



PASIFIKA  
EDUCATION  
CENTRE

# PERFORMANCE REPORT

**FOR THE YEAR ENDED  
31 DECEMBER 2016**



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**IN 1978, THE PASIFIKA EDUCATION CENTRE FORMERLY KNOWN AS THE PACIFIC ISLAND EDUCATION RESOURCE CENTRE (PIERC EDUCATION) OPENED TO SUPPORT MIGRANT PACIFIC COMMUNITIES LIVING IN AUCKLAND.**

**TODAY, THE PASIFIKA EDUCATION CENTRE HAS GROWN TO BECOME A REGISTERED CHARITABLE TRUST AND PRIVATE TRAINING ESTABLISHMENT PROVIDING TRAINING, COMMUNITY-BASED PACIFIC LANGUAGES AND CULTURAL PROGRAMMES AND PACIFIC RESOURCES.**



# STATEMENT OF RESPONSIBILITY

## WE CERTIFY THAT:

- 1** We have been responsible for the preparation of these financial statements and the judgement used therein;
- 2** We have been responsible for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the financial reporting; and
- 3** We are of the opinion that these financial statements fairly reflect the financial position and operations of the trust for the year ended 31 December 2016.

The registered legal name of the trust is Pasifika Education Centre and the trust is referred to by this name throughout the financial statements section of this report (pages 16 to 28 inclusive).

Sai Lealea  
Chair (to December 2016)

Mele Wendt  
Chair (from December 2016)

Christine Nurminen  
Chief Executive Officer

# CHAIR'S REPORT

## BULA VINAKA, TALOFA LAVA, AND WARM GREETINGS IN ALL SACRED LANGUAGES OF TE MOANA NUI A KIWA

2016 was a year of both significant strategic challenge as well as operational achievement for the Pasifika Education Centre (PEC) as the current Board completed its third and final year of its governance term.

Following changes to government policy settings to funding, we were successful in receiving transitional funding from the Ministry of Education and the Tertiary Education Commission for 2016. We were also mandated by Ministers to develop the PEC Long Term Strategy for Community-based Pasifika Language and Cultural Education and to investigate partnering with the Manukau Institute of Technology (MIT).

Government interest in the development of our PEC long-term strategy reflects governments acknowledgement that Pacific language and cultural education within Aotearoa New Zealand is of national interest. As such, the Board and Chief Executive Officer conducted consultations with government officials and held community fono with Pacific community groups in Auckland and Wellington. The overall vision of the long-term strategy developed was that "All Pacific communities and families are strong in their Pacific language and cultural practices".

In successfully developing and submitting this long-term strategy to Government, PEC and the Manukau Institute of Technology (MIT) signed a Heads of Agreement as the basis of a future formal partnership. This Agreement reflected PEC's and MIT's commitment to the success of Pasifika people and their communities through learning - of Pasifika languages/cultures as well as 'mainstream' education.

As a Board, we see opportunities whereby the PEC long-term strategy will provide a good platform for how the promotion and teaching of Pacific languages and cultural education continues to contribute to government's education and employment results for Pasifika peoples but also creates new educational, advocacy and research opportunities for Pacific languages into the future.

Throughout the year, our Chief Executive Officer, Christine Nurminen, and dedicated staff and tutors continued to deliver high quality services and to meet funder requirements. We also make special mention of PEC's significantly positive enrolment results. Firstly, there was a 36% increase in enrolments in 2016 compared to our 2015 enrolments. Secondly, in 2016 PEC exceeded the required minimum of 930 learner enrolments by enrolling a total of 1658 learners (176% more). The Board acknowledges this great effort, which also demonstrates the incredible need and value in providing Pasifika language and cultural education.

We also extend our genuine appreciation to all our funders, stakeholders, learners and everyone who supports our work, in particular the Ministers of Tertiary Education, Education, and for Pacific Peoples, the Tertiary Education Commission, Ministry of Social Development, New Zealand Qualifications Authority, Te Wananga O Aotearoa and the Ministry for Pacific Peoples. We also acknowledge our relationship with other Adult & Community Education (ACE) community providers who contributed to our achievements in 2016.

2016 was undoubtedly a challenging yet rewarding year. As the Crown makes a decision on the future of the Pasifika Education Centre, we look forward to the new challenges and opportunities with great expectations and a willingness to champion Pacific languages and cultures within Aotearoa New Zealand.

### VINAKA VAKA LEVU, FA'AFETAI TELE LAVA



Sai Lealea  
Chair (to December 2016)



Mele Wendt  
Chair (from December 2016)

# CHIEF EXECUTIVE OFFICER'S REPORT

**Kia orana, Ni sa bula vinaka, Fakalofa lahi atu, Kum na mauri, Talofa lava, Taloha ni, Kia ora pea Mālō 'a e laumalie 'a e kainga Pasifiki hono kotoa**

2016 has been a year of great achievement and change for our Pasifika Education Centre as we chart a new direction.

Together with our Board of Trustees and my team of passionate staff, we have worked hard to continue the delivery of our programmes and services to reach more adult learners with transitional grant funding from the Tertiary Education Commission which had increased student enrolment targets as well as new student hour targets for the 2016 calendar year.

A key achievement of 2016 was the development of our PEC Long Term Strategy for Community-based Pasifika Languages and Cultural Education in Aotearoa New Zealand. Board members and I were fortunate to talanoa in ethnic-specific fono. As expected unique perspectives arose from each fono about the value of Pacific languages and cultures and how best our Centre can serve unique Pacific languages and cultural interests at the community level.

As part of the PEC long term strategy, we reignited our relationship with Manukau Institute of Technology (MIT). Operationally our agreement with MIT serves to provide more individual learning opportunities for Pacific people based in South Auckland and also serves to provide increased cost-effectiveness in the relocation of our PEC office to the MIT Otara campus.

Continuing with the emphasis on Pacific languages and cultures, this year we successfully delivered our Koloa 'a e Pasifika: Introduction to indigenous Pasifika knowledge and competency training programme to staff at Massey University in Palmerston North. Following the pilot of this training in 2015, we are pleased with the growth of this training and how it demonstrates that Pacific languages and cultures contribute to organisations that work with Pacific peoples.

