



Te Tari Puna Ora o Aotearoa  
NZ Childcare Association



# Annual Report

For the year ended 31 December 2010

# 11



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## President's statement Te tauākī a te Perehitini

### Tēnā koutou katoa

In a tough year of change the Association has worked hard to raise public awareness of the importance of investing in quality early childhood education (ECE) and qualified teachers. The response to our media presence and Facebook campaign was unprecedented, demonstrating wide public support for getting the early years right. We remain committed to a 100% qualified teaching workforce and will continue to grow public support for this goal.

The Association was delighted to be recognised as a finalist (tertiary) in the Huia te Reo awards this year, the first time we have entered. The decision to enter followed three years of enthusiastic implementation of our bicultural strategy, increasing the visibility of te reo me na tikanga Māori throughout all of our programmes and activities. This journey began many years ago for the Association and it is great to see that the kaupapa remains strong.

At the annual conference we farewelled National Advisor Pat Hubbard and acknowledged her long history of advocacy for high-quality ECE. During the year two elected Council members, Sharon Alderson and Christine Taare, also resigned due to conflicts of interest with their work roles. I would like to thank each of these members sincerely for their contribution to the Association and wish them well for the future.

I also acknowledge my remaining Council colleagues who work with me to create a strong future for our tamariki mokopuna and for our organisation. We are thrilled to be launching a degree in 2011 and acknowledge the dedication and hard work of our staff who have brought this vision to reality.

No reira, tēnā koutou, tēnā koutou, tēnā tatou katoa.

A handwritten signature in blue ink, appearing to read 'Judy Kaa'. The signature is stylized and fluid.

**Judy Kaa**  
National President

# Chief Executive's statement

## Te tauākī a te Rangatira

### Tēnā koutou katoa

2010 was an exciting year for the Association. We were delighted to have our degree approved and to be commended by the panel as 'visionary and Aotearoa focused'. This commendation told us that we had managed to craft something extraordinary and future focused, yet still remain true to the vision of our founders.

The excitement we felt about teaching our degree in 2011 was sorely tested when we learnt of the government's decision to abolish the category 'other tertiary education provider, and cut our Tertiary Education Commission (TEC) funding rate. However, our very good results as a tertiary provider and success in recruiting Māori and Pasifika students resulted in additional TEC investment for 2011. In a tough fiscal climate where the catch cry for public funding is 'more for less' this was a pleasing outcome.

It was a hard year for our member ECE services, especially those that had worked towards a fully qualified teaching workforce. The 2010 Budget came as a bitter blow to more than 900 services with 100% qualified teachers, who will lose significant income after February 2011. On top of this, the decision to cut the provisionally registered teacher grant from mid-2011 was a further loss.

In this context, we worked hard to support our members with a new change management resource, employer advice and representation. The Association also won a Ministry of Education professional development contract to increase ECE participation in three key areas of New Zealand – work that is strongly aligned with our mission. Our conference in Blenheim highlighted the importance of leadership and received excellent reviews from participants.

Thank you to all of our members for your ongoing support. We are pleased to be guided by you as we work together for high-quality ECE.

Noho ora mai



**Nancy Bell**  
Chief Executive



# Our vision

## Te matakite

**That all children in Aotearoa/New Zealand can access early childhood services that provide high-quality learning opportunities, complement and support their families' lives and enable them to know and embrace the cultural heritage of Aotearoa/New Zealand.**

# Our Council

## Te Kaunihera

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**Chris Cotman**  
Staff representative

**Judy Kaa**  
National President

**Kahurangi Apiata**  
Council Member Māori

**Rosemary Searle**  
Council Member

**Jan Tauma**  
Council Member



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**Maureen Jehly**  
Kaiwhakahaere

**Koro Sam Jackson**  
National Kaumatua

**Toesulu Brown**  
Council Member Pasifika

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# Our people

## Ō mātou tāngata

### Kaitia Base

Chris Cotman	Base Coordinator
Elizabeth Tailby	Lecturer
Arapera Witehira	Pouako

### Whangarei Base

Arvey Armstrong-Read	Professional Development Facilitator
Pikihora Brown-Cooper	Pouako/Base Coordinator
Pam Courtney	Base Coordinator
Karen McCann	Lecturer
Kath Pearce	Lecturer

### Waitakere Base

Jill Burgess	Lecturer
Taonefoou Falesima	Professional Development Facilitator
Nadia Winifred Korina	Lecturer
Drina Paratene	Pouako
Julie Plows	Lecturer
Hana Sei	Lecturer
Norah Stevenson-Tuuga	Professional Development Facilitator/ Lecturer
Gayleen Taylor	Lecturer
Joanna Williamson	Base Coordinator
Helen Wrightson	Base Coordinator

### Newmarket Base

Hilary Alach	Lecturer
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### Otahuhu Base

Ana Berry	Pouako/Base Coordinator
Maria Huni	Base Coordinator
Margaret Kempton	Lecturer
Raukawa Maxwell	Pouako
Rosemilly Piasi-Teahenui	Lecturer
Susan Smith	Lecturer

### Hamilton Base

Margaret Hammond	Lecturer
Kirstin James	Base Coordinator
Tama Te Ora Kepa	Pouako
Julie McVeigh	Lecturer/Acting Base Coordinator
Kathie Rifle	Base Coordinator

