



Helping our Nation to communicate

ANNUAL REPORT

2023

TE PŪRONGO-Ā-TAU





Helping our Nation to communicate



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CHAIR'S REPORT

Ko Te Ahurei O Te Tamaiti Arahia O Tatou mahi

Let the uniqueness of the child guide our work.

It is with pleasure that I present the annual report 2023 for Speech New Zealand. I hope you have all enjoyed your well-deserved break and are feeling energized for the challenges of 2024.

My personal and sincere thanks to Dame Kate Harcourt DNZM JP our patron, who has continued to give us her support over the past year. Our thanks also to her daughter, Dame Miranda Harcourt DNZM, who has assisted Dame Kate and given generously of her time with online workshops, so helpful to our teachers.

My thanks to the staff at National Office who have administered the exams and the operational work of the business so competently. My sincere thanks to Helena Coulton, our Executive Manager, who has many threads of the business to weave together and carries out her work with calm and competence, yet makes time to listen and help with any queries. The Board is very appreciative of your proficiency and management skills.

Thank you to Claire Tanner, our exam manager; Katie Jackson, our office administrator; Jamie Winter our exam administrator; Kim Penman, in charge of badges and certificates; Kelly Gilbride, our marketing and sponsorship co-ordinator; and Madi Keay who applies for grants for Speech New Zealand. You have all worked hard during a challenging year.

Thank you to Stephen Holdaway, who manages our dashboard. We are very appreciative of your expertise.

Some of our trustees have participated in online Te Reo classes at regular times during the year. These classes have been helpful in improving our basic Te Reo, pronunciation and vocabulary.



The refreshed syllabus, Oral Communication and Language Literacy | *Aromatawai-a waha me te Marautanga Reo* was written by Jessica Rees, our theory moderator. Our sincere appreciation to Jessica for her intensive research and attention to detail to present an updated syllabus.

The English Language Learners' Syllabus was updated and written by Dinie Bevers and Sherilyn Hellier. Thank you for an exciting and user-friendly syllabus.

Both new syllabi were overseen by the Syllabus Committee. Thank you, Karen Austin, and the team, for giving so generously of your time.

I attended the Sheliah Winn Shakespeare competitions National Finals in June and presented the prize from Speech New Zealand.

We acknowledge the resignation from the Board of Lucinda Wightman and Sarah Entwistle. Thank you for your generous service to the Board.

Our esteemed colleagues and examiners, Melda Townsley, Pam Logan and Maxine Treweek have retired from examining. Gail Reid and Christine Nash have retired from supervising. Thank you to you all for your generous and highly valued service to Speech New Zealand. We wish you a happy retirement.

Our accountant Florence Lim, has continued to assist with accounts and budgeting. Thank you, Florence, for your knowledge and advice.

Thank you to all teachers, examiners, and supervisors who have helped Speech New Zealand to reach out to customers to help our nation to communicate.

Many thanks to the hardworking trustees of the Board of Speech New Zealand. You have been supportive and generous with your time, helping to grow the business, and especially helpful towards the operation side of Speech New Zealand.

I wish you all the best for a happy and blessed 2024.



Pauline Prendergast
Chair Board of Trustees
Speech New Zealand

Na te whakarongo me te titiro ka puta mai te kōrero
Through looking and listening we gain wisdom



EPC Online
Workshop
Participants



136



18

Scholarships /
Awards



57



Community
Centres
Tours

BOARD OF TRUSTEES

In 2023 we said farewell to Sarah Entwistle and Lucinda Heslin-Wightman and welcomed Liam Davies to the board.



**Pauline
Prendergast**



Karen Austin



Del Costello



Pauline Douglas



**Elizabeth
Drayton**



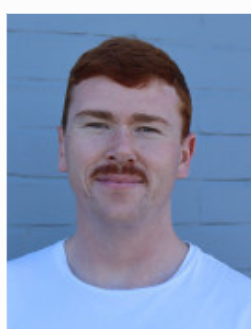
Sandra Bartlam



Lynda Scott



Nina Burchett



Liam Davies



**Lucinda Heslin-
Wightman**



Sarah Entwistle

EXECUTIVE MANAGER'S REPORT



2023 marked another busy year for Speech New Zealand, delivering over 5,100 examinations, 3100 in Term 4 alone! A solid increased interest in the Flexi syllabus influenced the adaptation of Oral Communication & Language Literacy | *Aromatawai-ā-waha me te Marautanga Reo* and English Language Learners syllabi. We are excited to implement both in 2024.

Professional development of our community was a major focus for 2023 with classes in cultural capability (deficit theorising and unconscious bias), and te reo Māori, (beginner and intermediate), offered to our staff, trustees, examiners and supervisors. Educators in Performance and Communication (EPC) ran four online workshops and an online professional development seminar on *Embracing Diversity Through Communication* with five notable facilitators.

The Future Teacher Coaching Programme remains available for new or growing teachers looking to gain skills relevant to their business practice or Speech New Zealand syllabi. Our library of Teacher Resources continues to grow with Reading Aloud, Drama Skills and Poetry released in 2023 and Talks, Storytelling and Impromptu to be released in 2024.

As we look to the future needs of Aotearoa in oral communication, our team has grown to build capacity. Jaime Winter joined in April to fill the role of Exam Administrator, and worked alongside Claire Tanner to coordinate tours. Kelly Gilbride joined as our Marketing and Sponsorship Coordinator in June, and has been integral to the development of a clear marketing plan for our newly revised syllabi. Katie Jackson joined in October as the Accounts and Office Administrator, and coordinates accounts payable, accounts receivable and payroll. Four new examiners completed training in 2023 with another six at various stages of their training. We welcome a total of 25 new teachers to Speech New Zealand.

The development of our online Communication in Leadership programme was successfully delivered to six students in 2023. This programme provides an opportunity for students anywhere in New Zealand to gain expert training in public speaking as they aim for leadership roles in their schools, churches, community groups or sports teams.

The Board of Trustees and National Office are grateful for the continued support of our teachers, businesses and wider community in ensuring the best possible outcomes for our students in 2023! We are excited to look at further improvements and refinement in processes as we head in to 2024 and what the years ahead may hold.

NATIONAL OFFICE



Helena Coulton

Executive
Manager



Claire Tanner

Exam
Administrator



Jaime Winter

Exam
Administrator



Kim Penman

Office
Administrator



Kelly Gilbride

Marketing &
Sponsorship
Coordinator



Katie Jackson

Office &
Accounts
Administrator



Amy Atkins

Transition
Administrator



Florence Lim

Accountant



David Turner

Assurance
Practitioner



Stephen Holdaway

Web Developer



Daniel van der Spuy

Assistant Developer

PERFORMANCE EXAMINERS

Cecily Archer, Karen Austin, Sandra Bartlam, Judith Bartlett, Colleen Bassett, Dinie Bevers, Meredith Caisley, Stephanie Caisley, Jillian Carpenter, Josephine Carpenter, Del Costello, Pauline Douglas (ESOL), Sherilyn Hellier, Maria Hinton, Robyn Keno, Pam Logan, Gay Longbottom, Sarah Matheson, Donna McKinlay-Jones, Angela Newell, Glenda Pearce, Pauline Prendergast, Gabrielle Thurston, Melda Townsley, Jennifer Wicks.

ORAL ASSESSORS

Anna Coleman, Annette Dalziel, Christine Nash, Maxine Treweek.

THEORY

Cecily Archer (Marker), Hugh Morrison-Thomas (Marker), Jessica Rees (Moderator).

SUPERVISORS

Christine Cameron, Lucy Cammock-Elliott, Liv Costello, AnnaMaria Coster, Margaret Evans, Phoebe Falconer, Patricia Gouder, Grace Goulter, Niamh Hallissey, Liana Johnston, Jenny Lawn, Pam Logan, Annabelle March, Edwyna McDonald, Colleen Moir, Pat Osborne, Glenda Pearce, Kim Penman, Joanna Raymond, Gail Reid, Anne Rossiter, Luna Tang, Claire Tanner, Maya Watson, Carmen Wilson.



VISION

To develop confident, articulate New Zealand voices through relevant, future focused strategies that empower and strengthen individuals and their communities.

VALUES

Partnership

As New Zealanders, we value relationships that encourage and respect diversity in all forms.