Within the context of change, following years of delivering our Parents As First Teachers (PAFT) programme and a national review our PAFT contract ended. In May 2016 the Minister for Social Development announced the reprioritisation of all national PAFT funding to the Family Start programme and our PAFT team was disestablished. We acknowledge the contributions of PAFT staff Beverly Manetoa and 'Alisi Katoanga who are missed by our team.

Additional achievements for the year's work included the review of our Reference Collection, growth in our online bookstore and also growth in our social media campaigns, especially for Pacific language week celebrations.

I would like to show my gratitude and thanks to God. I also want to express my thanks to our Pacific learners and families and my appreciation to the Tertiary Education Commission, Ministry of Social Development, New Zealand Qualifications Authority, Te Wananga O Aotearoa and the Ministry for Pasifika Peoples. I also thank all staff members who gave it their all and showed passion and commitment in what was quite a challenging year in many ways.

**Faka'apa'apa atu**



Christine Nurminen  
Chief Executive Officer





# PERFORMANCE AGAINST PRIORITIES

## INTRODUCTION

The purpose of this statement is to provide a summary of our achievements during 2016 against our PEC Strategic Plan 2014 to 2018. The Plan guides the work of this organisation at a strategic level and also provides our organisation's vision, mission and values.

## OUR STRATEGIC VISION

Generations of Pasifika people achieving and sharing educational success in Aotearoa.

## OUR MISSION

Achievement of our Vision is through:

- Leading and advocating that Pasifika languages, knowledge's and cultures are specialist forms of educational knowledge
- Advocating that Pasifika languages and cultures contributes to Pasifika leadership
- Consulting with Pacific-ethnic stakeholders to enhance educational programmes
- Collaborate with organisations to achieve our vision
- Providing quality information, tools and/or resources that are relevant to Pasifika
- Delivering educational programmes that are responsive to the changing needs of the Pasifika community and maximise individual achievement.

## OUR VALUES

As a Pacific organisation, we are committed to:

- Leadership and advocacy through Pacific values, knowledge's, languages and cultural skills
- Excellence through quality service provision with integrity
- Acknowledging the principles of Te Tiriti O Waitangi
- Building and strengthening lasting relationships
- Positive educational outcomes for Pasifika.

## OUR STRATEGIC PRIORITIES

- |                          |   |
|--------------------------|---|
| <b>1. INNOVATION:</b>    | Develop and deliver effective and innovative Pacific educational programmes and resources |
| <b>2. ADVOCACY:</b>      | Shape and lead the debate on Pacific languages, policies and issues                       |
| <b>3. RELATIONSHIPS:</b> | Strengthen our relationships and profile  |
| <b>4. GOVERNANCE:</b>    | Ensure good governance and operational excellence   |

Our achievements for the year are relative to the four strategic priorities outlined in our PEC Strategic Plan (2014 to 2018). We were pleased to receive contractual funding from the Tertiary Education Commission, Ministry of Social Development, and Te Wananga O Aotearoa.





# PRIORITY 1 - INNOVATION:

## DEVELOP AND DELIVER EFFECTIVE AND INNOVATIVE PACIFIC EDUCATIONAL PROGRAMMES AND RESOURCES

PEC will deliver effective and innovative Pasifika educational programmes and resources that are responsive to diverse learners, communities, and agencies.

### PEC CONTINUES TO DELIVER COMMUNITY-BASED PASIFIKA PROGRAMMES

With Tertiary Education Commission (TEC) transitional funding, in 2016 PEC successfully delivered nearly 90 adult and community language programmes and we continued to deliver nearly 30 Join the Culture Club workshops at different sites within Tamaki Makaurau. Our community language programmes included Cook Island Maori, Fijian (Bau dialect), Niue, Samoan, Tongan and Everyday English. We also ran a pilot programme called Pasifika Introduction to Computer Programmes.

Overall, our 2016 actual enrolments were a 36% increase on the previous year's (2015) enrolments. In 2016 as part of the new transitional funding requirements, PEC had to achieve a higher enrolment target and also achieve new student hour targets. At

the end of the year PEC achieved significant positive enrolment results by exceeding the minimum 930 learner enrolment target by enrolling a total of 1658 adult learners. This achievement in student enrolments also allowed PEC to exceed the new student hour targets for our community-based Pacific language programmes.

The growing achievement of PEC in the last few years demonstrates the incredible interest, need and value in providing community based Pasifika language and cultural education programmes in Auckland.

Throughout the year, our dedicated team continued to deliver high quality services and to meet funder requirements. Above and on the following page are a few pictures from our various community-based Pasifika language programmes.





Throughout the year LotoPasifika teaching staff made up of passionate community members and experienced teachers of Pacific languages and cultures delivered our community programmes in partnership with local schools and educational organisations including Auckland Girls Grammar, Kelston Boys College, MIT and also our own PEC office in South Auckland.

A full list of names of all our PEC language tutors is printed at the back of this Annual Report.

### **NEW PASIFIKA INTRODUCTION TO COMPUTER PILOT**

2016 was the first year that PEC was also able to develop and deliver a new digital literacy community programme, called Pasifika Introduction to Computer Programmes. This programme is targeted at Pasifika learners who have no experience with computers. This programme provides basic computer knowledge and skills to build learner confidence.

Many of the students who completed this introductory programme later enrolled in the Te Wananga o Aotearoa Computer programmes.



### **TE WANANGA O AOTEAROA (TWOA) COMPUTER CLASSES**

In partnership with Te Wananga O Aotearoa, PEC continued to provide facilities for the TWOA to run its Computing programmes for Pacific adult learners within the Counties Manukau area.

Reflective of our relationship with TWOA, PEC was also able to successfully transition many of our learners into TWOA

Computer programmes. This type of pathway benefits our community learners as they improve their skills and explore communication and employment opportunities.

### **PARENTS AS FIRST TEACHERS (PAFT) PROGRAMME**

Since 2010, PEC has been delivering the Ministry of Social Development's Parents As First Teachers (PAFT) Programme which provides home-based activities that serve to nurture and stimulate children's minds as well as build parenting confidence.