### Rotorua Base

Lorraine Henricksen	Lecturer
Merania Kingi	Lecturer
Rotu Mihaka	Pouako/Base Coordinator
Nancy New	Lecturer
Catherine Rolleston	Lecturer/Subject Group Leader

### **Whakatane Base**

Arlene Bedford	Base Coordinator
Perepere Hindmarsh	Pouako
Myra Nickel	Lecturer
Kura Paul-Burke	Lecturer

### **Gisborne Base**

Robyn Chaffey	Base Coordinator
Michelle Conole	Lecturer
Mihi Harrington	Pouako

### **Hawke's Bay Base**

Dianne Baird	Base Coordinator
Jenny Butcher	Lecturer/Subject Group Leader
Teresa Haggerty	Lecturer
Fiona Mason	Lecturer
Tracey Snee-Ngarotata	Pouako

### **Palmerston North Base**

Pania Himiona-Hyland	Lecturer
Stella Johnson	Pouako
Debbie Rickard	Base Coordinator
Kiri Smith	Lecturer
Sue Smorti	Senior Lecturer
Isobel Wilson	Lecturer

### **Masterton Base**

Gwyn Fraser	Lecturer
Judith Hunt	Base Coordinator
Connie Oneroa	Pouako
Madeleine Peters-Algie	Base Coordinator

### **Wellington Base**

Gina Colvin	Pouako
Kathleen Cooper	Lecturer
Emma Daly	Base Coordinator
Arthur Savage	Pouako
Jackie Soloman	Professional Development Facilitator

### **National Office**

Barbara Allan	Area Manager Southern
Cindy Bangs	Marketing and Communications Assistant
Catherine Barr	Administration Assistant
Diane Barratt	Programmes Administrator
Nancy Bell	Chief Executive
Tracey Betham	Executive Assistant to CE
Karyl Bisset	Assistant Accountant
Joanna Cen	Accounts Payable
Anne Conroy	Student Administrator
Ann Davison	Professional Development Administrator
Gwen Davitt	Area Manager Northern
John Diggins	Manager Finance & Infrastructure

Gill Dodson	Manager	Membership Services
Christina Edmonds		Human Resources Manager
Jane Ewens		Director Education Delivery
Paul Harford		Management Accountant
Sharon Higgins		Manager Finance & Infrastructure
Diane Hope		Administration Assistant
Simon Horrocks		Marketing and Communications Manager
Juvena Jalal		Academic Leader Professional Development
Serena Johnston		EA to Chief Executive
Roimata Kirikiri		Pouhere Kaupapa Māori
Maureen Lacanienta		Receptionist/PA
Pauline Luafutu-Simpson		Academic Leader Pasifika
Maia McGlashan		Receptionist/PA
Kaye Moore		Accounts Officer
Caterina Murphy		Academic Leader Dip Tch ECE
Christine Poole		EA to Director Education Delivery
Dawn Price		Administrator Academic Programmes
Lesley Rameka		Academic Leader B Tch ECE
Cheryl Rau		Area Manager Central
Keriata Royal		Administration Assistant
Geraldine Smith		Human Resources Manager
Anna Ta'ale		Administration Assistant
Gemma Tupaea		Applications Administrator
Susan Tyler		Team Leader Student Management
Tania Urner		Student Administrator
Susan Vaealiki		Director Academic Programmes
Sharyn Wallace		Human Resources Coordinator
<b>Nelson Base</b>		
Stuart Guyton		Professional Development Facilitator
Elena Meredith		Lecturer
Lesley Robinson		Senior Lecturer
Sandra Tuhakaraina		Pouako/Base Coordinator
Alison Warren		Lecturer
<b>Christchurch Base</b>		
Michelle Anderson		Lecturer
Rikke Betts		Lecturer
Cath Milio		Pouako
Kathryn O'Connell-Sutherland		Lecturer
Jo Rendall		Base Coordinator
Christine Williams		Pouako
Ngaroma Williams		Pouako
Lia de Vocht-van Alphen		Academic Leader Professional Development
<b>Dunedin Base</b>		
Josephine Clarke-Kaio		Pouako
Lorraine Cooper		Base Coordinator
Paia Taani		Pouako
Jessica Tuhega		Lecturer

## New starters 2010

### Haramai rā he tētē kura 2010

**Arvay Armstrong-Read**

Professional Development Facilitator

**John Diggins**

Manager Finance & Infrastructure

**Christina Edmonds**

HR Manager

**Stuart Guyton**

Professional Development Facilitator

**Paul Harford**

Management Accountant

**Juvena Jalal**

Academic Leader Professional  
Development

**Serena Johnston**

EA to Chief Executive

**Dawn Price**

Administrator Academic Programmes

**Lesley Rameka**

Academic Leader B Tch ECE

**Arthur Savage**

Pouako

**Jackie Soloman**

Professional Development Facilitator

**Ngaroma Williams**

Pouako

**Joanna Williamson**

Base Coordinator/Lecturer

# Our purpose

## Te tauākī take

## How we work

### Te āhua o te mahi

**NZCA is an incorporated society of members governed by a Council elected by members. The Council's role is that of a governance body, overseeing NZCA's policies and strategic direction. The Council meet four times each year.**

NZCA Council is comprised of a National President, Kaiwhakahaere, and seven members. Two member positions are reserved for Māori and one for Pasifika. There is an elected staff representative on the Council.