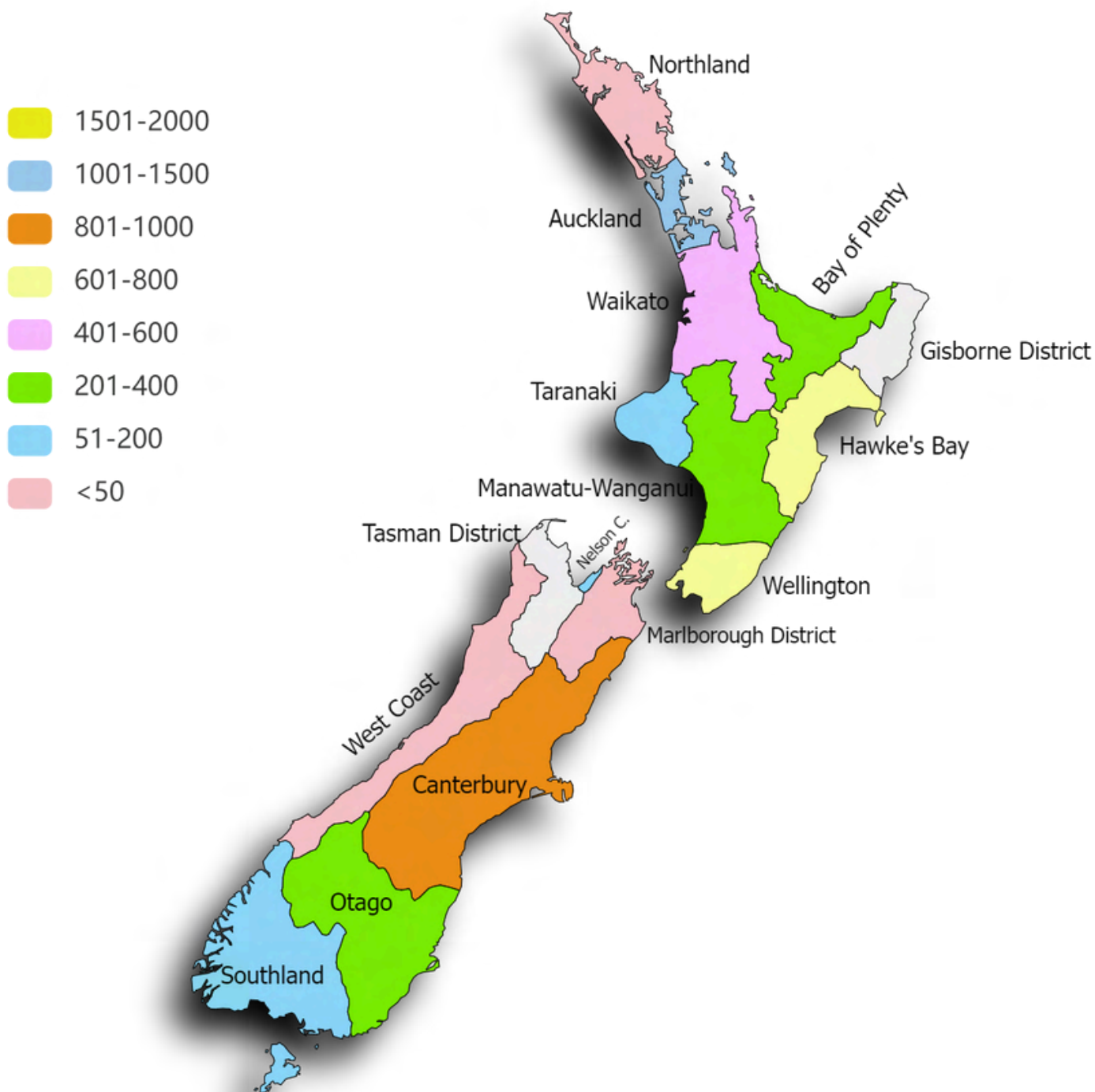
Credibility

As educators, we strive to deliver the best outcomes for all our stakeholders.

Empowerment

As an organisation, we are committed to supporting the growth and development of all our stakeholders.

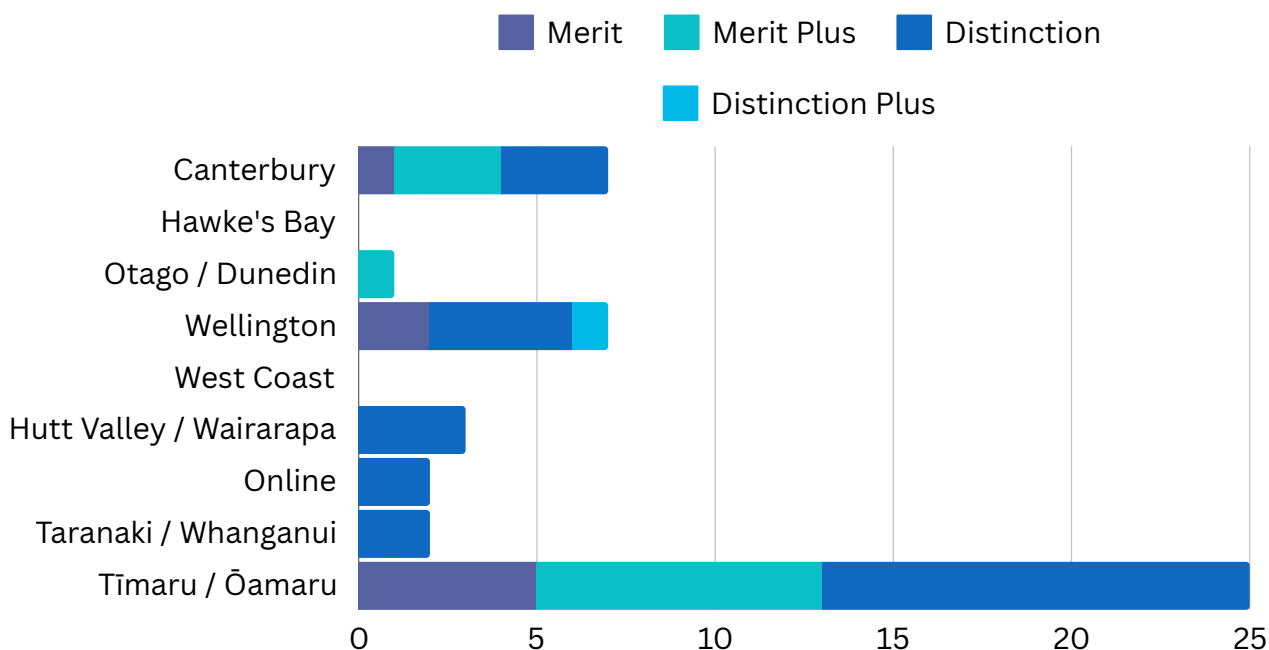
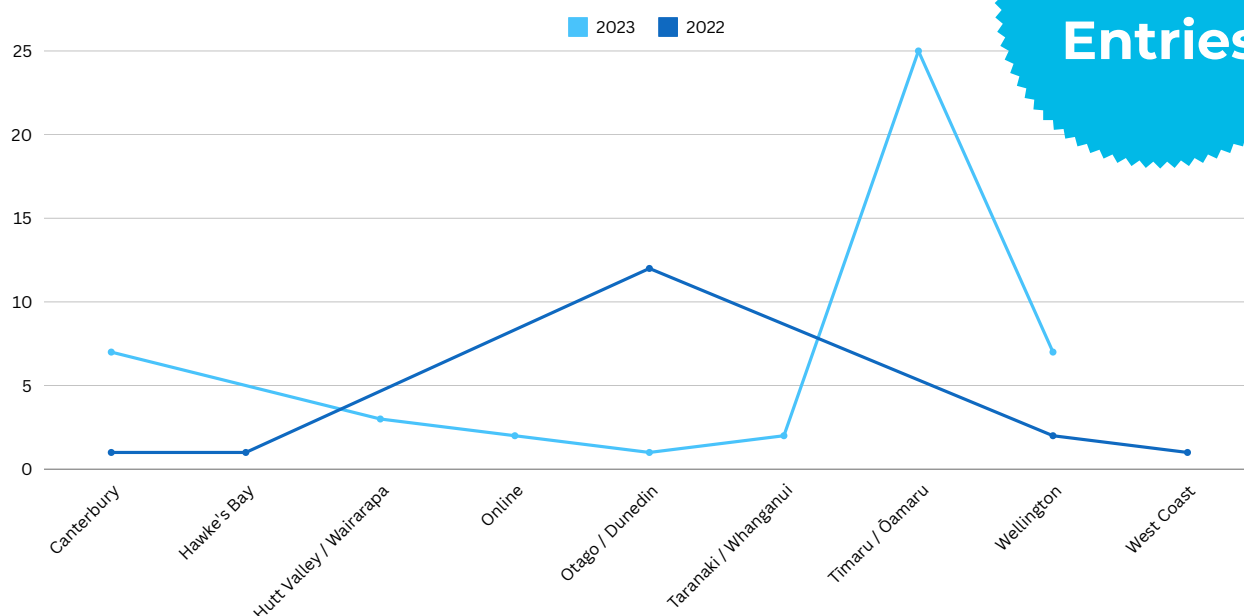
2023 ENTRIES PER REGION



ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

We saw a steady growth of 30 entries in 2023 as overseas students start returning to New Zealand post COVID-19 restrictions.