In 2016 all PAFT programmes across Aotearoa New Zealand went through a review process as part of the Ministry's Community Investment Strategy.

Following the review process in May 2016 the Minister for Social Development announced that all PAFT funding/programmes would be reprioritised to the Family Start programmes. Subsequently our own PAFT team was disestablished and Beverly Manetoa and 'Alisi Katoanga sadly ended their employment when this contract finished in July 2017.

### **PEC GOES NATIONAL WITH PACIFIC KNOWLEDGE AND COMPETENCY TRAINING**

2016 was also the first year in the history of our organisation whereby we delivered a NZQA accredited programme outside of Auckland, and this was to Massey University academic and administration staff in Palmerston North. Our Koloa 'a e Pasifika: Introduction to indigenous Pacific knowledge and competency training programme is targeted at professionals in the workplace to increase their understanding of and engagement with Pasifika people and cultures.

Plans are in place for this training scheme to be delivered next year in partnership with other organisations wanting their staff to know more about the diversity and contribution of Pasifika peoples in Aotearoa New Zealand.

### **PEC BOOK SALES GROW AND THE REFERENCE COLLECTION IS REVIEWED**

The ongoing responsibility for managing our PEC Online Bookstore and Reference Collection continues to rest with our Office Administrator Malianive Atkinson with support from newly appointed part-time Receptionist Filo Bernie.

For 2016 we were not only successful in exceeding our annual book sales target, but we were also successful in completing a review of our Reference Collection.

In partnership with the Pasifika Information Management Network (PIMN) our review identified what books were unique to PEC and what copies of books were held in national and international library databases. The results of the review confirmed that several titles within the Reference Collection are held by other libraries and that there is a significant need for PEC to hold on to and develop more Pacific resources related written in different Pacific languages.

# STATEMENT OF SERVICE PERFORMANCE

FOR THE YEAR ENDED 31 DECEMBER 2016

## 1. ENROLMENT RATIO = [ENROLLED/TARGET] X 100%

YEAR	2016			2015		
	ENROLLED	TARGET	RATIO	ENROLLED	TARGET	RATIO
TOTAL STUDENTS	1658	930	178%	798	680	117%

## 2. GENDER PARTICIPATION RATE = [GENDER ENROLMENT/TOTAL ENROLMENT] X 100%

YEAR	2016		2015	
	ENROLLED	RATIO	ENROLLED	RATIO
MALE	932	56%	324	40%
FEMALE	726	44%	474	60%
TOTAL STUDENTS	1658	100%	798	100%

## 3. ETHNIC STUDENT PARTICIPATION RATE = [ETHNIC ENROLMENT/TOTAL ENROLMENT] X 100%

ETHNICITY	PERCENTAGE	
	2016	2015
Samoan	36.4%	62.5%
Tongan	12%	8%
Pakeha	10.6%	16%
Niue	10%	2%
Cook Islands Maori	8%	5.2%
Maori	7%	3.4%
Fijian	4.5%	2.4%
Other	10.6%	-
Tokelauan	0%	0.1%
Tuvaluan	0%	0%
Chinese	0.9%	0.1%
Undisclosed	0%	0.3%
TOTAL STUDENTS	100%	100%

# PRIORITY 2 - ADVOCACY:

## SHAPE AND LEAD THE DEBATE ON PACIFIC LANGUAGES, POLICIES AND ISSUES PROGRAMMES AND RESOURCES

PEC will provide a credible and trusted voice in leading and advocating that Pasifika languages, knowledges and cultural skills are specialist forms of educational knowledge that can benefit all New Zealanders and New Zealand.



### LONG-TERM STRATEGY FOR COMMUNITY-BASED PASIFIKA LANGUAGES AND CULTURAL EDUCATION

We are proud to have developed our PEC Long Term Strategy for Community-based Pasifika Languages and Cultural Education (2017 to 2021).

For this strategy, we consulted various government officials, interest groups and Pacific community groups in Auckland and Wellington. Within Auckland we held ethnic-specific fono so all communities had the choice to express their views about how best PEC can serve their unique Pacific language.

In addition, we designed and implemented our own Voice of the Pacific Survey and distributed this to our adult learners and wider community. In partnership with the Pacific Media Network, we surveyed people at the Pasifika Festival and received 200 completed survey responses.

Results from the survey showed that Pacific communities expect the New Zealand government to play a role in strengthening Pacific languages alongside Pacific communities. The survey also showed that 49% of participants identified that more Pacific language books and digital resources are needed.

In terms of benefits, 43% of participants identified that Pacific languages and cultures provide better learning opportunities and better engagement, while 32% of participants identified that a key benefit of Pacific languages and cultures is to get better jobs.



### PEC SHAPES THE DEBATE WITHIN ADULT AND COMMUNITY EDUCATION (ACE) SECTOR

The Pasifika Education Centre travelled to Wellington in February 2016 to participate in the annual Adult and Community Education (ACE) Hui Fono. PEC staff shared knowledge about the importance of indigenous Pasifika knowledge and were active participants in the workshops and programmes run throughout the two day event.

PEC is a long serving member of the ACE sector. The PEC Chief Executive Officer is a member of the ACE Sector Strategic Alliance, committed to collaborating on key strategic issues for the benefit of ACE learners and PEC is also a founding and Steering Group member of the ACE Hui Fono.

