




Te Kura O Urumutu West End School

ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

School Directory

Ministry Number:	2479
Principal:	Tony West
School Address:	196 College Street
School Postal Address:	196 College Street, West End, Palmerston North, 4412
School Phone:	06 358 2465
School Email:	office@westend.school.nz
Accountant / Service Provider:	

Members of the Board:

Name	Position	How Position Gained	Term Expired/ Expires
Heather Todd	Co- Presiding Member	Elected	Sept-25
Tony West	Principal ex Officio		
Tim Dale	Co- Presiding Member	Elected	Sept-25
Craig Bleakley	Parent Representative	Elected	Sept-25
Paul McMillan	Parent Representative	Elected	Sept-25
Kieran Cortlett	Parent Representative	Elected	Sept-25
Tracye Katon	Staff Representative	Elected	Sept-25

WEST END SCHOOL (PALMERSTON NORTH)

Annual Financial Statements - For the year ended 31 December 2024

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West End School (Palmerston North)

Statement of Responsibility

For the year ended 31 December 2024

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 2024 fairly reflects the financial position and operations of the School.

The School's 2024 financial statements are authorised for issue by the Board.

Mark Todd
Full Name of Presiding Member

Mark Todd
Signature of Presiding Member

29/05/2025
Date:

Tony West
Full Name of Principal

[Signature]
Signature of Principal

29/5/25
Date:

West End School (Palmerston North)

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Revenue				
Government Grants	2	3,698,541	3,402,761	3,596,480
Locally Raised Funds	3	104,129	18,000	101,670
Interest		34,534	20,000	26,292
Total Revenue		3,837,204	3,440,761	3,724,442
Expense				
Locally Raised Funds	3	65,883	31,000	47,356
Learning Resources	4	2,697,511	2,544,670	2,657,639
Administration	5	209,787	207,312	243,944
Interest		2,948	1,000	3,397
Property	6	793,875	656,729	748,738
Loss on Disposal of Property, Plant and Equipment		5,134	-	-
Total Expense		3,775,138	3,440,711	3,701,074
Net Surplus / (Deficit) for the year		62,066	50	23,368
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		62,066	50	23,368

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



West End School (Palmerston North)

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Equity at 1 January		964,532	964,532	941,164
Total comprehensive revenue and expense for the year		62,066	50	23,368
Contribution - Furniture and Equipment Grant		16,908	-	-
Equity at 31 December		1,043,506	964,582	964,532
Accumulated comprehensive revenue and expense		1,043,506	964,582	964,532
Equity at 31 December		1,043,506	964,582	964,532

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.

West End School (Palmerston North)

Statement of Financial Position

As at 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Current Assets				
Cash and Cash Equivalents	7	581,716	997,159	998,398
Accounts Receivable	8	194,773	178,476	178,476
GST Receivable		41,643	28,423	28,423
Prepayments		5,997	14,712	14,712
Inventories	9	1,896	1,209	1,209
Funds Receivable for Capital Works Projects	16	50,644	-	14,232
		876,669	1,219,979	1,235,450
Current Liabilities				
Accounts Payable	11	300,016	245,886	245,886
Revenue Received in Advance	12	2,000	13,490	13,490
Provision for Cyclical Maintenance	13	30,884	35,681	35,681
Finance Lease Liability	14	12,857	12,857	15,867
Funds held in Trust	15	175	3,156	3,156
Funds held for Capital Works Projects	16	190,275	304,037	353,190
		536,207	615,107	667,270
Working Capital Surplus/(Deficit)		340,462	604,872	568,180
Non-current Assets				
Property, Plant and Equipment	10	796,427	434,148	483,647
		796,427	434,148	483,647
Non-current Liabilities				
Provision for Cyclical Maintenance	13	82,544	63,599	63,599
Finance Lease Liability	14	10,839	10,839	23,696
		93,383	74,438	87,295
Net Assets		1,043,506	964,582	964,532
Equity		1,043,506	964,582	964,532

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

West End School (Palmerston North)

