

WESTLAKE BOYS HIGH SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

Ministry Number: 37

Headmaster: David Ferguson

School Address: 30 Forrest Hill Road, Takapuna, Auckland 0620

School Phone: 09 410-8667

School Email: office@westlake.school.nz

Members of the Board

Name	Position	How Position Gained		Term Expired/ Expires
Mr Andrew Nicoll	Chair Person	Elected	Commercial Lawyer	1/09/2025
Mr David Ferguson	Headmaster		Headmaster	
Mr Philip Harkness	Parent Rep	Elected	CFO	1/10/2023
Mr Chase Zheng	Parent Rep	Elected	Engineer	1/09/2025
Mr Travis Barker	Parent Rep	Co-Opted	General Manager	1/10/2023
Ms Melinda Bennett	Parent Rep	Elected	Principal	1/09/2025
Mrs Euphymya Lavelle	Parent Rep	Co-Opted	Accountant	1/10/2023
Mrs Erin Davies	Parent Rep	Co-Opted	Lawyer	1/09/2025
Mr Paul Mahann	Parent Rep	Co-Opted	Accountant	1/09/2025
Mr Stephan Bendall	Parent Rep	Co-Opted	General Counsel/General Manager	1/09/2025
Mr Brad Coetzee	Staff Rep	Elected	HOD Social Sciences	1/09/2025
Mr Vikram Varadarajan	Student Rep	Elected	Student	1/10/2023

Accountant / Service Provider: Judith Clough

WESTLAKE BOYS HIGH SCHOOL

Annual Report - For the year ended 31 December 2022

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Westlake Boys High School Statement of Responsibility

For the year ended 31 December 2022

The Board accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2022 fairly reflects the financial position and operations of the school.


The School's 2022 financial statements are authorised for issue by the Board.

Andrew Nicoll
Full Name of Presiding Member


Signature of Presiding Member

12-5-23
Date:

Dawn Ferguson
Full Name of Headmaster


Signature of Headmaster

12/5/23
Date:

Westlake Boys High School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Revenue				
Government Grants	2	25,475,863	23,258,208	22,952,104
Locally Raised Funds	3	5,554,450	4,651,264	4,699,648
Interest Income		139,951	34,212	41,754
Gain on Sale of Property, Plant and Equipment		11,314		2,481
Total Revenue		31,181,578	27,943,684	27,695,987
Expenses				
Locally Raised Funds	3	2,767,750	2,603,164	2,064,677
Learning Resources	4	17,874,732	17,266,822	16,252,976
Administration	5	1,913,754	1,638,804	1,490,253
Finance		19,603	18,907	34,972
Property	6	7,814,526	6,272,967	6,306,954
Loss on Disposal of Property, Plant and Equipment		29,601	-	494,459
		30,419,966	27,800,664	26,644,291
Net Surplus / (Deficit) for the year		761,612	143,020	1,051,696
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		761,612	143,020	1,051,696

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes which form part of these financial statements.

Westlake Boys High School

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Equity at 1 January		15,572,204	15,572,204	14,520,508
Total comprehensive revenue and expense for the year		761,612	143,020	1,051,696
Equity at 31 December		16,333,816	15,715,224	15,572,204
Accumulated comprehensive revenue and expense Reserves		16,333,816	15,715,224	15,572,204
		-	-	-
Equity at 31 December		16,333,816	15,715,224	15,572,204

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes which form part of these financial statements.

Westlake Boys High School

Statement of Financial Position

As at 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Current Assets				
Cash and Cash Equivalents	7	600,627	150,000	562,584
Accounts Receivable	8	1,490,619	2,256,257	1,335,544
GST Receivable		144,226	27,382	148,583
Prepayments		254,379	232,197	232,197
Inventories	9	490,259	588,456	589,921
Investments	10	5,374,961	4,085,344	4,275,596
Funds Receivable for Capital Works Projects	17	107,774	-	596,150
		<u>8,462,845</u>	<u>7,339,636</u>	<u>7,740,575</u>
Current Liabilities				
GST Payable		-	-	-
Accounts Payable	12	2,381,006	2,477,831	2,296,063
Revenue Received in Advance	13	1,002,957	498,730	1,074,830
Provision for Cyclical Maintenance	14	209,781	497,692	567,345
Finance Lease Liability	15	172,474	117,457	153,504
Funds held in Trust	16	485,242	152,127	461,823
Funds held for Capital Works Projects	17	122,323	-	-
		<u>4,373,783</u>	<u>3,743,837</u>	<u>4,553,565</u>
Working Capital Surplus/(Deficit)		4,089,062	3,595,799	3,187,010
Non-current Assets				
Property, Plant and Equipment	11	13,676,150	13,014,331	13,480,047
Intangible Assets		-	-	-
		<u>13,676,150</u>	<u>13,014,331</u>	<u>13,480,047</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	14	794,220	331,873	377,459
Finance Lease Liability	15	194,599	118,333	211,390
Funds held in Trust	16	442,577	444,700	506,004
		<u>1,431,396</u>	<u>894,906</u>	<u>1,094,853</u>
Net Assets		<u><u>16,333,816</u></u>	<u><u>15,715,224</u></u>	<u><u>15,572,204</u></u>
Equity		<u><u>16,333,816</u></u>	<u><u>15,715,224</u></u>	<u><u>15,572,204</u></u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes which form part of these financial statements.