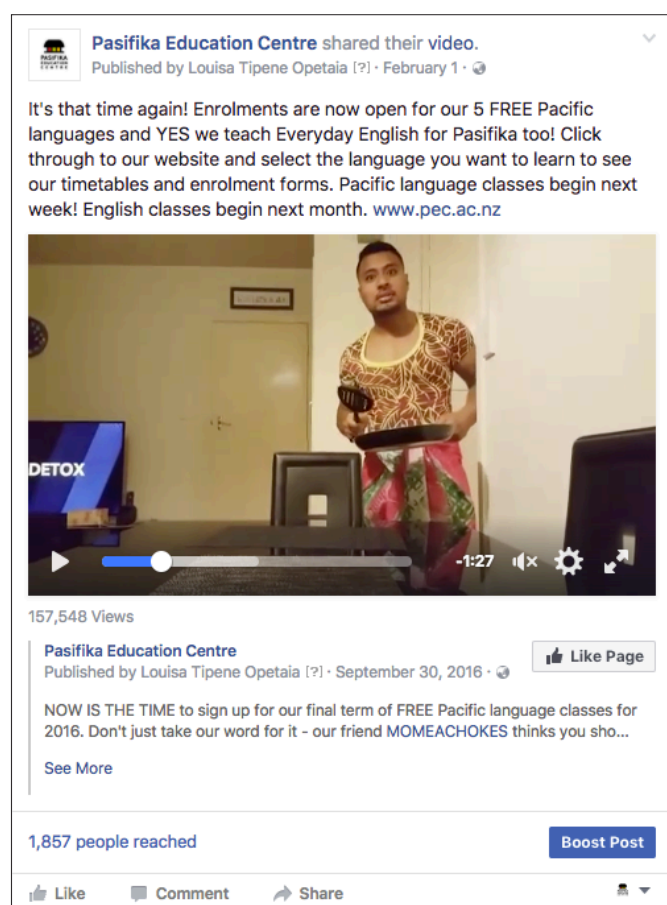
In 2016, PEC continued its membership of the Auckland Languages Strategy Pacific Working Group by hosting and facilitating meetings with members. Throughout the year PEC issued regular e-newsletters from our We are Aoteaolaoa newsletter and we also issued two press releases about the end of our PAFT programme and the development of PEC's long-term strategy.



# PRIORITY 3 - RELATIONSHIPS:

## STRENGTHEN OUR RELATIONSHIPS AND PROFILE

PEC will implement various initiatives to increase our profile and enhance our local and international relationships and networks.



### PEC PARTNERS WITH PACIFIC TALENT

This year, PEC partnered with talented Samoan artist/comedian Momea Chokes to produce a short clip about the need for Pacific language and culture in real-life New Zealand families. This clip has been very popular and at the end of December 2016 it had received more than 130,000 views.

### PEC PACIFIC LANGUAGE WEEK CELEBRATIONS CONTINUES TO GROW

Throughout the year, PEC continued to celebrate Cook Island, Fijian, Niuean, Samoan, Tongan and also Tokelau language weeks through our cultural workshops and social media campaigns.

This year, TVNZ's Tagata Pasifika programme showcased one of our PEC community programmes during Cook Islands language week to outline our work to a national audience and highlight the importance of community-based learning for parents and adult learners.

### PEC SUPPORTS PROFESSIONAL DEVELOPMENT OPPORTUNITIES IN LANGUAGE TEACHING

In September 2016, PEC was pleased to sponsor and support Fotu o Mālāma - Association for Samoan Language Teachers Conference. Fotu o Mālāma is made up of Samoan language practitioners and professionals. The Conference were facilitated by several Samoan language practitioners including a few of PEC's Samoan language teachers.

PEC continues to share knowledge and experiences with other like-minded organisations. This includes supporting the work delivered by the Teacher Professional Development Languages (TPDL) specialist group at the University of Auckland. As one of the sponsors of the end of year celebration, the Chief Executive Officer celebrated with the Samoan language teachers.

### PARTNERSHIP WITH THE MANUKAU INSTITUTE OF TECHNOLOGY

2016 was a significant year for PEC as we successfully submitted to government the PEC Long Term Strategy for Community-based Pasifika Languages and Cultural Education (2017 to 2021).

Based on the long-term strategy, PEC and MIT signed a Heads of Agreement which highlights both organisations' strategic commitment to enabling Pasifika people being confident in their Pasifika identities, languages and cultures. As part of this partnership, PEC will relocate to MIT in May 2017.



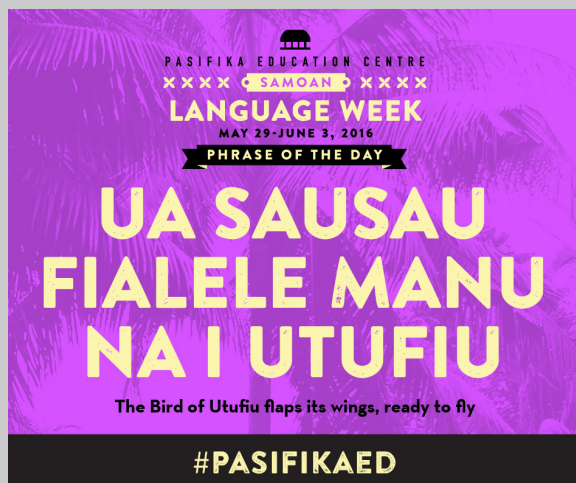


### PEC SUPPORTS PACIFIC LANGUAGE ADVOCATES

PEC continues to contribute and support community-based groups delivering Pacific language and cultural services and advocating for more Pacific languages and cultural education in schools, workplaces and other public settings.

#### THROUGHOUT THE YEAR WE HAVE INTERACTED WITH VARIOUS GROUPS INCLUDING:

- ACE AOTEAROA
- COMET TRUST
- PACIFIC MEDIA NETWORK
- AUCKLAND COUNCIL LIBRARIES
- FOTU O MĀLAMA
- VAGAHAU NIUE TRUST
- BULA CENTRE PRESCHOOL
- KOMITI UIKE LEA FAKA-TONGA
- WELLINGTON FIJIAN COMMUNITY
- CIDANZ
- SAMOAN LANGUAGE PARTNERS



Overall, in 2016 our social media campaigns across all our Pacific language week celebrations reached more than 40,000 people, which is more than a 30% increase compared to the previous year.

Included within this reach was a new online PEC Language Poll to gauge how people view Pacific language contributing to Pacific leadership.

PEC also promoted our Word of the Day, Phrase of the Day online posts for each Pacific language weeks throughout the year. These posts were shared by several groups and individuals as part of their celebrations.



## PRIORITY 4 - GOVERNANCE:

### ENSURE GOOD GOVERNANCE AND OPERATIONAL EXCELLENCE PROGRAMMES AND RESOURCES

PEC will maintain good governance and management arrangements that will meet its objectives and fulfil expectations, with the aim of being a highly regarded organisation.