Statement of Cash Flows

For the year ended 31 December 2024

	Note	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Cash flows from Operating Activities				
Government Grants		1,169,934	977,761	1,068,194
Locally Raised Funds		104,609	18,000	69,972
Goods and Services Tax (net)		(13,220)	-	(8,459)
Payments to Employees		(690,945)	(567,620)	(652,094)
Payments to Suppliers		(386,816)	(366,591)	(351,036)
Interest Paid		(2,948)	(1,000)	(3,397)
Interest Received		25,822	20,000	25,767
Net cash from/(to) Operating Activities		206,436	80,550	148,947
Cash flows from Investing Activities				
Purchase of Property Plant & Equipment (and Intangibles)		(413,947)	(31,001)	(129,242)
Net cash from/(to) Investing Activities		(414,022)	(31,001)	(129,242)
Cash flows from Financing Activities				
Furniture and Equipment Grant		16,908	-	
Finance Lease Payments		(23,696)	(15,867)	(19,439)
Funds Administered on Behalf of Other Parties		(202,308)	(34,921)	215,893
Net cash from/(to) Financing Activities		(209,096)	(50,788)	196,454
Net increase/(decrease) in cash and cash equivalents		(416,682)	(1,239)	216,159
Cash and cash equivalents at the beginning of the year	7	998,398	998,398	782,239
Cash and cash equivalents at the end of the year	7	581,716	997,159	998,398

The Statement of Cash Flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries, use of land and buildings grant and expense and other notional items 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.



West End School (Palmerston North)

Notes to the Financial Statements

For the year ended 31 December 2024

1. Statement of Accounting Policies

a) Reporting Entity

West End School (Palmerston North) (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 2024 to 31 December 2024 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 with reference to generally accepted accounting practice. The financial statements have been prepared with reference to 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 as the School is not publicly accountable and is not considered large as it falls below the expense threshold of \$33 million per year. All relevant reduced disclosure concessions have been taken.

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

The 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 13.

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 10.

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 14. Future operating lease commitments are disclosed in note 21.

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.

Teachers salaries grants are recorded as revenue when the School has the rights to the funding in the salary period they relate to. The grants are not received in cash by the School and are paid directly to teachers by the Ministry of Education.

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 School's 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 are 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) 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	5-16 years
Furniture and equipment	5-10 years
Information and communication technology	5 years
Leased Assets held under a Finance Lease	Term of Lease
Library Resources	12.5% Diminishing value

j) Impairment of property, plant, and equipment

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.

In determining fair value less costs to sell, the School engages an independent valuer to assess market value based on the best available 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 surplus or deficit.

The reversal of an impairment loss is recognised in 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.



k) 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.

l) 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 and annual leave earned, by non teaching staff, 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.

m) Revenue Received in Advance

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

n) 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 Comprehensive Revenue and Expense.

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

o) 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 Comprehensive Revenue and Expense.

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



p) Shared Funds

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. In instances where funds are outside of the School's control, these amounts are not recorded in the Statement of Comprehensive Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose.

q) 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 School carries out painting maintenance of the whole school over a 10 to 20 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.

r) 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.

Investments that are shares are categorised as 'financial assets at fair value through other comprehensive revenue and expense' for accounting purposes in accordance with financial reporting standards. On initial recognition of an equity investment that is not held for trading, the School may irrevocably elect to present subsequent changes in the investment's fair value in other comprehensive revenue and expense. This election has been made for investments that are shares. Subsequent to initial recognition, these assets are measured at fair value. Dividends are recognised as income in surplus or deficit unless the dividend clearly represents a recovery of part of the cost of the investment. Other net gains and losses are recognised in other comprehensive revenue and expense and are never reclassified to surplus or deficit.