Westlake Boys High School

Statement of Cash Flows

For the year ended 31 December 2022

	Note	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Cash flows from Operating Activities				
Government Grants		5,094,045	4,578,478	4,506,916
Locally Raised Funds		4,325,598	2,855,113	3,069,201
International Students		1,113,846	309,640	1,209,704
Goods and Services Tax (net)		4,357	121,201	(16,182)
Payments to Employees		(2,729,446)	(2,547,265)	(2,364,667)
Payments to Suppliers		(6,148,734)	(5,515,493)	(4,848,024)
Interest Paid		(19,603)	(18,907)	(34,972)
Interest Received		108,624	23,591	45,885
Net cash from/(to) Operating Activities		1,748,687	(193,642)	1,567,861
Cash flows from Investing Activities				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		11,999	13,087	4,281
Purchase of Property Plant & Equipment (and Intangibles)		(1,010,142)	(488,035)	(247,277)
Purchase of Investments		(1,099,365)	190,252	521,049
Proceeds from Sale of Investments		-	-	-
Net cash from/(to) Investing Activities		(2,097,508)	(284,696)	278,053
Cash flows from Financing Activities				
Furniture and Equipment Grant		-	-	-
Finance Lease Payments		(183,827)	(159,396)	(168,501)
Painting contract payments		-	-	(1,004,114)
Funds Administered on Behalf of Third Parties		570,691	225,150	(675,225)
Net cash from/(to) Financing Activities		386,864	65,754	(1,847,840)
Net increase/(decrease) in cash and cash equivalents		38,043	(412,584)	(1,926)
Cash and cash equivalents at the beginning of the year	7	562,584	562,584	564,510
Cash and cash equivalents at the end of the year	7	600,627	150,000	562,584

The statement of cash flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been excluded.

The above Statement of Cash Flows should be read in conjunction with the accompanying notes which form part of these financial statements.

Westlake Boys High School

Notes to the Financial Statements

For the year ended 31 December 2022

1. Statement of Accounting Policies

a) Reporting Entity

Westlake Boys High School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education and Training Act 2020. The Board is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

The financial statements have been prepared for the period 1 January 2022 to 31 December 2022 and in accordance with the requirements of the Education and Training Act 2020.

Basis of Preparation

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

Financial Reporting Standards Applied

The Education and Training Act 2020 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as 'having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders'.

PBE Accounting Standards Reduced Disclosure Regime

The School qualifies for Tier 2 accounting as this is the first year it has expenditure of over \$30 million. The school is not publicly accountable but is considered large as it is above the expense threshold of \$30 million per year.

Measurement Base

The financial statements are prepared on the historical cost basis unless otherwise noted in a specific accounting policy.

Presentation Currency

These financial statements are presented in New Zealand dollars, rounded to the nearest dollar.

Specific Accounting Policies

The accounting policies used in the preparation of these financial statements are set out below.

Critical Accounting Estimates And Assumptions

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, revenue and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

Cyclical maintenance

A school recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's best

estimate of the cost of painting the school and when the school is required to be painted, based on an assessment of the school's condition. During the year, the Board assesses the reasonableness of its painting maintenance plan on which the provision is based. Cyclical maintenance is disclosed at note 14.

Useful lives of property, plant and equipment

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the significant accounting policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 11.

Critical Judgements in applying accounting policies

Management has exercised the following critical judgements in applying accounting policies:

Classification of leases

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the school. A lease is classified as a finance lease if it transfers substantially all risks and rewards incidental to ownership of an underlying asset to the lessee. In contrast, an operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee. Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised. Finance lease liability disclosures are contained in note 15. Future operating lease commitments are disclosed in note 22b.

Recognition of grants

The School reviews the grants monies received at the end of each reporting period and whether any require a provision to carry forward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

c) Revenue Recognition

Government Grants

The school receives funding from the Ministry of Education. The following are the main types of funding that the School receives.

Operational grants are recorded as revenue when the School has the rights to the funding, which is in the year that the funding is received.

Other Ministry Grants for directly funded programs are recorded as revenue when the School has the rights to the funding in the period they relate to. The grants are not received in cash by the School and are paid directly by the Ministry of Education.

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. Grants for the use of land and buildings are not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes.

This is a non-cash revenue that is offset by a non-cash expense. The use of land and buildings grants and associated expenditure are recorded in the period the School uses the land and buildings.

Other Grants where conditions exist

Other grants are recorded as revenue when the School has the rights to the funding, unless there are unfulfilled conditions attached to the grant, in which case the amount relating to the unfulfilled conditions is recognised as a liability and released to revenue as the conditions are fulfilled.

Donations, Gifts and Bequests

Donations, gifts and bequests are recognised as an asset and revenue when the right to receive funding or the asset has been established unless there is an obligation to return funds if conditions are not met. If conditions are not met funding is recognised as revenue in advance and recognised as revenue when conditions are satisfied.

Interest Revenue

Interest Revenue earned on cash and cash equivalents and investments is recorded as revenue in the period it is earned.

d) Operating Lease Payments

Payments made under operating leases are recognised in the Statement of Comprehensive Revenue and Expense on a straight line basis over the term of the lease.

e) Finance Lease Payments

Finance lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charge is allocated to each period during the lease term on an effective interest basis.

f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, bank balances, deposits held at call with banks, and other short term highly liquid investments with original maturities of 90 days or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.

g) Accounts Receivable

Short-term receivables are recorded at the amount due, less an allowance for expected credit losses (uncollectable debts). The schools receivables are largely made up of funding from the Ministry of Education, therefore the level of uncollectable debts is not considered to be material. However, short-term receivables are written off when there is no reasonable expectation of recovery.

h) Inventories

Inventories are consumable items held for sale and comprised of stationery and school uniforms. They are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis. Net realisable value is the estimated selling price in the ordinary course of activities less the estimated costs necessary to make the sale. Any write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Revenue and Expense in the period of the write down.

i) Investments

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. A loss allowance for expected credit losses is recognised if the estimated loss allowance is not trivial.

j) Property, Plant and Equipment

Land and buildings owned by the Crown are excluded from these financial statements. The Board's use of the land and buildings as 'occupant' is based on a property occupancy document.