#### SERVICE OF PEC BOARD OF TRUSTEES

2016 was the third and final year of tenure for all the Crown-appointed Board of Trustee members.

In the three years that the Board provided leadership to the organisation, each Board member continued to use their expertise and connections to positively contribute to the governance of PEC.

In response to the transitional funding received by PEC, the Board submitted to government the PEC Long Term Strategy for Community-based Pasifika Languages and Cultural Education (2017 to 2021). Based on this strategy and guidance from government, the Chair of the Board, Sai Lealea, signed a Heads of Agreement with the Chair of the Manukau Institute of Technology to form the basis of a formal partnership.

In December 2016 when the Board's tenure was coming to an end, the newly appointed Minister for Pacific Peoples appointed a new Board and a new Chair.

At each Board meeting, progress was reported against the annual operational plan objectives and the annual budget.

#### GOVERNANCE AND OPERATIONAL ENHANCEMENTS

In recognition of staff performance, the Board invested their time and support to keep staff energy levels high. This year there was an increase in staff professional development opportunities. The Board also recognised the importance of supporting other Pacific organisations which included the Board and staff attending the Pacific Business Trust National Awards ceremony held in Auckland.

## FINANCIAL ACHIEVEMENTS

At the end of 2016 financial year PEC has achieved a surplus. This is the fourth year that PEC has had a surplus and given the deliverables for this year, this is a significant achievement. In 2016, the Board also appointed new auditors: D'Mello Chartered Accountants Limited.

The new auditors have ensured PEC use the new reporting standards set by the External Reporting Board (XRB), as part of developing this Report.

## STAFF SURVEY SHOWS STRENGTH THROUGH CHANGE

We continued as part of our operations to ensure that all staff participated in our annual staff survey. For 2016 the staff survey was particularly important as this was the year that there were new staff appointments, PEC had to increase its enrolments in community-based programmes and there was some uncertainty about PEC's future funding.

The key results from the staff survey were mostly positive and showed improvements in staff satisfaction in areas relating to culture, values, common purpose, communications and the team. Of note, were the improvements in learning and development which was an area of focus from the previous year. Staff survey results were reported to the Board to explore other opportunities to further improve job satisfaction, performance and recognition.

## KEY STAFF CHANGES

In 2016 we recruited and appointed new staff to the Pasifika Education Centre.

In February 2016, we successfully appointed a new LotoPasifika Manager: Sio Ki He La'a 'Alatini. Sio brings her passion for Tongan language and culture and a career in lecturing adults in tertiary institutions. As a post-graduate with experience studying at Victoria University, Sio has a passion for education.

In addition, earlier in the year we also appointed a new LotoPasifika Student Administrator: Selepa Tanoa'i. However she left due to pregnancy and we were fortunate to appoint Matilda D'Souza in August 2016 to continue providing administration and co-ordination to the team. Matilda brings her knowledge of Gagana Samoa and marketing skills to PEC.

Last but not least in March 2016, we also appointed a new part-time Receptionist. While we had appointed Tirisa Watta into this role, she was offered a teaching role at a local Fijian preschool and we were fortunate to appoint Filomena Bernie to this role. Filomena brings her knowledge of Fijian language and her passion for business administration.



# FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016







## INDEPENDENT AUDITOR'S REPORT

### To the Board of Pasifika Education Centre

#### Report on the Financial Statements

I have audited the financial statements of Pasifika Education Centre on pages 19 to 27, which comprise the statement of financial position as at 31 December 2016 and statement of financial performance and statement of cash flows for the year ended, and notes to the financial statements, including a summary of significant accounting policies.

#### Respective Responsibilities

The Board is responsible on behalf of the entity for the preparation and fair presentation of the financial statements in accordance with Public Benefit Entity Simple Format Reporting - Accrual (Not for Profit) requirements in New Zealand, that give a true and fair view of the matters to which they relate and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Our responsibility is to express an opinion on the financial statements, as a whole, are free from material misstatement, whether due to fraud or error. Our engagement has been conducted in accordance with International Standards on Auditing (New Zealand) (ISAs NZ). Those standards require us to comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements. Our procedures included performing various tests to obtain audit evidence about the amounts and disclosures in the financial statements. These procedures have been undertaken to form an opinion.

#### Use of the Report

This report has been prepared for the Board of Pasifika Education Centre in accordance with the Public Benefit Entity Simple Format Reporting - Accrual (Not for Profit). We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the Board of Pasifika Education Centre, or for any purpose other than that for which it was prepared.

#### Inherent Limitations

There are no significant inherent limitations noted. As the procedures performed for this engagement are not performed continuously throughout the year and the procedures performed in the preparation of financial statements are undertaken on a test basis, our assurance engagement cannot be relied on to detect all instances of fraud and material misstatements.

**Relationship with or Interests in Pasifika Education Centre**

Other than in my capacity as auditor, I have no relationship with, or interests in, Pasifika Education Centre.

**Opinion**

In my opinion, the financial statements on pages 19 to 27;

- Comply with the Public Benefit Entity Simple Format Reporting - Accrual (Not for Profit).
- Give a true and fair view of the financial position of Pasifika Education Centre as at 31 December 2016, and their financial performance for the year ended on that date.

**Other Matter**

We are not responsible for expressing an opinion on the statement of service performance.



