

'Kia ita!'

Te Taura Whiri i te Reo Māori

MAORI LANGUAGE COMMISSION



E.34



2019-20

He Ara Whāia, He Ara Hou

Statement of Performance Expectation

Te Taura Whiri i te Reo Māori
Māori Language Commission

Ngā Kōrero o Roto

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HE KUPU NĀ TE TOIHAU

From the Chair

This Statement of Performance Expectations outlines the actions and progress the Māori Language Commission intends to make in the year 2019-2020 towards the shared vision of Te Whare o Te Reo Mauri Ora - 'Kia Mauri Ora te reo Māori' leading us toward a te reo Māori speaking nation. It provides a clear outline of:

- the Commission's intentions,
- how we will collaborate to maximise impact, and
- how we will evaluate progress and performance.

The Commission is pleased that the final element of Te Whare o Te Reo Mauri Ora, the Maihi Karauna, has been set in place to give effect to the 2016 legislation. Te reo Māori is this country's first language that defines our landscape and our identity as a nation, and part of valuing who we are as a country. Our ability to celebrate our nation's history and heritage means treasuring and sharing our stories. Te reo Māori enables us to differentiate our unique narratives for all New Zealanders and for Te Taura Whiri i te Reo Māori, it is important to ensure that te reo Māori reverberates across the nation (kia haruru a Aotearoa whānui i te reo Māori). Furthermore, the establishment of Te Whare o te Reo Mauri Ora will give effect to the principles of the legislation, notably, recognising the value of the Māori language for the people of New Zealand.



'Kia Mauri Ora te reo Māori'

leading us toward a te reo Māori speaking nation.

STRATEGIC SITUATION FOR 2019-2020

Now that the Maihi Karauna has been launched, from the start of 2019-2020 the Commission will take on its statutory role to lead in co-ordinating the implementation of the Maihi Karauna - an all-of-government programme to revitalise the Māori Language in partnership with Te Mātāwai. This new function will see a need for the Commission to demonstrate leadership in engagement with both the public and private sectors. There is already a strong response from the public sector and an unprecedented enthusiasm among business, the community and the general public for te reo Māori. The strategic situation for revitalisation has never been better and more coordinated. The dreams of those who circulated and signed the Māori language petition in 1972 for effective Crown support are becoming more and more a reality. Te Whare o te Reo Mauri Ora has been built and provides a clearer focus for all agencies engaged in advancing te reo Māori.

OUR INTENTIONS

As outlined in this Statement, Te Taura Whiri i te Reo Māori in 2019-2020 intends to build on the effort of the past two years to ensure a mutually beneficial working relationship with Te Mātāwai to deliver the sector strategies. Te Mātāwai leads in revitalisation of te reo Māori at the community level, known as the 'micro' level in language planning. This is critical for revitalisation. It is where inter-generational transfer and day-to-day community learning use takes place. The Crown, with Te Taura Whiri i te Reo Māori leading the coordination of the implementation, works at the national, or macro level. This is a necessary support for revitalisation at the community level, making the Māori language a normal part of our lives in many domains.

On top of our leadership role with the Maihi Karauna, we will continue to licence translators and interpreters. We will promote the development of words and terms to allow te reo Māori to be used in all domains. We will research the Māori language, its health and progress, working closely with other agencies to coordinate this work. As required by statute, we will promote the Māori language through resources, social and mainstream media and events such as the increasingly popular Māori Language Week (September 9-15 2019) and the Māori Language Awards.

We recognise and respect the far bigger contributions in terms of investment and reach being made by other Crown agencies such as in education and media. We will be seeking to influence and support all agencies give effect to Te Whare o te Reo Mauri Ora through language planning and our Mahi Tahi agreements. Together with our partners, we hope to leverage support for better language outcomes and maximise impact – Kia kotahi te Whare o te Reo Mauri Ora.

As the Crown takes up the opportunities and challenges of effecting a whole of government system shift to advance a shared vision of 'Kia Mauri Ora te reo Māori' we will provide frank advice based on our unique role as a Crown Entity focused solely on te reo Māori revitalisation for all New Zealanders.

