Whāriki Research Group, Massey University + Ngā Pae o te Māramatanga/Māori Centre of Research Excellence. Auckland, New Zealand.

Taiapa, K. (2017). *Te Ao Auahatanga Hauora Māori – Te Roopu Taurima o Manukau Trust: Final Evaluation Report*. Dreamweavers Research & Consultancy Ltd, Auckland, NZ.

Newspaper and Magazine Articles, Reviews, Features & Commentaries

Contributors:

Aldridge, E. (2017, April). Getting hot and heavy with passionfruit. *Taranaki Daily News*, In Season.

Ashton, L. [with George, L.]. (2017, October). Advocating for prisoners and youth, *Anglican Taonga*. Retrieved 19 December 2017 from http://www.anglicantaonga.org.nz/news/common_life/travel

Brooking, A. (2017, January). Making the most of strawberry season. *Taranaki Daily News*, In Season.

Cawsey, G. (2017, October). Adopting a plant based diet. *Taranaki Daily News*, In Season.

Dickie, A. (2017, December). Summer and some burgers you'll love. *Taranaki Daily News*, In Season.

Findley, N. (2017, July). Permission to use persimmon. *Taranaki Daily News*, In Season. George, L. [Contributor]. (2017). *Embracing culture helping curb Māori youth suicide*. Retrieved 19 December 2017 from <http://www.newstalkzb.co.nz/news/crime/embracing-culture-helping-curb-maori-youth-suicide/>

Gupta, G. (2017, May). Getting sassy with citrus. *Taranaki Daily News*, In Season.

Ludlow, C. (2017, March). Partying with pumpkin. *Taranaki Daily News*, In Season.

McCormack, K. (2017, August). Silver beet year round star for cooking healthy meals. *Taranaki Daily News*, In Season.

Michelson, E. (2017, November). Giving traditional European dishes an Asian twist. *Taranaki Daily News*, In Season.

Morgan, T. (2017, September). A Mexican inspired meal with limes. *Taranaki Daily News*, In Season.

Trowern, R. (2017, February). A fresh take on an old citrus favourite. *Taranaki Daily News*, In Season.

Conference Contributions

Conference Presentations:

Ashcroft, H., & Gillespie, M. (2017). *Addressing challenges in teaching biosciences in nursing education using the oxygen supply and demand framework*. Australasian Nurse Educator Conference, 28-30 September. St Margaret's College: Christchurch, New Zealand.

Bingham, H., & Malone, T. (2017). *Those with lived experience of mental health and addiction issues facilitate narrative learning in the classroom*. Australasian Nurse Educator Conference, 28-30 September. St Margaret's College: Christchurch, New Zealand.

Fairclough, R. (2017). *Classical style training for new age nurses*. Australasian Nurse Educator Conference, 28-30 September. St Margaret's College: Christchurch, New Zealand.

George, L. (2017). *What does decolonising anthropology in Aotearoa New Zealand really mean? Stirring up silence*. 50th Anniversary Celebration of Anthropology at Victoria University, 11 April. Victoria University: Wellington, New Zealand.

Knuckey, B. (2017). *Library - How are we supporting Māori Students?* Te Roopu Takawaenga National Conference, 11-13 April. Western Institute of Technology at Taranaki: New Plymouth, New Zealand.

Sharpe, G. (2017). *Embedded Literacy and Numeracy*. Te Roopu Takawaenga National Conference, 11-13 April. Western Institute of Technology at Taranaki: New Plymouth, New Zealand.

Seminar Presentations:

George, L. (2017). You just gotta love them! The place of aroha in research on Māori youth suicide prevention. *Ngā ara rangahau – WITT Public Research Seminar Series*: New Plymouth, New Zealand.

Creative Outputs

Curator:

Clothier, I. (2017). Selection panel member for SCANZ2018: *Peace, Water, Power* [Residency and hui]. New Plymouth, New Zealand.

Clothier, I. (2017). Member of International Symposium on Electronic Art Social Media Committee.

Group Exhibitions:

Catlow, V. (2017). *Modal*. Home Work, Puke Ariki: New Plymouth, New Zealand.

Clothier, I. (2017). *Arboretum Rhizomatic Polynesia*. Balance-Unbalance, The Eden Project. Plymouth University: Plymouth, United Kingdom.