Joel Ram  
Chartered Accountant

20 March 2017

# STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED 31 DECEMBER 2016

	NOTE	Actual 2016 \$	Actual 2015 \$
<b>INCOME</b>	1	895,557	971,089
<b>EXPENDITURE</b>	2	884,888	828,439
<b>NET SURPLUS/(DEFICIT)</b>		10,669	142,650

	NOTE	Actual 2016 \$	Actual 2015 \$
<b>ACCUMULATED FUNDS</b>			
Accumulated Funds		218,997	208,328
<b>TOTAL ACCUMULATED FUNDS</b>		<b>218,997</b>	<b>208,328</b>

THIS IS REPRESENTED BY:	NOTE	Actual 2016 \$	Actual 2015 \$
<b>ASSETS</b>			
Cash and bank balances		218,618	142,770
Accounts Receivable		4,183	91,611
Prepayments		11,636	1,392
<b>TOTAL CURRENT ASSETS</b>		<b>234,437</b>	<b>235,773</b>
Non-current assets			
Property, plant and equipment	4	22,593	25,879
<b>TOTAL NON-CURRENT ASSETS</b>		<b>22,593</b>	<b>25,879</b>
<b>TOTAL ASSETS</b>		<b>257,030</b>	<b>261,652</b>
<b>LIABILITIES</b>			
Current liabilities			
Creditors and accruals	6	38,033	53,324
<b>TOTAL CURRENT LIABILITIES</b>		<b>38,033</b>	<b>53,324</b>
<b>NON-CURRENT LIABILITIES</b>			
Total non-current Liabilities		-	-
<b>TOTAL LIABILITIES</b>		<b>38,033</b>	<b>53,324</b>
<b>NET ASSETS</b>		<b>218,997</b>	<b>208,328</b>

The Statement of Accounting Policies and Notes to the Financial Statements form an integral part of this Statement.



Sai Lealea  
Chair (to December 2016)  
18 March 2017



Mele Wendt  
Chair (from December 2016)  
18 March 2017



Christine Nurminen  
Chief Executive Officer  
18 March 2017

# STATEMENT OF CASHFLOWS

FOR THE YEAR ENDED 31 DECEMBER 2016

	ACCOUNT	Actual 2016 \$	Actual 2015 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
	Cash Receipts from Operating Activities	1,117,822	1,026,730
	Payments to suppliers and employees	(948,025)	(850,616)
	Cash receipts from other operating activities	(77,264)	(80,994)
	Cash payments from other operating activities	(464)	(9,922)
<b>TOTAL CASH FLOWS FROM OPERATING ACTIVITIES</b>		<b>92,069</b>	<b>85,198</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
	Proceeds from sale of property, plant and equipment	4,522	-
	Payment for property, plant and equipment	(6,348)	(1,659)
	Other cash items from investing activities	(10,244)	(369)
<b>TOTAL CASH FLOWS FROM INVESTING ACTIVITIES</b>		<b>(12,070)</b>	<b>(2,029)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
	Other cash items from financing activities	(4,152)	(17,853)
<b>TOTAL CASH FLOWS FROM FINANCING ACTIVITIES</b>		<b>(4,152)</b>	<b>(17,853)</b>
	<b>NET CASH FLOWS</b>	<b>75,848</b>	<b>65,316</b>
<b>CASH BALANCES</b>			
	Cash and cash equivalents at beginning of period	142,770	77,454
	Cash and cash equivalents at end of period	218,618	142,770
	<b>NET CHANGE IN CASH FOR PERIOD</b>	<b>75,848</b>	<b>65,316</b>

*The Statement of Accounting Policies and Notes to the Financial Statements form an integral part of this Statement.*



# STATEMENT OF ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 DECEMBER 2016



# STATEMENT OF ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 DECEMBER 2016

## STATUTORY BASIS

Pasifika Education Centre (previously PIERC Trust) is domiciled in New Zealand and is a Charitable Trust incorporated under the Charitable Trusts Act 1957 on the 5th day of October 1993, with the aim of improving the social and economic development of the Pacific Island people in New Zealand through the provision of quality education programmes. The Trust is also registered under the Charities Act 2005. The Financial Statements of the Trust have been prepared in accordance with Section 8 of the Constitution and Rules of the Trust.

## REPORTING ENTITY

The reporting entity is that entity, known as Pasifika Education Centre (previously PIERC Trust), as is identified by the Pasifika Education Centre Trust Deed and is governed by the Board of Trustees and includes all activities carried out under the control of that Board.

## MEASUREMENT BASE

The measurement base is that of historical cost, adjusted for valuation of property, plant and equipment brought forward from the old PIERC Trust which were valued on going concern market values at 1 January 1994. The reporting currency is in New Zealand dollars.

## FINANCIAL REPORTING FRAMEWORK

Pasifika Education Centre is eligible to apply Tier 3 PBE Accounting Standards: PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit), on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. The trust has elected to report in accordance with PBE SFR-A (NFP). All transactions in the Performance Report are reported using the accrual basis of accounting.

## ACCOUNTING POLICIES

The following specific accounting policies which materially affect the measurement of the Statement of Financial Performance and Statement of Financial Position have been applied:

Grants and donations:

Grants and donations are recognised when eligibility has been established from the grants and donor agency. Any grants for which the conditions under the grant agreement have not been completed are carried as liabilities until all the conditions have been fulfilled. Monies received for specific purposes are accounted for separately.

### EXPENSES:

Expenses have been classified on their business function.

Accounts receivable:

Accounts receivable are stated at expected realisable value after providing against debts where collection is doubtful. Bad debts are written off during the period in which they are identified.

### PROPERTY, PLANT AND EQUIPMENT:

Items of property, plant and equipment are stated at cost, or valuation, less accumulated depreciation and impairment losses. Where an item of property, plant and equipment is disposed of, the gain or loss recognised in the statement of financial performance is calculated as the difference between the sale price and the carrying amount of the asset.

# STATEMENT OF ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 DECEMBER 2016

## DEPRECIATION:

Depreciation is calculated on a diminishing value basis using rates which will write off their cost or revalued amount less estimated residual value over their expected useful lives.

## DEPRECIATION RATES USED ARE;

× Computer hardware and software	8.0–60%	DV
× Leasehold Improvements	33.33%	DV
× Motor vehicles	30%	DV
× Office equipment	0.0%–67%	DV

## GOODS AND SERVICES TAX:

All transactions are stated net of any GST component, except for accounts receivable and trade creditors which are stated inclusive of GST.

## TAXATION:

PEC has been approved as a Charitable Organisation and granted exemption from Income tax on Income other than Business Income derived by PEC for Charitable purpose.

## EMPLOYEE ENTITLEMENTS:

Provision is made in respect of PEC's liability for employee entitlements. These are recognised on an actual entitlement basis.