Professor Rawinia Higgins
Toihau Chairperson
30 June 2019

Charisma Rangipunga
Toihau Tuarua Deputy Chairperson
30 June 2019

TE ANGA PUTANGA

Outcomes Framework

WAWATA MĀTĀMUA Vision

Kia haruru a Aotearoa whānui i tō tātou reo taketake

*All New Zealand will resonate with our indigenous language
(A Māori speaking nation)*

KAUPAPA MĀTĀMUA Mission

- Give effect to the status of the Māori language as an official language
 - Promote te reo Māori as an ordinary means of communication and a living language and
 - Lead coordination of the implementation of Te Maihi Karauna

NGĀ HUA Results

- An environment in which iwi and Māori through Te Maihi Māori can best succeed
 - State sector, private sector and wider community organisations are enabled to help to revitalise te reo Māori
 - All New Zealanders value the Māori language as a part of who we are, what makes us a nation and is a language for everyone to enjoy and celebrate

FOCUS AREAS AND KEY OUTPUTS

The Commission is focused on four key areas of strength which we call “ō tātou kaha”, “our strengths”. Our key outputs are matched to our strengths. These key outputs have been selected to allow parliament and New Zealanders to see the progress we intend to make in areas of critical importance to our mission and how we will measure that progress in 2019-2020.

FOCUS AREA

1

HE KAHA TE WHARE O TE REO MAURI ORA

Supporting and sustaining the partnership between Māori and the Crown to revitalise the Māori language.

- In 2019-2020 we will do this by: leading the coordination of the implementation of the Maihi Karauna to achieve the Crown’s revitalisation goals.

Key Outputs 2019-2020	Present situation 2018-2019	Target 2019-2020
<p>1) Lead coordination of the implementation of Te Maihi Karauna:</p> <p>Continue to build on the constructive relationship with Te Mātāwai to express the spirit of partnership of Te Whare o te Reo Mauri Ora.</p>	<p>Te Taura Whiri i te Reo Māori and Te Mātāwai had a combined stall at Te Matatini 2019 and together have developed the evaluative framework for Te Whare o te Reo Mauri Ora.</p>	<p>To co-lead with Te Mātāwai the implementation of the evaluative framework for Te Whare o te Reo Mauri Ora including an action plan.</p> <p>At least one joint public event with Te Mātāwai.</p>
<p>2) Lead coordination of the implementation of Te Maihi Karauna:</p> <p>Increase cross-agency collaboration in te reo Māori revitalisation to effect greater integration within the te reo Māori sector.</p>	<p>There is cooperation between the seven te reo Māori organisations and cooperation between the Commission and other agencies.</p>	<p>Implement the shared research agenda.</p> <p>Manage and provide leadership and support for the Senior Officials Governance Group (SOGG) and Te Papa Kōrero.</p> <p>Establish the Te Reo Revitalisation Communications group to ensure promotion of te reo Māori and consistency of messages about revitalisation across all agencies with a leading role.</p> <p>Successful delivery of all first wave Maihi Karauna initiatives with Te Māngai Pāho and Te Puni Kōkiri.</p>

FOCUS AREA 2

HE KAHA TE MANA O TE REO MĀORI

Building the status and visibility of te reo Māori to encourage its use throughout New Zealand.

- In 2019-2020 we will do this by: increasing status, critical awareness, acquisition, use and the corpus of te reo Māori with a primary focus on the public sector and, where strategically aligned, partners and stakeholders in the community, voluntary and private sectors. As more organisations begin language planning the emphasis will change from expanding the number of language plans (which will continue) to providing support to those with language plans. The evidence suggests that Māori in particular who are strong in their identity, language and culture enjoy a higher level of personal and whānau well-being. Language planning provides a holistic tool by which a range of agencies can implement and evaluate a te ao Māori centred customer service ethos while at the same time enhance the access of individuals and their whānau to te reo Māori through their services. Improving the wellbeing and security of whānau will benefit New Zealand as a whole. This is crucial to achieving the well-being targets the Government has set for the public sector.