Improvements (funded by the Board) to buildings owned by the Crown or directly by the board are recorded at cost, less accumulated depreciation and impairment losses.

Property, plant and equipment are recorded at cost or, in the case of donated assets, fair value at the date of receipt, less accumulated depreciation and impairment losses. Cost or fair value as the case may be, includes those costs that relate directly to bringing the asset to the location where it will be used and making sure it is in the appropriate condition for its intended use.

Gains and losses on disposals (i.e. sold or given away) are determined by comparing the proceeds received with the carrying amounts (i.e. the book value). The gain or loss arising from the disposal of an item of property, plant and equipment is recognised in the Statement of Comprehensive Revenue and Expense.

Finance Leases

A finance lease transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred. At the start of the lease term, finance leases are recognised as assets and liabilities in the statement of financial position at the lower of the fair value of the leased asset or the present value of the minimum lease payments. The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability. The amount recognised as an asset is depreciated over its useful life. If

there is no reasonable certainty whether the school will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

Depreciation

Property, plant and equipment except for library resources are depreciated over their estimated useful lives on a straight line basis. Library resources are depreciated on a diminishing value basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

The estimated useful lives of the assets are:

Building improvements	10 years
Board Owned Buildings	40–60 years
Furniture and equipment	10 years
Information and communication technology	4 years
Motor vehicles	5 years
Textbooks	3 years
Leased assets held under a Finance Lease	Term of Lease
Library resources	12.5% Diminishing value

k) Intangible Assets

Software costs

Computer software acquired by the School are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with subsequent maintenance and research expenditure are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

The carrying value of software is amortised on a straight line basis over its useful life. The useful life of software is estimated as three years. The amortisation charge for each period and any impairment loss is recorded in the Statement of Comprehensive Revenue and Expense.

l) Impairment of property, plant, and equipment and intangible assets

The school does not hold any cash generating assets. Assets are considered cash generating where their primary objective is to generate a commercial return.

Non cash generating assets

Property, plant, and equipment and intangible assets held at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. If such indication exists, the School estimates the asset's recoverable service amount. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is determined using an approach based on either a depreciated replacement cost approach, restoration cost approach, or a service units approach. The most appropriate approach used to measure value in use depends on the nature of the impairment and availability of information.

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is recognised in the surplus or deficit. A previously recognised impairment loss is reversed only if there has been a change in the assumptions used to determine the asset's recoverable service amount since the last impairment loss was recognised.

m) Accounts Payable

Accounts Payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts Payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

n) Employee Entitlements

Short-term employee entitlements

Employee entitlements that are expected to be settled within 12 months after the end of the reporting period in which the employees provide the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned, by non teaching staff, to but not yet taken at balance date.

Long-term employee entitlements

Employee benefits that are not expected to be settled wholly before 12 months after the end of the reporting period in which the employee provides the related service, such as retirement and long service leave, have been calculated on an actuarial basis.

The calculations are based on the likely future entitlements accruing to employees, based on years of service, years to entitlement, the likelihood that employees will reach the point of entitlement, and contractual entitlement information, and the present value of the estimated future cash flows. Remeasurements are recognised in surplus or deficit in the period in which they arise.

o) Revenue Received in Advance

Revenue received in advance relates to fees received from international students and grants received where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

The School holds sufficient funds to enable the refund of unearned fees in relation to international students, should the School be unable to provide the services to which they relate.

p) Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

q) Funds held for Capital works

The school directly receives funding from the Ministry of Education for capital works projects that are included in the School five year capital works agreement. These funds are held on behalf and for a specified purpose as such these transactions are not recorded in the Statement of Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

r) Provision for Cyclical Maintenance

The property from which the School operates is owned by the Crown, and is vested in the Ministry. The Ministry has gazetted a property occupancy document that sets out the Board's property maintenance responsibilities. The Board is responsible for maintaining the land, buildings and other facilities on the School site in a state of good order and repair.

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision is a reasonable estimate, based on the school's best estimate of the cost of painting the school and when the school is required to be painted, based on an assessment of the school's condition.

The schools carries out painting maintenance of the whole school over a 7 to 10 year period, the economic outflow of this is dependent on the plan established by the school to meet this obligation and is detailed in the notes and disclosures of these accounts.

s) Financial Instruments

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are initially recognised at fair value and subsequently measured at amortised cost, using the effective interest method.

The School's financial liabilities comprise accounts payable, borrowings, finance lease liability, and painting contract liability. Financial liabilities are subsequently measured at amortised cost using the effective interest method. Interest expense and any gain or loss on derecognition are recognised in surplus or deficit.

t) Goods and Services Tax (GST)

The financial statements have been prepared on a GST exclusive basis, with the exception of accounts receivable and accounts payable which are stated as GST inclusive.

The net amount of GST paid to, or received from, the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statements of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

u) Budget Figures

The budget figures are extracted from the School budget that was approved by the Board.

v) Services received in-kind

From time to time the School receives services in-kind, including the time of volunteers. The School has elected not to recognise services received in kind in the Statement of Comprehensive Revenue and Expense.