## FINANCIAL INSTRUMENTS:

PEC is party to financial instruments as part of its normal operations. These financial instruments include bank accounts, accounts receivable and creditors. All financial instruments are shown at their estimated fair value. Revenue and expenses in relation to financial instruments are recognised in the statement of financial performance. All financial instruments are recognised in the statement of financial position.

## CHANGES IN ACCOUNTING POLICIES:

The trust transitioned on 1 January 2016 to general purpose financial reporting in accordance with PBE SFR-A (NFP). The transition had minimal impact on the accounting policies of the trust.

# NOTES TO THE PERFORMANCE STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016





# NOTES TO THE PERFORMANCE STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

## 1. INCOME

	Actual 2015 \$	Actual 2014 \$
Funding	763,000	763,100
- Tertiary Education Commission (TEC)	72,225	144,450
- Ministry of Social Development	15,957	15,988
Book sales	598	328
Interest Income	2,900	3,000
Grant Received	-	2,900
Other income	43,777	44,324
<b>TOTAL INCOME</b>	<b>895,557</b>	<b>971,089</b>

## 2. EXPENDITURE

	Actual 2015 \$	Actual 2014 \$
Other Expenses	225,259	227,573
Direct Costs of Programmes	305,039	247,551
PEC Office Expenses	348,121	347,249
Costs of Books Sold	5,969	6,066
<b>TOTAL EXPENSES</b>	<b>884,388</b>	<b>828,439</b>

## 3. STATEMENT OF FINANCIAL PERFORMANCE

	Actual 2015 \$	Actual 2014 \$
The net (deficit)/surplus is stated after charging:		
Audit Fees	5,500	9,043
Depreciation	6,493	13,037
Rent	116,093	127,250
Interest expense	301	78
Loss / (Gain) on disposal of plant and equipment	12,670	2,315

# NOTES TO THE PERFORMANCE STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

## 4. PROPERTY, PLANT & EQUIPMENT AND PROVISION FOR DEPRECIATION

	2016 Cost \$	Accumulated depreciation \$	2016 Book value \$
Computer hardware and software	40,514	39,846	668
Leasehold Improvements	13,835	8,369	5,466
Motor vehicles	22,863	20,430	2,433
Office equipment	34,630	20,604	14,026
<b>TOTAL</b>	<b>111,842</b>	<b>89,249</b>	<b>22,593</b>

	2016 Cost \$	Accumulated depreciation \$	2016 Book value \$
Computer hardware and software	40,514	39,312	1,202
Leasehold Improvements	13,835	5,636	8,199
Motor vehicles	36,828	30,212	6,617
Office equipment	28,282	18,421	9,861
<b>TOTAL</b>	<b>119,460</b>	<b>93,581</b>	<b>25,879</b>

## 5. DEPRECIATION CHARGE BY ASSET CATEGORY

	Actual 2015 \$	Actual 2014 \$
Computer hardware and software	534	1,161
Leasehold Improvements	2,733	4,099
Motor vehicles	1,043	2,836
Office equipment	2,183	4,941
<b>TOTAL</b>	<b>6,493</b>	<b>13,037</b>

## 6. CREDITORS AND ACCRUALS

	Actual 2015 \$	Actual 2014 \$
Trade creditors	2,283	12,007
Accruals	11,000	13,000
GST	5,540	16,005
Accrued employee entitlements	19,210	12,312
	<b>38,033</b>	<b>53,324</b>

# NOTES TO THE PERFORMANCE STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

## 7. FINANCIAL INSTRUMENTS

### CREDIT RISK

Pasifika Education Centre has minimal credit risk in its holding of its various financial instruments. These instruments include cash, bank deposits and accounts receivable.

Accounts receivable are stated at their estimated realisable value after providing for amounts not considered recoverable. There are no significant concentrations of credit risk for accounts receivable.

### FAIR VALUE

The fair value of the financial instruments is equivalent to the carrying amount disclosed in the Statement of Financial Position.

## 8. STATEMENT OF CONTINGENCIES

There are no known material contingencies as at 31 December 2016 (2015: None).

## 9. STATEMENT OF COMMITMENTS

The following amounts have been committed to by Pasifika Education Centre, but not recognised in the financial statements.

### OPERATING LEASES

Non-cancellable operating lease commitments	2016 \$	2015 \$
Current	47,273	102,688
Non-current	-	47,273
Total	47,273	149,961

CAPITAL COMMITMENTS	2016 \$	2015 \$
Amounts committed to capital expenditure	-	-

# NOTES TO THE PERFORMANCE STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

## 10. BOARD OF TRUSTEES' FEES

The following fees were paid to Board members during the year:

	2016 \$	2015 \$
Sai Lealea	2,384	1,120
Jannitta Pilisi	1,583	840
Letoa Henry Jenkins	370	420
Mele Wendt	1,973	1,540
Haouli Sefita	1,249	1,120
<b>TOTAL</b>	<b>7,559</b>	<b>5,040</b>

## 11. POST BALANCE DATE EVENTS

There have been no events subsequent to balance date which require disclosure or adjustment to the financial statements (2015: None).

## 12. RELATED PARTIES

There were following related party transactions during the year.

- a) Fees were paid to the trustees of Pasifika Education Centre as stated in Note 11.

## 13. GOING CONCERN

The financial statements have been prepared on a going concern basis, the validity of which depends upon the Trust's ability to continue to receive sufficient government funding and contractual income for future operations. The Tertiary Education Commission has committed to provide funding for the 2017 financial year.

The Trustees are confident that the Trust will receive sufficient cash flows to enable it to pay its debts as and when they fall due; and to operate for a further period of twelve months from the date of signing these financial statements.

# OUR BOARD OF TRUSTEES

## CHAIRMAN (TO DECEMBER 2016)

### MR SAI LEALEA

Mr Lealea has 15 years of public sector experience in New Zealand where he held senior management positions including Policy Manager at Ministry of Social Development and, Director of Monitoring and Governance at Ministry of Pacific Island Affairs. His expertise includes policy development, design, implementation, and monitoring. Mr Lealea has undertaken contract work for a number of organizations including New Zealand on Air and the Ministry of Social Development. Previously Mr Lealea was a member of the New Zealand Arts Council and was Chairperson of the Pacific Arts Committee. Mr Lealea is a respected leader in the Fiji community in New Zealand.