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.

s) Borrowings

Borrowings on normal commercial terms are initially recognised at the amount borrowed plus transaction costs. Interest due on the borrowings is subsequently accrued and added to the borrowings balance. Borrowings are classified as current liabilities unless the School has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

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 statement 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

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Government Grants - Ministry of Education	1,167,909	917,761	1,069,953
Teachers' Salaries Grants	2,001,143	2,000,000	1,992,515
Use of Land and Buildings Grants	521,095	425,000	519,700
Other Government Grants	8,394	60,000	14,312
	<u>3,698,541</u>	<u>3,402,761</u>	<u>3,596,480</u>

3. Locally Raised Funds

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

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Revenue			
Donations and Bequests	17,210	-	28,201
Fees for Extra Curricular Activities	40,898	18,000	29,767
Trading	2,779	-	2,172
Fundraising and Community Grants	43,242	-	41,530
	<u>104,129</u>	<u>18,000</u>	<u>101,670</u>
Expense			
Extra Curricular Activities Costs	35,950	31,000	17,985
Trading	2,283	-	2,558
Fundraising and Community Grant Costs	27,650	-	26,813
	<u>65,883</u>	<u>31,000</u>	<u>47,356</u>
<i>Surplus/ (Deficit) for the year Locally Raised Funds</i>	<u>38,246</u>	<u>(13,000)</u>	<u>54,314</u>

Donations include a biennial \$4,000 Grant from Thomas George Macarthy Trust, of which \$2,000 is earmarked for library book purchases in 2025

4. Learning Resources

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Curricular	83,403	60,050	69,634
Information and Communication Technology	901	1,000	(167)
Employee Benefits - Salaries	2,497,085	2,382,620	2,471,533
Staff Development	10,550	19,500	17,873
Depreciation	103,937	80,500	98,535
Other Learning Resources	1,635	1,000	231
	<u>2,697,511</u>	<u>2,544,670</u>	<u>2,657,639</u>



5. Administration

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Audit Fees	9,020	6,000	5,359
Board Fees and Expenses	11,573	11,500	31,420
Operating Leases	8,030	15,700	14,613
Legal Fees	383	1,000	625
Other Administration Expenses	31,621	36,272	37,787
Employee Benefits - Salaries	132,856	125,500	134,068
Insurance	9,512	4,500	8,726
Service Providers, Contractors and Consultancy	6,792	6,840	11,346
	<u>209,787</u>	<u>207,312</u>	<u>243,944</u>

6. Property

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Consultancy and Contract Services	51,453	50,000	32,502
Cyclical Maintenance	14,148	12,000	19,596
Heat, Light and Water	32,670	23,000	21,690
Rates	4,354	3,700	3,757
Repairs and Maintenance	7,486	1,000	1,116
Use of Land and Buildings	521,095	425,000	519,700
Employee Benefits - Salaries	55,636	59,500	80,349
Other Property Expenses	107,033	82,529	70,028
	<u>793,875</u>	<u>656,729</u>	<u>748,738</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

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Bank Accounts	280,505	779,466	780,705
Short-term Bank Deposits	301,211	217,693	217,693
Cash and cash equivalents for Statement of Cash Flows	<u>581,716</u>	<u>997,159</u>	<u>998,398</u>

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

Of the \$581,716 Cash and Cash Equivalents, \$190,275 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 and include retentions on the projects, if applicable. The funds are required to be spent in 2025 on Crown owned school buildings.

Of the \$581,715 Cash and Cash Equivalents, \$2,000 of Revenue Received in Advance is held by the School, as disclosed in note 12.



8. Accounts Receivable

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Receivables	1,520	-	-
Receivables from the Ministry of Education	4,230	11,351	11,351
Interest Receivable	9,237	525	525
Teacher Salaries Grant Receivable	179,786	166,600	166,600
	<u>194,773</u>	<u>178,476</u>	<u>178,476</u>
Receivables from Exchange Transactions	10,757	525	525
Receivables from Non-Exchange Transactions	184,016	177,951	177,951
	<u>194,773</u>	<u>178,476</u>	<u>178,476</u>

9. Inventories

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Stationery	1,896	1,209	1,209
	<u>1,896</u>	<u>1,209</u>	<u>1,209</u>

10. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
2024						
Building Improvements	262,441	115,422	-	-	(29,453)	348,410
Furniture and Equipment	129,897	231,242	(74)	-	(39,257)	321,808
Information and Communication Technology	35,832	12,145	-	-	(13,854)	34,123
Motor Vehicles	-	60,257	-	-	(3,069)	57,188
Leased Assets	37,095	-	-	-	(16,291)	20,804
Library Resources	18,382	2,784	(5,059)	-	(2,013)	14,094
	<u>483,647</u>	<u>421,850</u>	<u>(5,133)</u>	<u>-</u>	<u>(103,937)</u>	<u>796,427</u>

The net carrying value of furniture and equipment held under a finance lease is \$20,804 (2023: \$37,096)

Restrictions

With the exception of the contractual restrictions related to the above noted finance leases, 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.



	2024 Cost or Valuation \$	2024 Accumulated Depreciation \$	2024 Net Book Value \$	2023 Cost or Valuation \$	2023 Accumulated Depreciation \$	2023 Net Book Value \$
Building Improvements	828,239	(479,829)	348,410	712,817	(450,376)	262,441
Furniture and Equipment	1,139,097	(817,289)	321,808	1,019,046	(889,149)	129,897
Information and Communication Technology	160,048	(125,925)	34,123	148,731	(112,899)	35,832
Motor Vehicles	60,257	(3,069)	57,188	-	-	-
Leased Assets	52,528	(31,724)	20,804	52,528	(15,433)	37,095
Library Resources	59,719	(45,625)	14,094	78,555	(60,173)	18,382
	<u>2,299,888</u>	<u>(1,503,461)</u>	<u>796,427</u>	<u>2,011,677</u>	<u>(1,528,030)</u>	<u>483,647</u>

11. Accounts Payable

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Creditors	71,954	28,709	28,709
Accruals	10,373	6,163	6,163
Employee Entitlements - Salaries	205,953	201,162	201,162
Employee Entitlements - Leave Accrual	11,736	9,852	9,852
	<u>300,016</u>	<u>245,886</u>	<u>245,886</u>
Payables for Exchange Transactions	300,016	245,886	245,886
	<u>300,016</u>	<u>245,886</u>	<u>245,886</u>

The carrying value of payables approximates their fair value.

12. Revenue Received in Advance

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Grants in Advance - Ministry of Education	-	13,490	13,490
Other revenue in Advance	2,000	-	-
	<u>2,000</u>	<u>13,490</u>	<u>13,490</u>



13. Provision for Cyclical Maintenance

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Provision at the Start of the Year	99,280	63,599	79,684
Increase to the Provision During the Year	14,148	35,681	19,596
Provision at the End of the Year	113,428	99,280	99,280
Cyclical Maintenance - Current	30,884	35,681	35,681
Cyclical Maintenance - Non current	82,544	63,599	63,599
	113,428	99,280	99,280

Per the cyclical maintenance schedule, the School is next expected to undertake painting works during 2027. This plan is based on the schools 10 Year Property plan

14. Finance Lease Liability

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

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
No Later than One Year	14,455	17,000	18,815
Later than One Year and no Later than Five Years	11,830	11,566	26,286
Future Finance Charges	(2,589)	(4,870)	(5,538)
	23,696	23,696	39,563
Represented by			
Finance lease liability - Current	12,857	12,857	15,867
Finance lease liability - Non current	10,839	10,839	23,696
	23,696	23,696	39,563

15. Funds held in Trust

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	175	3,156	3,156
	175	3,156	3,156

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.



16. 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, and includes retentions on the projects, if applicable.

2024	Opening Balances	Receipts from MOE	Payments	Board Contributions	Closing Balances
	\$	\$	\$	\$	\$
Administration Block Alterations (222080)	19,327	23,839	(8,676)	-	34,490
Learning Support Modification (225742)	23,873	21,799	(38,552)	-	7,120
Pool Changing Room (238411)	(4,314)	2,300	-	-	(2,014)
LSM: Fencing, Gates & Shade Canopy (230205)	124,101	-	(27,760)	-	96,341
Pool Changing Room Stage 2 (242294)	(6,260)	1,424	(19,697)	-	(24,533)
Roof Replacement (234840)	64,552	1,991	(51,696)	-	14,847
Upgrade Fire Alarm (234842)	(3,658)	131,246	(101,068)	-	26,520
Electrical Upgrade (234845)	121,337	130,380	(240,760)	-	10,957
Weather Tightness & Drainage Remediation (234844)	-	-	(11,121)	-	(11,121)
Block 4 Refurbishment (234843)	-	-	(12,976)	-	(12,976)
Totals	338,958	312,979	(512,306)	-	139,631