2. Government Grants

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Government Grants - Ministry of Education	4,440,024	4,403,848	4,166,319
Teachers' Salaries Grants	14,110,757	13,549,689	13,201,310
Use of Land and Buildings Grants	6,288,594	5,172,266	5,172,266
Other Government Grants	636,488	132,405	412,209
	<u>25,475,863</u>	<u>23,258,208</u>	<u>22,952,104</u>

The school has not opted in to the donations scheme for this year.

3. Locally Raised Funds

Local funds raised within the School's community are made up of:

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Revenue			
Donations & Bequests	1,907,162	1,680,182	1,588,829
Curriculum related Activities - Purchase of goods and services	61,327	28,764	26,259
Fees for Extra Curricular Activities	790,455	716,664	483,932
Trading	1,215,859	1,059,880	713,166
Fundraising & Community Grants	271,754	268,184	313,301
Other Revenue	77,460	11,850	28,979
International Student Fees	1,230,433	885,740	1,545,182
	<u>5,554,450</u>	<u>4,651,264</u>	<u>4,699,648</u>
Expenses			
Extra Curricular Activities Costs	1,172,064	1,042,229	691,982
Trading	954,218	912,439	636,925
Fundraising and Community Grant Costs	25,027	-	3,402
Other Locally Raised Funds Expenditure	42,253	-	-
International Student - Student Recruitment	154,039	159,260	182,912
International Travel	9,156	10,000	-
International Student - Employee Benefit - Salaries	374,274	442,995	502,318
International Student - Other Expenses	36,719	36,241	47,138
	<u>2,767,750</u>	<u>2,603,164</u>	<u>2,064,677</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>2,786,700</u>	<u>2,048,100</u>	<u>2,634,971</u>

Donations include a \$17,189 Community Grant from Trillian Trust for sports equipment and uniform which was spent in 2022. (\$50,000 in 2021)

During the year the School hosted 70 International students (2021:91)

International Travel 2022

Staff	Destination	Reason	Cost
Julia McGahan	Adelaide	Conference	1,448
Julia McGahan	Japan	International Marketing	466
Yui Anusansuntorn	Thailand	International Marketing	5,998
Yeseul Lee	Korea	International Marketing	1,244
			<u>9,156</u>

International Travel 2021 - Nil

4. Learning Resources

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Curricular	1,324,850	1,363,567	1,036,761
Information and Communication Technology	152,581	144,480	166,014
Library Resources	6,786	12,684	8,428
Employee Benefits - Salaries	15,325,617	14,706,635	14,089,803
Staff Development	53,984	68,500	13,333
International Travel	41,155		
Depreciation	969,759	970,956	938,637
	<u>17,874,732</u>	<u>17,266,822</u>	<u>16,252,976</u>

International Travel 2022

Staff	Destination	Reason	Cost
Casey De Wit	Texas	IBSC	4,833
Brad Coetzee	Texas	IBSC	7,127
Johnny Waititi	Texas	IBSC	4,492
Shar Stewart	Texas	IBSC	5,529
Andrea Dawber	Texas	IBSC	5,824
Nick Brown	Texas	IBSC	6,877
Conor Pearson	Texas	IBSC	6,473
			<u>41,155</u>

International Travel 2021 - Nil

5. Administration

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Audit Fee	13,690	14,000	14,044
Board Fees	4,825	6,215	6,105
Board Expenses	40,986	30,620	15,924
Intervention Costs & Expenses	-	-	-
Communication	22,870	21,455	15,183
Consumables	7,456	5,500	3,489
Operating Lease	47,821	45,540	36,733
Legal Fees	959	5,000	14,464
Other	297,030	308,817	246,066
International Travel	28,576	-	-
Employee Benefits - Salaries	1,043,801	829,657	808,367
Insurance	183,175	200,000	180,954
Service Providers, Contractors and Consultancy	222,565	172,000	148,924
	<u>1,913,754</u>	<u>1,638,804</u>	<u>1,490,253</u>

International Travel 2022

Staff	Destination	Reason	Cost
David Ferguson	UK/Texas	Westlakers event UK/ Texas Conference	28,576

International Travel 2021 - Nil

6. Property

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Caretaking and Cleaning Consumables	139,607	80,940	76,139
Consultancy and Contract Services	361,996	332,180	294,226
Cyclical Maintenance Provision	187,379	57,876	66,928
Grounds	228,792	144,280	213,418
Heat, Light and Water	207,309	238,500	201,719
Rates	492	480	432
Repairs and Maintenance	286,369	162,000	178,470
Use of Land and Buildings	6,288,594	5,172,266	5,172,266
Security	35,386	26,740	24,773
Employee Benefits - Salaries	78,602	57,705	78,583
	<u>7,814,526</u>	<u>6,272,967</u>	<u>6,306,954</u>

The use of land and buildings figure represents 5% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

7. Cash and Cash Equivalents

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Bank Accounts	241,926	150,000	201,045
Short-term Bank Deposits	374,764	-	362,082
Bank Overdraft	(16,063)	-	(543)
Cash and cash equivalents for Statement of Cash Flows	<u>600,627</u>	<u>150,000</u>	<u>562,584</u>

The carrying value of short-term deposits with original maturity dates of 90 days or less approximates their fair value.

Of the \$600,627 Cash and Cash Equivalents, \$122,323 is held by the School on behalf of the Ministry of Education. These funds have been provided by the Ministry as part of the school's 5 Year Agreement funding for upgrades to the school's buildings. The funds are required to be spent in 2021 on Crown owned school buildings.

Of the \$600,627 Cash and Cash Equivalents, \$10,000 of unspent grant funding is held by the School. This funding is subject to conditions which specify how the grant is required to be spent. If these conditions are not met, the funds will need to be returned.

