

# ANNUAL REPORT

For the year ended  
31 December 2021



Kia Māia

Be Your Best



**WITT**

WESTERN INSTITUTE OF  
TECHNOLOGY AT TARANAKI

TE KURA MATATINI  
O TARANAKI

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# OUR FOCUS

The Western Institute of Technology at Taranaki Limited – Te Kura Matatini o Taranaki - is a subsidiary of Te Pūkenga and Taranaki's largest provider of tertiary education with bases in New Plymouth and Hāwera.

As the leaders of local learning in region, WITT is here to serve our people, industry and community. With a focus on lifelong learning, WITT delivers education to suit learners at all stages of their learning and life journeys. WITT provides programmes to play a part in addressing national skills shortages and to provide key industries and local businesses with work ready, skilled and innovative thinkers.

WITT nurtures relationships with industry, schools and other education providers and local iwi to remain relevant and connected to the needs of the community now and into the future. A future that is demanding change and new ways of working.

Dovetailing with Taranaki's economic development strategy, Tapuae Roa, WITT aligns its programmes with the priorities outlined in the Taranaki 2050 Roadmap. WITT is also working towards being the centre of excellence for energy which will help enable the country's transition to a low carbon future.

As WITT continues to juggle the fallout from the current global health and economic events and the move to become one nationwide tertiary institution, we draw on our collective resilience and adaptability, the very same essential skills we grow in our ākonga.





## WITT at a glance 2021

# 4,933

Students  
enrolled

### Gender

Female

# 42%

Male

# 58%

### Ages

**21%** 18 years  
and under

**20%** 19 - 24  
years old

**59%** 25+ years  
old

# 1,662

Equivalent Full  
Time Students

# 1,152

Graduates

### Ethnicity

**22%** Māori

**3%** Pasifika

**10%** of EFTS are  
International

### Student satisfaction

# 92%

### Staff

# 340

### Revenue

# \$26.0m

# Equal Employment Opportunities

WITT is committed to the principle of equal employment opportunities for everyone and fully recognises the need to give practical effect to its responsibilities as a good employer and a tertiary education provider. We provide good and safe working conditions, do not accept unfair discrimination on any grounds, and recognise:

- The aims, aspirations and employment requirements of Māori
- The aims, aspirations and cultural differences of ethnic and minority group members, and
- The employment requirements of women and of people with disabilities.

## Staff Gender

**339** Staff

**38%** of staff are male

**62%** of staff are female

**52%** of academic staff are female

**75%** of support staff are female

**8%** of academic staff are Māori

## Staff Ethnicity

**48%** European

**14%** Māori

**1%** Other

**36%** Unknown



## Governance and Accountability

Western Institute of Technology at Taranaki Limited is a Crown Entity Subsidiary governed by its own board with accountability to Te Pūkenga as the immediate controlling entity and the Crown as the ultimate controlling entity. The Board is made up of eight Directors. As the governing body of WITT, the Board operates in accordance with the Charter and Letter of Expectations as set out by the Minister of Education and Te Pūkenga. The Board directs the management of WITT to achieve planned outcomes and to ensure that the organisation is acting prudently, legally and ethically. WITT operates under a number of Acts of Parliament – particularly the Education and Training Act 2020, the Crown Entities Act 2004, and the Companies Act 1993.

### WITT Subsidiary Board Members

Chairperson

Robin Brockie

Deputy Chair

Bev Gibson

*Ngā Ruahine, Te Ātiawa, Te Arawa*

Cassandra Crowley

Charlotte Littlewood

Colleen Tuuta

*Taranaki, Tutaru, Ngati Mutunga, Ngati Mahuta, Te Ātiawa*

Daniel Fleming

Lyal French-Wright

Sam Huggard

### Executive Team

Chief Executive

John Snook

Deputy Chief Executive, Kaiārahi

Allie Hemana-Wahanui

*Ngāruahine, Taranaki, Ngāti Maniapoto*

Executive Manager

Te Rina Waiwiri

*Taranaki, Tainui, Ngāti Hineuru*

Director of Corporate Services

Nicola Conley

Academic Director

Nita Hutchinson

Director of Student Success

Zanetta Hinton

Kaiārahi Matāmua

Peter De Rungs

*Ngāti Moerewa, Ngāti Rangī, Ngāpuhi*

Director, School of Trades Training, Primary & Creative Industries

Daniel Fuemana

Director, School of Nursing, Health & Wellness

Ruth Crawford

Director, School of Māori Enterprise, Business & Technology

Bryce Turner

*Waikato, Ngāti Maniapoto*

Director, NZIHT, NZ School of Engineering, Energy & Infrastructure

Kyle Hall

# te pou tū

Te Kura Matatini o Taranaki

## Te Pou Tū

Te Pou Tū is our commitment to Māori and Pasifika tautoko ākonga (students). When you enrol with us you'll become part of the Te Pou Tū whānau regardless of what you study, where you study, the level or time commitment. Te Pou Tū is about whānau and supporting you from day one to help you be successful in whatever you want to do.

All kaimahi are committed to Māori and Pasifika success. We also have a dedicated team who support ākonga outside the class, which makes being in class more enjoyable and less stressful. It's a total support programme made up of committed people with decades of experience between them.

Te Pou Tū provides you with all the support you might need:

- Access to Kopa Manaaki Help with course planning
- Individual learning and personal support
- Accommodation at Te Henui Lodge
- Scholarships
- Essay writing and study skills
- Māori and Pasifika community and student support
- Studylink

Find out more at [witt.ac.nz/te-pou-tu](http://witt.ac.nz/te-pou-tu)





# Te Korowai Matauranga o Taranaki WITT's vision of the future

Te Autui  
Business Centre



Infrastructure  
Park

NEW



South Taranaki  
Campus  
Expansion



Emissions  
Lowering  
Energy  
Innovation

NEW

Ara  
Ake







Realising our campus masterplan



Stratford Park



TOPEC Eco-Education Classroom



Health Precinct



Tuparikino Hub



# YEAR IN REVIEW



## Campus changes

As we continue to work toward our campus masterplan of modern learning environments that are fit-for-purpose we have upgraded the Garage Café and established the Engine Room at our New Plymouth campus. The Engine Room is a commercial automotive workshop located in the trades area that provides real-world, practical experience for Level 4 Automotive learners where they put their classroom learning into practice repairing and servicing motor vehicles for the public.

## Student Success

Students swapped paper and pen for power tools and hands-on learning to create two sheds, a trailer, a bridge and a window into the world of work and trades training this year.

Building on the prior success of The Build a Bach projects that saw students build transportable homes under the guidance of their tutors and industry experts, this year Hāwera High School built two sheds and a trailer. Meanwhile students attending schools in New Plymouth took time out of the classroom to build a footbridge, constructing an asset for the community and gaining Level 2 NCEA credits. Not only do these students learn real-world skills they importantly get a valuable introduction to industry that they can use to plan their learning and career journeys.

## Making connections

WITT continues to build networks to create desirable and in-demand educational pathways for ākonga. Joining established relationships WITT has with Open Polytechnic and Victoria University, a memorandum of understanding (MOU) has been signed with the University of Canterbury. Aligned with Taranaki's clean energy focus and move away from fossil fuel industries, the strategic partnership has a focus on sustainable energy, business studies and on supporting mana whenua tairā (Māori students) and creates opportunities for joint teaching and for students to move more easily from one institution to the other.

## Programme demand

Responding to industry demands and skill shortages, we saw an increase in demand for trades training, mental health courses and part time study. QualifyMe was launched to target people in employment who may want to change roles or advance their career but lack the formal learning and qualification that reflects their skills and potential. The programme takes into consideration the experience they have amassed and shortens their study time meaning they can gain their qualification faster and meet their career aspirations sooner.

## Future Plans

On the eve of celebrating WITT's 50-year anniversary, 2021 has been a year of laying the groundwork for the transition to Te Pūkenga in 2023. Te Pūkenga – New Zealand Institute of Skills and Technology – is the new tertiary education provider that brings together Aotearoa's Institutes of Technology and Polytechnics (ITPs) and Industry Training Organisations (ITOs) under one new entity. Being a part of Te Pūkenga means WITT students and staff will be more connected to the other organisations delivering vocational and applied education in Aotearoa New Zealand and will be able to work more collaboratively to share skills and knowledge to better help students succeed.

# INDEPENDENT AUDITOR'S REPORT

## **To the readers of Western Institute of Technology at Taranaki Limited's financial statements for the period ended 31 December 2021**

The Auditor-General is the auditor of Western Institute of Technology at Taranaki Limited (the company). The Auditor-General has appointed me, Debbie Perera, using the staff and resources of Audit New Zealand, to carry out the audit of the financial statements of the company on his behalf.

### **OPINION**

We have audited the financial statements of the company on pages 12 to 41, that comprise the statement of financial position as at 31 December 2021, the statement of comprehensive revenue and expense, statement of changes in equity and statement of cash flows for the period 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 company on pages 12 to 43, which have been prepared on a disestablishment basis:

- present fairly, in all material respects:
  - its financial position as at 31 December 2021; and
  - its financial performance and cash flows for the period then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards Reduced Disclosure Regime.

Our audit was completed on 28 May 2024. This is the date at which our opinion is expressed.

The basis for our opinion is explained below and we draw attention to the financial statements being prepared on a disestablishment basis. In addition, we outline the responsibilities of the Te Pūkenga - New Zealand Institute of Skills and Technology (Te Pūkenga) Council (the Te Pūkenga Council) and our responsibilities relating to the financial statements, we comment on other information, and we explain our independence.

### **Emphasis of matter – The financial statements have been appropriately prepared on a disestablishment basis**

Without modifying our opinion, we draw attention to the Basis of Preparation within Note 1 on page 17, which outlines that the company was dissolved on 31 October 2022. As a result, the financial statements have been prepared on a disestablishment basis. No changes have been made to the recognition and measurement basis, or presentation of assets and liabilities in these financial statements because the operations of the company have been transferred to Te Pūkenga on the disestablishment date.

### **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 TE PŪKENGA COUNCIL FOR THE FINANCIAL STATEMENTS**

The Te Pūkenga Council is responsible on behalf of the company for preparing the financial statements, which have been prepared on a disestablishment basis, that are fairly presented and that comply with generally accepted accounting practice in New Zealand.

Up until 31 October 2022, the Board of Directors of the company was responsible for such internal control as it determined was necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. From 1 November 2022, the Te Pūkenga Council took over these responsibilities to enable the completion of the financial statements.

The Te Pūkenga Council's responsibilities arise from 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 company'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 company's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Te Pūkenga Council.
- We conclude on the appropriateness of the use of the disestablishment basis by the Te Pūkenga Council.
- 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 communicate with the Te Pūkenga Council 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 Te Pūkenga Council is responsible for the other information. The other information comprises the information included on pages 1 to 8, 11 and 44 to 47 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 company 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 company.



Debbie Perera  
Audit New Zealand  
On behalf of the Auditor-General  
Wellington, New Zealand



# STATEMENT OF RESPONSIBILITY

FOR THE YEAR ENDED 31 DECEMBER 2021

The board of WITT was disestablished on 31 Oct 2022, this was prior to the finalisation of the audit opinion.

The council of Te Pūkenga has delegated approval to the chair of Te Pūkenga and Chair of the Te Pūkenga Risk and Audit Committee to sign the letter of responsibility on the Council's behalf.

In the opinion of the Council of Te Pūkenga, these financial statements reflect the financial position and operations of Western Institute of Technology at Taranaki for the year ended 31 December 2021.