Represented by:

Funds Held on Behalf of the Ministry of Education	190,275
Funds Receivable from the Ministry of Education	(50,644)

2023	Opening Balances	Receipts from MOE	Payments	Board Contributions	Closing Balances
	\$	\$	\$	\$	\$
Administration Block Alterations (222080)	21,838	-	(2,511)	-	19,327
Learning Support Modification (225742)	98,184	16,689	(91,000)	-	23,873
Pool Changing Room (238411)	3,573	-	(7,887)	-	(4,314)
LSM: Fencing, Gates & Shade Canopy (230205)	-	133,739	(9,638)	-	124,101
Pool Changing Room Stage 2 (242294)	-	104,829	(111,089)	-	(6,260)
Roof Replacement (234840)	-	236,331	(171,779)	-	64,552
Upgrade Fire Alarm (234842)	-	-	(3,658)	-	(3,658)
Electrical Upgrade (234845)	-	150,000	(28,663)	-	121,337
Weather Tightness & Drainage Remediation (234844)	-	-	-	-	-
Block 4 Refurbishment (234843)	-	-	-	-	-
Totals	123,595	641,588	(426,225)	-	338,958

Represented by:

Funds Held on Behalf of the Ministry of Education	353,190
Funds Receivable from the Ministry of Education	(14,232)



17. 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.

18. Remuneration

Key management personnel compensation

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

	2024 Actual \$	2023 Actual \$
<i>Board Members</i>		
Remuneration	2,750	2,975
<i>Leadership Team</i>		
Remuneration	841,662	817,206
Full-time equivalent members	8	7
Total key management personnel remuneration	844,412	820,181

There are six members of the Board excluding the Principal. The Board has held eight full meetings of the Board in the year. The Board also has Finance (one member) and Property (one member) committees 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

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

	2024 Actual \$000	2023 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	150 - 160	150 - 160
Benefits and Other Emoluments	4 - 5	4 - 5
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2024 FTE Number	2023 FTE Number
100 - 110	5	6
110 - 120	1	0
120 - 130	1	2
	7.00	8.00

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



19. 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:

	2024 Actual	2023 Actual
Total	\$0	\$0
Number of People	nil	nil

20. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2024 (Contingent liabilities and assets at 31 December 2023: nil).

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 continues to review the Schools Sector Payroll to ensure compliance with the Holidays Act 2003. An initial remediation payment has been made to some current school employees. The Ministry is continuing to perform detailed analysis to finalise calculations and the potential impacts of specific individuals. As such, this is expected to resolve the liability for school boards.

Pay Equity and Collective Agreement Funding Wash-up

In 2024 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. At the date of signing the financial statements the School's final entitlement for the year ended 31 December 2024 has not yet been advised. The School has therefore not recognised an asset or a liability regarding this funding wash-up, which is expected to be settled in July 2025.

21. Commitments

(a) Capital Commitments

At 31 December 2024, the Board had capital commitments of \$243,728 (2023:\$611,622) as a result of entering the following contracts:

Contract Name	2024 Capital Commitment
Upgrade Fire Alarm (234842)	\$ 30,000
Electrical Upgrade (234845)	41,999
Weather Tightness & Drainage Remediation (234844)	4,000
Block 4 Refurbishment (234843)	197,280
Total	<u>273,279</u>

The Board receives funding from the Ministry of Education for Capital Works which is disclosed in note 16.