8. Accounts Receivable

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Receivables	223,979	1,091,257	167,959
Receivables from the Ministry of Education	24,692	-	-
Interest Receivable	45,706	25,000	14,379
Banking Staffing Underuse	-	-	55,112
Teacher Salaries Grant Receivable	1,196,242	1,140,000	1,098,094
	<u>1,490,619</u>	<u>2,256,257</u>	<u>1,335,544</u>
Receivables from Exchange Transactions	269,685	1,116,257	182,338
Receivables from Non-Exchange Transactions	1,220,934	1,140,000	1,153,206
	<u>1,490,619</u>	<u>2,256,257</u>	<u>1,335,544</u>

9. Inventories

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Stationery	14,570	15,000	14,977
School Uniforms	475,494	567,456	568,844
Canteen	195	6,000	6,100
	<u>490,259</u>	<u>588,456</u>	<u>589,921</u>

10. Investments

The School's investment activities are classified as follows:

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Current Asset			
Short-term Bank Deposits	5,374,961	4,085,344	4,275,596
Non-current Asset			
Long-term Bank Deposits	-	-	-
Total Investments	<u>5,374,961</u>	<u>4,085,344</u>	<u>4,275,596</u>

The carrying amounts of term deposits with maturities of 12 months or less approximate their fair value.

11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2022	\$	\$	\$	\$	\$	\$
Buildings	11,428,267	-			(286,470)	11,141,797
Building Improvements	525,661	259,290	(3,097)		(87,581)	694,273
Furniture and Equipment	966,085	185,092	(11,634)		(246,171)	893,372
Information and Communication Technology	151,433	351,994	(13,622)		(116,986)	372,819
Motor Vehicles	35,044	62,769	-		(11,813)	86,000
Textbooks	10,692	8,864	-		(8,897)	10,659
Leased Assets	321,995	205,233	(685)		(206,807)	319,736
Library Resources	39,914	4,705	(1,246)		(5,034)	38,339
WIP	956	119,155	(956)			119,155
Balance at 31 December 2022	13,480,047	1,197,102	(31,240)	-	(969,759)	13,676,150

The net carrying value of equipment held under a finance lease is \$319,736 (2021: \$321,995)

Restrictions

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

	2022	2022	2022	2021	2021	2021
	Cost or Valuation	Accumulated Depreciation	Net Book Value	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$	\$	\$	\$
Buildings	14,015,584	(2,873,786)	11,141,798	14,015,584	(2,587,317)	11,428,267
Building Improvements	1,006,892	(312,619)	694,273	752,825	(227,164)	525,661
Furniture and Equipment	3,988,308	(3,094,936)	893,372	4,052,738	(3,086,653)	966,085
Information and Communication T	1,037,278	(664,459)	372,819	1,071,670	(920,237)	151,433
Motor Vehicles	160,676	(74,677)	85,999	146,231	(111,187)	35,044
Textbooks	90,129	(79,471)	10,658	81,266	(70,574)	10,692
Leased Assets	763,571	(443,833)	319,738	577,565	(255,570)	321,995
Library Resources	93,452	(55,114)	38,338	91,609	(51,695)	39,914
WIP	119,155	-	119,155	956	-	956
Balance at 31 December	21,275,045	(7,598,895)	13,676,150	20,790,444	(7,310,397)	13,480,047

12. Accounts Payable

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Creditors	792,145	1,119,907	588,139
Accruals	300,566	167,924	499,868
Banking Staffing Overuse	-	-	-
Employee Entitlements - Salaries	1,239,836	1,140,000	1,136,765
Employee Entitlements - Leave Accrual	48,459	50,000	71,291
	<u>2,381,006</u>	<u>2,477,831</u>	<u>2,296,063</u>
Payables for Exchange Transactions	2,381,006	2,477,831	2,296,063
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	<u>2,381,006</u>	<u>2,477,831</u>	<u>2,296,063</u>

The carrying value of payables approximates their fair value.

13. Revenue Received in Advance

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Grants in Advance - Ministry of Education	-	-	12,887
International Student Fees in Advance	790,196	330,683	906,783
Other revenue in Advance	212,761	168,047	155,160
	<u>1,002,957</u>	<u>498,730</u>	<u>1,074,830</u>

14. Provision for Cyclical Maintenance

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Provision at the Start of the Year	944,804	944,804	926,940
Increase to the Provision During the Year	187,379	85,523	66,928
Use of the Provision During the Year	(128,182)	(200,762)	(49,064)
Other Adjustments	-	-	-
Provision at the End of the Year	<u>1,004,001</u>	<u>829,565</u>	<u>944,804</u>
Cyclical Maintenance - Current	209,781	497,692	567,345
Cyclical Maintenance - Non current	794,220	331,873	377,459
	<u>1,004,001</u>	<u>829,565</u>	<u>944,804</u>

The schools cyclical maintenance schedule details annual painting to be undertaken, the costs associated to this annual work will vary dependent on the requirements during the year. This plan is based on the schools 10 Year Property plan.