In 2018, the Commission successfully ran a number of Māori Language Week parades for the community. Because of heightened security concerns there may be an impact on events chosen in this year. We will work closely with NZ Police and identify and manage risks. This will continue to ensure safety and success.

Key Outputs 2019-2020	Present situation 2018-2019	Target 2019-2020
<p>3) Relationships:</p> <p>Foster relationships both domestically and internationally to support te reo Māori aspirations.</p>	<p>Polynesian Languages Forum re-established.</p> <p>Informal relationships with key agencies about their contributions to revitalisation.</p> <p>Seven (7) organisations supported at 1 July 2019.</p>	<p>Up to two meetings of the Polynesian Languages Forum.</p> <p>A hui reo for Polynesian languages.</p> <p>Fifteen (15) new language plans completed in the Public Service.</p> <p>Five (5) new language plans completed in the Private sector.</p> <p>Ten (10) organisations with existing language plans report they are satisfied with the support and resources provided by Te Taura Whiri i te Reo Māori in the implementation of their plans.</p>
<p>4) Promotion:</p> <p>More major Māori Language Week events supported.</p> <p>Increase the participation and online engagement in Māori Language Week.</p> <p>Carry out a social marketing campaign that includes a high value market research about attitudes towards te reo Māori.</p>	<p>Eight major events supported over Māori Language Week.</p> <p>202% increase in participation and online engagement in Māori Language week 2018.</p> <p>No social marketing campaigns were conducted in 2018.</p>	<p>Ten major Māori Language Week events supported.</p> <p>20% increase in participation, registrations and social media reach against baseline data for Te Taura Whiri i te Reo Māori led initiatives.</p> <p>A successful social marketing campaign completed against agreed criteria.</p>

Generating new resources, maintaining existing resources and providing better access to support the learning, use and quality of te reo Māori.

- In 2019-2020 we will do this by: greater collaboration within the te reo Māori sector, including alignment with other agencies for the commissioning of research and cooperation in promotion and communication

Key Outputs 2019-2020	Present situation 2018-2019	Target 2019-2020
<p>5) Resources:</p> <p>Promote the development of quality resources for a wide range of audiences.</p>	<p>New resources were developed to support major events such as Te Wiki o te Reo Māori and Te Matatini.</p> <p>New resources developed to support language planning.</p>	<p>Develop new resources for Māori Language Week.</p> <p>Continue to develop new resources and refine existing language planning resources.</p> <p>80% of recipient's surveyed report that resources produced to support the promotion and use of te reo Māori are helpful.</p>
<p>6) Training, examination and registration of translators and interpreters:</p> <p>Maintain statutory roles of registering translators and interpreters and promote further registrations by promotion and the provision of training.</p>	<p>26 candidates sat the Translator exam and 14 passed.</p> <p>16 candidates sat the Interpreters exam and 10 passed. There are currently 58 active licensed translators and interpreters.</p>	<p>An increase of 20% of registered translators and interpreters.</p>
<p>7) Supporting te reo Māori Corpus:</p> <p>Develop and promote new words and terms to allow te reo Māori to be used in all domains.</p>	<p>Inclusion of corpus expansion in language plans is underway. System implemented to receive and document new words.</p>	<p>500 new words developed and recorded in Te Taura Whiri i te Reo Māori new words database.</p>
<p>8) Research:</p> <p>Promote a joint strategy on conducting and commissioning research for the revitalisation of te reo Māori.</p> <p>Develop protocols for data sharing and information.</p>	<p>A shared research agenda is under development by Māori language sector agencies.</p>	<p>Provide the Minister with initial advice by the end of the 2019-2020 on an aligned research agenda reaching both public service agencies, such as Te Puni Kōkiri, Te Māngai Pāho, the Department of Statistics, and Crown agencies.</p> <p>At least two joint research projects with Te Mātāwai.</p> <p>100% of research funding is allocated in accordance with agreed funding criteria.</p>
<p>9) Language proficiency:</p> <p>Develop and test an online prototype te reo Māori proficiency test to support the public sector.</p>	<p>Level Finder Examination (LFE) is manually delivered.</p>	<p>A more efficient approach to LFE developed and tested in anticipation of increased demand as a result of language planning by agencies.</p> <p>A minimum of 10 Level Finder Examinations to be held throughout the year.</p>
<p>10) Public enquiries:</p> <p>Establish the mechanism to respond efficiently and effectively to te reo Māori enquiries.</p>	<p>Currently enquiries are responded to when we are able to.</p>	<p>90% of enquiries received are responded to within 10 working days.</p>