**Council is responsible for:**

- consulting with members of NZCA in a regular and systematic manner
- developing NZCA's strategic vision and direction and approving its strategic plan, annual plans and budgets
- employing and overseeing the performance of the Chief Executive.

## Strategic outcomes 2009–2012

### Ngā putanga rautaki

In 2008 the Association reviewed and adopted its strategic outcomes which are continuing to be implemented:

**Outcome 1 Putanga 1**

Developing and delivering a Bachelor of Teaching (ECE) with pathways from our diplomas

**Outcome 2 Putanga 2**

Building our research capability

**Outcome 3 Putanga 3**

Giving effect to our bicultural vision

**Outcome 4 Putanga 4**

Aligning NZCA membership and giving members services they value

**Outcome 5 Putanga 5**

Growing relationships for a strong future

**Outcome 6 Putanga 6**

Ensuring our infrastructure supports change

# Highlights

## Ngā mahi whakahirahira

### Developing our degree

#### Te whanaketanga o te tohu

2010 was the critical year for the development of our Bachelor of Teaching (ECE) programme. Following the hard work of writing and preparing the degree content, drafting papers and undertaking stakeholder consultation, a two-day visit held at National Office by the approval panel provided an opportunity for a review of the Association's academic systems, policies and procedures as well as its research and people capability plans. The panel included Rosina Taniwha, Diti Hill and Clare Wells and was chaired by Candis Craven.

Developing a unique conceptual framework that interweaves Māori and Pākehā concepts was central to the degree development process. This framework aligns strongly with the Association's vision and values, and it was well received by the approval panel, who called our degree 'a unique Aotearoa-focused' programme.

We were very pleased to have the involvement of Professor Colin Gibbs, who led the degree programme writing team, providing strong academic leadership.

Lesley Rameka joined us as Academic Leader for the Bachelor of Teaching (ECE) in 2010, bringing a strong academic reputation from her work on Kei Tua o Te Pai and Te Whatu Pōkeka. Our lecturing staff provided important contributions to developing an innovative programme and creating the culture of inquiry that is needed for a degree programme.

#### APPROVED! KUA ĀMENENGIA!

Kua āmenengia e te NZ Qualifications Authority me te NZ Teachers Council tā tātou tohu paetahi. Kua tohungia kia tukuna ki te katoa o a tātou wāhi akonga, kua tohungia hoki te pepa hāpai ki te tohu paetahi. He mihi nui tēnei ki te katoa i whakapau kaha ki te tutuki i tēnei wawata. I te tau 2011 ka timata hoki te akomanga tuatahi mō tēnei tohu. Ka tukua te pānui ki ngā takiwā katoa. Hei te mutunga o Here turi kōkā ka timata te wā tonu mō tēnei tohu.



## **New programme, new platform** Hōtaka hou, hangarau ako hou

To meet the increased demands of an active and developing degree programme, the team had to think creatively about the consistency of programme delivery across the country. The team adopted a moodle-base e-learning platform as the tool for e-delivery of programme content and training for the degree programme. The name Pou Manawa Akoranga comes from the following:

Pou – place of establishment, base of operations

Manawa – pulse – heart - human dimension

Akoranga – new learning, new information

The site is evolving into a one-stop shop for all things Bachelor of Teaching (ECE).

With the approval achieved, the hard work of planning in detail how the programme will be delivered to students began. This programme of work involved the preparation of regional degree roadshows.

Information on the new content, teaching methodology and expectations for degree students was delivered in an interactive environment where lecturing staff and the degree development team could share insights and prepare for teaching in 2011.

A staff hui was held in April, where the entire body of staff is brought together in Wellington for three days of development and degree roll out planning. Separate hui were also held for Base Coordinators and Māori staff to gather and discuss the issues of relevance to their groups.

## **Changing status** Te huringa tūnga

Whilst NZCA has been registered as a private training establishment (PTE) for a long time, our official tertiary status has been as an 'other tertiary education provider' (OTEP), recognising our special status in the New Zealand tertiary and ECE landscape.

The government's change of priorities for the tertiary sector meant a simplification of the funding environment, effectively doing away with the OTEP category and placing NZCA on the PTE funding rate. This was a disappointing move, particularly as the Association's teacher education programmes are enabling success for so many of the government's priority groups. Our concerns with the move were taken to the Minister of Tertiary Education Hon Steven Joyce.



## Research strategy Te rautaki rangahau

As the degree development gathered pace, we developed a research strategy to help us generate new knowledge for the sector. The work was led by NZCA's Research Leader Dr Anne Meade, and guided by our colleagues from across the sector, including Professor Helen May, Professor Margaret Carr and Associate Dean Joce Nuttal who, with Lesley Rameka, formed the research advisory group that is propelling our research strategy forward.

The research strategy was launched with our flagship research programme, springboard research looking at the reasons behind our strong record of academic success for Māori. The research piece involved in-depth interviews with Māori staff, students and pouako. The results from this research will be published in 2011.

