

# HALCOMBE PRIMARY SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### School Directory

<b>Ministry Number:</b>	2362
<b>Principal:</b>	Susan Simpson
<b>School Address:</b>	30 Monteith Street, Halcombe
<b>School Postal Address:</b>	Monteith Street RD 9, Feilding, 4779
<b>School Phone:</b>	06 328 8845
<b>School Email:</b>	office@halcombe.school.nz

#### Members of the Board of Trustees

<b>Name</b>	<b>Position</b>	<b>How Position Gained</b>	<b>Term Expires/ Expired</b>
Shane Casey	Chairperson	Elected	Jun 2022
Susan Simpson	Principal	ex Officio	Apr 2021
Jessica Pettersson	Parent Rep	Elected	Jun 2022
Richard Dodunski	Parent Rep	Elected	Jun 2022
Rochelle Chase	Parent Rep	Elected	Jun 2022
Andrew Managh	Parent Rep	Elected	Jun 2022
Rachel Lane	Parent Rep	Elected	Jun 2022
Simon Wishnowsky	Parent Rep	Co-opted	Jun 2022
Dianne Simpson	Staff Rep	Elected	Jun 2022

**Accountant / Service Provider:** Education Services Ltd



# HALCOMBE PRIMARY SCHOOL

Annual Report - For the year ended 31 December 2020

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# Halcombe Primary School

## Statement of Responsibility

For the year ended 31 December 2020

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

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

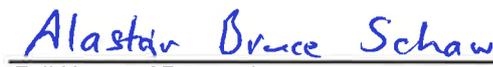
It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2020 fairly reflects the financial position and operations of the school.

The School's 2020 financial statements are authorised for issue by the Board.

  
Full Name of Board Chairperson

  
Signature of Board Chairperson

20th May 2021  
Date:

  
Full Name of Principal

  
Signature of Principal

20th May 2021  
Date:



**Halcombe Primary School**  
**Statement of Comprehensive Revenue and Expense**  
For the year ended 31 December 2020

	Notes	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
<b>Revenue</b>				
Government Grants	2	1,434,505	1,263,379	1,354,688
Locally Raised Funds	3	72,137	20,800	110,843
Interest income		882	2,600	2,653
Gain on Sale of Property, Plant and Equipment		591	-	149
Other Revenue		2,299	-	-
		<u>1,510,414</u>	<u>1,286,779</u>	<u>1,468,333</u>
<b>Expenses</b>				
Locally Raised Funds	3	29,791	2,000	78,172
Learning Resources	4	909,901	794,323	848,802
Administration	5	122,829	131,109	129,766
Finance		2,359	1,017	2,458
Property	6	313,757	296,689	305,190
Depreciation	7	73,029	62,946	67,246
Loss on Disposal of Property, Plant and Equipment		199	-	-
		<u>1,451,865</u>	<u>1,288,084</u>	<u>1,431,634</u>
<b>Net Surplus / (Deficit) for the year</b>		58,549	(1,305)	36,699
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u>58,549</u>	<u>(1,305)</u>	<u>36,699</u>

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



**Halcombe Primary School**  
**Statement of Changes in Net Assets/Equity**  
For the year ended 31 December 2020

	Notes	Actual 2020 \$	Budget (Unaudited) 2020 \$	Actual 2019 \$
<b>Balance at 1 January</b>		<u>639,244</u>	<u>614,399</u>	<u>602,545</u>
Total comprehensive revenue and expense for the year		58,549	(1,305)	36,699
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		2,944	-	-
Adjustment to Accumulated surplus/(deficit) from adoption of PBE IFRS 9		-	-	-
<b>Equity at 31 December</b>	23	<u>700,737</u>	<u>613,094</u>	<u>639,244</u>
Retained Earnings		700,737	613,094	639,244
<b>Equity at 31 December</b>		<u>700,737</u>	<u>613,094</u>	<u>639,244</u>