FOCUS AREA

4

HE KAHA TE TAURA WHIRI I TE REO MĀORI

The fourth kaha statement is internally focused:

- In 2019-2020 we will do this by: Assuring and maintaining effective systems, oversight and accountability for the effective and efficient operation of Te Taura Whiri i te Reo Māori to deliver the best support for revitalisation.

Key Outputs 2019-2020	Present situation 2018-2019	Target 2019-2020
<p>11) Manage staffing and logistic needs arising from review and Maihi Karauna role.</p> <p>Implement changes arising from 2019 review and Budget 2019</p> <p>Manage space and infrastructure requirements</p> <p>Ensure staff are consulted with effectively under our working principles document Te Whakapuakanga.</p>	<p>A number of vacancies are held and some positions are filled with temporary staff.</p> <p>The organisational review was completed in April 2019.</p>	<p>Recruit suitable staff for all vacancies and review and manage other HR processes as required.</p> <p>Required changes in structure are implemented by 1 October 2019.</p> <p>The action plan from the findings of the staff engagement survey is implemented.</p>
<p>12) Further improve financial management</p>	<p>Positive Audit Report for past two years.</p>	<p>Maintain good ratings or achieve better from Audit New Zealand.</p>

TE WHAKAHAERE ME TE HAUMI

Organisation and Investment

The Chief Executive of Te Taura Whiri i te Reo Māori leads three ohu (business units):

- **TE AMO | Language Planning and Assurance, Research and Evaluation Services**
- **TE TOKO REO | Promotions and Partnerships, and**
- **TE HĀPAI Ō | Corporate Services**

The three ohu work together and on major activities form themselves into working groups to achieve success. All ohu share in the responsibility for all outputs and the success of our strategy.

In 2019-20 we intend to build further on improvements noted in our Audit Report to achieve better results and higher levels of assurance about effective use of public funds.

Our performance measures link to progress we intend to make towards the successful construction of Te Whare o te Reo Mauri Ora – giving effect to Crown-Māori partnerships that will sustain a Māori speaking nation.

TE HAUMI

Te Taura Whiri i te Reo Māori is funded from Vote Māori Development under the following appropriation: Whakarauora Reo mō te Motu (National Māori Language Revitalisation) – supporting the revitalisation of the Māori language at a national level and the administration of Te Taura Whiri i te Reo Māori.

The funding is intended to achieve the effective promotion, protection and revitalisation of the Māori language through the:

- on-going operation of Te Taura Whiri i te Reo Māori
- delivery of a research programme supporting Māori language revitalisation
- the Maihi Karauna (Crown Te Reo Māori Strategy), and
- other statutory functions that Te Taura Whiri i te Reo Māori is required to perform

The funding is also intended to contribute to the achievement of the following impacts for Vote Māori Development:

- Māori are protecting, sustaining and growing their reo, taonga, mātauranga and tikanga
- Māori are sustainably growing and developing their resources
- Māori are acquiring skills and knowledge.

This appropriation is limited to activities supporting the revitalisation of the Māori Language at a national level and the administration of Te Taura Whiri i te Reo Māori. The financial statements beginning on page 16 indicate how Te Taura Whiri i te Reo Māori intends to deliver its functions.