## CHAIRMAN (FROM DECEMBER 2016)

### Ms Mele Wendt

Ms Wendt is a Wellington-based consultant and Director of Scholarship Services Aotearoa, and has had an extensive career within the education sector. Ms Wendt was the former Executive Director of Fulbright New Zealand for ten years, managing the prestigious educational exchange programme between New Zealand and the US. She also worked at Victoria University of Wellington for nine years as the University's founding Pacific Islands Liaison Officer and Manager of the Student Recruitment and Course Advice Office. Her first career was as a secondary school teacher in Auckland and Wellington. Ms Wendt currently serves on a number of Boards, including the Lottery Wellington/Wairarapa Distribution Committee and ServiceIQ.

## MEMBERS

### MS JANNITTA PILISI

Ms Pilisi has extensive experience as a senior executive in the tertiary education sector. She served on the Tertiary Education Commission's Pasifika Advisory Panel preceded by 12 years of service as a directorate member of a large Private Training Establishment. She has undertaken a number of consulting projects which include business systems design, governance, advocacy, and legal or employment advice. Ms Pilisi has been the chairperson of the Pacific Poppies Foundation Trust since 2008. She also maintains strong connections with various Pacific communities in Aotearoa New Zealand.

### MR LETOA HENRY JENKINS

Mr Jenkins is the Chief Executive Officer of Pacific Media Network (PMN). As an experienced chartered accountant, Mr Jenkins has worked for private sector companies overseas and has extensive experience providing advice on business growth, operational strengthening, capacity building and governance. Mr Jenkins is also a member of a number of community boards including the Family Life Education Pasefika Trust, Village Collective, Pacific Music Advisory Panel and the Hay Park Primary School Board of Trustees.

### MR SEFITA ALOFI HAO'ULI

Mr Hao'uli has over 25 years of experience in the broadcasting and media sector in New Zealand. Mr Hao'uli is an experienced journalist and has worked for various media organisations including TVNZ and 531PI Ltd. He has chaired a number of boards including Chairman of the Pacific Arts Committee of Creative New Zealand and Chairperson of the Pacific Health Advisory Committee at Counties Manukau District Health Board. He has a wealth of experience in media, governance, management and engagement with Pacific communities.

## EX-OFFICIO MEMBERS

### MR FONOTI SETI TALAMAIVAO

Mr Talamaivao is the Regional Manager for the Ministry of Pacific Islands Affairs - Auckland office. Mr Talamaivao is a qualified lawyer and has been working with the public service for more than ten years.

### MS YVETTE GUTTENBEIL-PO'UHILA

Mrs Guttenbeil-Po'uילה is the Manager for Schools and Pasifika for the Ministry of Education - Mt Eden office. Mrs Guttenbeil-Po'uילה has an educational research background and has been working in the public service for more than ten years.



# OUR STAFF MEMBERS

<b>Chief Executive Officer</b>	Christine Nurminen
<b>Office Administrator</b>	Malianive Atkinson
<b>Receptionist</b>	Filomena Bernie
<b>PAFT Co-ordinator</b>	Beverly Manetoa
<b>PAFT Educator</b>	'Alisi Katoanga
<b>LotoPasifika Team Manager</b>	Sio Ki he La'a 'Alatini
<b>Pastoral Care Administrator</b>	Selepa Tanoa'i (to June 2016) Matilda Korja (from August 2016)
<b>Koloa Training Lead Educator</b>	Pale Sauni
<b>Cook Island Educators</b>	Denis Brown Tutaka Mareta Tere Taunganui Tuakana
<b>Fijian Educators</b>	Kali Vunidilo Tarisi Vunidilo Tirisa Adimailakeba Watta
<b>Niue Educators</b>	Ioane Aleke Fa'avae Lingi Sisikefu Meleveti Makaola
<b>Samoan Educators</b>	Alaelua Taulapapa Malesala Fuatino Nu'usavili Helen Magasiva Jennifer Tapu Kimiora Malesala Lemoa Henry Sevesi Fesulua'i Lofipo Sineva Peilua Musui'aiga Neil Tapu Sitagata Starsky Akeripa Taunuu Perenise Tapu Sitagata Toesulu Brown
<b>Tongan Educators</b>	Frederick Loloa 'Alatini Christine Panitita Helu 'Ailini 'Alatini Jeanne Teisina
<b>ESOL Educator</b>	Taupau Olofa Iona
<b>Computer Educator</b>	Loloahi Havea

# OUR DIRECTORY

<b>Registered office:</b>	Building 7, 17 Lambie Drive, Papatoetoe Manukau, Auckland, PO Box 22-265, Otahuhu Auckland 1640 Phone: (09) 260 4042 Fax: (09) 276 3656 Website: <a href="http://www.pec.ac.nz">www.pec.ac.nz</a>
<b>Entity's Purpose:</b>	Leading and advocating that Pasifika languages, knowledges and cultures are specialist forms of educational knowledge.
<b>Entity Structure:</b>	The Pasifika Education Centre is registered with Companies Office for Societies and Trusts. It is also a registered Charity.
<b>Source of Fund:</b>	The Pasifika Education Centre's primary source of funding is through receipt of government funding. Additional sources of funds are from provision for service and book sales.
<b>Auditors:</b>	D'Mello Chartered Accountants 11 Brays Rise, Onehunga Auckland City
<b>Accountant:</b>	Johnston Associates Chartered Accountants Limited 202 Ponsonby Road, Ponsonby - PO Box 91842, Victoria Street West, Auckland 1142 Phone: 3616701 - Fax: 09 361 6702 Website: <a href="http://www.jacal.co.nz">www.jacal.co.nz</a>
<b>Bankers:</b>	Westpac New Zealand Limited ASB Bank Limited
<b>Solicitor:</b>	Vinci Law 145 Great South Road Greenlane Auckland New Zealand



**PASIFIKA  
EDUCATION  
CENTRE**

T + 09 260 4042

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