15. Finance Lease Liability

The School has entered into a number of finance lease agreements for computers and other ICT equipment. Minimum lease payments payable:

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
No Later than One Year	188,933	129,939	169,596
Later than One Year and no Later than Five Years	203,378	125,151	226,376
Total minimum lease payments	392,311	255,090	395,972
Future Finance Charges	(25,238)	(19,300)	(31,078)
	<u>367,073</u>	<u>235,790</u>	<u>364,894</u>
Represented by			
Finance lease liability - Current	172,474	117,457	153,504
Finance lease liability - Non current	194,599	118,333	211,390
	<u>367,073</u>	<u>235,790</u>	<u>364,894</u>

16. Funds held in Trust

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Funds Held in Trust on Behalf of Third Parties - Current	485,242	152,127	461,823
Funds Held in Trust on Behalf of Third Parties - Non-current	442,577	444,700	506,004
	<u>927,819</u>	<u>596,827</u>	<u>967,827</u>

These funds relate to arrangements where the school is acting as an agent. These amounts are not revenue or expense of the school and therefore are not included in the Statement of Comprehensive Revenue and Expense. Funds held for events and groups going on overseas trips are recognised in the profit and loss once the event or trip has occurred.

17. Funds Held for Capital Works Projects

During the year the School received and applied funding from the Ministry of Education for the following capital works projects. The amount of cash held on behalf of the Ministry for capital works project is included under cash and cash equivalents in note 7.

	2022	Opening Balances	Receipts from MoE	Payments	Board Contributions	Closing Balances
		\$	\$	\$	\$	\$
5YP Air Conditioning	<i>completed</i>	(314,105)	306,921		7,184	-
Multi Surface Sports Turf	<i>completed</i>	(255,025)	101,200	(30,531)	184,356	-
5YA Gymnasium lighting	<i>completed</i>	(15,940)	25,756	(4,864)		4,952
5YA Boiler replacement	<i>completed</i>	(11,080)	28,150	(15,290)		1,780
B Block Staff Toilet	<i>completed</i>		26,531	(26,931)		(400)
B, C, E Toilet refurbishment	<i>in progress</i>		-	(17,729)		(17,729)
C Block Window Joinery Replacer	<i>in progress</i>		-	(10,625)		(10,625)
D Block Weathertightness	<i>in progress</i>		-	(73,943)		(73,943)
Distribution Board upgrade	<i>completed</i>		51,680	(51,680)		-
Electrical Services Relocation	<i>in progress</i>		43,140	(2,000)		41,140
Health Centre Roof	<i>in progress</i>		117,000	(42,549)		74,451
Lighting Auditorium Admin	<i>in progress</i>		4,503	(9,580)		(5,077)
Totals		(596,150)	704,881	(285,722)	191,540	14,549

Represented by:

Funds Held on Behalf of the Ministry of Education	122,323
Funds Receivable from the Ministry of Education	(107,774)

	2021	Opening Balances	Receipts from MoE	Payments	Board Contributions	Closing Balances
		\$	\$	\$	\$	\$
5YP Air Conditioning	<i>completed</i>	(314,105)		-	-	(314,105)
Multipurpose Sports Turf	<i>in progress</i>	(30,607)	400,000	(624,418)	-	(255,025)
5YA Gymnasium lighting	<i>in progress</i>	-	-	(15,940)	-	(15,940)
5YA Boiler replacement	<i>in progress</i>	-	-	(11,080)	-	(11,080)
Totals		(344,712)	400,000	(651,438)	-	(596,150)

Represented by:

Funds Held on Behalf of the Ministry of Education	-
Funds Receivable from the Ministry of Education	(596,150)

18. Related Party Transactions

The School is a controlled entity of the Crown, and the Crown provides the major source of revenue to the school. The school enters into transactions with other entities also controlled by the Crown, such as government departments, state-owned enterprises and other Crown entities. Transactions with these entities are not disclosed as they occur on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted if dealing with that entity at arm's length.

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

Andrew Nicoll is a trustee of the Board and also is a partner in Hudson, Gavin, Martin. The total value of all transactions for the year was nil(2021: \$1,980) and no amount is outstanding as at balance date. Because this amount is less than \$25,000 for the year the contract does not require Ministry approval under section 103 of the Education Act 1989.

19. Remuneration

Key management personnel compensation

Key management personnel of the School include all Board members, Principal, Deputy Principals and Heads of Departments.

	2022 Actual \$	2021 Actual \$
<i>Board Members</i>		
Remuneration	4,825	6,105
Full-time equivalent members	0.24	0.46
<i>Leadership Team</i>		
Remuneration	3,308,591	3,090,812
Full-time equivalent members	28	26
Total key management personnel remuneration	3,313,416	3,096,917

There are 10 members of the Board excluding the Principal. The Board had held 11 full meetings of the Board in the year. The Board also has Finance (4 members) and Property (2 members) that meet monthly and quarterly respectively. As well as these regular meetings, including preparation time, the Presiding member and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

Principal 1

The total value of remuneration paid or payable to the Principal was in the following bands:

	2022 Actual \$000	2021 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	270-180	250-260
Benefits and Other Emoluments	0-10	0-10
Termination Benefits	-	-

Other Employees

The number of other employees with remuneration greater than \$100,000 was in the following bands:

Remuneration \$000	2022 FTE Number	2021 FTE Number
140-150	1	1
130-140	4	4
120-130	2	2
110-120	17	11
100-110	25	28
	49	46

The disclosure for 'Other Employees' does not include remuneration of the Principal.

20. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be board members, committee members, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable was as follows:

	2022 Actual	2021 Actual
Total	18,000	-
Number of People	1.00	-

21. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2022 (Contingent liabilities and assets at 31 December 2021: nil).

In 2022 the Ministry of Education provided additional funding for both the Support Staff in Schools' Collective Agreement (CA) Settlement and the Teacher Aide Pay Equity Settlement. The School is still yet to receive a final wash up that adjusts the estimated quarterly instalments for the actual teacher aides employed in 2022. The Ministry is in the process of determining the amount of the final wash up payment for the year ended 31 December 2022. Even though the payment is probable, the amount to be received is not known with a high level of certainty. The School has therefore not recognised the expected receipt (asset) and income in its financial statements. The payment is expected to be received in July 2023.