Total revenue and expenses for this output class is shown in the following table:

	2019-20 Budget Total Revenue and Expenses
Appropriation: National Māori Language Revitalisation	\$6.664m
Other Revenue	\$0.330m
Total Budget Revenue	\$6.994m
Total Budget Expenditure	\$7.832m

TE TAUAKI NOHO HAEPAPA

Statement of Responsibility

The prospective financial statements have been developed for the purpose of presenting the intentions of Te Taura Whiri i te Reo Māori in Parliament. Actual results may differ from the prospective financial statements. We are of the opinion that the forecast financial statements fairly reflect the expected financial position and operations of Te Taura Whiri i te Reo Māori for the year ending 30 June 2020. The Minister will be provided with an annual report as required by the Crown Entities Act 2004, and quarterly reports outlining performance against this Statement of Performance Expectations. We certify that the information contained in this report is consistent with the appropriations contained in the Estimates for the year ending 30 June 2020 and laid before the House of Representatives under section 13 of the Public Finance Act 1989. Te Taura Whiri i te Reo Māori receives funding under the appropriation Whakarauora Reo mō te Motu - National Māori Language Revitalisation.



Dr Rawinia Higgins
Toihau Chairperson
30 June 2019



Charisma Rangipunga
Toihau Tuarua Deputy Chairperson
30 June 2019

PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

For the year ending 30 June 2020

2018-19 Budget \$		2018-19 Estimated Actual \$	2019-20 Budget \$
	Revenue		
	Operating revenue from Crown		
5,704,000	Operating Appropriation	6,404,000	6,664,000
5,704,000	Total operating revenue from Crown	6,404,000	6,664,000
	Finance revenue		
50,000	Interest income	115,172	120,000
150,000	Other Revenue	234,016	210,000
200,000	Total finance revenue	349,188	330,000
5,904,000	Total Revenue	6,753,188	6,994,000
	Expenses		
4,012,531	Personnel costs	3,452,768	3,871,902
215,000	Depreciation and amortisation expense	174,686	217,111
834,000	Promotion Costs	806,607	709,000
353,384	Research & Development Costs	417,295	550,000
245,000	Language Planning Costs	152,521	150,000
1,809,386	Other TTWh Operating Costs	2,162,311	2,333,716
7,469,300	Total expenses	7,166,188	7,831,729
(1,565,300)	Surplus/(deficit) and total comprehensive revenue and expense	(413,000)	(837,729)

PROSPECTIVE STATEMENT OF FINANCIAL POSITION

As at 30 June 2020

2018-19 Budget \$		2018-19 Estimated Actual \$	2019-20 Budget \$
	Assets		
	Current Assets		
2,744,457	Cash & Bank	4,912,764	4,073,148
-	Receivables	-	-
(10,000)	GST receivable	50,000	(10,000)
-	Prepayments	-	-
2,734,457	Total Current Assets	4,962,764	4,063,148
	Non-Current Assets		
307,500	Property, plant and equipment	331,249	307,500
357,309	Intangible Assets	298,560	357,309
664,809	Total Non-Current Assets	629,809	664,809
3,399,266	Total Assets	5,592,573	4,727,957
	Current Liabilities		
90,000	Payables	512,488	450,000
295,000	Employee entitlements	259,399	295,000
385,000	Total Current Liabilities	771,887	745,000
	Non-current liabilities		
5,000	Employee entitlements	5,000	5,000
5,000	Total non-current liabilities	5,000	5,000
3,009,266	NET ASSETS	4,815,686	3,977,957
	Equity		
3,009,266	General funds	4,815,686	3,977,957
3,009,266	Total Equity	4,815,686	3,977,957

PROSPECTIVE STATEMENT OF CHANGES IN EQUITY

For the year ending 30 June 2020

2018-19 Budget \$		2018-19 Estimated Actual \$	2019-20 Budget \$
4,574,566	General funds	5,228,686	4,815,686
4,574,566	Total Crown equity at 1 July	5,228,686	4,815,686
(1,565,300)	Surplus/(deficit)	(413,000)	(837,729)
3,009,266	Total Crown equity at 30 June	4,815,686	3,977,957