Clothier, I. (2017). *Light lei #10*. After Math Gallery: Christchurch, New Zealand.

Clothier, I. (2017). *Three light plants*. Home Work, Puke Ariki: New Plymouth, New Zealand.

Clothier, I. (2017). *Kokako and Tui, Two light plants and a light lei*. Utopia Multimedia Festival: New Plymouth, New Zealand.

Solo Exhibitions:

Clothier, I. (2017). *Higgs boson confirmation* [Video]. Sound + Environment, University of Hull: Hull, United Kingdom.

Clothier, I. (2017). *Kanohi Kitea*. Parihaka Papakainga Maara, Taranaki, New Zealand.

Competitions and Awards

Awards:

Bentham, R. (2017). *Prime Ministers Prize in Public Management*. Wellington, New Zealand: Victoria University School of Government.

Taiapa, K. (2017). Summer Internship – Whāriki Research Group, Massey University + Ngā Pae o te Māramatanga/Māori Centre of Research Excellence. Auckland, New Zealand.

Taiapa, K. (2017). Te Aho Tapu Doctoral Scholarship - Whāriki Research Group, Massey University + Ngā Pae o te Māramatanga/Māori Centre of Research Excellence. Auckland, New Zealand.

B. SCHOLARLY ACTIVITY:

Journal Article Reviews:

George, L. (2017). Academic reviewer for ATLAANZ Journal.

George, L. (2017). Academic reviewer for Journal of Indigenous Wellbeing/Te Mauri- Pimatisiwin.

External funding applications:

Clothier, I. (2017). Project grant for an electronic plant from Creative Communities Scheme. New Plymouth District Council: New Plymouth, New Zealand.

Clothier, I. (2017). Project grant for phase two art work at Parihaka from Creative Communities Scheme. South Taranaki District Council: Hāwera, New Zealand.

Clothier, I. (2017). Project grant for SCANZ 2018. TSB Community Trust: New Plymouth, New Zealand.

Dohig, L., Paton, T., & George, L. (2017). Project title – *Intensive review: Investigating WITT's innovative Foundation Skills programme*. Ako Aotearoa: Wellington, New Zealand.

George, L. & Taiapa, K. (2017). Project title – *Tu kaha: Standing strong on Maori youth suicide prevention in Taumarunui*. Ngā Kanohi Kitea/Māori Community Research Fund of HRCNZ: Auckland, New Zealand.

Sharpe, G. & George, L. (2017). Project title – *Analysis of the numeracy error rate of tertiary learners from LNAAT*. Ako Aotearoa: Wellington, New Zealand.

Taiapa, K. & George, L. (2017). Project title – *Te toka herenga waka: Increasing Māori learner success at WITT*. Ako Aotearoa: Wellington, New Zealand.

Conference organisation:

NZ Transport Agency & NZIHT. (2017). *Annual Conference: Stand and deliver* [Conference organisers] 6-8 November. Trinity Wharf Hotel: Tauranga, New Zealand.

Prestney, A. (2017). *Te Roopu Kaitakawaenga Annual Conference and AGM* [Conference organiser] 11-13 April. Western Institute of Technology at Taranaki: New Plymouth, New Zealand.

Reviews:

Phillips, J. (2017). Korowai Tupu o Ara Taiohi – Review panel for professional youth workers applications.

Truman, N. (2017). *Careers Advisory Service review*. Apia, Samoa: Samoa Qualifications Authority.

Public Addresses & Interviews

Invited Speaker:

George, L. (2017). *Dancing our burdens lightly: Healing, potential and transformation through research*. Presented to Hestia Women's Refuge: Silverdale, New Zealand.

Professional Practice: Achievements & Distinctions

Membership of Professional Bodies:

Curtin, C. (2017). HRINZ (Human Resource Institute of New Zealand). Elmoos, A. (2017). Ara Taiohi – National Youth Workers Network Aotearoa.

Ferguson, A. (2017). President/Executive of the Taranaki Branch of the New Zealand Chefs Association.

Fergusson, D. (2016). National Nurse Educators in the Tertiary Sector. George, L. (2017). ITPNZ Research Directors Group.

Knuckey, B. (2017). ATLAANZ (Association of Tertiary Learning Advisors of Aotearoa New Zealand); LIANZA (Library and Information Association of New Zealand Aotearoa).