Holidays Act Compliance – schools payroll

The Ministry of Education performs payroll processing and payments on behalf of boards, through payroll service provider Education Payroll Limited.

The Ministry's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis and solutions have been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2022, a contingent liability for the school may exist.

22. Commitments

(a) Capital Commitments

As at 31 December 2022 the Board has entered into contract agreements for capital works as follows:

(a) \$130,000 contract for the Health Centre Roof replacement to be completed in 2023, which will be fully funded by the Ministry of Education. \$117,000 has been received of which \$42,549 has been spent on the project to date; and

(b) \$48,000 contract to have the overhead Electrical Services put underground. This project is fully funded by the Ministry and \$43,140 has been received of which \$2,000 has been spent on the project to balance date. This project has been approved by the Ministry.

(Capital commitments at 31 December 2021: Nil)

(b) Operating Commitments

As at 31 December 2022 the Board has entered into the following contracts:

(a) operating lease of a Motor Vehicle;

	2022 Actual \$	2021 Actual \$
No later than One Year	19,192	6,290
Later than One Year and No Later than Five Years	35,185	-
Later than Five Years	-	-
	<u>54,377</u>	<u>6,290</u>

The total lease payments incurred during the period were \$19,192 (2021: \$6,290).



23. Financial Instruments

The carrying amount of financial assets and liabilities in each of the financial instrument categories are as follows:

Financial assets measured at amortised cost

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Cash and Cash Equivalents	600,627	150,000	562,584
Receivables	1,490,619	2,256,257	1,335,544
Investments - Term Deposits	5,374,961	4,085,344	4,275,596
Total Financial assets measured at amortised cost	<u>7,466,207</u>	<u>6,491,601</u>	<u>6,173,724</u>

Financial liabilities measured at amortised cost

Payables	2,381,006	2,477,831	2,296,063
Finance Leases	367,073	235,790	364,894
Total Financial Liabilities Measured at Amortised Cost	<u>2,748,079</u>	<u>2,713,621</u>	<u>2,660,957</u>

24. Events After Balance Date

There were no significant events after the balance date that impact these financial statements.

25. Comparatives

There have been a number of prior period comparatives which have been reclassified to make disclosure consistent with the current year.

Westlake Boys' High School

Kiwisport Annual Report

For the year ended 31 December 2022

In 2022, Kiwisport funding contributed to a number of key areas of our sporting programme.

It ensured our ability to engage quality coaching in a number of sports, which directly impacted the experience for a large number of students. We were also able to access additional strength and

Kiwisport funding assisted with facility and vehicle hireage to support both our annual house events and traditional school exchange opportunities.

Our social sport programmes continued to benefit from access to additional equipment and student referee support and development.

This funding helped us support leadership opportunities for our students, as well as ensure access to professional development for our staff coaches. It also assisted us in providing apparel for both staff and external coaches & managers.

Funding continued to help support some staff wages in the sports department, which is crucial to our ability to organise and drive sport for so many students.

This Kiwisport funding continued to be major driver to supporting the 1569 students representing our school in sport in 2022, across 34 different sports. The continued access to this funding plays a key role in allowing us to plan sport delivery for our students.

Andrew Lydiard
Director of Sport

Westlake Boys' High School

Good Employer Statement

For the year ended 31 December 2022

Compliance with Education & Training Act 2020 requirements to be a good employer

The following questions address key aspects of compliance with a good employer policy:

Reporting on the principles of being a Good Employer	
<p>How have you met your obligations to provide good and safe working conditions?</p>	<p>Westlake Boys High School board acts as a good employer and takes all reasonable steps to build working relationships based on trust, confidence, and good faith. The board treats employees fairly and properly in all aspects of their employment as required by the Public Service Act 2020 and complies with legislation on employment and personnel matters. The board complies with the conditions contained in employment contracts for teaching and non-teaching staff.</p>
<p>What is in your equal employment opportunities programme?</p> <p>How have you been fulfilling this programme?</p>	<p>Westlake Boys High School Equal Employment Opportunities policy ensures that all employees and applicants for employment are treated according to their skills, qualifications, abilities, and aptitudes, without bias or discrimination. As required by the Public Service Act to be a “good employer”, Westlake Boys High School strives</p> <ul style="list-style-type: none"> • to maintain, and comply with our school's Equal Employment Opportunities policy, and • to include in the annual report a summary of the year’s compliance. <p>To achieve this, the board:</p> <ul style="list-style-type: none"> • appoints a member to be the EEO officer (Human Resources Director) • shows commitment to equal opportunities in all aspects of employment including recruitment, training, promotion, conditions of service, and career development • selects the person most suited to the position in terms of skills, experience, qualifications, and aptitude • recognises the value of diversity in staffing (for example, ethnicity, age, gender, disability, tenure, hours of work, etc.) and the employment requirements of diverse individuals/groups • ensures that employment and personnel practices are fair and free of any bias.