Early projects include that of Pauline Luafutu-Simpson, our Academic Leader for the National Diploma in Teaching (ECE, Pasifi ka) who won an AKO Aotearoa research contract looking at successful approaches for assessing young Samoan children's learning.

## Bicultural journey Haerenga tikanga ā-rua

Celebrating our progress on the bicultural journey was a major theme of 2010, looking back across the work of the past few years and recognising where we have come from.

To show our staff the value we place on their commitment to our journey, we hosted our inaugural 'bicultural awards', Te Pō Whakanui te ngā tohu tikanga ā-rua. The awards cover six categories: student involvement, community involvement, te reo Māori, me ōna tikanga Māori environment, the people's choice award and, finally, the supreme award. The judging panel comprised members of the bicultural committee.

During the 2010 staff hui, the awards were presented at an awards dinner to winning staff teams by Kaiwhakahaere Maureen Jehly, National Kaumatua Koro Sam Jackson and long-time friend of the Association Mike Hollings.

The purchase and installation of base taonga continued in 2010, with pieces either commissioned by or bought by bases in Christchurch, Kaitaia and Nelson. It's expected that all bases will have taonga installed by the end of 2011.

An exciting moment for NZCA in 2010 was being amongst the finalists in the Huia te reo Māori – Māori Language Awards. The awards ceremony was held at the Energy Events Centre, Rotorua. There were 28 finalists across 15 categories that included education, Māori medium and our category, tertiary education. Although NZCA did not win an award, the nomination left us inspired to try even harder. The nomination was testament to our staff who champion the use of te reo Māori to our students and their communities every day.

## Learning to teach Ako ki te ako

The final quarter of 2010 saw applications open for the degree programme. More than 800 applications for the programme rolled in, easily filling all the places at our 14 teaching bases and creating a small waiting list for places in 2012.

2010 saw a total of 1058 (910 equivalent full time) students studying in our teaching education programmes, including a new intake of 304 students eager to begin their training journey with us. Of these students, 25% identified themselves as Māori and 17% as Pasifika.

## Four seasons in one climate survey Ngā kaupeka e whā i te rangahau kotahi

Our first internal climate survey provided the opportunity for NZCA to benchmark itself against hundreds of other New Zealand employers. The results showed that NZCA is up with the some the highest performing employers in the country, but in other areas there are still opportunities to improve our performance.

The climate survey will be providing a springboard for work programmes in 2011.

## Base taonga purchase He pouhere taonga

The purchase of a taonga for each teaching base is a special process staff undertake as part of their bicultural journey. Christchurch base embarked on their journey by taking a trip together to Te Tai Poutini to collect their mauri stone from Arahura. Their taonga was chosen and pounamu koha's were collected and gifted to those staff who could not be present. A dedication ceremony was held to bless the stone and share their purchase with colleagues and students. The staff depicted their journey through a photo story which demonstrated their new learning and application of the underpinning principles of tikanga.

## Christchurch earthquake Te rū i Ōtautahi

The earthquake that struck on 4 September 2010 created a traumatic and challenging situation for our 73 members in the Canterbury region. Thankfully, all came out of the experience without any physical harm or damage to their centres. To help them cope, we worked with Save the Children engaging their disaster counsellor to talk about how adults can look after themselves and the children in their care.

Our staff contacted and visited members to assess the support they would require. The membership team implemented a 'buddy scheme' which saw member centres from around the country rally together in support of their peers in Christchurch. Non member centres in the region were offered free membership for the remainder of the year to support them through the difficult time they faced.

The TEC published completion rate data for 2009 on its website, which compared NZCA with other tertiary education providers. We achieved 91% in both successful completion of courses and students retained in study. The figures for 2010 will be published mid-2011.

Whānau, friends and staff came together to celebrate with their loved ones as they graduated and became qualified early childhood teachers. In 2010 we graduated 303 students from the Diploma in Teaching (ECE) and 25 from the National Diploma in Teaching (ECE, Pasifika).

## Moving bases Te nuku tari

Keeping accommodation up to date and meeting the changing expectations of students is an ongoing project for the National Office team. In 2010, base refits were completed at Hamilton, Waitakere and Hawke's Bay, bringing the new bases up to specification with our student accommodation standards.

This was also a year of difficult decisions. With the government making significant changes to the tertiary funding system, withdrawing the Association's OTEP status and removing the 100% qualified teacher target for the ECE sector, strategic decisions were required for where the Association continues to offer its face-to-face ECE teacher education programmes. The need for consolidation was realised with the decision to close the Newmarket (Auckland) base, moving students and staff to Otahuhu and Waitakere. During the closure ceremony, Matua Pat Peita and Whaea

Wai Makere-Mason supported the staff by blessing the building and acknowledging its history and the people who had come before. Staff told their stories and the journey of the Association in its 47 years.

After an analysis of trends in the ECE sector, the decision was also taken that no further students would be enrolled in the Masterton teaching base. This was a difficult decision but with Wairarapa ECE teachers rapidly qualifying and two large bases in nearby Wellington and Palmerston North, it was felt that this change would have the least impact on the sector nationwide.

## Providing professional development Te whakarato whanaketanga ngaio

In 2010, the Ministry of Education released tenders for the new-look professional development contracts. As a previous provider of Ministry-funded professional development, the Association added tenders to the contracts and was successful in two contract areas, the *quick response* contract for centres needing immediate support and a component of the *in-depth* professional development programmes.