**Sue McCormack**  
Acting Council Chair – Te Pūkenga  
9 May 2024

**Jeremy Morley**  
Chair – Te Pūkenga Council Finance, Risk and Audit Committee  
9 May 2024

# STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

FOR THE YEAR ENDED 31 DECEMBER 2021

All in \$000s	Notes	ACTUAL 2021	BUDGET 2021	ACTUAL Nine months ended 31 Dec 2020
<b>REVENUE</b>				
Government grants	2	14,869	16,561	1,628
Tuition fees	2	9,546	9,484	7,699
Other revenue	2	1,693	1,797	1,414
<b>Total revenue</b>		<b>26,108</b>	<b>27,842</b>	<b>10,741</b>
<b>EXPENDITURE</b>				
Employee expenses	3	17,303	17,422	11,131
Depreciation expense	8	1,905	1,958	1,474
Amortisation expense	9	162	184	128
Interest expense		493	192	0
Administration and other expenses	3	8,948	8,999	9,066
<b>Total expenditure</b>		<b>28,811</b>	<b>28,755</b>	<b>21,799</b>
<b>Surplus/(deficit)</b>		<b>(2,703)</b>	<b>(913)</b>	<b>(11,058)</b>
<b>Other comprehensive revenue and expense</b>				
<i>Items that will not be reclassified to surplus/(deficit)</i>				
Revaluation of land and buildings	16	1,993	0	3,081
<b>Total items that will not be reclassified to surplus/(deficit)</b>		<b>1,993</b>	<b>0</b>	<b>3,081</b>
<b>Total comprehensive revenue and expense</b>		<b>(710)</b>	<b>(913)</b>	<b>(7,977)</b>
<b>Total comprehensive revenue and expense for the period attributable to:</b>				
Owners of the controlling entity		(710)	(913)	(7,977)
<b>Total</b>		<b>(710)</b>	<b>(913)</b>	<b>(7,977)</b>

Explanations of major variances against budget are provided in Note 22.

The accompanying notes form part of these financial statements.

# STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2021

All in \$000s	Notes	ACTUAL	BUDGET	ACTUAL
		2021	2021	2020
<b>ASSETS</b>				
<b>Current assets</b>				
Cash and cash equivalents	4	872	176	966
Student fees and other receivables	5	4,756	2,467	6,917
Prepayments		395	441	327
Inventory	6	183	100	79
Other financial assets	14	0	0	1,560
<b>Total current assets</b>		<b>6,206</b>	<b>3,184</b>	<b>9,849</b>
<b>Non-current assets</b>				
Property, plant and equipment	8	34,540	32,139	31,923
Intangible assets	9	590	316	752
Assets under construction - property, plant and equipment	8	987	0	381
<b>Total non-current assets</b>		<b>36,117</b>	<b>32,455</b>	<b>33,056</b>
<b>TOTAL ASSETS</b>		<b>42,323</b>	<b>35,639</b>	<b>42,905</b>
<b>LIABILITIES</b>				
<b>Current liabilities</b>				
Trade and other payables	10	1,937	1,852	1,952
Employee entitlements	11	1,033	840	1,040
Revenue received in advance	12	4,110	4,309	5,416
Borrowings	13	1,201	1,039	1,039
Provisions - current	7	227	0	225
<b>Total current liabilities</b>		<b>8,508</b>	<b>8,040</b>	<b>9,672</b>
<b>Non-current liabilities</b>				
Employee entitlements	11	246	350	241
Borrowings	13	0	1,778	2,626
Provisions - non-current	7	357	567	601
<b>Total non-current liabilities</b>		<b>603</b>	<b>2,695</b>	<b>3,468</b>
<b>Total liabilities</b>		<b>9,111</b>	<b>10,735</b>	<b>13,140</b>
<b>Net assets</b>		<b>33,212</b>	<b>24,904</b>	<b>29,766</b>
<b>EQUITY</b>				
General funds	16	12,471	9,233	11,015
Property revaluation reserve	16	20,606	15,532	18,613
Trust, endowments and bequests	16	135	139	138
<b>TOTAL EQUITY</b>		<b>33,212</b>	<b>24,904</b>	<b>29,766</b>

Explanations of major variances against budget are provided in Note 17

The accompanying notes form part of these financial statements.

# STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2021

All in \$000s	Notes	ACTUAL	BUDGET	ACTUAL
		2021	2021	2020
Balance at 1 January (1 April for 2020)		29,766	25,817	37,650
<b>Other comprehensive revenue and expense</b>				
Surplus/(deficit)	15	(2,703)	(913)	(11,058)
Other comprehensive revenue	15	1,993	0	3,081
<b>Total comprehensive revenue and expense</b>		<b>(710)</b>	<b>(913)</b>	<b>(7,977)</b>
<b>Non comprehensive revenue and expense items</b>				
Other contributions from the Crown	15	4,157	0	0
Distribution to the Crown	15	0	0	93
<b>Total non-comprehensive revenue</b>		<b>4,157</b>	<b>0</b>	<b>93</b>
<b>Balance at 31 December</b>		<b>33,212</b>	<b>24,904</b>	<b>29,766</b>

Explanations of major variances against budget are provided in Note 22.

The accompanying notes form part of these financial statements.



# STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2021

All in \$000s	Notes	ACTUAL	BUDGET	ACTUAL
		2021	2021	2020
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from Government grants		16,685	18,114	8,991
Receipts from student fees		8,487	10,717	4,839
Receipt of interest		10	51	75
Receipt of other revenue		1,494	1,568	1,229
Goods and services tax (net)		294	178	(153)
Payments to employees		(17,306)	(17,162)	(10,952)
Payments to suppliers		(9,365)	(9,382)	(8,285)
<b>Net cash flow from operating activities</b>		<b>299</b>	<b>4,084</b>	<b>(4,256)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Proceeds from sale of property, plant and equipment		0	0	0
Proceeds from sale or maturity of investments		1,560	0	3,500
Purchase of property, plant and equipment		(3,153)	(4,702)	(1,580)
Purchase of intangible assets		0	0	(9)
<b>Net cash flow used in investing activities</b>		<b>(1,593)</b>	<b>(4,702)</b>	<b>1,911</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Proceeds from borrowings		1,200		
Repayment of borrowings		0	(1,039)	(1,039)
Net cash flows from financing activities		1,200	(1,039)	(1,039)
Net (decrease)/increase in cash and cash equivalents		(94)	(1,657)	(3,384)
Cash and cash equivalents at beginning of the period		966	1,833	4,350
<b>Cash and cash equivalents at end of the year</b>	<b>4</b>	<b>872</b>	<b>176</b>	<b>966</b>

Explanations of major variances against budget are provided in Note 22.

The accompanying notes form part of these financial statements.

# RECONCILIATION FROM NET SURPLUS / (DEFICIT) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	ACTUAL	ACTUAL
All in \$000s	2021	2020
Surplus/(deficit)	(2,703)	(11,058)
<b>Add/(less) non cash items:</b>		
Depreciation and amortisation expense	2,067	1,602
Bad debt provision movement	96	0
Net loss/(gain) on disposal of property, plant and equipment	19	104
Notional Interest	492	176
<b>Add/(less) items classified as investing or financing activities:</b>		
Impairment	0	114
<b>Add/(less) movements in working capital:</b>		
(Increase)/decrease in accounts receivable and other receivables	1,637	(4,187)
(Increase)/decrease in inventories	(104)	107
(Increase)/decrease in prepayments	(68)	326
Increase/(decrease) in employee entitlements	(1)	184
Increase/(decrease) in trade and other payables	(16)	(596)
Increase/(decrease) in provisions	(242)	826
Increase/(decrease) in fees in advance	(877)	8,102
Increase/(decrease) in trusts and endowments	(1)	44
<b>Net cash from operating activities</b>	<b>299</b>	<b>(4,256)</b>

Explanations of major variances against budget are provided in Note 22.

The accompanying notes form part of these financial statements.

# NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

## 1. STATEMENT OF ACCOUNTING POLICIES

### REPORTING ENTITY

The Western Institute of Technology at Taranaki Limited (the Institute) is a Crown entity subsidiary that is domiciled and operates in New Zealand. The Institute was established in 1 April 2020 and its immediate controlling entity is Te Pūkenga - New Zealand Institute of Skills and Technology, and the ultimate controlling entity is the New Zealand Crown. The relevant legislation governing the Institute's operations includes the Crown Entities Act 2004 and the Education and Training Act 2020, and the Companies Act 1993.

The Institute provides educational and research services for the benefit of the community. It does not operate to make a financial return. Te Pūkenga has designated itself and the group as public benefit entities (PBE's) for the purposes of complying with generally accepted accounting practice.

The financial statements of the Institute are for the year ended 31 December 2021, and were authorised for issue by the Te Pūkenga Council on the 9th May 2024

### BASIS OF PREPARATION

The Minister of Education announced the Government's decisions on the Reform of Vocational Education proposals on 1 August 2019. The Education (Vocational Education and Training and Reform) Amendment Bill (the Bill) gained royal assent on 24 February 2020 and came into effect on 1 April 2020. The Education (Vocational Education and Training and Reform) Amendment Act 2020 created a new Crown entity, the New Zealand Institute of Skills and Technology (NZIST) renamed as Te Pūkenga, and converted all existing ITPs into crown entity subsidiary companies on 1 April 2020.

The Education and Training Act 2020 (the Act) states that each Te Pūkenga subsidiary continues in existence only until the close of 31 December 2022, at which point all the rights, assets, and liabilities of the Te Pūkenga subsidiary will be transferred to Te Pūkenga. The Act allows Te Pūkenga to dissolve the Western Institute of Technology at Taranaki Limited before 31 December 2022 and transfer some or all the rights, assets, and liabilities to Te Pūkenga or another Te Pūkenga subsidiary. The Institute dissolved on 31 October 2022.

As the Institute ceased to exist before the financial statements were approved for issue, the financial statements have been prepared on a distabishment basis.

Because the vocational education will continue to be provided after the transfer, no changes were made to the carrying value of assets and liabilities as a result of the disestablishment basis of accounting.

### Reporting period

The Institute came into existence on 1 April 2020, therefore the reporting period for the comparative financial year is for the

9-month period from 1 April 2020 to 31 December 2020. The reporting period for the current year is for the 12-month period 1 January 2021 to 31 December 2021. Due to the comparative year only covering a 9-month period, the statement of comprehensive revenue and expense, statement of changes in net assets/equity, cash flow statement and related notes are not entirely comparable.

### Statement of compliance

The financial statements of the Institute have been prepared in accordance with the requirements of the Crown Entities Act 2004 and the Education and Training Act 2020, which include the requirement to comply with generally accepted accounting practice in New Zealand (NZ GAAP).

The Institute is a Tier 2 entity and the financial statements have been prepared in accordance with PBE Reduced Disclosures regimes. These financial statements comply with the PBE reduce disclosure regime.

### Presentation currency and rounding

The financial statements are presented in New Zealand dollars and all values, other than the Board member remuneration disclosures and the related party transaction disclosures in Note 26, are rounded to the nearest thousand dollars (\$000). Board member remuneration and related party transaction disclosures are rounded to the nearest dollar.

### Standards issued and early adopted

Standards and amendments issued but not yet effective that have been early adopted and which are relevant to the Institute are:

- The Institute early adopted PBE IPSAS 41 Financial Instruments for the year ended 31 December 2021. This new standard is effective for periods beginning on or after 1 January 2022, however The Institute has elected to early adopt the standard. PBE IPSAS 41 establishes requirements for the recognition and measurement of financial instruments by Tier 1 and Tier 2 public benefit entities. This standard replaces PBE IPSAS 29 Financial Instruments: Recognition and Measurement.
- In accordance with the transitional provisions of PBE IPSAS 41, the Institute has elected not to restate the information for previous years to comply with PBE IPSAS 41. The comparative information continues to be reported under PBE IPSAS 29. Adjustments arising from the adoption of PBE IPSAS 41 are recognised in opening equity at 1 January 2021.