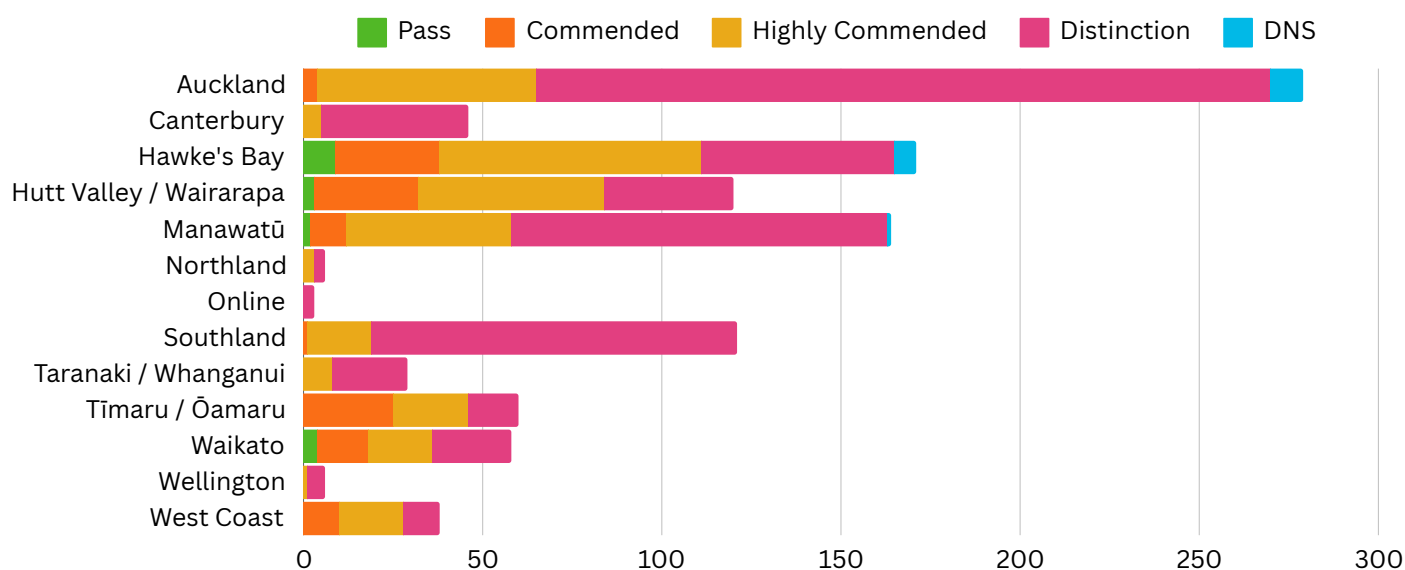
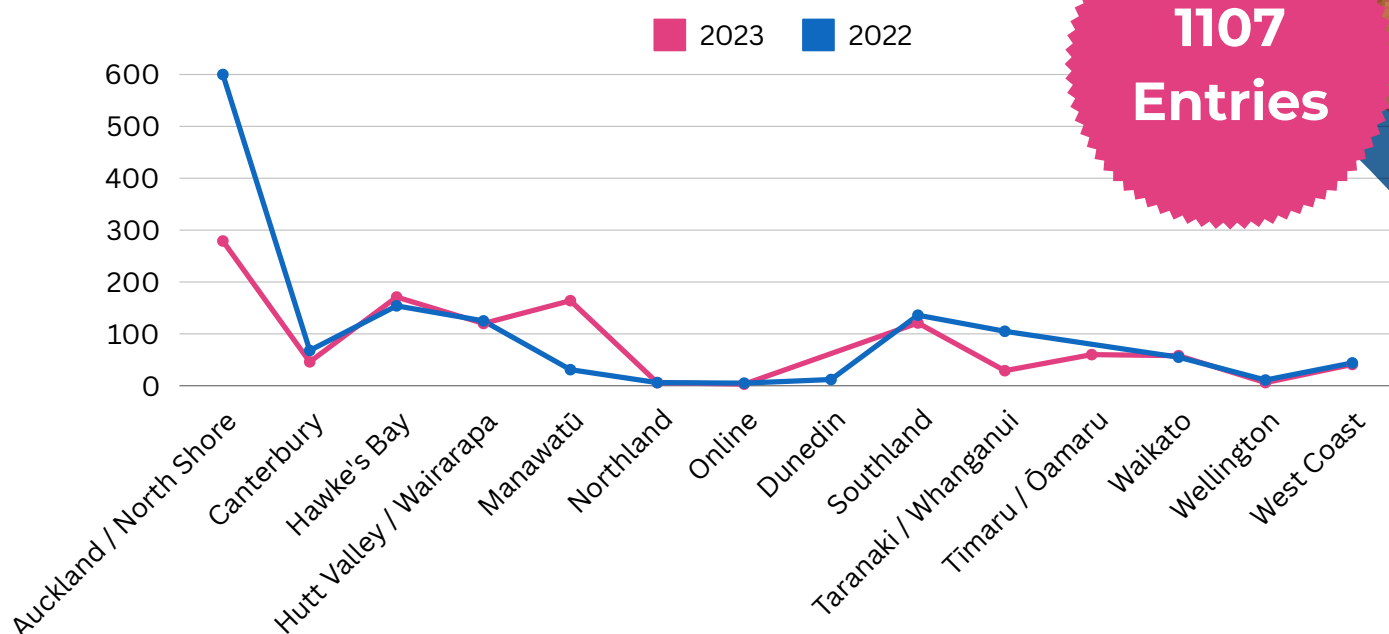
47
Entries



ORAL COMMUNICATION

2023 Oral Communication numbers were hit by the withdrawal of a major college to focus on the requirements of the NZ Curriculum Refresh.

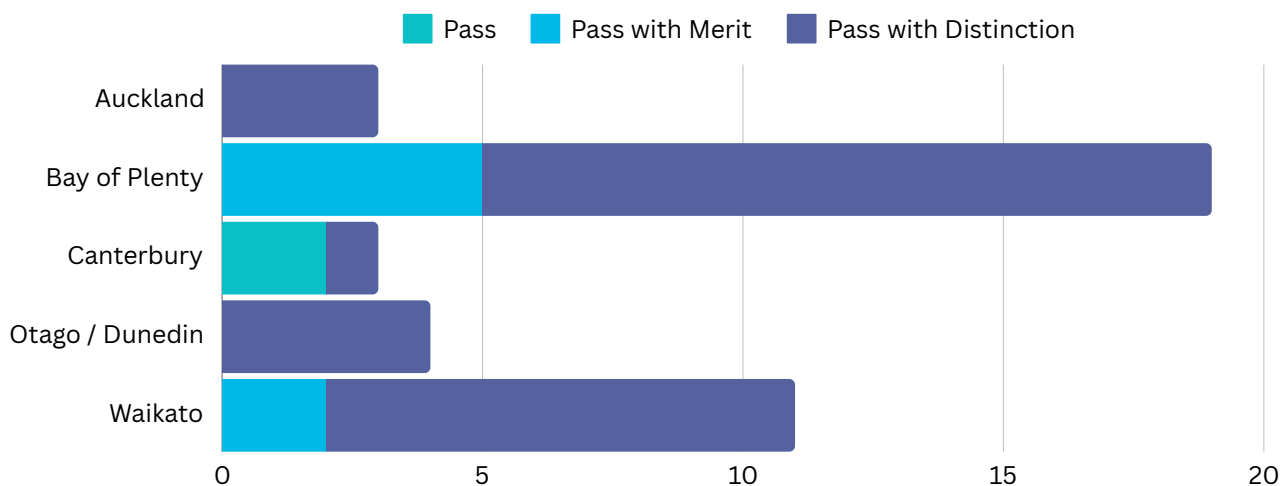
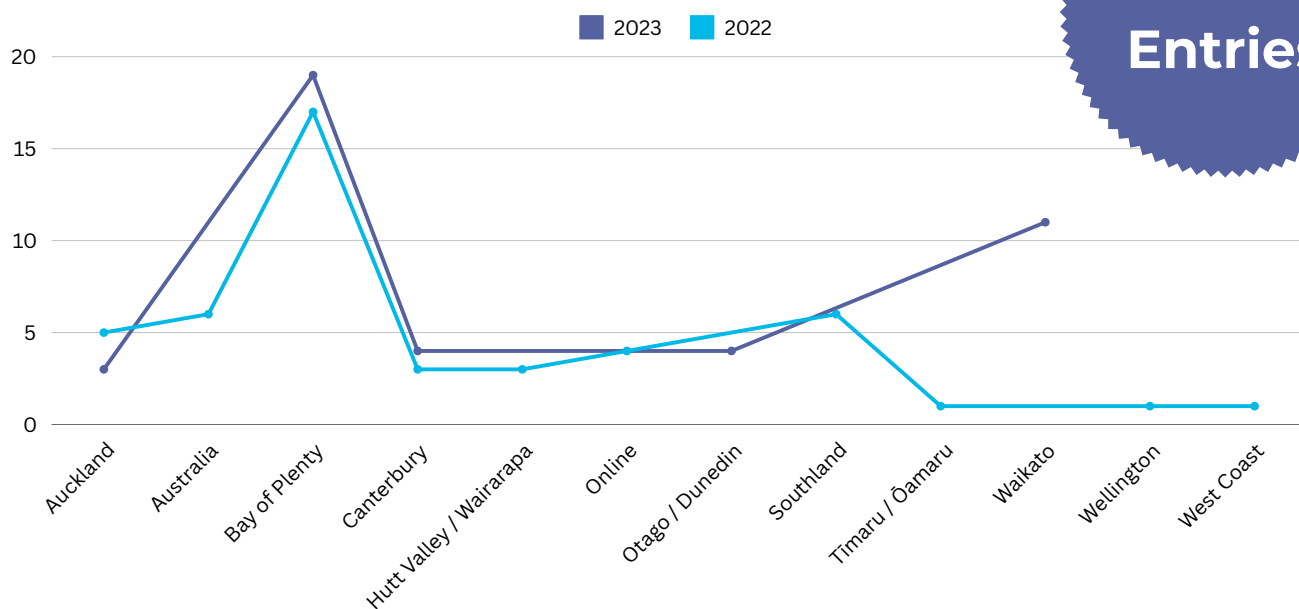
1107 Entries