PROSPECTIVE STATEMENT OF CASH FLOW

For the year ending 30 June 2020

2018-19 Budget \$		2018-19 Estimated Actual \$	2019-20 Budget \$
	CASH FLOWS FROM OPERATING ACTIVITIES		
	Cash was provided from (applied to)		
5,704,000	Receipts from Crown revenue	6,404,000	6,664,000
50,000	Interest received	115,172	50,000
150,000	Receipt from other revenue	234,016	210,000
(3,692,547)	Payments to suppliers	(3,575,172)	(3,805,204)
(3,976,929)	Payments to employees	(3,477,859)	(3,718,412)
60,000.00	Payment of GST	212,479	60,000
(1,705,476)	Net cash flow from operating activities	(87,364)	(539,616)
	CASH FLOWS FROM INVESTING ACTIVITIES		
	Cash was provided from (applied to)		
(100,000)	Purchase of property, plant and equipment	(75,934)	(250,000)
(150,000)	Purchase of intangible assets	(25,000)	(50,000)
(250,000)	Net cash flows from investing activities	(100,934)	(300,000)
	CASH FLOWS FROM FINANCING ACTIVITIES		
	Cash was provided from (applied to)		
-	Capital Contributions - Mā Te Reo Fund	-	-
-	Mā Te Reo investment fund	-	-
-	Net cash flows from financing activities	-	-
(1,955,476)	Net (decrease)/ increase in cash and cash equivalents	(188,298)	(839,616)
4,699,933	Cash and cash equivalents at beginning of year	5,101,062	4,912,764
2,744,457	Cash and cash equivalents at end of year	4,912,764	4,073,148
2,744,457	Represented by: Cash & cash equivalents	4,912,764	4,073,148

STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

Te Taura Whiri i te Reo Māori – the Māori Language Commission is a Crown entity as defined by the Crown Entities Act 2004 and is domiciled and operates in New Zealand. The relevant legislation governing the operation of Te Taura Whiri i te Reo Māori includes the Crown Entities Act 2004 and Te Ture mō Te Reo Māori 2016. The ultimate parent of Te Taura Whiri i te Reo Māori is the New Zealand Crown. Our primary objective is to provide services to the New Zealand public. We do not operate to make a financial return. Te Taura Whiri i te Reo Māori has designated itself as a public benefit entity (PBE) for financial reporting purposes. The prospective financial statements for Te Taura Whiri i te Reo Māori are for the year ending 30 June 2020, and were approved by the Board on 17 June 2019.

Basis of preparation

The financial statements have been prepared on a going concern basis, and the accounting policies have been applied consistently throughout the period.

The financial statements of Te Taura Whiri i te Reo Māori have been prepared in accordance with the requirements of the Crown Entities Act 2004, which includes the requirement to comply with generally accepted accounting practice in New Zealand (NZGAAP). The financial statements have been prepared in accordance with Tier 2 PBE accounting standards. We are eligible to apply Tier 2 accounting standards as our expenses are less than \$30 million. These financial statements comply with PBE Standards Reduced Disclosure Regime.

Assumptions

The prospective financial statements have been prepared on the basis of the following assumptions:

- Budget 2017 New Initiative Funding of \$1.500m is added to the current baseline plus additional new initiative funding of \$0.960m for implementation of the Maihi Karauna Strategy.
- Budgeted FTE's 36 (current staffing 31)
- Major projects such as Māori Language Week and Māori Language Awards are costed on the basis of previous year actual costs
- A budget of \$0.650m for regional rangatahi workshops, rangatahi summit and a social marketing campaign.
- Part of the research budget for commissioning new research is expected to be used in collaboration with Te Mātāwai on a shared research agenda.
- That the estimated equity for 2018-19 of \$4.816m will absorb the budgeted deficit of \$(0.838m). The equity total was increased in 2017-18 with the transfer of the residual Mā Te Reo Fund of \$2.001m. This contribution will be used in accordance with the expectations of the Minister for Māori Development.

Te Taura Whiri i te Reo Māori realises it will not be viable to continue operating at a budget deficit and plans to manage down total expenditure. Te Taura Whiri i te Reo Māori will undertake a cost review in 2019-20 and undertake a future financial forecast to determine best options for managing this situation.

Presentation currency

The financial statements are presented in New Zealand dollars.