We were very pleased to appoint Juvena Jalal as the new Academic Leader Professional Development. Juvena brings a wealth of knowledge and experience to the Association. She trained as an education psychologist at the Institute of Education, London, and has worked in the field of in-service teacher development as a facilitator, coordinator and director. Facilitators were appointed to deliver the programmes in Wellington, the South Island and the Far North. Implementation work on the programme commenced in the last quarter of the year.

## Membership matters Ngā kaupapa memataanga

Membership is the lifeblood of the Association, our members provide us with direction for our advocacy work and vital support for our teacher education programmes.



## Budget 2010 Tahua 2010

Budget 2010 was a bitter blow for centres, cutting ECE funding for services in the 100% and 80-99% bands, an average loss of 13% (100% band) and 5% (80-99% band) on MOE funding. These two funding bands were removed on 1 February to be replaced by a new 80% plus band which is around 5% lower than the previous 80-99% band.

The funding changes for ECE did not end there, with the subsidy for 20 hours was also reduced, the provisionally registered teacher grant was withdrawn for services above 80% qualified and the licensing teacher criteria were changed to allow for employment of primary sector registered teachers.

These changes to funding meant very significant losses of income to centres from across the sector. For many centres who had been investing funding into their staff and the quality of their services were particularly affected by the cuts.

## Counting members Te kaute mema

2010 was a great year for membership, with both recruitment and retention numbers reaching their best ever with a 10% increase in centre members, taking our membership to nearly 600 centres. NZCA will continue to pursue a growth strategy for membership into 2011. We saw strong centre membership growth in the Auckland region, achieving a record number of Auckland-based centre members and ending 2010 with 30 more than in 2009.

NZCA has traditionally had a strongly community-based centre membership. In 2010 our membership was split 61.5% community based and 28.7% privately owned, and 9.8% of members did not classify their ownership.

## Providing services members value Te whakarato ratonga whaihua ki ngā mema

How we give best support to our membership is always on the agenda for our membership services team. Providing services that are relevant to the day was given more poignancy as the government announced major structural changes to the ECE funding system suddenly change management was top of mind for our members. To help them through this difficult period, we utilised our in-house professional expertise to develop 'Guide to managing change in your ECE services', a best practice resource for centres that are looking to make changes to their operations.

The Blenheim conference was a huge success, with more than 400 delegates joining us for three days of leadership professional development at the Marlborough Convention Centre. Owing to the last-minute withdrawal of our international keynote speaker Manjula Waniganayake, Australian ECE leadership expert Anthony Semann stepped in and his provocative approach to leadership engendered lively debate and discussion. Other keynote speakers included Dr Brigid Carroll, Aroaro Tamati and Hinerangi Korewha, Dr David Giles and Rahui Reid Katene MP.

The AGM saw constitutional changes, including the creation of a new membership category that recognises the needs of members that are not ECE centres but aligned associations, organisations and groups. Other changes included clarifying how branches operate.



## **Quality counts** He mea nui te kounga

ECE once again proved itself to be very newsworthy and a major political issue. The government's fiscal agenda focusing on reducing national debt meant limited new money for many areas of the public sector and ECE was heavily affected.

Following the funding changes and removal of the 100% teacher qualification target, we launched a successful Facebook campaign to raise parental awareness of the importance of qualified teachers in ECE. The group reached more than 2500 members in a matter of weeks. Our initial forays into social media will be built upon in the coming years. Across the country ECE teachers, organisations and parents took to the streets to protest their outrage at the funding cuts. Petitions and letter-writing campaigns placed additional pressure on the government to look at the scale of the cuts.

The campaign and the launch of our survey report '*Looking ahead – ECE changes in 2011*' secured significant media appearances for the Association, including on Breakfast TV and TVNZ, and a prime slot on Campbell Live. Other early childhood issues in the media during the year included the announcement of the taskforce to review the ECE sector and the rising costs of ECE following the changes to ECE funding.

# Our finances

## Te pūtea



BDO WELLINGTON

## Audit report

### Te pūrongo tātari kaute

#### To the Members of New Zealand Childcare Association

We have audited the financial statements on pages 18 to 24. The financial statements provide information about the past financial performance of New Zealand Childcare Association and its financial position as at 31 December 2010. This information is stated in accordance with the accounting policies set out on page 21 of the financial statements.

This report is made solely to the members of New Zealand Childcare Association, as a body, in accordance with the requirements of New Zealand Childcare Association's trust deed. Our audit has been undertaken so that we might state to the New Zealand Childcare Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the New Zealand Childcare Association and the New Zealand Childcare Association's members as a body, for our audit work, for this report, or for the opinion we have formed.

#### Council's Responsibilities

The Council is responsible for the preparation of the financial statements which fairly reflect the financial position of New Zealand Childcare Association as at 31 December 2010 and the results of its operations for the year ended on that date.

#### Auditor's Responsibilities

It is our responsibility to express to you an independent opinion on the financial statements presented by the Council.

#### Basis of Opinion

An audit includes examining on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- the significant estimates and judgements made by the Council in the preparation of the financial statements; and
- whether the accounting policies are appropriate to New Zealand Childcare Association's circumstances, consistently applied and adequately disclosed.