PROFESSIONAL SPEAKING

With local funding support, Niall Baker, from *The Speaking Coach* delivered a Professional Speaking for Migrants course in the Waikato. This syllabus remains steady with much room for growth.

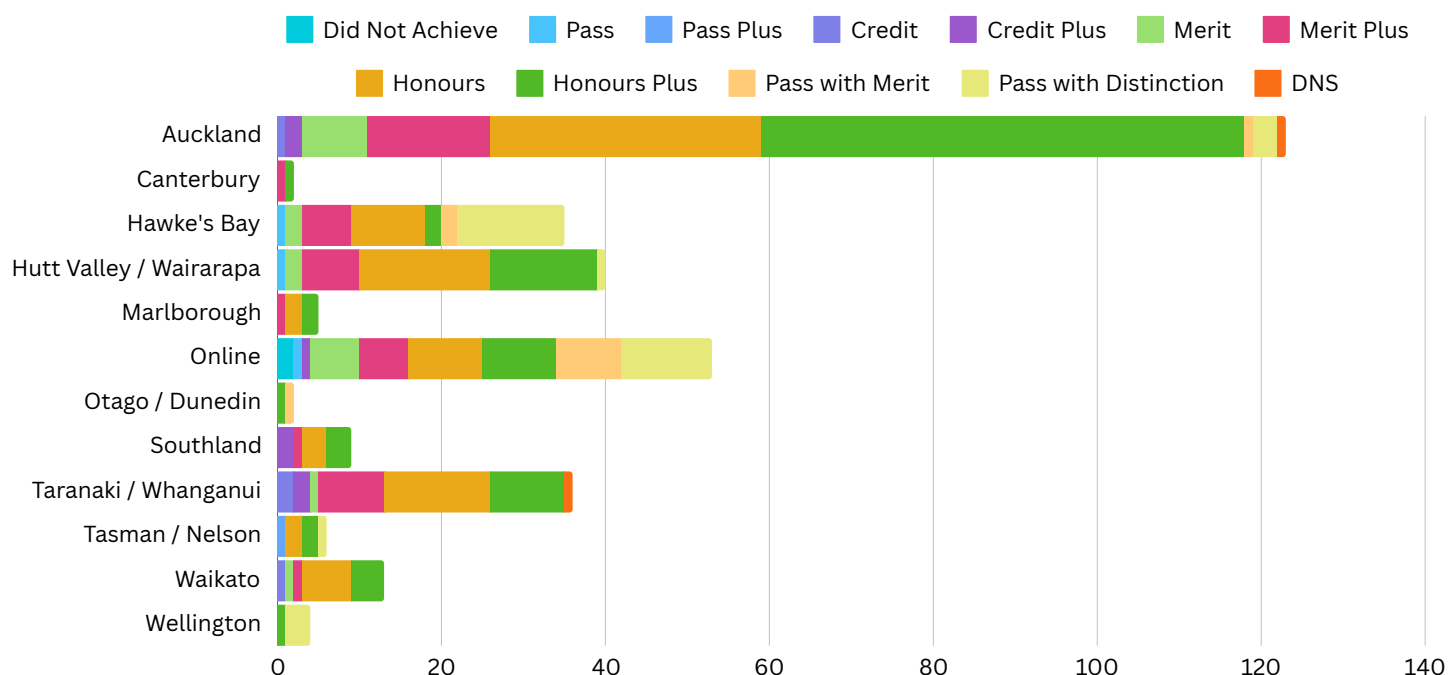
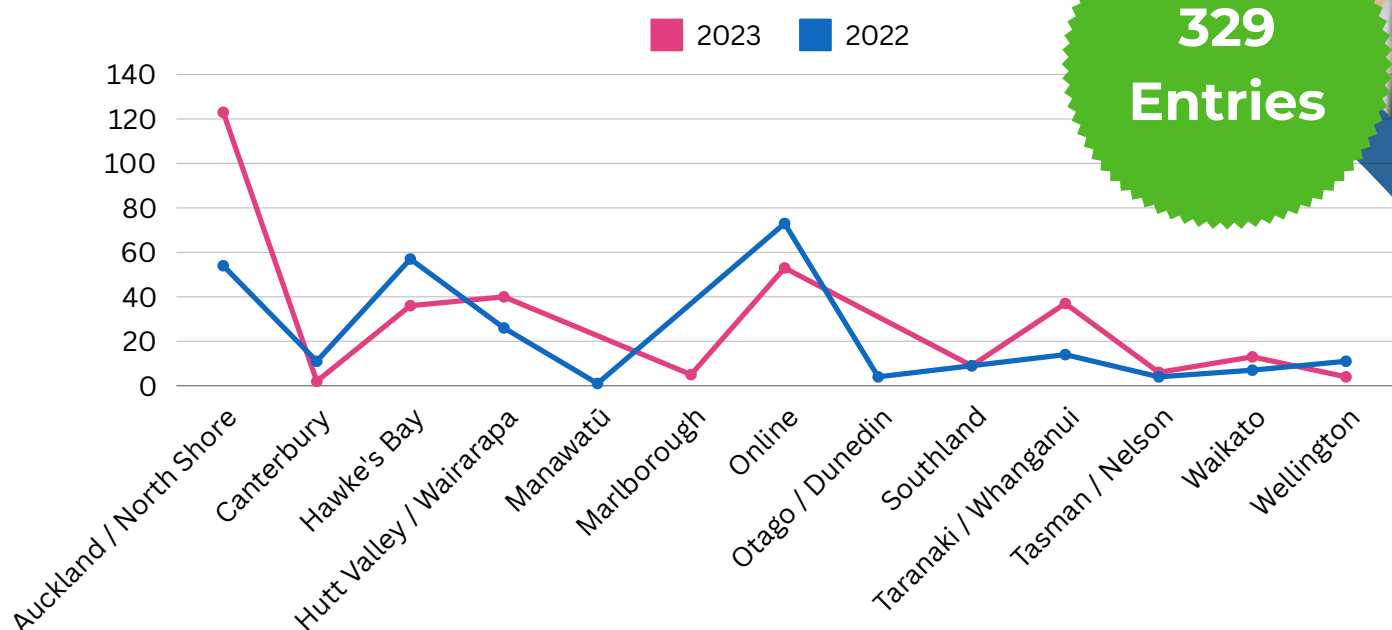
42
Entries



PUBLIC SPEAKING AND COMMUNICATION

This year saw a great increase in entries for Public Speaking and Communication examinations in the Auckland region and steady growth.