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

**Halcombe Primary School**  
**Statement of Financial Position**  
As at 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Current Assets</b>				
Cash and Cash Equivalents	8	264,667	290,622	190,541
Accounts Receivable	9	94,725	52,943	72,490
GST Receivable		9,183	-	12,079
Prepayments		2,651	6,409	8,260
Inventories	10	837	783	-
		<u>372,063</u>	<u>350,757</u>	<u>283,370</u>
<b>Current Liabilities</b>				
GST Payable		-	3,760	-
Accounts Payable	12	85,291	99,339	79,385
Revenue Received in Advance	13	1,801	970	1,149
Provision for Cyclical Maintenance	14	7,500	5,617	11,467
Finance Lease Liability - Current Portion	15	8,071	9,156	10,755
Funds held in Trust	16	16,281	-	-
Funds held for Capital Works Projects	17	1,744	-	-
		<u>120,688</u>	<u>118,842</u>	<u>102,756</u>
<b>Working Capital Surplus/(Deficit)</b>		<b>251,375</b>	<b>231,915</b>	<b>180,614</b>
<b>Non-current Assets</b>				
Property, Plant and Equipment	11	484,690	421,528	493,675
		<u>484,690</u>	<u>421,528</u>	<u>493,675</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	31,833	30,857	24,566
Finance Lease Liability	15	3,495	9,492	10,479
		<u>35,328</u>	<u>40,349</u>	<u>35,045</u>
<b>Net Assets</b>		<u><b>700,737</b></u>	<u><b>613,094</b></u>	<u><b>639,244</b></u>
<b>Equity</b>		<u><b>700,737</b></u>	<u><b>613,094</b></u>	<u><b>639,244</b></u>

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



**Halcombe Primary School**  
**Statement of Cash Flows**  
For the year ended 31 December 2020

		2020	2020	2019
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
		\$	\$	\$
<b>Cash flows from Operating Activities</b>				
Government Grants		357,139	301,903	309,574
Locally Raised Funds		75,098	20,800	111,012
Goods and Services Tax (net)		2,896	-	(15,839)
Funds Administered on Behalf of Third Parties		16,281	-	-
Payments to Employees		(140,894)	(126,595)	(125,179)
Payments to Suppliers		(152,971)	(168,376)	(182,984)
Cyclical Maintenance Payments in the year		(16,392)	(8,000)	(6,080)
Interest Paid		(2,359)	(1,017)	(2,458)
Interest Received		887	2,600	2,657
Net cash from/(to) Operating Activities		139,685	21,315	90,703
<b>Cash flows from Investing Activities</b>				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		591	-	-
Purchase of Property Plant & Equipment (and Intangibles)		(61,497)	(45,500)	(120,398)
Net cash from/(to) Investing Activities		(60,906)	(45,500)	(120,398)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		2,944	-	-
Finance Lease Payments		(9,341)	(13,943)	(9,693)
Funds Held for Capital Works Projects		1,744	-	(98,821)
Net cash from/(to) Financing Activities		(4,653)	(13,943)	(108,514)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>74,126</b>	<b>(38,128)</b>	<b>(138,209)</b>
Cash and cash equivalents at the beginning of the year	8	190,541	328,750	328,750
<b>Cash and cash equivalents at the end of the year</b>	<b>8</b>	<b>264,667</b>	<b>290,622</b>	<b>190,541</b>

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

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



# Halcombe Primary School

## Notes to the Financial Statements

### For the year ended 31 December 2020

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

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

##### b) Basis of Preparation

###### **Reporting Period**

The financial reports have been prepared for the period 1 January 2020 to 31 December 2020 and in accordance with the requirements of the Public Finance Act 1989.

###### **Basis of Preparation**

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

###### **Financial Reporting Standards Applied**

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

###### **PBE Accounting Standards Reduced Disclosure Regime**

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken.

###### **Measurement Base**

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

###### **Presentation Currency**

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

###### **Specific Accounting Policies**

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



### ***Critical Accounting Estimates And Assumptions***

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

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

#### ***Cyclical maintenance***

A school recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's long term maintenance plan which is prepared as part of its 10 Year Property Planning process. During the year, the Board assesses the reasonableness of its 10 Year Property Plan on which the provision is based. Cyclical maintenance is disclosed at note 14.