We conducted our audit in accordance with New Zealand Auditing Standards. We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to obtain reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in our capacity as auditors we have no other relationship with, or interests in, New Zealand Childcare Association.

#### **Unqualified Opinion**

In our opinion the financial statements on pages 18 to 24 fairly reflect the financial position of New Zealand Childcare Association as at 31 December 2010 and the results of its operations for the year ended on that date.

Our audit was completed on 11 March 2011 and our unqualified opinion is expressed as at that date.



**BDO Wellington**  
**WELLINGTON**

## Statement of financial performance Te tauākī whakahaere pūtea

for the year ended 31 December 2010

Note	2010 \$	2009 \$
<b>Revenue</b> Whiwhinga		
	184,853	121,603
	2,952,463	2,858,434
	7,557,978	6,962,604
2	477,279	1,539,047
	349,065	257,211
	27,835	323,077
	<b>11,549,473</b>	<b>12,061,976</b>

Note	2010 \$	2009 \$
<b>Expenses</b> Whakapaunga		
3	–	251,259
	16,800	15,290
	3,754	996
	34,523	18,175
4	476,056	321,533
2	109,003	1,487,486
	932,806	961,587
	8,634,232	8,033,798
	<b>10,207,174</b>	<b>11,090,124</b>
	<b>1,342,299</b>	<b>971,852</b>

The notes on pages 21–24 are an integral part of these financial statements.

## Statement of movements in equity Te tauākī nekehanga tūtanga

for the year ended 31 December 2010

Note	2010 \$	2009 \$
<b>Opening equity as at 1 January 2010</b>	5,696,771	4,724,919
Net operating surplus	1,342,299	971,852
Total recognised revenues and expenses for the period	1,342,299	971,852
<b>Closing equity as at 31 December 2010</b>	<b>7,039,070</b>	<b>5,696,771</b>

The notes on pages 21–24 are an integral part of these financial statements.

# Statement of financial position

## Te tauākī tūnga pūtea

as at 31 December 2010

	Note	2010 \$	2009 \$
<b>Assets</b>			
<b>Current assets</b>			
Cash and deposits	5	6,841,766	5,757,476
Interest receivable		269,862	56,469
Student fees trust account	6	–	458,536
Accounts receivable		2,964,380	2,414,938
Inventory		6,844	6,844
<b>Total current assets</b>		<b>10,082,852</b>	<b>8,694,263</b>
<b>Non-current assets</b>			
Property, plant and equipment	4	1,522,015	1,515,606
<b>Total non-current assets</b>		<b>1,522,155</b>	<b>1,515,606</b>
<b>Total assets</b>		<b>11,604,867</b>	<b>10,209,869</b>
<b>Equity</b>			
Member funds		7,039,070	5,696,771
<b>Total equity</b>		<b>7,039,070</b>	<b>5,696,771</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Accounts payable		1,064,994	1,310,561
GST		481,319	365,331
Income in advance		3,019,484	2,837,206
<b>Total current liabilities</b>		<b>4,565,797</b>	<b>4,513,098</b>
<b>Total equity and liabilities</b>		<b>11,604,867</b>	<b>10,209,869</b>

For and on behalf of the Board



**Judy Kaa**  
President



**Nancy Bell**  
Chief Executive

**Date** 11 March 2011

The notes on pages 21–24 are an integral part of these financial statements.

# Notes to the financial statements

## Ngā whakamārama i ngā tauākī pūtea

for the year ended 31 December 2010

### Statement of accounting policies Te tauākī o ngā kaupapahere kaute

#### Reporting entity

The Association is a registered Incorporated Society. The Financial Statements have been prepared in accordance with the 1908 Incorporated Societies Act.

#### Measurement base

The general accounting policies recognised as appropriate for the measurement and reporting of results and the financial position and unless otherwise stated is historic cost.

### 1. Specific accounting policies Ngā kaupapahere tauwhāiti

#### Differential reporting

The Association is a qualifying entity for Differential Reporting because it is not publicly accountable and does not qualify as a large entity as defined in the Framework for Differential Reporting by the New Zealand Institute of Chartered Accountants. The Association has taken advantage of all differential reporting exemptions except for the fact that the financial statements have been prepared on a GST-exclusive basis, except for receivables and payables which are stated inclusive of GST.

#### Revenue

Student Fees and Ministry of Education EFTS Funding are recognised under the entitlement basis.

Ministry of Education Contracts are recognised as deliverables and are signed off and agreed by the Ministry.

All other revenue is recognised on an accrual basis when earned.

#### Property, plant and equipment

Property, plant and equipment are stated at cost less accumulated depreciation.

#### Depreciation

Depreciation is provided on a straight line basis. The principal rates in use are 14.3%–25%.

#### Accounts receivable

Accounts receivable are stated at expected realisable value. A provision for impairment has been made to the extent that the Association will not be able to collect all amounts due according to the original terms of the debt.

#### Goods and Services Tax (GST)

The Financial Statements have been prepared on a Goods and Services Tax exclusive basis, except for receivables and payables which are stated inclusive of GST.

### Stock

Stock is valued at the lower of cost using a first-in-first-out basis and net realisable value. In arriving at net realisable value an allowance has been made for obsolescence and deterioration.