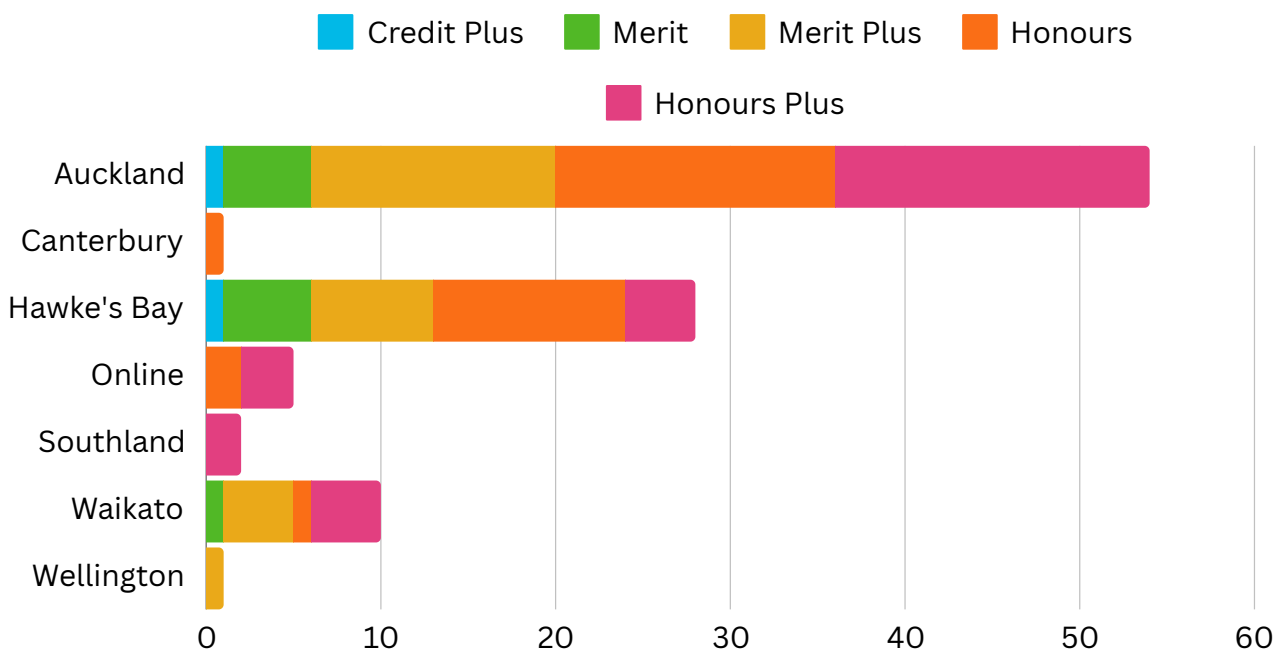
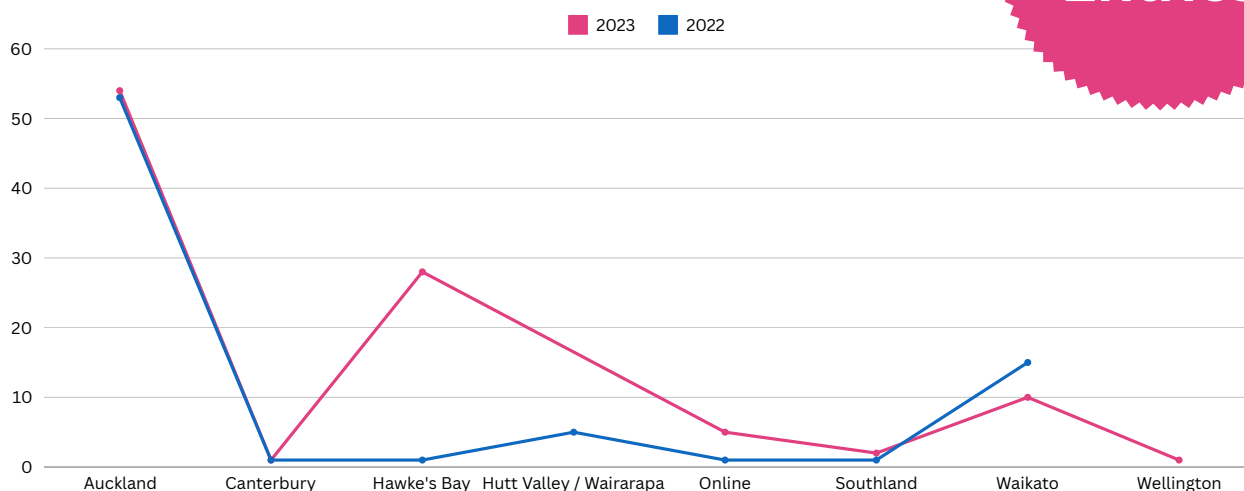
329
Entries



COMMUNICATION IN LEADERSHIP

Our numbers remain similar in this syllabus with an increased interest in the Hawke's Bay region.

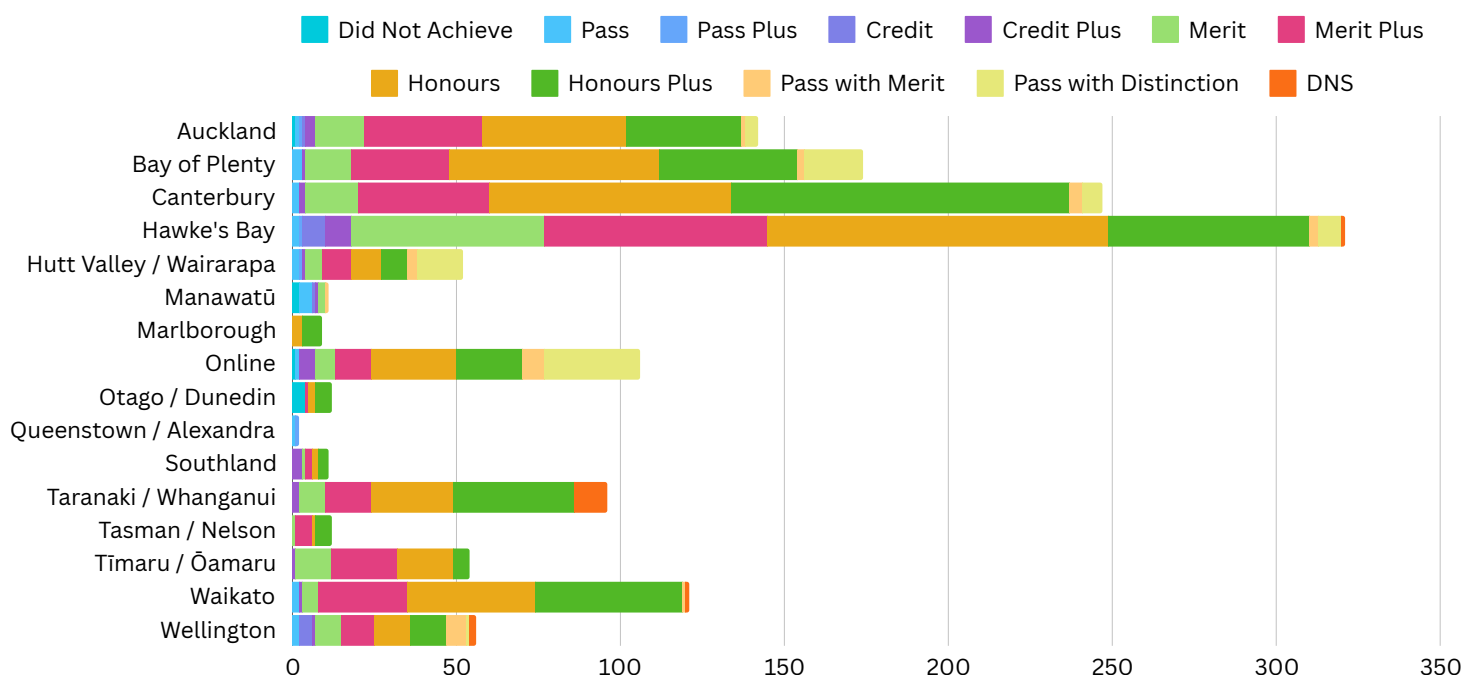
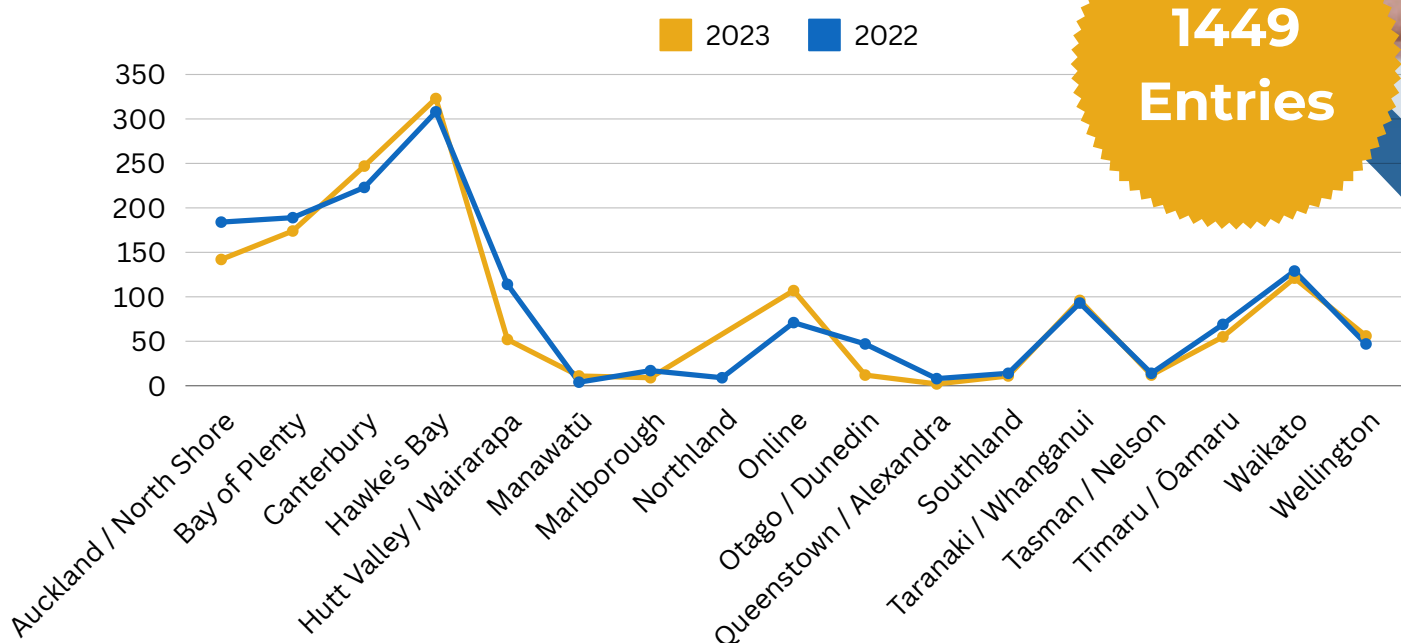
47
Entries