#### ***Useful lives of property, plant and equipment***

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

### ***Critical Judgements in applying accounting policies***

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

#### ***Classification of leases***

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the school. Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised.

#### ***Recognition of grants***

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

## **c) Revenue Recognition**

### ***Government Grants***

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

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

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

Use of land and buildings grants are recorded as revenue in the period the School uses the land and buildings. These are not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown.



**Other Grants**

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

**Donations, Gifts and Bequests**

Donations, gifts and bequests are recorded as revenue when their receipt is formally acknowledged by the School.

**Interest Revenue**

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

**d) Use of Land and Buildings Expense**

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes. This is a non-cash expense that is offset by a non-cash grant from the Ministry.

**e) Operating Lease Payments**

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

**f) Finance Lease Payments**

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

**g) Cash and Cash Equivalents**

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

**h) Accounts Receivable**

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

**i) Inventories**

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



## **j) Investments**

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

## **k) Property, Plant and Equipment**

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

Improvements to buildings owned by the Crown are recorded at cost, less accumulated depreciation and impairment losses.

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

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

### **Finance Leases**

A finance lease transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred. At the start of the lease term, finance leases are recognised as assets and liabilities in the statement of financial position at the lower of the fair value of the leased asset or the present value of the minimum lease payments. The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability. The amount recognised as an asset is depreciated over its useful life. If there is no reasonable certainty whether the school will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

### **Depreciation**

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

The estimated useful lives of the assets are:

Building Improvements	20-40 years
Furniture and Equipment	2-10 years
Information and Communication	4-5 years
Leased Assets	4 years
Library Resources	8 years
Leased assets held under a Finance Lease	Term of Lease



## **l) Intangible Assets**

### *Software costs*

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

Computer software licences with individual values under \$1,000 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

Computer software that the school receives from the Ministry of Education is normally acquired through a non-exchange transaction and is not of a material amount. It's fair value can be assessed at time of acquisition if no other methods lead to a fair value determination. Computer software purchased directly from suppliers at market rates are considered exchange transactions and the fair value is the amount paid for the software.

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

## **m) Impairment of property, plant, and equipment and intangible assets**

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

### *Non cash generating assets*

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

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

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

The reversal of an impairment loss is recognised in the surplus or deficit.

## **n) Accounts Payable**

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



#### **o) Employee Entitlements**

##### *Short-term employee entitlements*

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, and also annual leave earned, by non teaching staff, to but not yet taken at balance date.

##### *Long-term employee entitlements*

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders 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 staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and contractual entitlement information; and
- the present value of the estimated future cash flows.

#### **p) Revenue Received in Advance**

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

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

#### **q) Funds Held in Trust**

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

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

#### **r) Shared Funds**

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. The cluster of schools operate activities outside of school control. These amounts are not recorded in the Statement of Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose.

#### **s) Provision for Cyclical Maintenance**

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

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the Board's ten year property plan (10YPP).

#### **t) Financial Instruments**

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are categorised as 'financial assets measured at amortised cost' for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as 'financial assets at fair value through other comprehensive revenue and expense' for accounting purposes in accordance with financial reporting standards.

The School's financial liabilities comprise accounts payable, borrowings, finance lease liability, and painting contract liability. All of these financial liabilities are categorised as 'financial liabilities measured at amortised cost' for accounting purposes in accordance with financial reporting standards.



**u) Borrowings**

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

Borrowings include but are not limited to bank overdrafts, operating leases, finance leases, painting contracts and term loans.

**v) Goods and Services Tax (GST)**

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

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

Commitments and contingencies are disclosed exclusive of GST.

**w) Budget Figures**

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

**x) Services received in-kind**

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



## 2. Government Grants

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operational Grants	306,654	286,934	275,475
Teachers' Salaries Grants	839,439	726,273	802,890
Use of Land and Buildings Grants	255,573	235,203	248,992
Resource Teachers Learning and Behaviour Grants	-	-	418
Other MoE Grants	32,839	14,969	26,913
	<b>1,434,505</b>	<b>1,263,379</b>	<b>1,354,688</b>

Other MOE Grants total includes additional COVID-19 funding totalling \$3,201 for the year ended 31 December 2020.