The main updates are:

- Note 5 Receivables: This policy has been updated to reflect that the impairment of short-term receivables is now determined by applying a lifetime expected credit loss model; and
- Note 14 Term deposits, and loans to subsidiaries: This policy has been updated to explain that a loss allowance for expected credit losses is recognised only if the estimated loss allowance is not trivial.

### Transition

On the date of initial application of PBE IPSAS 41, being 1 January 2021, the classification of financial instruments under PBE IPSAS 29 and PBE IPSAS 41 is as follows:

### Institute

Original PBE IPSAS 29 category	New PBE IPSAS 41 category	Closing balance 31 December 2020 (PBE IPSAS 29)	Adoption of PBE IPSAS 41 adjustment	Opening balance 1 January 2021 (PBE IPSAS 41)
Cash at bank and on hand	Loans and receivables	872	-	872
Receivables	Loans and receivables	4,756	-	4,756
<b>Total financial assets</b>		<b>5,628</b>	<b>-</b>	<b>5,628</b>

## SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies are included in the notes to which they relate.

Significant accounting policies that do not relate to a specific note are outline below.

### Budget figures

The budget figures for the Institute have been derived from the budget approved by the WITT Board and Te Pūkenga at the start of the 2021 financial year. Those budget figures have been prepared in accordance with NZ GAAP, using accounting policies that are consistent with those adopted by the Board and Te Pūkenga in preparing these financial statements. The budget approved was for the full 1 January to 31 December 2021 year.

### Critical accounting estimates and assumptions

In preparing these financial statements, estimates and assumptions have been made concerning the future. These estimates and assumptions might differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations or future events that are believed to be reasonable under the circumstances. The estimates and assumptions that might have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are:

#### Distinction between revenue and capital contributions

Most Crown revenue is operational in nature and is provided by the Crown under the authority of an expense appropriation and is recognised as revenue. Where funding is received from the Crown under the authority of a capital appropriation, the Institute accounts for the funding as a capital contribution directly in Equity.

### Research leave

Teaching staff are entitled to research leave in certain circumstances. The substance of this leave is that it is leave from teaching duties to undertake research activity with staff continuing to earn their salary and other employee entitlements. The Institute is of the view that research leave is not the type of leave contemplated in PBE IPSAS 25 Employee Benefits. Accordingly, a liability has not been recognised for such leave.

### Estimating the fair value of land, buildings and infrastructure

The most recent valuations of land, buildings, and infrastructure were performed by an independent Registered valuer, M Drew BBS(VPM), ANZIV, MPINZ of Telfer Young Valuers Property Advisors for WITT Land and Building valuations and Kees Beentjes of SPM Assets Limited for WITT Infrastructure Assets. The Land and Building valuations are effective as at 31 December 2021 and the Infrastructure Assets valuations are effective as at 31 December 2017.

### Land

Fair value, using market-based evidence, is based on the highest and best use of the land, with reference to comparable land values. Adjustments have been made for the zoning and other statutory declarations as well as leases.

### Buildings

Specialised buildings are buildings specifically designed for educational purposes. They are valued using depreciated replacement cost because no reliable market data is available for such buildings. Depreciated replacement cost is determined using a number of significant assumptions. Significant assumptions used in the 31 December 2021 valuation include:

1. The replacement costs of the specific assets are adjusted where appropriate for optimisation due to over-design or surplus capacity. There has been no optimisation adjustments for the most recent valuations.
2. The replacement cost is derived from recent construction contracts of actual contracts carried out recently and reference materials supplied by QV.
3. The remaining useful life of assets is estimated after considering factors such as the condition of the asset, future maintenance and replacement plans, and experience with similar buildings.
4. Straight-line depreciation has been applied in determining the depreciated replacement cost value of the asset.

Non-specialised buildings are valued at fair value using market-based evidence. Significant assumptions in the 31 December 2021 valuation include market rents and capitalisation rates.

- Market rents range from \$123 to \$195 per square metre. An increase (decrease) in market rents would increase (decrease) the fair value of non-specialised buildings.
- Capitalisation rates are market-based rates of return and range from 8% to 8.25%. An increase (decrease) in the capitalisation rate would decrease (increase) the fair value of non-specialised buildings.

### **Infrastructure**

Infrastructure assets water utilities reticulation have been independently valued using depreciated replacement cost. The valuations have been performed in accordance with the New Zealand Infrastructure Asset Valuation and Depreciation Guidelines issued by the NAMS Group. The significant assumptions applied in determining the depreciated replacement cost of infrastructure assets are similar to those described above for specialised buildings.

### **Critical judgements in applying accounting policies**

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

#### ***Leases classification***

Determining whether a lease agreement is a finance or operating lease requires judgement as to whether the agreement transfers substantially all the risks and rewards of ownership to WITT or the Group. 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.

#### ***Non-Government Grants***

WITT and the Group must exercise judgement when recognising grant income to determine if conditions of the grant contract have been satisfied. This judgement will be based on the facts and circumstances that are evident for each grant contract.

#### ***Rounding***

The financial statements include rounding of numbers as the model used for the financial statements calculates to the dollar but the Annual Report is rounded to the nearest thousand.

### **Foreign currency transactions**

Foreign currency transactions (including those subject to forward foreign exchange contracts) are translated into NZ\$ (the functional currency) using the spot exchange rates at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the surplus or deficit.

### **Goods and services tax**

Revenues, expenses and assets are recognised net of the amount of GST except:

- where the GST incurred on a purchase of goods and services is not recoverable from the taxation authority, in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item as applicable; and
- receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to the Inland Revenue Department (IRD), is included as part of receivables or payables in the Statement of Financial Position.

Cashflows are included in the cashflow statement on a gross basis and the GST component of cashflows arising from investing and financing activities, which is recoverable from, or payable to the IRD, is classified as an operating cashflow.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to the IRD.

### **Income tax**

The Institute are exempt from Income Tax. Accordingly, no provision has been made for Income Tax.

## 2. REVENUE

### Accounting policy

Revenue is measured at fair value. The specific accounting policies for significant revenue items are explained below:

#### *Student Achievement Component funding*

Student Achievement Component (SAC) funding is the Institute's main source of operational funding from Te Pūkenga. The Institute considers SAC funding to be non-exchange and would normally recognise SAC funding as revenue when the course withdrawal date has passed, based on the number of eligible students enrolled in the course at that date and the value of the course.

#### *Tuition fees*

Domestic student tuition fees are subsidised by Government funding and are considered non-exchange. Revenue is recognised when the course withdrawal date has passed, which is when a student is no longer entitled to a refund for withdrawing from the course.

International student tuition fees are accounted for as exchange transactions and recognised as revenue on a course percentage of completion basis. The percentage completion is measured by reference to the days of the course completed as a proportion of the total course days.

#### *Fees-free revenue*

The Institute considers that fees-free revenue is non-exchange revenue and would normally recognise revenue when the course withdrawal date for an eligible student has passed. The Institute would present funding received as part of the tuition fees. This is on the basis that receipts from Te Pūkenga are for payment on behalf of the student as specified in the relevant funding mechanism.

#### *SAC and Fees Free Comparative*

SAC and Fees-free funding - 31 December 2020 comparative year  
In the 31 December 2020 comparative year SAC funding was provided directly by TEC. In March 2020 in response to Covid-19 TEC confirmed that it would not seek repayment of 2020 SAC and fees-free funding if there was any underdelivery. Therefore, the predecessor entity recognised the 2020 funding in full as revenue in the period ended 31 March 2020. There is no such arrangement in place for 2021 funding.

#### *Performance-based research fund*

The Institute considers funding received from Performance-Based Research Fund (PBRF) to be non-exchange in nature. The Institute recognises its confirmed allocation of PBRF funding at the commencement of the specified funding period, which is the same as the financial year. PBRF revenue is measured based on the funding entitlement adjusted for any expected adjustments as part of the final wash-up process. Indicative funding for future periods is not recognised until confirmed for that future period.

#### *Other grants received*

Other grants are recognised as revenue when they become receivable unless there is an obligation in substance to return the funds if conditions of the grant are not met. If there is such an obligation, the grants are initially recorded as grants received in advance and then recognised as revenue when the conditions of the grant are satisfied.

#### *Donations, trust funds, endowments, bequests, and pledges*

Donations, trust funds, endowments, and bequests for the benefit of the Institute are recognised as an asset and revenue when the right to receive the funding or asset has been established, unless there is an obligation in substance to return the funds if conditions are not met. If there is such an obligation, they are initially recorded as revenue in advance and then recognised as revenue when the conditions are satisfied. Pledges are not recognised as assets or revenue until the pledged item is received.

#### *Sales of goods*

Revenue from the sale of goods is recognised when the product is sold to the customer.

#### *Interest and dividends*

Interest revenue is recognised by accruing on a time proportion basis the interest due for the investment. Dividends are recognised when the right to receive payment has been established.

	ACTUAL	ACTUAL
All in \$000s	2021	2020
<b>Government funding classified as non-exchange transactions</b>		
Student disability grant	32	0
Youth guarantee funding	785	20
Māori and Pacific Islands grant	16	0
Student Achievement Component (SAC) funding	12,405	1,576
Performance based research funding	44	0
Other Government funding	1,587	32
<b>Total Government funding classified as non-exchange transactions</b>	<b>14,869</b>	<b>1,628</b>
<b>Tuition fees and departmental revenue classified as exchange transactions</b>		
Tuition fees - international students	2,697	4,948
<b>Total tuition fees and departmental revenue classified as exchange transactions</b>	<b>2,697</b>	<b>4,948</b>
<b>Tuition fees and departmental revenue classified as non-exchange transactions</b>		
Tuition fees - domestic students	2,883	1,588
Fees free funding	1,251	18
Targeted training and apprenticeship funding (TTAF)	2,715	1,145
<b>Total tuition fees and departmental revenue classified as non-exchange transactions</b>	<b>6,849</b>	<b>2,751</b>
<b>Total tuition fees and departmental revenue</b>	<b>9,546</b>	<b>7,699</b>
<b>Other revenue classified as exchange transactions</b>		
Other revenue	1,463	1,187
Gain on disposal of property, plant and equipment	8	1
Interest revenue	10	75
<b>Total other revenue classified as exchange transactions</b>	<b>1,481</b>	<b>1,263</b>
<b>Other revenue classified as non-exchange transactions</b>		
Student service fees	212	151
<b>Total other revenue classified as non-exchange transactions</b>	<b>212</b>	<b>151</b>
<b>Total other revenue</b>	<b>1,693</b>	<b>1,414</b>
<b>Total revenue</b>	<b>26,108</b>	<b>10,741</b>
<b>Revenue classification</b>		
Exchange revenue	4,178	6,211
Non-exchange revenue	21,930	4,530
<b>Total revenue</b>	<b>26,108</b>	<b>10,741</b>

### 3. EXPENDITURE

#### Scholarships

Scholarships awarded by the Institute that reduce the amount of tuition fees payable by the student are accounted for as an expense and not offset against student tuition fees revenue.

#### Superannuation schemes

Defined contribution schemes Employer contributions to KiwiSaver, the Government Superannuation Fund, and other defined contribution superannuation schemes are accounted for as defined contribution schemes and are recognised as an expense in the surplus or deficit when incurred.