	<p>The board:</p> <ul style="list-style-type: none"> • takes all steps, so far as is reasonably practicable, to meet its primary duty of care obligations to ensure good and safe working conditions for employees and responds to all reasonable concerns and requests made by employees • considers staff health and wellbeing (hauora) and work-life balance, and will consider applications for flexible working arrangements • ensures that all employees maintain proper standards of integrity and conduct, and a concern for the safety and wellbeing of students, colleagues, and public interest
<p>How do you practise impartial selection of suitably qualified persons for appointment?</p>	<p>The Board</p> <ul style="list-style-type: none"> • appoints a staff member to be the EEO officer • shows commitment to equal opportunities in all aspects of employment including recruitment, training, promotion, conditions of service, and career development • selects the person most suited to the position in terms of skills, experience, qualifications, and aptitude • recognises the value of diversity in staffing (for example, ethnicity, age, gender, disability, tenure, hours of work, etc.) and the employment requirements of diverse individuals/groups • ensures that employment and personnel practices are fair and free of any bias.
<p>How are you recognising,</p> <ul style="list-style-type: none"> – The aims and aspirations of Māori, – The employment requirements of Māori, and – Greater involvement of Māori in the Education service? 	<p>Westlake Boys High School is an equal opportunities employer. We appoint appropriately trained and qualified staff to all teaching and non-teaching positions and strive to find the best person for each position.</p> <p>We uphold our commitment to te Tiriti o Waitangi through our vision and strategic plan to reflect tikanga Māori.</p>
<p>How have you enhanced the abilities of individual employees?</p>	<p>The board:</p> <ul style="list-style-type: none"> • promotes high levels of staff performance through: <ul style="list-style-type: none"> ○ performance management and professional development (including budgeting for training and development programmes intended to enhance the abilities of individual employees) ○ acknowledgement of staff achievements ○ salary units and management allowances and non-contact time. • deals effectively and fairly with any concerns through the concerns and complaints and protected disclosure procedures.

<p>How are you recognising the employment requirements of women?</p>	<p>Westlake Boys High School Equal Employment Opportunities policy ensures that all employees and applicants for employment are treated according to their skills, qualifications, abilities, and aptitudes, without bias or discrimination. As required by the Public Service Act Westlake Boys High School strives to be a “good employer”</p> <p>To achieve this, the board:</p> <ul style="list-style-type: none"> • appoints a member to be the EEO officer (Human Resources Director) • shows commitment to equal opportunities in all aspects of employment including recruitment, training, promotion, conditions of service, and career development • selects the person most suited to the position in terms of skills, experience, qualifications, and aptitude • recognises the value of diversity in staffing (for example, ethnicity, age, gender, disability, tenure, hours of work, etc.) and the employment requirements of diverse individuals/groups • ensures that employment and personnel practices are fair and free of any bias.
<p>How are you recognising the employment requirements of persons with disabilities?</p>	<p>Westlake Boys High School Equal Employment Opportunities policy ensures that all employees and applicants for employment are treated according to their skills, qualifications, abilities, and aptitudes, without bias or discrimination. As required by the Public Service Act Westlake Boys High School strives to be a “good employer”</p> <p>To achieve this, the board:</p> <ul style="list-style-type: none"> • appoints a member to be the EEO officer (Human Resources Director) • shows commitment to equal opportunities in all aspects of employment including recruitment, training, promotion, conditions of service, and career development

Good employer policies should include provisions for an Equal Employment Opportunities (EEO) programme/policy. The Ministry of Education monitors these policies:

Reporting on Equal Employment Opportunities (EEO) Programme/Policy	YES
Do you operate an EEO programme/policy?	Yes
Has this policy or programme been made available to staff?	Yes
Does your EEO programme/policy include training to raise awareness of issues which may impact EEO?	Yes
Has your EEO programme/policy appointed someone to coordinate compliance with its requirements?	Yes
Does your EEO programme/policy provide for regular reporting on compliance with the policy and/or achievements under the policy?	Yes
Does your EEO programme/policy set priorities and objectives?	Yes

INDEPENDENT AUDITOR'S REPORT**TO THE READERS OF WESTLAKE BOYS HIGH SCHOOL FINANCIAL
STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

The Auditor-General is the auditor of Westlake Boys High School (the School). The Auditor-General has appointed me, Brendan Lyon, using the staff and resources of Crowe New Zealand Audit Partnership, to carry out the audit of the financial statements of the School on his behalf.

Opinion

We have audited the financial statements of the School on pages 1 to 22, that comprise the statement of financial position as at 31 December 2022, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
 - its financial position as at 31 December 2022; and
 - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector – Public Benefit Entity Standards, Reduced Disclosure Regime.

Our audit was completed on 12 May 2023. This is the date at which our opinion is expressed.

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

Basis for our opinion

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

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

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

The title 'Partner' conveys that the person is a senior member within their respective division, and is among the group of persons who hold an equity interest (shareholder) in its parent entity, Findex Group Limited. The only professional service offering which is conducted by a partnership is external audit, conducted via the Crowe Australasia external audit division and Unison SMSF Audit. All other professional services offered by Findex Group Limited are conducted by a privately owned organisation and/or its subsidiaries.

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Responsibilities of the Board for the financial statements

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

The Board is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to close or merge the School, or there is no realistic alternative but to do so.

The Board's responsibilities, in terms of the requirements of the Education and Training Act 2020, arise from section 87 of the Education Act 1989.

Responsibilities of the auditor for the audit of the financial statements

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

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

For the budget information reported in the financial statements, our procedures were limited to checking that the information agreed to the School's approved budget.

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

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

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the School to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We assess the risk of material misstatement arising from the school payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

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

Our responsibilities arises from the Public Audit Act 2001.

Other information

The Board is responsible for the other information. The other information comprises the Kiwisport and Good Employer Statement, but does not include the financial statements, and our auditor's report thereon.

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

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

Independence

We are independent of the School in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 *International Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with or interests in the School.



Brendan Lyon
Crowe New Zealand Audit Partnership
On behalf of the Auditor-General
Auckland, New Zealand