## 3. Locally Raised Funds

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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
<b>Revenue</b>			
Donations	39,027	16,800	22,259
Bequests & Grants	5,000	-	9,748
Activities	21,936	-	51,594
Trading	6,161	-	6,148
Fundraising	13	4,000	21,094
	<b>72,137</b>	<b>20,800</b>	<b>110,843</b>
<b>Expenses</b>			
Activities	22,231	2,000	54,107
Trading	5,560	-	8,404
Fundraising (Costs of Raising Funds)	-	-	15,661
Other Locally Raised Funds Expenditure	2,000	-	-
	<b>29,791</b>	<b>2,000</b>	<b>78,172</b>
<i>Surplus for the year Locally raised funds</i>	<b>42,346</b>	<b>18,800</b>	<b>32,671</b>

## 4. Learning Resources

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Curricular	40,654	18,150	15,477
Library Resources	113	300	214
Employee Benefits - Salaries	857,847	766,773	831,658
Staff Development	11,287	9,100	1,453
	<b>909,901</b>	<b>794,323</b>	<b>848,802</b>



## 5. Administration

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	4,671	4,671	4,535
Board of Trustees Fees	3,650	5,000	4,440
Board of Trustees Expenses	1,934	500	2,612
Communication	960	1,245	1,150
Consumables	11,528	11,600	11,049
Operating Lease	-	-	149
Other	9,185	7,700	9,013
Employee Benefits - Salaries	77,034	86,095	83,034
Insurance	5,767	6,198	5,684
Service Providers, Contractors and Consultancy	8,100	8,100	8,100
	<u>122,829</u>	<u>131,109</u>	<u>129,766</u>

## 6. Property

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	5,674	6,000	9,360
Cyclical Maintenance Expense	19,692	14,316	17,396
Grounds	3,978	4,450	3,108
Heat, Light and Water	8,290	10,000	8,470
Rates	7,001	7,500	7,180
Repairs and Maintenance	13,268	18,720	10,484
Use of Land and Buildings	255,573	235,203	248,992
Security	281	500	200
	<u>313,757</u>	<u>296,689</u>	<u>305,190</u>

The use of land and buildings figure represents 8% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

## 7. Depreciation

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Building Improvements	15,053	12,561	13,419
Furniture and Equipment	28,994	23,501	25,106
Information and Communication Technology	16,325	15,014	16,040
Leased Assets	11,675	10,811	11,550
Library Resources	982	1,059	1,131
	<u>73,029</u>	<u>62,946</u>	<u>67,246</u>

## 8. Cash and Cash Equivalents

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Bank Current Account	46,181	16,231	18,932
Bank Call Account	218,486	274,391	171,609
Cash and cash equivalents for Statement of Cash Flows	<u>264,667</u>	<u>290,622</u>	<u>190,541</u>

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

Of the \$264,667 Cash and Cash Equivalents \$1,744 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2021 on Crown owned school buildings under the School's Five Year Property Plan.



## 9. Accounts Receivable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Receivables	-	-	10
Banking Staffing Underuse	39,232	11,656	19,318
Interest Receivable	-	9	5
Teacher Salaries Grant Receivable	55,493	41,278	53,157
	<u>94,725</u>	<u>52,943</u>	<u>72,490</u>
Receivables from Exchange Transactions	-	9	15
Receivables from Non-Exchange Transactions	94,725	52,934	72,475
	<u>94,725</u>	<u>52,943</u>	<u>72,490</u>

## 10. Inventories

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Stationery	837	783	-
	<u>837</u>	<u>783</u>	<u>-</u>