Summary of significant accounting policies

Revenue

Te Taura Whiri i te Reo Māori derives revenue through the provision of outputs to the Crown, for services to third parties and interest on its deposits. Such revenue is recognised when earned and is reported in the financial period to which it relates. Revenue is measured at the fair value of consideration received.

Financial assets

Cash and cash equivalents include cash on hand, cash in transit, bank accounts and deposits with a maturity of no more than three months from date of acquisition. Investments are stated at the lower of cost and net realisable value. Any write-downs are recognised in the Statement of Comprehensive Income. A provision for impairment of receivables is established when there is objective evidence that Te Taura Whiri i te Reo Māori will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the estimated realisable value.

Physical assets

Physical Assets which consist of leasehold improvements, motor vehicles, furniture and fittings, office equipment and ICT equipment, are initially recorded at cost. Where an asset is acquired for nil or nominal consideration the asset will be recognised initially at fair value, as at the date of acquisition.

Depreciation

Depreciation is provided on a straight line basis on all physical assets so as to allocate the cost of the assets over their useful lives with no residual value. The estimated economic useful lives and associated depreciation rates of classes of assets are: Leasehold Improvements 5 years 20% Furniture and Fittings 5 years 20% Office Equipment 5 years 20% ICT Equipment 4 years 25% Software Development 4 years 25%.

Intangible assets

Computer software that is not integral to the operation of the hardware is recorded as an intangible asset on the basis of the costs incurred to acquire and bring to use the specific software and amortised on a straight line basis over a period of four years. Costs associated with maintaining computer software are recognised as an expense when incurred.

Financial instruments

Te Taura Whiri i te Reo Māori is party to financial instruments in the form of bank accounts, accounts receivable, accounts payable and accruals as part of everyday operations. These are reflected in the Statement of Financial Position at their fair value. Revenues and expenses in relation to financial instruments are recognised in the Statement of Financial Performance. All foreign exchange transactions are translated at the rates of exchange applicable in each transaction. Te Taura Whiri i te Reo Māori does not carry any balances in foreign currencies.

Goods and Services tax

The Financial Statements are recorded on a GST exclusive basis with the exception of accounts receivable and accounts payable which are stated with GST included.

Commitments

Future payments are disclosed as commitments at the point a contractual obligation arises to the extent that they are equally unperformed obligations. Commitments relating to employment contracts are not disclosed.

Leases

Te Taura Whiri i te Reo Māori leases office premises and office equipment. As all the risks and ownership are retained by the lessor, these leases are classified as operating leases. Operating lease costs are expensed in the period in which they are incurred.

Taxation

Te Taura Whiri i te Reo Māori is exempt from income tax as a public authority.

Provision for employment entitlements

Annual leave is recorded on an actual entitlement basis at current rates of pay.

Statement of cash flows

Cash means cash balances on hand, held in bank accounts, demand deposits and other highly liquid investments in which Te Taura Whiri i te Reo Māori invests as part of its day-to-day cash management. Operating activities include all activities other than investing and financing activities. The cash inflows include all receipts from the sale of goods and services and other sources of revenue that support operating activities of Te Taura Whiri i te Reo Māori. Cash outflows include payments made to employees, suppliers and for taxes. Investing activities are those activities relating to the acquisition and disposal of current and non-current securities and any other non-current assets. Financing activities are those activities relating to changes in equity and debt capital structure of Te Taura Whiri i te Reo Māori and those activities relating to the cost of servicing the equity capital of Te Taura Whiri i te Reo Māori.

Cost allocation

Te Taura Whiri i te Reo Māori has determined the cost of outputs using the cost allocation system outlined below.

Criteria for direct costs

Direct costs are those costs that are directly attributed to an output.

Criteria for indirect costs

Indirect costs and corporate overheads are those costs that cannot be attributed in an economically feasible manner to a specific output, and are allocated to outputs on the basis of budgeted full time equivalents (FTEs) attributable to each output.

'Kia ita!'

Te Taura Whiri i te Reo Māori

MAORI LANGUAGE COMMISSION