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Employee expenses</b>			
Wages and salaries		16,483	10,292
Defined contribution plan employer contributions		433	273
Councillors and board fees	20	155	120
Increase/(decrease) in employee benefit liabilities	15	(105)	303
Other employee expenses		337	143
<b>Total employee benefits expense</b>		<b>17,303</b>	<b>11,131</b>
<b>Depreciation and amortisation expenses</b>			
Depreciation	8	1,905	1,474
Amortisation	9	162	128
<b>Total depreciation and amortisation</b>		<b>2,067</b>	<b>1,602</b>
<b>Interest expense</b>			
Interest expense		493	0
<b>Total interest</b>		<b>493</b>	<b>0</b>
<b>Administration and other expenditure</b>			
<b>Auditors' remuneration</b>			
Fees to principal auditor for financial statement audit		125	127
<b>Total auditors' remuneration</b>		<b>125</b>	<b>127</b>
<b>General costs</b>			
Operating lease payments		188	115
Bad and doubtful debts - written off	5	7	256
Net increase/(decrease) bad and doubtful debts provision	5	96	(358)
Course delivery expenses		2,135	2,654
Donations & koha		4	2
Research & development expense		5	1
Loss on disposal of property, plant and equipment	8	27	108
Administrative, materials and consumables expenses		433	216
Scholarships		325	498
Impairment of assets	8	0	114
Other expenditure		5,603	5,333
<b>Total general costs</b>		<b>8,823</b>	<b>8,939</b>
<b>Total other expenditure</b>		<b>8,948</b>	<b>9,066</b>
<b>Total expenditure</b>		<b>28,811</b>	<b>21,799</b>



## 4. CASH AND CASH EQUIVALENTS

### Accounting policy

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the statement of financial position.

Though cash and cash equivalents at 31 December 2021 are subject to the expected credit loss requirements of PBE IPSAS 41, no loss allowance has been recognised because the estimated loss allowance for credit losses is trivial.

All in \$000s	Notes	ACTUAL	ACTUAL
		2021	2020
Cash at bank and on hand		872	966
<b>Total cash and cash equivalents</b>		<b>872</b>	<b>966</b>

## 5. STUDENT FEES AND OTHER RECEIVABLES

### Accounting policy

Short-term receivables are recorded at the amount due, less an allowance for expected credit losses (ECL). This allowance is calculated based on lifetime ECL.

In measuring ECL, short-term receivables have been assessed on a collective basis as they possess shared credit risk characteristics. They have been grouped based on the days past due.

Short-term receivables are written off when there is no reasonable expectation of recovery.

### Previous accounting policy for impairment of receivables

For the previous year, the allowance for credit losses was based on the incurred credit loss model. An allowance for credit losses was recognised only when there was objective evidence of impairment that the amount due would not be fully collected.

All in \$000s	Notes	ACTUAL	ACTUAL
		2021	2020
<b>Receivables classified as exchange transactions</b>			
Other receivables		311	65
<b>Total receivables classified as exchange transactions</b>		<b>311</b>	<b>65</b>
<b>Receivables classified as non-exchange transactions</b>			
Student fees and sundry receivables		3,899	4,388
Other non-exchange receivables		742	2,564
<b>Total receivables classified as non-exchange transactions</b>		<b>4,641</b>	<b>6,952</b>
<b>Total student fees and other receivables (excluding impairment)</b>		<b>4,952</b>	<b>7,017</b>
Less allowance for credit losses		(196)	(100)
<b>Total student fees and other receivables</b>		<b>4,756</b>	<b>6,917</b>

There have been no changes during the reporting period in estimation techniques or significant assumptions used in measuring the loss allowance.

## 6. INVENTORY

### Accounting policy

Inventories are held for distribution or for use in the provision of goods and services. The measurement of inventories depends on whether the inventories are held for commercial or non-commercial (distribution at no charge or for a nominal charge) distribution or use. Inventories are measured as follows:

- Commercial: measured at the lower of cost and net realisable value.
- Non-commercial: measured at cost, adjusted for any loss of service potential.

Cost is allocated using the first in, first out (FIFO) method, which assumes the inventories that were purchased first are distributed or used first.

Inventories acquired through non-exchange transactions are measured at fair value at the date of acquisition. Any write-down from cost to net realisable value or for the loss of service potential is recognised in surplus or deficit in the year of the write-down.

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
Carpentry House Build		183	79
<b>Total inventory carrying value</b>		<b>183</b>	<b>79</b>

No inventories are pledged as security for liabilities.

## 7. PROVISIONS

### Accounting policy

A provision is recognised for future expenditure of uncertain amount or timing when:

- there is a present obligation (either legal or constructive) as a result of a past event;
- it is probable that an outflow of future economic benefits or service potential will be required to settle the obligation;
- a reliable estimate can be made of the amount of the obligation.

Provisions are measured at the present value of the expenditure expected to be required to settle the obligation using market yields on Government bonds at balance date with terms to maturity that match, as closely as possible, the estimated future cash outflows. The increase in the provision due to the passage of time is recognised as an interest expense and is included in "finance costs".

### Restructuring

A provision for restructuring is recognised when either an approved detailed formal plan for the restructuring has been announced publicly to those affected, or implementation of it has already started.

All in \$000s	1 January 2021			31 Dec 2021	
	Opening Balance	Increase to provision	Charged against provision	Unused amounts reversed	Closing Balance
<b>Provision</b>					
Onerous Lease	826		(242)	0	584
<b>Total Provisions</b>	<b>826</b>	<b>0</b>	<b>(242)</b>	<b>0</b>	<b>584</b>

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Current portion</b>			
Onerous Lease		227	225
<b>Total current portion</b>		<b>227</b>	<b>225</b>
<b>Non current portion</b>			
Onerous Lease		357	601
<b>Total non-current portion</b>		<b>357</b>	<b>601</b>
<b>Total provisions</b>		<b>584</b>	<b>826</b>

The onerous lease relates to a lease contract with Prime Properties Hamilton. WITT closed the Hamilton campus and vacated the leased building on 31 December 2020. The lease ends October 2025.

## 8. PROPERTY, PLANT AND EQUIPMENT

### Accounting policy

Property, plant, and equipment consists of nine asset classes: land, buildings, infrastructure, leasehold improvements, computer hardware, furniture and equipment, motor vehicles, library collection, and heritage collections. Land is measured at fair value, and buildings and infrastructure are measured at fair value less accumulated depreciation. All other asset classes are measured at cost, less accumulated depreciation and impairment losses.

### Revaluation

Land, buildings, and infrastructure are revalued with sufficient regularity to ensure that their carrying amount does not differ materially from fair value and at least every three years. Revaluation movements are accounted for on a class-of-asset basis.

The net revaluation results are credited or debited to other comprehensive revenue and expense and are accumulated to an asset revaluation reserve in equity for that class-of-asset. Where this would result in a debit balance in the asset revaluation reserve, this balance is recognised in the surplus or deficit. Any subsequent increase on revaluation that reverses a previous decrease in value recognised in the surplus or deficit will be recognised first in the surplus or deficit up to the amount previously expensed, and then recognised in other comprehensive revenue and expense.

### Additions

The cost of an item of property, plant, and equipment is recognised as an asset only when it is probable that future economic benefits or service potential associated with the item will flow to Te Pūkenga and the group and the cost of the item can be measured reliably. Work in progress is recognised at cost less impairment and is not depreciated. In most instances, an item of property, plant, and equipment is initially recognised at its cost. Where an asset is acquired through a non-exchange transaction, it is recognised at its fair value as at the date of acquisition. Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to Te Pūkenga and the group and the cost of the item can be measured reliably. The costs of day-to-day servicing of property, plant, and equipment are recognised in the surplus or deficit as they are incurred. Additions over \$2,000 in value are capitalised. Amounts under this are expensed.

### Disposals

Under the Education and Training Act 2020, the institute is required to notify Te Pūkenga, who then obtains consent from the Secretary for Education, to dispose of land and buildings. Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses on disposals are reported net in the surplus or deficit. When revalued assets are sold, the amounts included in revaluation reserves in respect of those assets are transferred to general funds within equity.

### Depreciation

Depreciation is provided on a straight-line basis on all property, plant, and equipment other than land and heritage collections, at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives. Heritage collections are not depreciated because they are maintained such that they have indefinite or sufficiently long useful lives that any depreciation

is considered to be negligible. The useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

- Buildings (including components) 25 to 100 years (1% to 4%)
- Infrastructure 10 to 50 years (2% to 10%)
- Leasehold improvements 3 to 10 years (10% to 33.3%)
- Computer hardware 5 years (20%)
- Furniture and equipment 2 to 13 years (7.7% to 50%)
- Motor vehicles 4 years (25%)
- Library collection 10 years (10%)

Leasehold improvements are depreciated over the shorter of the unexpired period of the lease or the estimated remaining useful lives of the improvements.

### Impairment of property, plant and equipment

Property, plant, and equipment are reviewed for impairment at each balance date and whenever events or changes in circumstances indicate that the carrying amount might not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use. If an asset's carrying amount exceeds its recoverable amount, the asset is considered to be impaired and the carrying amount is written-down to the recoverable amount. For revalued assets, the impairment loss is recognised against the revaluation reserve for that class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the surplus or deficit. For assets not carried at a revalued amount, the total impairment loss is recognised in the surplus or deficit. The reversal of an impairment loss on a revalued asset is credited to other comprehensive revenue and expense and increases the asset revaluation reserve for that class of asset. However, to the extent that an impairment loss for that class of asset was previously recognised in the surplus or deficit, a reversal of an impairment loss is also recognised in the surplus or deficit. For assets not carried at a revalued amount, the reversal of an impairment loss is recognised in the surplus or deficit.

### Value in use for non-cash-generating assets

Non-cash-generating assets are those assets that are not held with the primary objective of generating a commercial return. For non-cash-generating assets, value in use is determined using an approach based on either a depreciated replacement cost approach, a 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.

### Value in use for cash-generating assets

Cash-generating assets are those assets that are held with the primary objective of generating a commercial return. The value in use for cash-generating assets and cash-generating units is the present value of expected future cash flows.

<b>PROPERTY, PLANT AND EQUIPMENT</b>	<b>Land</b>	<b>Infrastructure</b>	<b>Buildings</b>	<b>Leasehold improvements</b>	<b>Furniture and equipment</b>	<b>Computer hardware</b>	<b>Motor vehicles</b>	<b>Library collection</b>	<b>Total</b>
Cost or Fair Value - Brought Forward	4600	688	23,345	61	5,690	2,354	249	769	37,756
Accumulated Depreciation - Brought Forward	0	(22)	0	(17)	(3,321)	(1,618)	(172)	(682)	(5,832)
<b>Net Carrying Value - 1 January 2021</b>	<b>4,600</b>	<b>665</b>	<b>23,345</b>	<b>44</b>	<b>2,369</b>	<b>736</b>	<b>77</b>	<b>87</b>	<b>31,924</b>
Additions	0	0	1,282	0	889	254	119	21	2,565
Reclassifications	0	0	0	0	0	0	0	0	0
Net Revaluation	310	0	556	0	0	0	0	0	866
Disposals	0	0	(10)	0	(150)	(162)	(25)	0	(347)
Depreciation on Disposals	0	0	0	0	128	162	20	0	310
Reverse Accumulated Depreciation – Revaluation Write Back	0	0	1,127	0	0	0	0	0	1,127
Depreciation	0	(7)	(1,127)	(14)	(456)	(250)	(28)	(23)	(1,905)
Cost or Fair Value	4910	688	25,173	61	6,429	2,446	343	790	40,840
Accumulated Depreciation	0	(29)	0	(31)	(3,649)	(1,706)	(180)	(705)	(6,300)
<b>Net Carrying Value - 31 December 2021</b>	<b>4,910</b>	<b>659</b>	<b>25,173</b>	<b>30</b>	<b>2,780</b>	<b>740</b>	<b>163</b>	<b>85</b>	<b>34,540</b>