SPEECH AND DRAMA

The Speech and Drama syllabus continues to see a decline in entries as teachers favour the new Flexi Speaking and Performing syllabus.

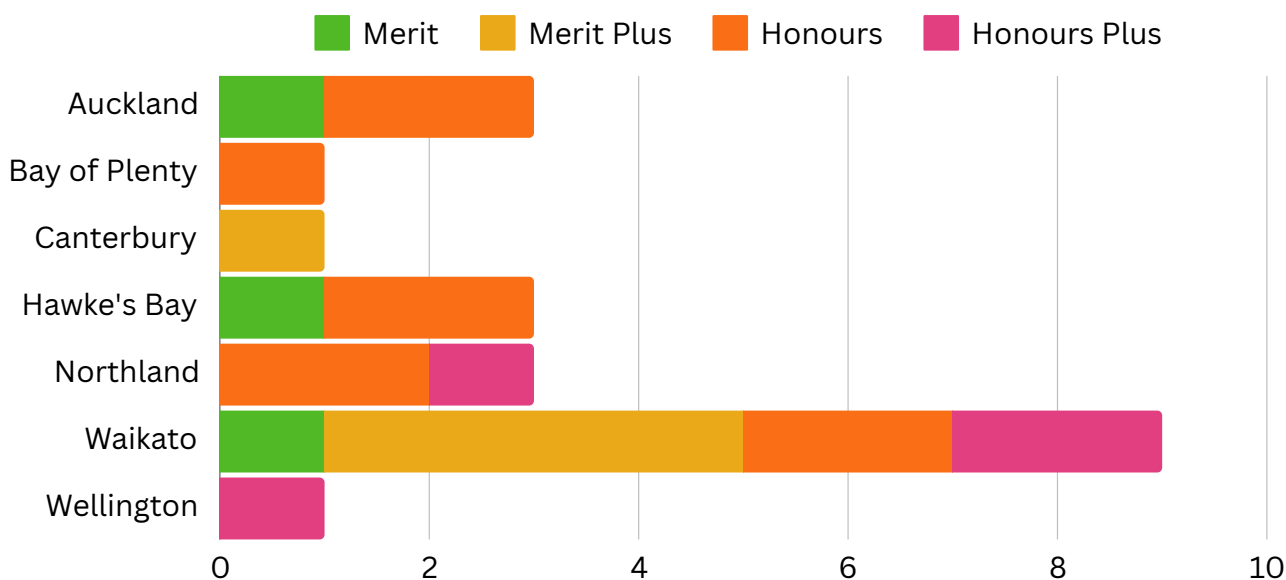
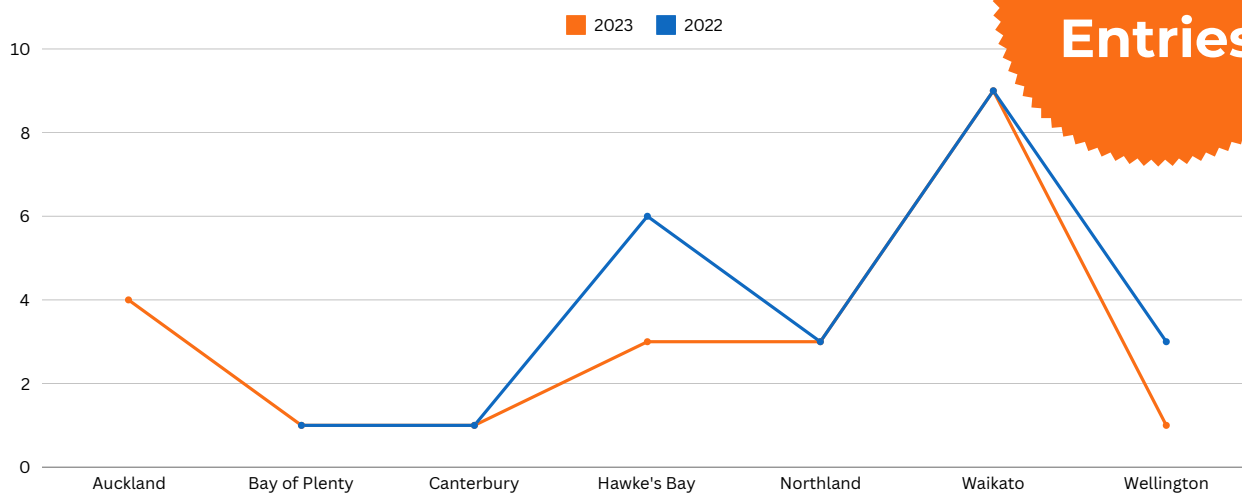
1449
Entries



THEATRE IN ACTION

The Theatre in Action entries remain consistent year on year.