## 11. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
<b>2020</b>						
Building Improvements	318,916	9,208	-	-	(15,053)	313,071
Furniture and Equipment	113,332	35,268	(199)	-	(28,994)	119,407
Information and Communication Techn	36,234	16,128	-	-	(16,325)	36,037
Leased Assets	22,006	2,730	-	-	(11,675)	13,061
Library Resources	3,187	909	-	-	(982)	3,114
<b>Balance at 31 December 2020</b>	<u>493,675</u>	<u>64,243</u>	<u>(199)</u>	<u>-</u>	<u>(73,029)</u>	<u>484,690</u>

The net carrying value of equipment held under a finance lease is \$13,061 (2019: \$22,006)

	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
<b>2020</b>			
Building Improvements	517,757	(204,686)	313,071
Furniture and Equipment	359,114	(239,707)	119,407
Information and Communication	216,898	(180,861)	36,037
Leased Assets	41,913	(28,852)	13,061
Library Resources	19,511	(16,397)	3,114
<b>Balance at 31 December 2020</b>	<u>1,155,193</u>	<u>(670,503)</u>	<u>484,690</u>



### 11. Property, Plant and Equipment - continued

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
<b>2019</b>						
Building Improvements	287,662	44,673	-	-	(13,419)	<b>318,916</b>
Furniture and Equipment	93,228	45,210	-	-	(25,106)	<b>113,332</b>
Information and Communication Tech	23,824	28,450	-	-	(16,040)	<b>36,234</b>
Leased Assets	18,604	14,952	-	-	(11,550)	<b>22,006</b>
Library Resources	4,155	163	-	-	(1,131)	<b>3,187</b>
<b>Balance at 31 December 2019</b>	<b>427,473</b>	<b>133,448</b>	<b>-</b>	<b>-</b>	<b>(67,246)</b>	<b>493,675</b>

The net carrying value of equipment held under a finance lease is \$22,006 (2018: \$18,604)

	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
<b>2019</b>			
Building Improvements	508,550	(189,634)	<b>318,916</b>
Furniture and Equipment	328,682	(215,350)	<b>113,332</b>
Information and Communication	208,540	(172,306)	<b>36,234</b>
Leased Assets	39,183	(17,177)	<b>22,006</b>
Library Resources	18,602	(15,415)	<b>3,187</b>
<b>Balance at 31 December 2019</b>	<b>1,103,557</b>	<b>(609,882)</b>	<b>493,675</b>

### 12. Accounts Payable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operating Creditors	15,217	40,847	4,461
Accruals	3,970	3,762	3,855
Capital Accruals for PPE items	16	-	-
Employee Entitlements - Salaries	55,493	41,278	53,157
Employee Entitlements - Leave Accrual	10,595	13,452	17,912
	<b>85,291</b>	<b>99,339</b>	<b>79,385</b>
Payables for Exchange Transactions	85,291	99,339	79,385
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	<b>85,291</b>	<b>99,339</b>	<b>79,385</b>

The carrying value of payables approximates their fair value.

### 13. Revenue Received in Advance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Revenue Received in Advance	1,801	970	1,149
	<b>1,801</b>	<b>970</b>	<b>1,149</b>



#### 14. Provision for Cyclical Maintenance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Provision at the Start of the Year	36,033	22,158	24,717
Increase to the Provision During the Year	14,033	14,316	17,396
Adjustment to the Provision	5,659	-	-
Use of the Provision During the Year	(16,392)	-	(6,080)
Provision at the End of the Year	<u>39,333</u>	<u>36,474</u>	<u>36,033</u>
Cyclical Maintenance - Current	7,500	5,617	11,467
Cyclical Maintenance - Term	31,833	30,857	24,566
	<u>39,333</u>	<u>36,474</u>	<u>36,033</u>

#### 15. Finance Lease Liability

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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
No Later than One Year	9,385	9,156	12,156
Later than One Year and no Later than Five Years	3,805	9,492	11,893
	<u>13,190</u>	<u>18,648</u>	<u>24,049</u>

#### 16. Funds held in Trust

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	16,281	-	-
Funds Held in Trust on Behalf of Third Parties - Non-current	-	-	-
	<u>16,281</u>	<u>-</u>	<u>-</u>

These funds are held where the school is agent for representative amounts and therefore these are not included in the Statement of Comprehensive Revenue and Expense.