Lloyd, D. (2017). Achieve National Disability Network; Taranaki Resource Centre.

McDonald, P. (2017). CAANZ (Chartered Accountants Australia and New Zealand).

- Morris, B. (2017). ATLAANZ (Association of Tertiary Learning Advisors of Aotearoa New Zealand).
- Mundell, C. (2017). LIANZA (Library and Information Association of New Zealand Aotearoa). Phillips, J. (2017). Ara Taiohi – National Youth Workers Network Aotearoa.
- Prestney, A. (2017). Te Roopu Kaitakawaenga Māori.
- Sharpe, G. (2017). ATLAANZ (Association of Tertiary Learning Advisors of Aotearoa New Zealand).
- Smith, M. (2017). New Zealand Association of Counsellors; International Association of Clinical Neuropsychotherapy.
- Truman, N. (2017). CATE (Careers and Transition Education Association).
- Vink, J. (2017). New Zealand Nurses Organisation; New Zealand Occupational Health Nurses Association; Nursing Council of New Zealand.
- Dickie, A. (2017). *Certificate in Tertiary Learning and Teaching* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.
- Jamieson-Smith, S. (2017). *Diploma in Information and Library Studies* (Level 5). Lower Hutt, New Zealand: Open Polytechnic of New Zealand.
- Findlay, N. (2017). *Certificate in Tertiary Learning and Teaching* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.
- Hunt, N. (2017). *National Certificate in Adult Literacy and Numeracy Education* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.
- Knuckey, B. (2017). *Certificate in Tikanga Māori* (Level 3). Te Wānanga o Aotearoa: Te Awamutu, New Zealand.
- Ludlow, C. (2017). *Certificate in Tertiary Learning and Teaching* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.

Appointment to Regional Bodies:

- Elmoos, A. (2017). Taranaki Women's Refuge – Champion/ Ambassador. George, L. (2017). Central Hub Advisory Group, Ako Aotearoa – Member. Hinton, Z. (2017). Taranaki Tertiary Chaplaincy Trust Board – Chair.
- Manning, K. (2017). Taranaki Tertiary Chaplaincy Trust Board – Member. Phillips, J. (2017). Taranaki Tertiary Chaplaincy Trust Board – Member.
- Phillips, J. (2017). Taranaki Suicide Prevention Group.
- Truman, N. (2017). L. A. Alexander Trust Board – Member.

Appointment to National Bodies:

- George, L. (2017). ASAANZ (Association of Social Anthropology of Aotearoa New Zealand) – Executive Member.
- George, L. (2017). New Zealand Ethics Committee – Member.
- George, L. (2017). Social Justice Portfolio Groups: Crime & Punishment, and Youth/ Rangatahi panels – Member.
- George, L. (2017). SOMAA (Society of Medical Anthropology of Aotearoa) – Representative Member.

Academic Distinction – Qualifications

- Berry-Smith, P. (2017). *National Certificate in Adult Education & Training* (Level 5). Open Polytechnic: Lower Hutt, New Zealand.
- Collins, E. (2017). *Certificate in Tertiary Learning and Teaching* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.

- Ludlow, C. (2017). *National Certificate in Adult Literacy and Numeracy Education* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.
- Manning, K. (2017). *Certificate in Tikanga Māori* (Level 3). Te Wānanga o Aotearoa: Te Awamutu, New Zealand.
- Slinger, J. (2017). *National Certificate in Adult Literacy and Numeracy Education* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.
- Tester, L. (2017). *National Certificate in Adult Literacy and Numeracy Education* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.
- Tester, L. (2017). *Certificate in Tertiary Learning and Teaching* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.
- Tuffery, K. (2017). *National Certificate in Adult Literacy and Numeracy Education* (Level 5). Western Institute of Technology at Taranaki: New Plymouth, New Zealand.
- Smith, M. (2017). *Certificate of Clinical Neuropsychotherapy Practice*. Cairns, Australia: International Association of Clinical Neuropsychotherapy.

Institute Awards

- Fergusson, D. (2017, 5 April). Teaching excellence.
- Knuckey, B. (2017, 5 April). Excellence in provision of library services. Sharpe, G. (2017, 5 April). Teaching excellence.
- Truman, N. (2017, 5 April). Teaching excellence.





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