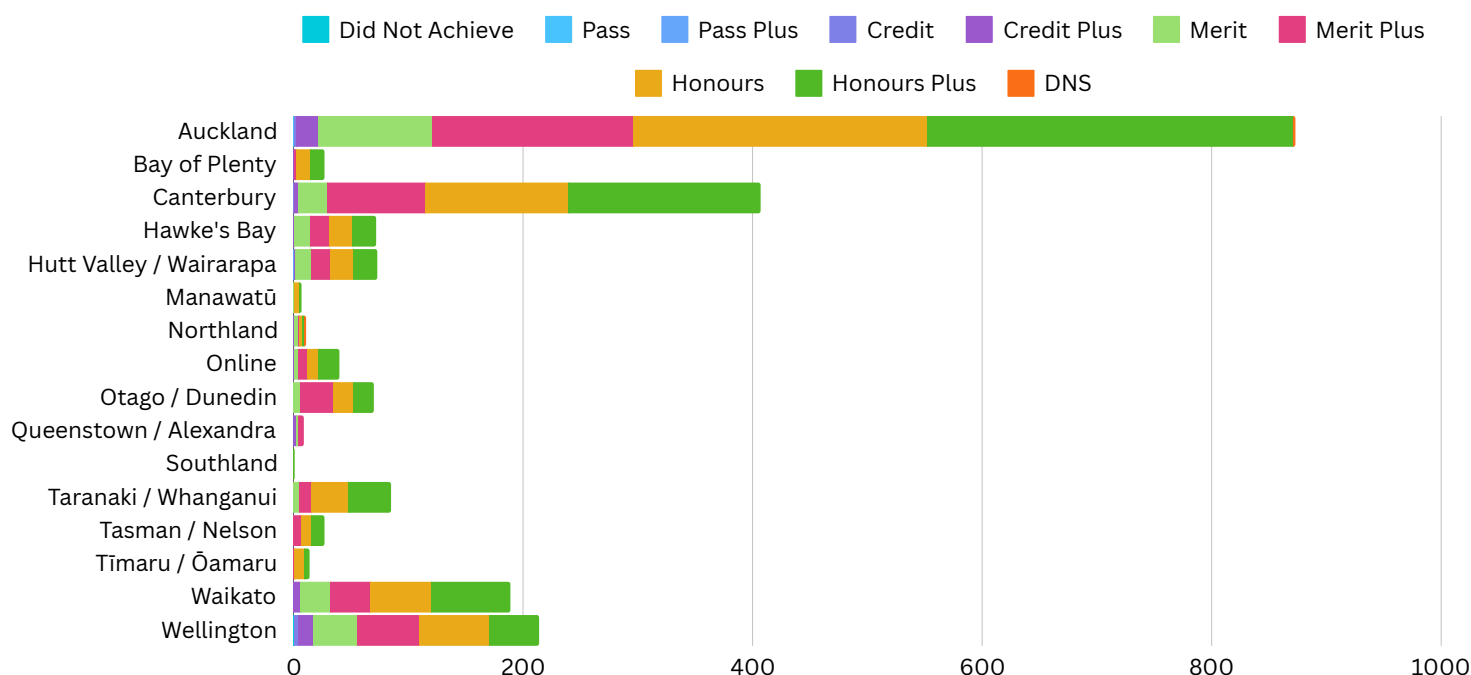
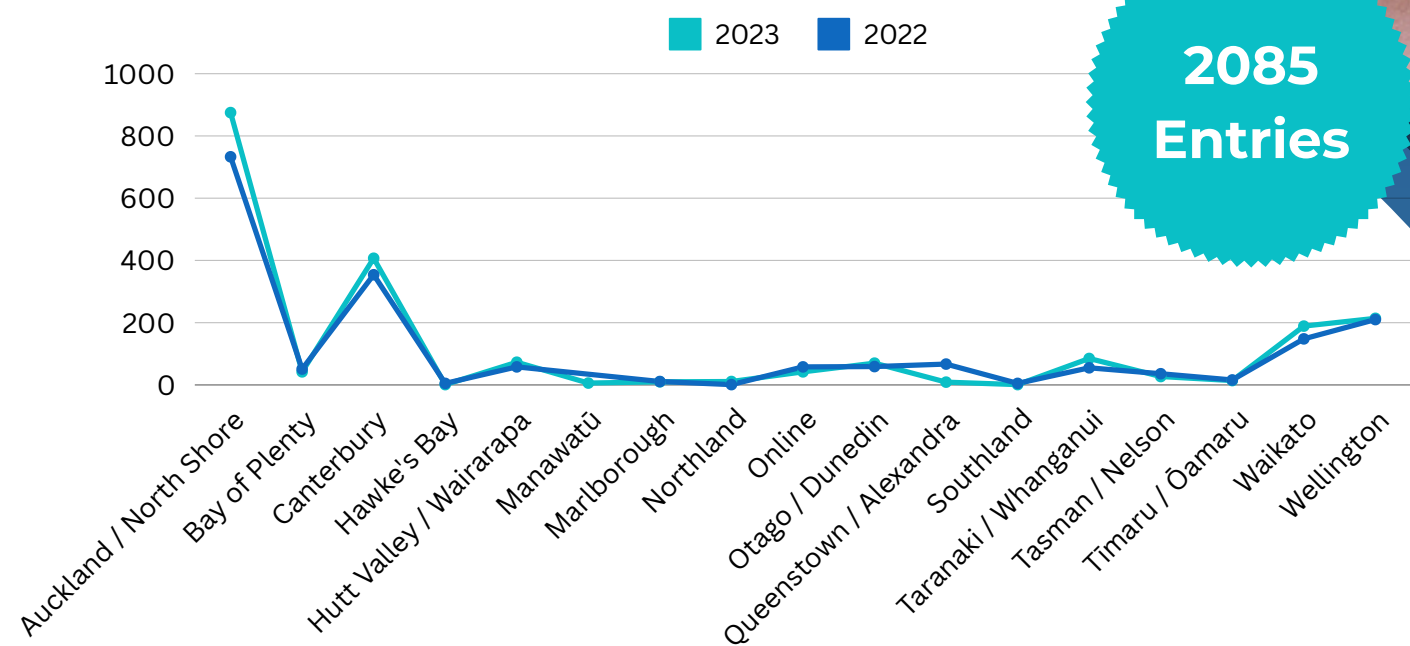
22
Entries



FLEXI SPEAKING AND PERFORMANCE

Teachers have appreciated the flexible nature of this syllabus and many are converting from Speech and Drama and Public Speaking.

**2085
Entries**





entries

5197



25

Examiners

10

Trainees

4

Oral
Assessors



2804
Badges



212



Zoom Exams



240+
nights accom

TEACHER RESOURCES

As part of our ongoing commitment to support our teachers and ensure the best outcomes for their students, we released three professionally designed and reviewed resources; Reading Aloud, Poetry and Drama Skills. More resources are planned for release in 2024.

25 Reading Aloud
Sold

15 Poetry
Sold

10 Drama Skills
Sold

FUTURE TEACHER COACHING PROGRAMME

Although several leads were contacted following the social media campaign in late 2022, few translated in to contracted coaching hours with only three participants, one delaying until 2024. The programme remains a focus for the 2024 business development.

3 Participants

12 Hours



38

Registered
Educators

7

Subscribers

9

Friends

WORKSHOPS

Four webinars over the year were included in the Registered Educator membership with attendance clearly higher in the first half of the year.

Kirsty O'Sullivan
(March) - 30 tickets

Chris Tse
(May) - 25 tickets

Dr Gigi Fenster
(Oct) - 15 tickets

Victor Rodger
(Aug) - 14 tickets

PROFESSIONAL DEVELOPMENT SEMINAR

Embracing Diversity Through Communication

With low registrations for the in-person seminar, EPC pivoted to an online seminar of five speakers over two weeks. The online platform worked well though some missed the opportunities a face-to-face can provide to network and connect.

5 Presenters

52 Tickets

STATEMENT OF FINANCIAL PERFORMANCE

For the year ended 31st December 2023.
Accounts have not been subject to an audit.

	2023	2022
Revenue		
Donations, fundraising and other similar revenue	8,000	9,921
Fees, subscriptions and other revenue from members	909	194
Revenue from providing goods or services	604,964	561,114
Interest, dividends and other investment revenue	13,055	5,618
Other revenue	-	-
Total Revenue	626,928	576,847
Expenses		
Expenses related to public fundraising	-	-
Volunteer and employee related costs	328,994	281,889
Costs related to providing goods or services	284,899	253,795
Grants and donations made	5,336	3,854
Other expenses	27,025	17,860
Total Expenses	646,254	557,398
Suprlus/(Deficit) for the Year	(19,326)	19,449

STATEMENT OF FINANCIAL POSTION

For the year ended 31st December 2023.
Accounts have not been subject to an audit.

	Notes	2023	2022
Assets			
Current Assets			
Bank accounts and cash		145,180	235,573
Debtors and prepayments		16,718	408
Inventory		12,884	12,638
Other current assets		11,668	5,072
Total Current Assets		186,450	253,691
Non-Current Assets			
Property, plant and equipment		21,638	-
Investments		235,000	210,000
Other non-current assets		-	-
Total Non-Current Assets		256,638	210,000
Total Assets		443,088	463,691

	2023	2022
Liabilities		
Current Liabilities		
Bank overdraft	-	-
Creditors and accrued expenses	19,329	19,235
Employee costs payable	26,298	30,805
Unused donations and grants with conditions	10,446	7,310
Other current liabilities	-	-
Total Current Liabilities	56,073	57,350
Non-Current Liabilities		
Loans	-	-
Other non-current liabilities	-	-
Total Non-Current Liabilities	-	-
Total Liabilities	56,073	57,350
Total Assets Less Total Liabilities (Net Assets)	387,015	406,341
Accumulated Funds		
Capital contributed by owners or members	-	-
Accumulated surpluses or (deficits)	387,015	406,341
Reserves	-	-
Total Accumulated Funds	387,015	406,341

STATEMENT OF CASH FLOWS

For the year ended 31st December 2023.
Accounts have not been subject to an audit.