(b) Operating Commitments

As at 31 December 2024, the Board has no Operating Commitments (Operating Commitments as at 31 December 2023: nil)



22. 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

	2024 Actual	2024 Budget (Unaudited)	2023 Actual
	\$	\$	\$
Cash and Cash Equivalents	581,716	997,159	998,398
Receivables	194,773	178,476	178,476
Total financial assets measured at amortised cost	<u>776,489</u>	<u>1,175,635</u>	<u>1,176,874</u>

Financial liabilities measured at amortised cost

Payables	300,016	245,886	245,886
Finance Leases	23,696	23,696	39,563
Total financial liabilities measured at amortised cost	<u>323,712</u>	<u>269,582</u>	<u>285,449</u>

23. Events After Balance Date

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

24. Comparatives

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



INDEPENDENT AUDITOR'S REPORT
TO THE READERS OF WEST END SCHOOL'S FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

The Auditor-General is the auditor of West End School (the School). The Auditor-General has appointed me, Vivien Cotton using the staff and resources of BDO Manawatu Audit Limited, 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 2 to 20, that comprise the Statement of Financial Position as at 31 December 2024, the Statement of Comprehensive Revenue and Expense, Statement of Changes in Net Assets/Equity and the 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 2024; 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 as applicable to entities that qualify as a Tier 2 entity.

Our audit was completed on 29 May 2025. 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.

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 arise from section 134 of the Education and Training Act 2020.

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 arise from the Public Audit Act 2001.

Other information

The Board is responsible for the other information. The other information comprises of the Kiwisport Report, Statement of Variance, Board Listing and Statement of Compliance with Employment Policy, 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 (including International Independence Standards) (New Zealand) (PES 1) issued by the New Zealand Auditing and Assurance Standards Board.

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



Vivien Cotton
BDO Manawatu Audit Limited
On behalf of the Auditor-General
Palmerston North, New Zealand

West End School (Palmerston North)

Kiwisport Statement

For the year ended 31 December 2024

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2024, the school received a Kiwisport funding total of \$5,385 [2023 \$5,215] (excluding GST). The funding was spent on purchasing sports equipment and supporting the Sports Coordinators role who coordinate a range of coaches to come into the school and provide Kiwisport tasters and skill activities.

Statement of Compliance with Employment Policy

For the year ended 31 December 2024

For the year ended 31 December 2024: the School Board:

Has developed and implemented personnel policies, within policy and procedural frameworks to ensure fair and proper treatment of employees in all aspects of their employment.

Has reviewed its compliance against both its personnel policy and procedure and can report that it meets all requirements and has identified best practice.

Is a good employer and complies with the conditions contained in the employment contracts of all staff employed by the Board.

Ensures all employees and applicants for employment are treated according to their skills, qualifications and abilities, without bias or discrimination.

Meets all Equal Employment Opportunities requirements.



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BDO MANAWATU AUDIT LIMITED
32 Amesbury Street
PO Box 1242
Palmerston North 4440

28 May 2025

Dear Board,

The 2024 Audited Financial Statements

Please find attached your 31 December 2024 Audit Report and the associated Financial Statements.

Ministry Filing Requirements

It is the responsibility of the Board to submit your Annual Report to the MOE by the 31 May 2025:

Your Annual Report, including the stamped audited financial statements needs to be submitted to the Ministry of Education via the Ministry's School Data Portal. The Annual Report should contain the following:

- Financial Statements attached which includes Statement of Responsibility signed and dated
- Audit Report signed and dated
- List of Board Members and the dates they go out of office
- Statement on Kiwisport funding
- Statement of Compliance with Employment Policy
- Statement of Variance
- Evaluation of the Schools Student Progress and Achievement
- Report on how the School has given effect to Tiriti o Waitangi

Website Publication

Boards should also ensure the Annual Report is available to the public on an internet site maintained by, or on behalf of the Board e.g. your website. Please ensure that this is uploaded promptly to comply with this requirement.

The Audit Completion Report

This report which is addressed to the Board outlining our comments for improvement arising from the audit, will be forwarded to your School shortly.

Please note that this Report should not be uploaded to your school website, or the MOE Portal, as the content of this report is confidential to the Board.

Conclusion

Thank you for all your help in during the audit.

Viv Cotton
Partner