#### ASSETS UNDER CONSTRUCTION

Opening Value - 1 January 2021	0	0	356	0	17	0	0	0	373
Additions	0	0	897	0	90	0	0	0	987
Capitalisations	0	0	(356)	0	(17)	0	0	0	(373)
<b>Closing Value - 31 December 2021</b>	<b>0</b>	<b>0</b>	<b>897</b>	<b>0</b>	<b>90</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>987</b>

#### PROPERTY, PLANT AND EQUIPMENT

Cost or Fair Value - Brought Forward	3300	688	24,814	137	5,062	1,964	271	747	36,983
Accumulated Depreciation - Brought Forward	0	(18)	(2,686)	(22)	(3,219)	(1,275)	(191)	(657)	(8,068)
<b>Net Carrying Value - 1 April 2020</b>	<b>3,300</b>	<b>670</b>	<b>22,128</b>	<b>115</b>	<b>1,843</b>	<b>689</b>	<b>80</b>	<b>90</b>	<b>28,915</b>
Additions	0	0	417	25	631	406	15	22	1,516
Reclassifications	0	0	(43)	43	0	(7)	0	0	(7)
Net Revaluation	1300	0	(1,843)	0	0	0	0	0	(543)
Disposals	0	0	0	(144)	(11)	(2)	0	0	(157)
Depreciation on Disposals	0	0	0	30	(8)	7	0	0	29
Reverse Accumulated Depreciation – Revaluation Write Back	0	0	3,643	0	0	0	0	0	3,643
Depreciation	0	(5)	(957)	(25)	(94)	(350)	(18)	(25)	(1,474)
Cost or Fair Value	4,600	688	23,345	61	5,682	2,354	286	769	37,783
Accumulated Depreciation	0	(23)	0	(17)	(3,313)	(1,618)	(209)	(682)	(5,861)
<b>Net Carrying Value - 31 December 2020</b>	<b>4,600</b>	<b>665</b>	<b>23,345</b>	<b>44</b>	<b>2,369</b>	<b>736</b>	<b>77</b>	<b>87</b>	<b>31,923</b>

#### ASSETS UNDER CONSTRUCTION

Opening Value - 1 April 2020	0	0	311	0	0	0	0	0	311
Additions	0	0	381	0	0	0	0	0	381
Capitalisations	0	0	(311)	0	0	0	0	0	(311)
<b>Closing Value - 31 December 2020</b>	<b>0</b>	<b>0</b>	<b>381</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>381</b>

The Institute undertakes asset revaluations using independent registered valuers on a 3 year cycle. The last valuation was in 2020. Parent Te Pukenga decided in 2021 to align all revaluations for the group and all subsidiaries conducted asset revaluations on all properties (land and buildings) using independent registered valuers as at 31 December 2021. Revaluation involves determining the fair value of these properties. The assessment of the fair value of the land is based on reliable market transactions and sales evidence. The fair value of the buildings is based on optimised depreciated replacement cost. The fair value of land and building assets not revalued at balance date are assessed annually to ensure that they do not differ materially from their carrying value. A revaluation of land and buildings was performed on the 9 December 2021 by a registered valuer Mike Drew, independent Registered Valuer, of the firm Telfer Young, and the valuation is effective as at 31 December 2021.

## 9. INTANGIBLE ASSETS

### Accounting policy

#### Software acquisition and development

Computer software licenses are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs that are directly associated with the development of software for internal use are recognised as an intangible asset. Direct costs include software development employee costs and relevant professional fees. Staff training costs are recognised as an expense when incurred. Costs associated with maintaining computer software are recognised as an expense when incurred.

#### Course-related software and websites

Course-related software and website development costs are classified as software and accounted for in accordance with the accounting policy for software. Capitalised costs are tested for impairment and, once available for use, amortised in accordance with that policy.

#### Courses purchased from other organisations

Separately acquired courses and programmes (including trademarks and licences) acquired from outside of the Te Pūkenga group are initially recognised at historical cost. They have a finite useful life and, subsequent to initial recognition, should be carried at cost less accumulated amortisation and impairment losses. They are amortised over a period not exceeding 5 years.

#### Internally developed courses

Course development costs are expensed when incurred unless the course development costs are directly attributable to the design of identifiable and unique courses and programmes controlled by the group in which case they are recognised as intangible assets where all of the following criteria are met:

- (a) The course material is identifiable and the use and redistribution of course material is controlled by the group through legal or other means.
- (b) It is probable that the courses will generate future economic benefits attributable to the course and the cost can be reliably measured. This is the case when:
  - (i) it is technically feasible to complete the development so that the course or programme will be available for use and/or sale;
  - (ii) management intends to complete the development of the course or programme and use or sell it;
  - (iii) there is an ability to use or sell the course or programme;
  - (iv) it can be demonstrated how the course or programme will generate probable future economic benefits or service potential;
  - (v) there are adequate technical, financial and other resources available to complete development of the course or programme and to use or sell the course or programme; and
  - (vi) the expenditure attributable to the course or programme development can be reliably measured.

Capitalised course development costs related to courses that are not yet available for use are tested for impairment annually and whenever there is an indication that the asset may be impaired.

Capitalised course development costs are amortised from the point at which the course or programme is ready for use and are amortised over a period not exceeding 5 years. They are carried at cost less accumulated amortisation and impairment losses. They are tested for impairment whenever there is an indication that the asset may be impaired.

Costs associated with maintaining courses and programmes are recognised as an expense as incurred.

#### Intellectual property development

Research costs are expensed as incurred in the surplus or deficit. Development costs that are directly attributable to the design, construction, and testing of pre-production or pre-use prototypes and models associated with intellectual property development are recognised as an intangible asset if all the following can be demonstrated:

- It is technically feasible to complete the product so that it will be available for use or sale.
- Management intends to complete the product and use or sell it.
- There is an ability to use or sell the product.
- It can be demonstrated how the product will generate probable future economic benefits.
- Adequate technical, financial, and other resources to complete the development and to use or sell the product are available.
- The expenditure attributable to the product during its development can be reliably measured.

Other development expenses that do not meet these criteria are recognised as an expense as incurred in the surplus or deficit. Development costs previously recognised as an expense cannot be subsequently recognised as an asset.

#### Amortisation

The carrying value of an intangible asset with a finite life is amortised on a straight line basis over its useful life. Amortisation begins when the asset is available for use and ceases at the date that the asset is derecognised. The amortisation charge for each financial year is recognised in the surplus or deficit.

The useful lives and associated amortisation rates of major classes of intangible assets have been estimated as follows:

- Computer software 3 to 6 years 16.7% to 33.3%

Capitalised intellectual property development costs are still work in progress. The useful life of completed projects will be established at project completion.

#### Impairment of intangible assets

Intangible assets subsequently measured at cost that have an indefinite useful life, or are not yet available for use, are not subject to amortisation and are tested annually for impairment.

<b>INTANGIBLES</b>	<b>Computer software</b>	<b>Course development</b>	<b>Other intangible assets</b>	<b>Total</b>
Cost or Fair Value - Brought Forward	1396	434	248	2,078
Accumulated Amortisation - Brought Forward	(951)	(231)	(144)	(1,326)
<b>Net Carrying Value - 1 January 2021</b>	<b>445</b>	<b>203</b>	<b>104</b>	<b>752</b>
Additions	0	0	0	0
Disposals	-61	0	0	(61)
Amortisation on Disposals	61	0	0	61
Amortisation	(79)	(70)	(13)	(162)
Cost or Fair Value	1335	434	248	2,017
Accumulated Amortisation	(969)	(301)	(157)	(1,427)
<b>Net Carrying Value - 31 December 2021</b>	<b>366</b>	<b>133</b>	<b>91</b>	<b>590</b>

#### **ASSETS UNDER CONSTRUCTION**

Opening Value - 1 January 2021	0	0	0	0
Additions	0	0	0	0
Capitalisations	0	0	0	0
<b>Closing Value - 31 December 2021</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### **INTANGIBLES**

Cost or Fair Value - Brought Forward	1384	566	248	2,198
Accumulated Amortisation - Brought Forward	(895)	(249)	(136)	(1,280)
<b>Net Carrying Value - 1 April 2020</b>	<b>489</b>	<b>317</b>	<b>112</b>	<b>918</b>
Additions	12	0	0	12
Disposals	0	(58)	0	(58)
Amortisation on Disposals	0	9	0	9
Amortisation	(56)	(64)	(8)	(128)
Cost or Fair Value	1396	508	248	2,152
Accumulated Amortisation	(952)	(304)	(145)	(1,399)
<b>Net Carrying Value - 31 December 2020</b>	<b>445</b>	<b>203</b>	<b>104</b>	<b>752</b>

#### **ASSETS UNDER CONSTRUCTION**

Opening Value - 1 April 2020	3	0	0	3
Additions	0	0	0	0
Capitalisations	-3	0	0	(3)
<b>Closing Value - 31 December 2020</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 10. TRADE AND OTHER PAYABLES

### Accounting policy

Short-term payables are recorded at the amount payable. Payables are non-interest bearing and are normally settled on 30-day terms. Therefore, the carrying value of payables approximates their fair value.

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Payables under exchange transactions</b>			
Trade payables		1,075	934
Other payables		340	594
<b>Total payables under exchange transactions</b>		<b>1,415</b>	<b>1,528</b>
<b>Payables under non-exchange transactions</b>			
Net GST payable/(receivable)		522	424
<b>Total payables under non-exchange transactions</b>		<b>522</b>	<b>424</b>
<b>Total trade and other payables</b>		<b>1,937</b>	<b>1,952</b>

## 11. EMPLOYEE BENEFIT LIABILITIES

### Accounting policy

Employee benefits that are due to be settled within 12 months after the end of the year in which the employee provides 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 to - but not yet taken - at balance date, and sick leave.

A liability and an expense are recognised for bonuses where there is a contractual obligation or where there is a past practice that has created a constructive obligation and a reliable estimate of the obligation can be made.

### Long-term employee entitlements

Employee benefits that are due to be settled beyond 12 months after the end of the year in which the employee provides the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- 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.

### Presentation of employee entitlements

Sick leave, annual leave, vested long service leave are classified as a current liability. Non-vested long service leave and retirement gratuities expected to be settled within 12 months of balance date are classified as a current liability. All other employee entitlements are classified as a non-current liability.

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Employee entitlements</b>			
Accrued pay		223	125
Annual leave		682	774
Sick leave		10	6
Long service leave		35	47
Retirement leave		329	329
<b>Total Employee benefit liabilities</b>		<b>1,279</b>	<b>1,281</b>
Current portion		1,033	1,040
Non-current portion		246	241
<b>Total employee benefit liabilities</b>		<b>1,279</b>	<b>1,281</b>

## 12. REVENUE RECEIVED IN ADVANCE

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Revenue received in advance</b>			
Government grants		483	0
Students' fees		3,499	5,301
Other revenue received in advance		128	115
<b>Total revenue received in advance</b>		<b>4,110</b>	<b>5,416</b>
Current portion		4,110	5,416
Non-current portion		0	0
<b>Total revenue received in advance</b>		<b>4,110</b>	<b>5,416</b>

Deferred revenue from student fees includes both liabilities recognised for domestic students where the withdrawal date have not yet passed and for international student fees, which are based on the percentage of course completion.



## 13. BORROWINGS

### Accounting policy

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 Institute has an unconditional right to defer settlement of the liability for at least 12 months after the balance date.

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Borrowings</b>			
Current portion		1,201	1,039
Non-current portion		0	2,626
<b>Total</b>		<b>1,201</b>	<b>3,665</b>
Weighted average effective interest rate		1.98%	5.24%

### Borrowings

WITT's non-current borrowings was a Crown loan of \$5.196m which was repayable in equal instalments over a five year period between 2020 and 2024.