	2023	2022
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	8,000	9,921
Fees, subscriptions and other receipts from members	7,126	-
Receipts from providing goods or services	575,024	555,150
Interest, dividends and other investment receipts	13,055	5,618
Cash was applied to:		
Payments to supplier and employees	668,598	553,180
Donations or grants paid	-	-
Net Cash Flows from Operating Activities	(65,393)	17,509

	2023	2022
Cash Flows from Investing and Financing Activities		
Cash was received from		
Receipts from the sale of property, plant and equipment	-	-
Receipts from the sale of investments	75,000	210,000
Proceeds from loans borrowed from other parties	-	-
Capital contributed from owners or members	-	-
Cash was applied to		
Payments to acquire property, plant and equipment	-	-
Payments to purchase investments	100,000	210,000
Repayments of loans borrowed from other parties	-	-
Capital repaid to owners or members	-	-
Net Cash Flows from Investing and Financing Activities	(25,000)	-
Net Increase / (Decrease) in Cash	(90,393)	17,509
Opening Cash	235,573	218,064
Closing Cash	145,180	235,573
This Is Represented By		
Bank Accounts and Cash	145,180	235,573

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st December 2023.
Accounts have not been subject to an audit.

	2023	2022
1. Analysis of Revenue		
Fundraising revenue	-	-
Total Fundraising Revenue	-	-
Donations and other similar revenue		
Donations from various parties	8,000	9,921
Total donations and other similar revenue	8,000	9,921
Fees, subscriptions and other revenue from members		
EPC membership sub (only started Oct22)	909	194
Total fees, subscriptions and other revenue from members	909	194
Revenue from providing goods or services		
Examinations	604,964	561,114
Total revenue from providing goods or services	604,964	561,114
Interest, dividends and other investment revenue		
Interest from Term Deposits and Savings Account	13,055	5,618
Total interests, dividends and other investment revenue	13,055	5,618

	2023	2022
Other Revenue		
Total other revenue	-	-
	2023	2022
2. Analysis of Expenses		
Expenses related to public fundraising	-	-
Total expenses related to public fundraising	-	-
Volunteer and employee related costs		
Computer maintenance and IT Support	15,017	7,854
Courier charges and postage	4,861	3,268
General expenses	17,848	4,676
Insurance	1,405	583
Photocopying	2,516	1,562
Office equipment	376	-
Lease	29,220	28,776
Stationery	2,760	3,375
Subscription	5,645	2,462
Telephone / tolls	1,445	2,114
National office personnel	247,901	227,220
Total volunteer and employee related costs	328,994	281,890

	2023	2022
Costs related to providing goods or services		
Accommodation	49,794	44,869
Badges	14,494	11,966
Examiners' Fees	92,980	87,415
Supervisors	51,345	42,007
Other examination expenses	2,764	3,694
Seminar / examiner training	11,411	435
Travel	38,310	41,220
Venue hire	19,839	17,082
Examination related printing	3,962	5,106
Total costs related to providing goods or services	284,899	253,794
Grants and donations made		
Awards, prizes and donations	5,336	3,854
Total grants and donations made	5,336	3,854
Other expenses		
Review fee	3,079	5,668

	2023	2022
Board members' accommodation	4,100	1,535
Chairman's honorarium	75	1,899
Other board expenses	-	117
Board travel	3,931	2,698
Meeting expenses	-	64
Marketing	8,869	5,541
Depreciation	2,887	336
Syllabus Printing	4,084	-
Total other expenses	27,025	17,858
	2023	2022
3. Analysis of Assets and Liabilities		
Bank accounts and cash		
BNZ current account	8,904	8,011
Other BNZ accounts	136,276	227,562
Total bank accounts and cash	145,180	235,573
Debtors and prepayments		
Receivables	4,867	110
Prepayments	11,851	298
Total debtors and prepayments	16,718	408

	2023	2022
Inventory		
Badges inventory	12,884	12,638
Total inventory	12,884	12,638
Other current assets		
GST refund	11,668	5,072
Total other current assets	11,668	5,072
Investments		
Term deposits	235,000	210,000
Total investments	235,000	210,000
Other non-current assets		
Total other non-current assets	-	-
Creditors and accrued expenses		
Payable and accrual	4,736	3,282
Kiwisaver payable	1,399	1,174
NZ Speech Board VISA	12,161	6,712
EPC fund	-	6,994
Student loan payable	1,034	1,073
Total Creditors and accrued expenses	19,330	19,235

	2023	2022
Employee costs payable		
Holiday pay accrual	11,160	10,526
PAYE payable	15,138	16,848
Wages payable	-	3,431
Total employee costs payable	26,298	30,805
Unused donations and grants with conditions		
English-Speaking Union Scholarship Grant	-	500
Hardship fund	890	890
Nikau Foundation Associate Scholarship Fund	1,162	4,740
Oral Communication Assistance Fund	-	1,180
LSB Otago	1,400	-
Speech Communication Scholarship	6,994	-
Total unused donations and grants with conditions	10,446	7,310
Other current liabilities		
Total other current liabilities	-	-
Loans		
Total loans	-	-
Other non-current liabilities		
Total other non-current liabilities	-	-

	2023	2022
4. Property, Plant and Equipment		
Computers (including software)		
Computers opening carrying amount	-	336
Purchases	24,525	-
Current year depreciation and impairment	2,887	(336)
Closing carrying amount	21,638	-
	2023	2022
5. Accumulated Funds		
Accumulated funds		
Opening balance	406,341	386,892
Accumulated surplus / (deficits)	(19,326)	19,449
Total accumulated funds	387,015	406,341
Breakdown of reserves		
Reserves	150,000	150,000
Accumulated funds	237,016	256,341
Total reserves	387,016	406,341

	2023	2022
6. Commitments and Contingencies		
Commitments to lease or rent assets		
Premise and carpark	25,200	25,200
Total commitments to lease or rent assets	25,200	25,200
Contingent liabilities and guarantees		

There are no contingent liabilities or guarantees as at balance date (Last Year - nil)

7. Other

Significant grants and donations with conditions which have not been recorded as a liability at balance date (Last Year: Nil).

There were no Significant Grants or Donations with Conditions which have not been Recorded as a Liability at balance date (Last Year: NIL)

Goods or services provided to the entity in kind

The Trust relies heavily on the generosity of the community within New Zealand both financially and the amount of donated time from volunteers. In the absence of volunteers, the services may not be provided. The amount of volunteer time donated to the Trust cannot be valued as there are no equivalent paid positions within the organisation.

Assets used as security for liabilities

There have been no assets used as security for liabilities (Last Year-Nil)

8. Assets Held on Behalf of Others

No assets have been used as security for liabilities at the reporting date. (Last Year \$Nil)

9. Related Party Transactions

		Value of Transaction	
Description of Related Party Relationship	Description of the Transaction (whether in cash or amount in kind)	2023	2022
Trustees were paid examiner fees during the year	Payment was through payroll	28,968	23,778

10. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

11. Ability to Continue Operating

Having considered forecasts for the forthcoming year, the Trustees believes the Trust will continue to operate for the foreseeable future.

12. Correction of Errors

There were no errors corrected.

NGĀ MIHI

Speech New Zealand Annual Report 2023
by Helena Coulton, Executive Manager

Thank you to all our teachers, subscribers, friends, volunteers, students, parents and members that help us every day.

A special thank you to, Fisher Print, Cornell Group, Stecman, Daniel van der Spuy, 4D Accountants, Mayer & Toye, Dr Gigi Fenster, Victor Rodger, Nina Nawalowalo ONZM, Brannavan Gnanalingam, Vincent Konrad, Tānemahuta Gray, Lynda Chanwai-Earle, Chris Tse, Dame Miranda Harcourt, Kirstie O'Sullivan, Jessica Rees, Dinie Bevers, Sherilyn Hellier, The Speaking Coach NZ, VIA Digital, our venues, our families for their support and all of our examiners who often give so much more of their time and expertise.

CONTACT US :



+64 4498 9660



info@speechnz.co.nz



www.speechnz.co.nz



Lv 1, 101 Molesworth Street, Thorndon,
Wellington 6011