## 17. Funds Held (Owed) for Capital Works Projects

During the year the School received and applied funding from the Ministry of Education for the following capital works projects:

	2020	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Block 4 Breakout Room Addition	<i>in progress</i>	-	12,959	(11,215)	-	1,744
Totals		-	12,959	(11,215)	-	1,744

### Represented by:

Funds Held on Behalf of the Ministry of Education	1,744
Funds Due from the Ministry of Education	-
	<u>1,744</u>

	2019	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Block 1 Resource Rooms & Wet Area	<i>completed</i>	66,379	9,115	(75,494)	-	-
Room 2 Interior Upgrade	<i>completed</i>	-	906	(906)	-	-
Totals		66,379	10,021	(76,400)	-	-

## 18. Related Party Transactions

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

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

Central Mower Services Ltd, of which Simon Wishnowsky is a shareholder provided lawnmower repairs totalling \$492 during the year.

Tricklebanks, of which Jessica Pettersson is a director of, provided plumbing services totalling \$3,405 to the school.



## 19. Remuneration

### Key management personnel compensation

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

	2020 Actual \$	2019 Actual \$
<i>Board Members</i>		
Remuneration	3,650	4,440
Full-time equivalent members	0.08	0.16
<i>Leadership Team</i>		
Remuneration	272,244	269,665
Full-time equivalent members	2.61	2.96
Total key management personnel remuneration	275,894	274,105
Total full-time equivalent personnel	2.69	3.12

The full time equivalent for Board members has been determined based on attendance at Board meetings, Committee meetings and for other obligations of the Board, such as stand downs and suspensions, plus the estimated time for Board members to prepare for meetings.

### Principal

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

	2020 Actual \$000	2019 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	130 - 140	130 - 140
Benefits and Other Emoluments	3 - 4	3 - 4
Termination Benefits	-	-

### Other Employees

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

Remuneration \$000	2020 FTE Number	2019 FTE Number
100 - 110	-	-
	0.00	0.00

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

## 20. Compensation and Other Benefits Upon Leaving

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

	2020 Actual	2019 Actual
Total	-	-
Number of People	-	-



## 21. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2020 (Contingent liabilities and assets at 31 December 2019: nil).

### Holidays Act Compliance – schools payroll

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

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

To the extent that any obligation cannot reasonably be quantified at 31 December 2020, a contingent liability for the school may exist.

## 22. Commitments

### (a) Capital Commitments

The Board has entered into the following capital commitments at balance date:

\$129,591 contract for the Block 4 Breakout Room Addition as agent for the Ministry of Education. This project is fully funded by the Ministry and \$12,959 has been received of which \$11,215 has been spent on the project to balance date. This project has been approved by the Ministry.

(Capital commitments at 31 December 2019: nil)

### (b) Operating Commitments

As at 31 December 2020 the Board has entered into the following contracts:

(a) operating lease of photocopiers;

	2020 Actual \$	2019 Actual \$
No later than One Year	-	1,639
Later than One Year and No Later than Five Years	-	-
Later than Five Years	-	-
	<u>-</u>	<u>1,639</u>

## 23. Managing Capital

The School's capital is its equity and comprises capital contributions from the Ministry of Education for property, plant and equipment and accumulated surpluses and deficits. The School does not actively manage capital but attempts to ensure that income exceeds spending in most years. Although deficits can arise as planned in particular years, they are offset by planned surpluses in previous years or ensuing years.



## 24. Financial Instruments

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

### Financial assets measured at amortised cost

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash and Cash Equivalents	264,667	290,622	190,541
Receivables	94,725	52,943	72,490
Total Financial assets measured at amortised cost	<u>359,392</u>	<u>343,565</u>	<u>263,031</u>

### Financial liabilities measured at amortised cost

Payables	85,291	99,339	79,385
Finance Leases	11,566	18,648	21,234
Total Financial Liabilities Measured at Amortised Cost	<u>96,857</u>	<u>117,987</u>	<u>100,619</u>

## 25. Events After Balance Date

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

## 26. Comparatives

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