The Crown loan is interest free and as such has a fair value as at 31 December 2020 of \$3.67m. The initial discounted amount of \$2.68m is being written back to the interest free Crown loan over the loan period from 2009 to 2024 through the Statement of Comprehensive Revenue and Expense. In determining the fair value at the inception of the interest free Crown loan, a present value calculation was completed using a commercial loan discount rate of 5.24%.

On the 29 September 2021, Chris Hipkins, Minister of Education, approved for the Western Institute of Technology at Taranaki's Crown loan to be converted to Equity. The remaining balance of \$4.157 million was converted to Equity and notional interest of \$364k was expensed.

On the 17 December 2021, WITT utilised the inter-group loan facility and requested a \$1.2m loan from Te Pukenga. The specific terms of this loan was an interest rate of 1.98% on a 3-month rolling basis.

## 14. OTHER FINANCIAL ASSETS AND LIABILITIES

### Accounting policy

Financial assets are initially recognised at fair value plus transaction costs unless they are carried at fair value through surplus or deficit, in which case the transaction costs are recognised in the surplus or deficit.

### Term deposits and loans to subsidiaries

Term deposits and loans to subsidiaries are initially measured at the amount invested, as this reflects fair value for these market based transactions. Interest is subsequently accrued and added to the investment and loan balance. A loss allowance for expected credit losses is recognised if the estimated loss allowance is not trivial.

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Financial instrument categories</b>			
The accounting policies for financial instruments have been applied to the line items below:			
<b>Financial assets – loans and receivables at amortised cost</b>			
Cash and cash equivalents		872	966
Term Deposits with maturities greater than 3 months at acquisition		0	1,560
Student fees and other receivables		4,756	6,917
<b>Total loans and receivables</b>		<b>5,628</b>	<b>9,443</b>
<b>Financial liabilities</b>			
<b>Financial liabilities measured at amortised cost</b>			
Creditors and other payables		1,937	1,952
Borrowing		1,201	3,665
<b>Total financial liabilities measured at amortised cost</b>		<b>3,138</b>	<b>5,617</b>

### Financial instruments risks

The Institute's activities expose it to a variety of financial risks, including market risk, credit risk, and liquidity risk.

The Institute has policies to manage these risks and seeks to minimise exposure from financial instruments. These policies do not allow any transactions are that speculative in nature to be entered into.

## 15. EQUITY

### Accounting policy

Equity is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into the following components:

- general funds;
- property revaluation reserves.
- fair value through other comprehensive revenue and expense reserve; and
- trusts and bequests reserve.

#### Property revaluation reserves

These reserves relate to the revaluation of land, buildings and infrastructure assets to fair value.

#### Fair value through other comprehensive revenue and expense reserve

This reserve comprises the cumulative net change of financial assets classified as fair value through other comprehensive revenue and expense.

#### Trusts and bequests reserve

The trusts and bequests reserve are a component of equity which has been created by the Institute.

Transfers from the reserve may be made only for certain specified purposes or when certain specified conditions are met. The restrictions on use may be established by the Institute or legally through the terms and conditions of specific trusts and bequests.

#### Unpaid share capital

On 1 April 2020, the Institute issued 100 shares to Te Pūkenga in accordance with clause 20(1) (c) of Schedule 1 to the Education and Training Act 2020. Each share carries one vote and an equal share in dividends and distribution of the Institute's surplus assets.

All in \$000s	ACTUAL 2021	ACTUAL 2020
<b>General funds</b>		
At 1 January (1 April for 2020)	11,015	22,023
Opening balance adjustment	2	1
Surplus/(deficit) for the year before other comprehensive revenue and expenditure	(2,703)	(11,058)
Capital contributions from the Crown	4,157	49
<b>Balance as at 31 December</b>	<b>12,471</b>	<b>11,015</b>
<b>Property revaluation reserves</b>		
At 1 January (1 April for 2020)	18,613	15,532
Land net revaluations gain	310	1,300
Buildings net revaluations gain	1,683	1,781
<b>Balance as at 31 December</b>	<b>20,606</b>	<b>18,613</b>
<b>Property revaluation reserves</b>		
Property revaluation reserves consist of:		
Land	3,205	2,895
Buildings	17,401	15,718
<b>Total property revaluation reserves</b>	<b>20,606</b>	<b>18,613</b>
<b>Trusts and bequests</b>		
Opening balance	138	95
New Endowments and Interest	1	44
Less grants awarded	(4)	(1)
<b>Total trust funds</b>	<b>135</b>	<b>138</b>
Represented by:		
Rotary Student Success Grant	44	44
Dr David Han	18	20
Glasgow Bursary	19	19
Others	54	55
<b>Total trust funds</b>	<b>135</b>	<b>138</b>
<b>Total equity</b>	<b>33,212</b>	<b>29,766</b>

## 16. MAJOR BUDGET VARIATIONS

Explanations for major comprehensive revenue and expense budget variations from the 2021 budget are detailed below in this table:

All in \$000s	ACTUAL 2021	BUDGET 2021	VARIANCE
<b>Statement of comprehensive revenue and expense</b>			
Surplus/(deficit)	(2,703)	(913)	(1,790)
<b>Revenue variances</b>			
Government funding	14,869	16,561	(1,692)
Student fees & departmental revenue	9,546	9,484	(28)
Other revenue	1,693	1,797	(104)
<b>Expenditure variances</b>			
Employee benefit expenses	17,303	17,422	(119)
Depreciation and amortisation	2,067	2,142	(75)
Administration and other expenses	8,948	8,999	(51)
<b>Other comprehensive revenue and expense</b>			
Other comprehensive revenue and expense	1,993	0	1,993
Explanations for major statement of financial position budget variations from the 2021 budget are detailed below in this table:			
<b>Statement of financial position</b>			
Current assets	6,206	3,184	3,022
Non-current assets	36,117	32,455	3,662
Current liabilities	8,508	8,040	468
Non-current liabilities	603	2,695	(2,092)
Equity	33,212	24,904	8,308
Explanations for major statement of cash flows budget variations from the 2021 budget are detailed below in this table:			
<b>Statement of cash flows</b>			
Cash flow from operating activities	299	4,084	(3,785)
Cash flow used in investing activities	(1,593)	(4,702)	3,109
Cash flows from financing activities	1,200	(1,039)	2,239
Net (decrease)/increase in cash and cash equivalents	(94)	(1,657)	1,563
Cash and cash equivalents at beginning of the year	966	1,833	(867)

## Explanation of major budget variations:

Explanation of major budget variations:	Surplus/(deficit)	Increased deficit due to lower than expected domestic student numbers and an increase in notional interest related to the conversion of the Crown loan to equity.
	Government funding	Lower than expected domestic student numbers
	Other revenue	Lower than expected student house build revenue due to timing of completion of the projects
	Employee benefit expenses	Decrease in the annual leave and long service leave provisions
	Other comprehensive revenue and expense	Revaluation of the land and building assets was undertaken at year end.
	Current assets	Accounts receivable higher due to student enrolling early for 2022 and higher than expected income accrued due to higher amount of straddled programmes.
	Non-current assets	Higher due to the revaluation of land and building assets and also due to a higher than expected value of 2020 projects crossing into this financial year. Projects were not completed in 2020 due to a delay in getting suppliers and contractors, caused by Covid-19 related lockdowns and restrictions.
	Current liabilities	Increase in borrowings due to loan from Te Pūkenga for cashflow needs. Higher revenue received in advance due to early 2022 enrolments
	Non-current liabilities	Lower due to the conversion of the Crown loan to equity
	Equity	Higher due to the revaluation of land and building assets and also the Crown contribution from the conversion of the Crown loan to equity.
	Cash flow from operating activities	Lower government grants and student fees received.
	Cash flow used in investing activities	Investments were matured and not re-invested. Delay in completing the capital plan due to covid-19 related delays with lockdowns, contractors and supplies
	Cash flow used in financing activities	Crown loan payment not made due to debt being converted to equity. Drawdown against the inter-group loan facility.

## 17. OPERATING LEASES

### Accounting policy

#### Operating leases

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. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term. Lease incentives received are recognised in the surplus or deficit as a reduction of rental expense over the lease term.

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Leases as lessee</b>			
Non-cancellable operating lease rentals are payable as follows:			
Not later than one year		227	149
Later than one year and not later than five years		546	206
<b>Total leases as lessee</b>		<b>748</b>	<b>355</b>

There are no restrictions placed in the Institute by any of its leaving arrangements.

## 18. COMMITMENTS AND CONTINGENCIES

The Institute has the following commitments at balance date:

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Capital commitments</b>			
Capital commitments denote approved capital expenditure contracted for at year-end not yet incurred.			
<b>Approved and committed</b>			
Buildings – Institute		797	1,354
Other plant, property and equipment		48	53
<b>Total capital commitments</b>		<b>845</b>	<b>1,407</b>

## 19. RELATED PARTY TRANSACTIONS AND KEY MANAGEMENT PERSONNEL

### Accounting policy

Related party disclosures have not been made for transactions with related parties that are:

- within a normal supplier or client/recipient relationship; and
- on terms and conditions no more or less favourable than those that are reasonable to expect that the Institute would have adopted in dealing with the party at arm's length in the same circumstances.

Further, transactions with 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 with TEIs and undertaken on the normal terms and conditions for such transactions.

During the year, the Institute made payments to Venture Taranaki for Study Taranaki membership (\$500) and sponsorship of the Offshore Wind Forum (\$1,304.35). Board member Charlotte Littlewood is a contractor at Venture Taranaki.

A grant for \$89k for the All-Weather Protection for Increased Trade Training capital project was received from the TOI Foundation.

The Institute paid Taranaki Futures Trust Incorporated (the Trust) \$25,031 in period from 1 January 2021 to 31 December 2021. The transactions with the Institute included payments for purchases by the Trust and commission paid to the Trust for students enrolled at the Institute. There was nil outstanding at 31 December 2021. The CEO of the Institute was one of the Trustees of the Trust.

A close family member of key management personnel were employed by the Institute. The terms and conditions of their appointment were no more favourable than the Institute would have adopted if there were no relationship to key management personnel. However, payments of \$2,080 was approved for additional hours worked/paid/ over contracted hours/terms.

During the year, WITT purchased plumbing services from Heal Plumbing Ltd T/A Laser Plumbing New Plymouth, in which an Executive Director is related to the owner. These services cost \$69,000 and were supplied on normal commercial terms. There is a balance of \$Nil outstanding for unpaid invoices at year end.