### Taxation

The Association is exempt from Income Tax.

### Changes in accounting policies

As at 1 January 2010 the Association began accounting for depreciation on a straight-line basis rather than the diminishing value basis. The effect of this change, including the effect in the current year, is to increase accumulated depreciation by \$167,879. This amount is included in the depreciation charge for the current year.

Other than as noted above, there have been no changes in accounting policies and all policies are applied on bases consistent with those used in the previous year.

### Comparative information

Certain comparative figures have been reclassified to conform to current year presentation.

## 2. Ministry of Education contracts

Ngā kirimana o te Tāhūhū o te Mātauranga

During the year, the Association has held contracts with the Ministry of Education. These included Exemplars Professional Development, Early Childhood Education Professional Development, Recognition of Prior Learning and Te Whariki Professional Development Contracts.

## 3. Asset write-downs Hekenga-uara hua

	2010 \$	2009 \$
<b>Fixed assets</b>	<b>-</b>	<b>251,259</b>

#### 4. Fixed assets Hua pūmau

<b>2010</b>				
	<b>Cost</b>	<b>Accumulated depreciation</b>	<b>Net book value</b>	<b>Depreciation</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Leasehold improvements	1,239,008	450,614	788,394	273,604
Equipment	1,380,763	647,142	733,621	202,452
	<b>2,619,771</b>	<b>1,097,756</b>	<b>1,522,015</b>	<b>476,056</b>

<b>2009</b>				
	<b>Cost</b>	<b>Accumulated depreciation</b>	<b>Net book value</b>	<b>Depreciation</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Leasehold improvements	1,014,314	177,010	837,304	105,361
Equipment	1,122,992	444,690	678,302	216,172
	<b>2,137,306</b>	<b>621,700</b>	<b>1,515,606</b>	<b>321,533</b>

## 5. Cash and deposits *Moni ukauka, whakaputu*

Cash and deposits consists of the following bank accounts:

	<b>2010</b>	<b>2009</b>
	<b>\$</b>	<b>\$</b>
Cash at bank	89,716	1,181,464
Short-term bank deposits	6,752,050	4,576,012
	<b>6,841,766</b>	<b>5,757,476</b>

## 6. Trust account *Pūtea tarahiti*

The Association has received, from the New Zealand Qualifications Authority (NZQA), an exemption from the requirement for student fee protection, the balance on the trust account as at 31 December 2009 represents fees received before the exemption was granted.

## 7. Commitments *Ngā paihere*

<b>Operating leases</b>	<b>2010</b>	<b>2009</b>
	<b>\$</b>	<b>\$</b>
Current	718,806	807,993
Non-current	1,131,628	1,296,025
	<b>1,850,434</b>	<b>2,104,018</b>

## 8. Capital commitments *Ngā paihere rawa*

There were capital commitments of \$377,370 as at 31 December 2010 (31 December 2009 – nil). These commitments relate to the purchase of fixed assets including leasehold improvements.

## 9. Contingent liabilities *Ngā taunahatanga tūpono*

There were no contingent liabilities as at 31 December 2010 (31 December 2009 – nil).



# Appendix

## Tāpiritanga

### Minutes of the Annual General Meeting

#### Ngā Meneti o te Hui Tōpū Ā-Tau

#### Held on 10 July 2010 at 2.15pm

At the Marlborough Convention Centre, Blenheim

#### Present

Ali Colman, Amy Carter, Anna Pigou, Anne Masterton, Andy Subritsky, Anne Meade, Auemetua Lotomau, Barbara Hale, Barbara Hutchinson, Charlotte Wilson, Chris Cotman, Christine Taare, Cindy Bangs, Claire Jongepier, Deepika Kannangara, Diane Daly, Diane Hutchinson, Emma Grogan, Eneleata Tapusoa, Faith Martin, Gaylene Daniels, Gillian Dodson, Hayley Whitaker, Helen Mariner, Helen Smithies, Jan Taouma, Janine Higgins, Jenny Varney, Joanne Creagh, Joanne Dewe, John Diggins, Judy Kaa, Julie Findlay, Kahurangi Apiata, Karen Armstrong, Karen Skett, Kelly Walker, Kim Leapai, Kimberly Gibson, Kirstine Pettigrew, Lynda L Macdonald, Lynlee Shaw, Mandy Coulston, Marie Lynch, Maureen Jehly, Meg Moss, Mel Douglas, Melinda White, Milo Fili, Moasina Vili, Nicola Singleton, Panetuku Rae, Pat Hubbard Robin McFadden, Roimata Kirikiri, Rosemary Searle, Sally Hale, Samuel Jackson, Sharleen Croker, Sharon Alderson, Shelley Clark, Solonaima McCormack, Stephanie Hale, Sue McKerchar, Sue Vaealiki, Toesulu Brown, Toni Ransfield, Tracey Betham, and Wendy Logan.

#### Welcome

The President opened the meeting and acknowledged that Koro Sam Jackson and Whaea June Jackson received the Queens Service Medal for their service to the community. Toesulu Brown and Jan Taouma were also acknowledged for their work in promoting Pasifika education and Samoan language.