### Key management personnel related party transactions

All in \$000s	Notes	ACTUAL 2021	ACTUAL 2020
<b>Key management personnel compensation</b>			
Board members			
Full-time equivalent members		8.0	6.0
Remuneration		155	119
<i>Directors and Chief Executive</i>			
Full-time equivalent members		9.0	8.7
Remuneration		1,513	978
<b>Total full-time equivalent members</b>		<b>17</b>	<b>15</b>
<b>Total key management personnel remuneration</b>		<b>1,668</b>	<b>1,097</b>
<b>Board member remuneration</b>			
Brockie, R		32	25
Gibson, B		21	16
Crowley, C		17	13
Littlewood, C		17	13
Tuuta, C		17	13
Fleming, D		17	13
French-Wright, L		17	13
Huggard, S		17	13
<b>Total Board members remuneration</b>		<b>155</b>	<b>119</b>

## Remuneration – Employee

The Institute and the group have employees, not including directors, who received total remuneration greater than \$100,000 for the year ending 31 December 2021. The employee counts are shown in the table below:

Total remuneration paid or payable	Total
\$100,000 - \$109,999	2
\$110,000 - \$119,999	3
\$120,000 - \$129,999	0
\$130,000 - \$139,999	0
\$140,000 - \$149,999	3
\$150,000 - \$159,999	2
\$160,000 - \$169,999	0
\$170,000 - \$179,999	1
\$180,000 - \$189,999	2
\$190,000 - \$199,999	0
\$200,000 - \$209,999	0
\$210,000 - \$219,999	0
\$220,000 - \$229,999	0
\$230,000 - \$239,999	0
\$240,000 - \$249,999	0
\$250,000 - \$259,999	0
\$260,000 - \$269,999	0
\$270,000 - \$279,999	0
\$280,000 - \$289,999	0
\$290,000 - \$299,999	0
\$300,000 - \$309,999	1
\$310,000 - \$319,999	0
\$320,000 - \$329,999	0
\$330,000 - \$339,999	0
\$340,000 - \$349,999	0
<b>Total</b>	<b>14</b>

## 20. EVENTS AFTER BALANCE DATE

The onerous lease which relates to the property lease at 500 Victoria Street, Hamilton consists of 3 occupancies known as tenancy A, tenancy B and tenancy C. Under the contract the institute has a "limited right to partial surrender" for either tenancy A or tenancy C, the institute has provided notice to the landlord on 19 August 2022 to surrender tenancy A of the lease. The remainder of the lease ends October 2025. (2020: Nil)

As discussed in the Basis of preparation note 1 on page 17, the Institute was dissolved on 31 October 2022.



## 21. THE EFFECTS OF COVID-19 ON THE INSTITUTE

On 11 March 2020, the World Health Organisation declared the outbreak of Covid-19 a pandemic, and two weeks later the New Zealand Government declared a State of National Emergency. From this, the country was in lockdown at Alert Level 4 for the period 26 March to 27 April 2020 and then remained in lockdown at Alert Level 3 until 13 May 2020. In 2021, various regions in New Zealand have been subject to lockdown restrictions at various levels. During the period, the Institute had periodically closed some or all delivery sites to comply with COVID-19 restrictions. Most staff moved to a "work from home" model, and teaching was changed to online delivery.

When New Zealand moved to lower Alert Levels, students were able to attend classes on-site or continue to access classes remotely. The effect on our operations is reflected in these financial statements based on the information available to the date these financial statements were approved. The main impacts on the Institute's financial statements due to Covid-19 are explained below. This includes information about key assumptions concerning the future and other sources of estimation uncertainty due to Covid-19.

The main impacts on the financial statements due to COVID-19 are explained below:

Revenue	Drop in revenue due to lower international student enrolments. Domestic enrolment increases have partially offset this revenue impact, along with Government initiatives such as Targeted Training & Apprenticeship Fund (TTAF).
Students	As with revenue, international student numbers were down in 2020 and 2021 but this loss was partially offset by higher domestic enrolments.
Suppliers	The majority of suppliers to the Institute are based in New Zealand, so the COVID-19 effect on supply was minimal.
Employees	Teaching staff had to develop online delivery methods when students were home based. The majority of non-teaching staff were able to carry out their duties with minimal disruption to productivity.
Liquidity	New debt instruments have been drawn down to continue to complete the campus capital plan and deferred maintenance. COVID-19 has had limited effect on going concern status.
Land and buildings valuation	The Valuers Covid-19 summary concludes that commercial property in Taranaki will remain sound. Currently there is no market evidence indicating commercial property value decline.  In relation of Valuers Covid-19 summary around the impact on WITT building improvement values, they expect limited impact from the pandemic on depreciated replacement cost values.  The valuer has taken into consideration the uncertainty in relation to COVID-19.

## 22. COST OF SERVICE STATEMENT

WITT Limited provides services in one output class, Tertiary Education. As a result this output class matches the costs of the entire organisation.

	ACTUAL 2021	ACTUAL 2020
<b>Revenue</b>	<b>26,108</b>	<b>27,499</b>
<b>Expenditure</b>		
Educational Delivery	15,519	16,067
Educational Support	10,732	10,642
Depreciation and Amortisation	2,067	2,099
Interest	493	0
<b>Total Expenditure</b>	<b>28,811</b>	<b>28,808</b>
<b>Surplus / (Deficit)</b>	<b>(2,703)</b>	<b>(1,309)</b>

## 23. REPORTING TIMEFRAME

The Minister of Education indicated in a letter to Te Pūkenga that the Institute's reporting requirements are derived from section 306 of the Education and Training Act 2020 (ETA) and that audited financial statements need to be prepared. Section 306 of the ETA refers to the Crown Entities Act 2004 (CEA) financial statement preparation and audit provisions. Section 156 of the CEA refer to the financial statements being prepared and provided to the auditor within 3 months of year end, and the auditor-General providing an audit of these financial statements within 4 months of year end. The 4-month time frame was not met in respect of the 2021 financial statements.

## 24. FINANCIAL VIABILITY

The Institute has a letter of support in place and a loan facility with its parent, Te Pūkenga, to assist with funding its operations and capital requirements until the entity is disestablished and amalgamated into its parent entity. The loan from TEC was converted to equity in September 2021 and further loan repayments are not required.

This means that the Institute will continue to be able to fund its operations and remain financially viable until it is formally disestablished from 1 November 2022. The approved Te Pūkenga loan facility as at 31 October 2022 is \$6.898 million.

## 25. COMPARISON OF ANNUAL REVENUE AND EXPENSE AND CASH FLOWS

On the 1st of April 2020 the existing Institute's of Technology and Polytechnics (ITP's) became Subsidiaries of the newly formed Te Pūkenga. The Annual reporting period for the ITP's was previously the calendar year and each ITP prepared a special financial report for the period ending 31 March 2020 covering the part of the 2020 financial year through to disestablishment on 31 March 2020. The first reporting period for the new group, Te Pūkenga and its subsidiaries started on 1 April 2020 and concluded on 31 December 2020.

Te Pūkenga GAAP compliant accounting policies govern the recognition of revenue and expenditure and with the transformation of the entities have resulted in the period to disestablishment seeing most annual revenue recognised while expenditure (and resulting cashflows) occurs in the following nine month period. With the intent of providing meaningful comparison of performance for the group between 2021 and the prior financial year 2020 the following summaries have been provided.

### COMPARISON OF REVENUE AND EXPENSES

		CURRENT YEAR	LAST YEAR ACTUAL	LAST YEAR ACTUAL	LAST YEAR 2020 TOTAL
All in \$000s		12 months 2021	1 January 2020 - 31 March 2020	1 April 2020 - 31 December 2020	12 months 2020
<b>REVENUE</b>					
Government grants	Government grants	14,944	11,624	1,628	13,251
Tuition fees	Tuition fees	9,471	4,535	7,699	12,234
Other revenue	Other revenue	1,693	600	1,414	2,014
<b>Total revenue</b>		<b>26,108</b>	<b>16,759</b>	<b>10,741</b>	<b>27,499</b>
<b>EXPENDITURE</b>					
Personnel & employee benefit costs	Employee expenses	17,303	3,005	11,131	14,136
Depreciation and amortisation expenses		2,067	497	1,602	2,099
Interest Expense		493	0	0	0
Administration and other expenses	Administration and other expenses	8,948	3,507	9,066	12,573
<b>Total expenditure</b>		<b>28,811</b>	<b>7,009</b>	<b>21,799</b>	<b>28,808</b>
Share of associate / joint venture					
<b>Surplus/(deficit)</b>		<b>(2,703)</b>	<b>9,750</b>	<b>(11,058)</b>	<b>(1,309)</b>

## COMPARISON OF CASH FLOWS

	CURRENT YEAR 2021	LAST YEAR ACTUAL 1 January 2020 - 31 March 2020	LAST YEAR ACTUAL 1 April 2020 - 31 December 2020	LAST YEAR TOTAL 12 months 2020
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from Government Funding	16,685	2,937	8,991	11,928
Receipts from Student Fees and Other Revenue	8,487	5,614	4,839	10,453
Receipt of Interest Revenue	10	27	75	102
Receipt of Other Revenue	1,494	166	1,229	1,395
Goods and Services Tax (Net)	294	(46)	(153)	(199)
Payments to Employees	(17,306)	(2,821)	(10,952)	(13,773)
Payments to Suppliers	(9,365)	(3,039)	(8,285)	(11,324)
Net cash inflow from operating activities	<b>299</b>	<b>2,838</b>	<b>(4,256)</b>	<b>(1,418)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Proceeds from Sale of Property, Plant and Equipment	0	1,561	0	1,561
Proceeds from sale or maturity of investments	1,560	1,000	3,500	4,500
Purchase of Property, Plant and Equipment	(3,153)	(567)	(1,580)	(2,147)
Purchase of Investments	0	(2,000)	0	(2,000)
Purchase of Intangible Assets	0	(2)	(9)	(11)
Net cash outflow used in investing activities	<b>(1,593)</b>	<b>(8)</b>	<b>1,911</b>	<b>1,903</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Proceeds from Borrowings	1,200	0	0	0
Repayment of Borrowings	0		(1,039)	(1,039)
Net cash flows from financing activities	<b>1,200</b>	<b>0</b>	<b>(1,039)</b>	<b>(1,039)</b>
Net (decrease)/increase in cash and cash equivalents	<b>(94)</b>	<b>2,830</b>	<b>(3,384)</b>	<b>(554)</b>
Cash and cash equivalents at beginning of the period	966	1,520	4,350	1,520
Cash and cash equivalents at end of period	<b>872</b>	<b>4,350</b>	<b>966</b>	<b>966</b>

## 26. COMPULSORY STUDENT SERVICES FEES

WITT is committed to ensuring students and their representatives are consulted in regards to the CSSF amount and the support services it is spent on. WITT works closely with Student Leaders (a group of nominated representatives from programmes and classes) in this process. The consultation process starts in June each year, with CSSF spending reports and TEC documentation being presented to the student leader meeting. Student Leaders are charged with consulting with the wider student body. They do this either through their own class/department networks and/or via a student survey.

Following the 2020 consultation period, Student Leaders recommended that the CSSF for 2021 remain the same at \$250 per equivalent full time student and that the levy be used to fund health, counselling, career advice and sport, recreational and cultural activities.

Details of the CSSF income received and services provided for the year are set out below:

2021	Sport, Recreational & Cultural Activities \$'000	Careers & Employment Services \$'000	Counselling Service \$'000	Health Services \$'000	Total \$'000
<b>Income</b>					
Compulsory Student Services Fees	42	32	53	85	212
Other Income	3	-	-	7	10
<b>Total Income</b>	<b>45</b>	<b>32</b>	<b>53</b>	<b>92</b>	<b>222</b>
<b>Expenditure</b>					
Salary and Wages	57	77	71	123	328
Service payments	-	-	21	-	21
Other costs	31	3	0	18	52
<b>Total costs</b>	<b>88</b>	<b>80</b>	<b>92</b>	<b>141</b>	<b>401</b>
<b>Net result</b>	<b>(43)</b>	<b>(48)</b>	<b>(39)</b>	<b>(49)</b>	<b>(179)</b>

### Counsellor

This service provides students access to free confidential counseling sessions to empower students to fully engage in study. The counsellor is involved in crisis intervention and support, delivering in-class workshops, running wellness promotions and follow up of students with mental illness. Students have access to an ecumenical chaplain providing pastoral and hardship support, a non-judgmental listening ear and support in times of illness, confusion and bereavement.

### Health Services

The health services provided include a fully staffed health clinic giving students access as needed to a range of health services in the area of injury, family planning, mental health, immunization, sexual health and health monitoring; the availability of a doctor on campus one day a week free of charge; health promotion events that encourage proactive wellbeing and health management.