#### Apologies

Apologies were received from Berys Scouse, Helen Orr, Jean Sunko, Karla Tardieu, Noreen Moorhouse, and Susan Apathy.

**MOTION** that the above apologies be accepted.

**Moved:** Jan Taouma  
**Seconded:** Barbara Hale  
**AGREED**

#### Appointment of Scrutineers

The President invited the Chief Executive to explain the voting procedures for this meeting:

- by voice
- if unclear by show of hands
- if required by secret ballot
- and called for two volunteers to act as scrutineers should a secret ballot be required.

**MOTION** that Gillian Dodson and Roimata Kirikiri act as scrutineers if required.

**Moved:** Rosemary Searle  
**Seconded:** Solonaima McCormack  
**AGREED**

#### Minutes of the 46th Annual General Meeting

**MOTION** that the minutes of the 46th Annual General Meeting held on Saturday 11 July 2009 at the SkyCity Convention Centre, Auckland be received.

**Moved:** Sharon Alderson  
**Seconded:** Amy Carter  
**AGREED**

There were no amendments to the minutes.

**MOTION** that the minutes of the 46th Annual General Meeting held on Saturday 11 July 2009 at the SkyCity Convention Centre, Auckland be confirmed as a true and correct record.

**Moved:** Karen Armstrong  
**Seconded:** Barbara Hale  
**AGREED**

#### Matters Arising

There were no matters arising.

#### Annual Report (pre-circulated)

**MOTION** that the annual report 2010 (for the year ended 31 December 2009) be received.

**Moved:** Jenny Varney  
**Seconded:** Sharon Alderson  
**AGREED**

There was no discussion.

**MOTION** that the annual report 2010 (for the year ended 31 December 2009) be accepted.

**Moved:** Maureen Jehly  
**Seconded:** Jenny Varney  
**AGREED**

#### Financial Statements (pre-circulated): to receive and consider the statement of accounts 1 January 2009 to 31 December 2009

**MOTION** that the financial report for the year ending 31 December 2009 be received.

**Moved:** Sharon Alderson  
**Seconded:** Toesulu Brown  
**AGREED**

There was no discussion.

**MOTION** that the financial report for the year ending 31 December 2009 be accepted.

**Moved:** Sharon Alderson  
**Seconded:** Amy Carter  
**AGREED**

#### Confirmation of Auditor (BDO Spicers Wellington) as Te Tari Puna Ora o Aotearoa/NZ Childcare Association's Auditor for the next year

**MOTION** that BDO Spicers Wellington be confirmed as Te Tari Puna Ora o Aotearoa/NZ Childcare Association's Auditor for 2010–2011.

**Moved:** Sharon Alderson  
**Seconded:** Toesulu Brown  
**AGREED**

#### Election – Staff Representative

The Chief Executive advised that Chris Cotman was the elected staff representative on Council for 2010–2013.

### **Proposed alterations to the rules of the Association**

There were no constitutional resolutions received. The President advised the membership of the intention to hold a Special General Meeting on 20 August 2010 at the Waipuna Hotel and Conference Centre, Auckland to consider resolutions intended for the Annual General Meeting which were not pre-circulated. The Chief Executive apologised for this oversight and advised details of the Special General Meeting.

### **General Business**

Kim Leapai, Chairman of Auckland Branch of NZCA invited Auckland members to attend the Auckland Branch meetings.

Toesulu Brown relayed the concern of Pasifika members attending the conference at the Ministry of Education's proposals to promote participation of Pasifika children in playgroups. She said that these children should have access to quality licensed ECE services instead and asked that NZCA advocate to this end. Mandy Coulston and Eneleata Tapusoa spoke in support of this request.

Jenny Varney thanked Council for the format of the conference which provided opportunities for discussion on topics of interest. She asked if the information collated

from the korero sessions would be included on the website. The Chief Executive advised that the feedback and any action to be taken from the feedback would be recorded in the members' section of the website, along with the notes from the Maori and Pasifika network meetings.

Barbara Hale reported that the National Council of Women New Zealand (NCWNZ) is in legal dispute with the Charities Commission, regarding NCWNZ's charitable status. Barbara asked NZCA to support NCWNZ in retaining their charitable status.

Karen Skett asked that the minutes reflect members' outrage at the axing of the 80–100% funding bands and support for NZCA's "Children in Childcare deserve 100%" campaign.

The President acknowledged Pat Hubbard whose term as National Advisor ended today. Pat has served on Council since 1975. Jan Taouma thanked Pat and presented her with flowers. Pat acknowledged the Association and urged the membership to continue to remember where the Association has come from.

### **Meeting Closed**

The President closed the meeting at 3.15pm.





**Te Tari Puna Ora o Aotearoa/NZ Childcare Association has been supporting early childhood education (ECE) services to achieve quality outcomes since 1963. The Association is one of the largest providers of initial ECE teacher education in New Zealand.**

We help the ECE and care sector to navigate changes in ECE through:

- advocacy for ECE and care in key policy forums
- initial teacher education programmes
- employer support and advice for members
- annual conference and professional development programmes
- advice and guidance programmes for provisionally registered teachers
- publications and resources for ECE services.

**For general enquiries:  
0800 CHILDCARE (0800 244 532)  
[www.nzca.ac.nz/feedback](http://www.nzca.ac.nz/feedback)**