### Sport, Recreational and Cultural Activities

WITT provides a range of free student events, recreation and activities throughout the academic year. The events are structured to support student's wellbeing and success, to connect students and generally have fun. We also have a state of the art gym on campus, the Fitness Factory with free membership for students. WITT supports the development of student groups as well as the development of a highly effective student voice and student leadership network. We also offer cultural events and celebration of many diverse cultures of WITT students and mark many key ethnic, cultural and spiritual celebrations.

### Careers and Employment Services

WITT provides career development advice and guidance as well as employment information. Career development may start prior to enrolment through to assisting you to work through what you want to do and where you could pursue relevant study. Throughout your study you are supported to develop the skills and attributes that will maximise your advantage in the employment market. You have access to Student Job Search and iWITT for finding employment. Online resources are available to enable you to work independently, or you can attend workshops and have access to one-to-one guidance where necessary.



# RESEARCH OUTPUTS

## RESEARCH RELATED ACTIVITIES

### 1. Publications

#### i. Refereed / peer-reviewed

Curtin, C. (2021, March 17). How Kiwi SMBs rose to the Covid challenge. *NZ Business*. <http://nzbusiness.co.nz/article/how-smbs-rose-covid-challenge>

Feng, Y., Jian, L., **Ge, D. J.**, Peng, S., Yin, J., & Ouyang, L. (2021). Fuzzy random characterization of pore structure in frozen sandstone. Applying improved niche genetic algorithm. *Advances in Materials Science and Engineering*, 2021. <https://doi.org/10.1155/2021/5999874>

Hessam, S., **Bahmani, S.**, Mirzababaei, M., Karimiazar, J., Teshnizi, E.S., & Arimandzadeh, R. (2021). Effect of nano-additives on the strength and durability characteristics of marl. *Minerals*, 11(10), 1119. <https://www.mdpi.com/2075-163X/11/10/1119/htm>

McKendry, K. (2021). The effect of fixed-term contracts on employees in a polytechnic institution in New Zealand. *Journal of Asia Entrepreneurship and Sustainability*, 17(3), 167-191.

Malone, T. (2021). Effective formative assessment strategies contribute positively to the work-readiness of new graduates in higher education. *Scope: (Teaching & Learning)*, 10. <https://doi.org/10.34074/scop.4010001>.

**Pagwiwoko, C.**, Lim, D. K., & Mustapha, K. (2021). Delamination detection in composite plates using random forests. *Composite Structures*, 278 (114676). <https://doi.org/10.1016/j.compstruct.2021.114676>

Peni, S., **Crawford, R.**, & Schutz, M. (2021). What is the experience of registered nurses in assessing people with severe mental illness for metabolic syndrome? A qualitative study. *Pacific Health Dialog* 21(8), 477-484. <https://doi.org/10.26635/phd.2021.108>

Ramjan, L.M, Salamonsen, Y., Batt, S., Kong, A., McGrath, B., Richards, G., Roach, D., Wall, P., & **Crawford, R.** (2021). The negative impact of smartphone usage on nursing students: An integrative literature review. *Nurse Education Today*, 10(2). <https://doi.org/10.1016/j.nedt.2021.104909>

### 2. Presentations

#### i. Refereed/peer-reviewed

Collins, E. (2021, November 29). *The creative practices of academic staff within polytechnics in Aotearoa*. WITT Hui Kōrerorero Rangahau, New Plymouth, New Zealand.

**Crawford, R., Lelean, H.**, & Besseling, S. (2021, November 29). *Evaluation of Taranaki District Health Board Dedicated Education Unit Pilot in Taranaki: A summary of evaluative research*. WITT Hui Kōrerorero Rangahau, New Plymouth, New Zealand.

Curtin, C. (2021, November 25-26). *How Kiwi SMBs rose to the Covid challenge*. ITP Research Symposium, Online, New Zealand.

Durville, L. (2021, November 29). *Who cares for the carers? The gender inequalities in double-duty caregiving and its consequence for health and wellbeing*. WITT Hui Kōrerorero Rangahau, New Plymouth, New Zealand.

- Ge, D. (2021, November 25-26). *Fuzzy random characterisation of pore structure in frozen sandstone: Applying improved niche genetic algorithm*. ITP Research Symposium, Online, New Zealand.
- Ge, D. (2021, November 29). *Fuzzy random characterisations of pore structure in frozen sandstone*. WITT Hui Kōrerorero Rangahau, New Plymouth, New Zealand.
- Kyaw, A. (2021, November 29). *Natural pozzolana as a supplementary cementitious material*. WITT Hui Kōrerorero Rangahau, New Plymouth, New Zealand.
- Malone, T., & Bingham, H. (2021, November 29). *Effectiveness of an 8-week trauma-informed care training programme on attitudes in health professionals who work in mental health and addiction services: A pre-post study*. WITT Hui Kōrerorero Rangahau, New Plymouth, New Zealand.
- Memon, A. (2021, November 29). *Sustainable next generation network design using social aware and delay tolerant approaches*. WITT Hui Kōrerorero Rangahau, New Plymouth, New Zealand.
- Villapol-Blanco, M., & Hunt, N. (2021, November 29). *Initial model of an adaptive learning solution for Microsoft Project*. WITT Hui Kōrerorero Rangahau, New Plymouth, New Zealand.

## ii. Other

- Hall, K. (2021, November 24). *The future of engineering and energy education: Panel discussion*. Taranaki Energy Forum. New Plymouth, New Zealand.
- Hall, K. (2021, November 25-26). *Panel discussion*. Offshore future energy forum. <https://www.araake.co.nz/news-and-events/offshore-future-energy-forum/>
- Khaghani, E. (2021, December 2). *Education for net zero transition*. Net Zero New Zealand: The Emissions Workshop. <https://www.emissionsworkshop.co.nz/page/programme>

## 3. Creative works

### i. Refereed/peer-reviewed

- Collins, E. (2021). *The view from my window*. *Here, Winter (7)*. <https://www.thisishere.nz/>

### ii. Non-refereed/Not peer-reviewed

- Collins, E. (2021). *Work in a group show in Broker Galleries, Untitled (Apple, Star, Banana)*. Queenstown, New Zealand. <https://www.brokgalleries.com/>
- Collins, E. (2021). *I hope this finds you*. <https://tetui.art/exhibition/a-very-different-world/>
- Ellmoos, A. (2021), *A small poem: Lee Breakwater. Mātātūhi Taranaki, 1(1)*, 20. <https://www.matatuhitaranaki.ac.nz>

## RESEARCH-RELATED CONTRIBUTIONS

### 1. Study/qualifications

#### i. Research informed

- Durville, L. (2021). *Research methods*. Paper towards fulfilment of requirements for Master of Health. University of Victoria, Wellington, New Zealand.
- Malone, T. (2021). *Decolonising methodologies & indigenous studies*. Paper towards fulfilment of requirements of Master of Education. University of Waikato, Hamilton, New Zealand.

#### ii. Teaching and learning qualification

- Brooking, A. J. (2021). *New Zealand Certificate in Adult and Tertiary Teaching (Level 5)*. Open Polytechnic. Wellington, New Zealand.
- Durville, L. (2021). *New Zealand Certificate in Adult and Tertiary Teaching (Level 5)*. Open Polytechnic. Wellington, New Zealand.
- Hancock, T. (2021). *New Zealand Certificate in Adult and Tertiary Teaching (Level 5)*. Open Polytechnic. Wellington, New Zealand.
- Lowl, J. S. (2021). *New Zealand Certificate in Adult and Tertiary Teaching (Level 5)*. Open Polytechnic. Wellington, New Zealand.
- Morgan, N. (2021). *New Zealand Certificate in Adult and Tertiary Teaching (Level 5)*. Open Polytechnic. Wellington, New Zealand.
- Paurini, J.P. (2021). *New Zealand Certificate in Adult and Tertiary Teaching (Level 5)*. Open Polytechnic. Wellington, New Zealand.

### 2. Peer esteem

#### i. Awards

- Villapol-Blanco, M. (2021). WITT Research Excellence Award.

#### ii. Elected/invited roles

##### Appointment to National Bodies:

- Crawford, R. (2021). Secretary, Nursing Research Section, New Zealand Nurses Organisation.
- Crawford, R. (2021). Member, National Nurse Educators in the Tertiary Sector.
- Crawford, R. (2021). Member, Te Pūkenga Social Work Programme Steering Group.
- Crawford, R. (2021). Member, Te Pūkenga Hair & Beauty Steering Group.
- Crawford, R. (2021). Member, Nursing Programme Development Steering Group.
- Ellmoos, A. (2021). Korowai Tupu – Professional Association of Youth Development Aotearoa – Accredited member.
- Ferguson, A. (2021). Te Pūkenga Hospitality & Tourism Programme Development Steering Group.
- Fuemana, D. (2021). Te Pūkenga Trades Programme Development Steering Group.

Fuemana, D. (2021). Te Pūkenga COVID-19 Training and Skills Needs Steering Group.

Hutchinson, N. (2021). Member, Te Poari Akoranga (Te Pūkenga Academic Board) (to June 2021).

Hutchinson, N. (2021). Member, Te Pūkenga Academic Regulatory Framework Steering Group.

Knuckey, B. (2021). Member, Library & Information Association of New Zealand Aotearoa Standing Committee on Copyright.

Lelean, H. (2021). Member, National Nurse Educators in the Tertiary Sector.

Marsh, D. (2021). Executive Committee Member, Association of Tertiary Learning Advisors of Aotearoa New Zealand.

Phillips, J. (2021). Korowai Tupu – Professional Association of Youth Development Aotearoa – Accredited member and Committee member.

Ryan, K. (2021). Member - ITP Hair & Beauty Educators Forum Executive Team.

#### **Appointment to Regional Bodies:**

Ellmoos, A. (2021) Taranaki Lottery Committee – Member.

Hinton, Z. (2021). Taranaki Tertiary Chaplaincy Trust Board – Chair.

Lloyd, D. (2021). Achieve National Disability Network: Taranaki Resource Centre.

Manning, K. (2021). Taranaki Tertiary Chaplaincy Trust Board – Member.

Prestney, A. (2021). Te Roopu Kaitakawaenga Māori.

#### **iv. Supervision / mentoring**

Crawford, R. (2021). Nursing for the next generation: New graduate district nurse experience in community practice. External Masters thesis examination for Whitireia Community Polytechnic.

#### **v. Other**

Collins, E. (2021). Peer reviewer for WITT Hui Kōrerorero Rangahau, 29 November.

Crawford, R. (2021). Peer reviewer for WITT Hui Kōrerorero Rangahau, 29 November.

Khanghani, E. (2021). Peer reviewer for WITT Hui Kōrerorero Rangahau, 29 November.

Lockett-Kay, J. (2021). Peer reviewer for WITT Hui Kōrerorero Rangahau, 29 November.

Scott, S. (2021). Peer reviewer for WITT Hui Kōrerorero Rangahau, 29 November.

Thomas, M. (2021). Peer reviewer for WITT Hui Kōrerorero Rangahau, 29 November.

Villapol Blanco, M. (2021). Peer reviewer for WITT Hui Kōrerorero Rangahau, 29 November.

Malone, T. & Bingham, H. as cited in Wilson, H. (2021, September 30). Professional development in trauma informed care changes attitudes for mental health and addiction services. *Hauora Services*. <https://hail.to/hauora-research/publication/ZV4VggU/article/4uFxmnb>

## **COMMUNITY CONTRIBUTIONS**

### **i. Internal**

2021 Hui Kōrerorero Rangahau Working Group

Dr. Ruth Crawford

Nita Hutchinson

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Kia Māia

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