

ABBOTSFORD SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

School Directory

Ministry Number:	3700
Principal:	Stephanie Madden
School Address:	72 North Taieri Road
School Postal Address:	PO Box 13211, Green Island, Dunedin 9024
School Phone:	03 488 2642
School Email:	office@abbotsford.school.nz

Members of the Board of Trustees

Name	Position	How Position Gained	Occupation	Term Expired/ Expires
Richard Starkey	Chair Person	Elected	Contractor/Manager	May-22
Stephanie Madden	Principal	ex Officio		
Jamie Munro	Parent Rep	Elected	Self Employed Media Co	May-22
Jerrica Whitfield	Parent Rep	Elected	Lecturer Otago Polytechnic	May-22
Nicole Moore	Parent Rep	Elected	Travel Agent	May-22
Lesley Rae	Secretary	Non voting	Administrator	Dec-19
Vikki Milmine	Parent Rep	Elected	Medical Technician	May-19
Megan Nayda	Parent Rep	Elected	Manager Oranga Tamariki	May-19
Rory Leonard	Parent Rep	Co-opted	Builder	May-19
Aaron Collins	Parent Rep	Elected	Fire fighter	May-22
Rob Milne	Staff Rep	Elected	Teacher	May-22

Accountant / Service Provider: MOORE Markhams Otago

ABBOTSFORD SCHOOL

Annual Report - For the year ended 31 December 2019

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Abbotsford School

Statement of Responsibility

For the year ended 31 December 2019

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 2019 fairly reflects the financial position and operations of the school.

The School's 2019 financial statements are authorised for issue by the Board.

Richard Nicholas Starkey
Full Name of Board Chairperson

R. Starkey
Signature of Board Chairperson

22/5/2020
Date:

Stephanie Anne Madden
Full Name of Principal

S. Madden
Signature of Principal

22/5/2020
Date:

Abbotsford School
Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2019

	Notes	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Revenue				
Government Grants	2	2,339,787	2,305,699	2,196,496
Locally Raised Funds	3	213,695	218,000	203,792
Interest income		2,910	3,000	4,160
		2,556,392	2,526,699	2,404,448
Expenses				
Locally Raised Funds	3	150,261	137,000	140,338
Learning Resources	4	1,626,020	1,603,800	1,507,879
Administration	5	117,275	120,200	104,097
Finance		1,113	-	1,709
Property	6	607,487	614,726	533,130
Depreciation	7	54,053	45,003	55,035
Loss on Disposal of Property, Plant and Equipment		-	-	161
		2,556,209	2,520,729	2,342,349
Net Surplus / (Deficit) for the year		183	5,970	62,099
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		183	5,970	62,099

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

Abbotsford School
Statement of Changes in Net Assets/Equity
 For the year ended 31 December 2019

	Notes	Actual 2019 \$	Budget (Unaudited) 2019 \$	Actual 2018 \$
Balance at 1 January		<u>305,776</u>	<u>305,776</u>	<u>243,677</u>
Total comprehensive revenue and expense for the year		183	5,970	62,099
Capital Contributions from the Ministry of Education		-	-	-
Contribution - Furniture and Equipment Grant		-	-	-
Equity at 31 December	21	<u>305,959</u>	<u>311,746</u>	<u>305,776</u>
Retained Earnings		305,959	311,746	305,776
Reserves		-	-	-
Equity at 31 December		<u>305,959</u>	<u>311,746</u>	<u>305,776</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.

Abbotsford School

Statement of Financial Position

As at 31 December 2019

	Notes	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Current Assets				
Cash and Cash Equivalents	8	88,058	298,306	292,336
Accounts Receivable	9	93,888	89,721	89,721
GST Receivable		19,856	-	-
Prepayments		5,748	5,417	5,417
Inventories	10	27,377	27,898	27,898
		<u>234,927</u>	<u>421,342</u>	<u>415,372</u>
Current Liabilities				
GST Payable		-	19,368	19,368
Accounts Payable	12	122,326	156,025	156,025
Revenue Received in Advance	13	1,476	3,068	3,068
Provision for Cyclical Maintenance	14	-	67,000	67,000
Finance Lease Liability - Current Portion	15	8,515	9,306	9,306
Funds held for Capital Works Projects	16	16,045	53,927	53,927
		<u>148,362</u>	<u>308,694</u>	<u>308,694</u>
Working Capital Surplus/(Deficit)		86,565	112,648	106,678
Non-current Assets				
Property, Plant and Equipment	11	279,604	233,305	233,305
		<u>279,604</u>	<u>233,305</u>	<u>233,305</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	14	42,313	32,592	32,592
Finance Lease Liability	15	17,897	1,615	1,615
		<u>60,210</u>	<u>34,207</u>	<u>34,207</u>
Net Assets		<u>305,959</u>	<u>311,746</u>	<u>305,776</u>
Equity	21	<u>305,959</u>	<u>311,746</u>	<u>305,776</u>

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

Abbotsford School

Statement of Cash Flows

For the year ended 31 December 2019

		2019	2019	2018
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Cash flows from Operating Activities				
Government Grants		483,263	483,623	461,220
Locally Raised Funds		214,438	218,000	203,715
Goods and Services Tax (net)		(39,224)	-	24,705
Payments to Employees		(285,319)	(262,900)	(256,928)
Payments to Suppliers		(457,638)	(390,750)	(202,219)
Interest Paid		(639)	-	(1,062)
Interest Received		3,534	3,000	3,776
Net cash from Operating Activities		(81,585)	50,973	233,207
Cash flows from Investing Activities				
Proceeds from Sale of PPE (and Intangibles)		-	-	(161)
Purchase of PPE (and Intangibles)		(73,834)	(45,003)	(34,855)
Purchase of Investments		-	-	46,653
Net cash from Investing Activities		(73,834)	(45,003)	11,637
Cash flows from Financing Activities				
Finance Lease Payments		(10,977)	-	(11,724)
Funds Held for Capital Works Projects		(37,882)	-	26,540
Net cash from Financing Activities		(48,859)	-	14,816
Net increase/(decrease) in cash and cash equivalents		(204,278)	5,970	259,660
Cash and cash equivalents at the beginning of the year	8	292,336	292,336	32,676
Cash and cash equivalents at the end of the year	8	88,058	298,306	292,336

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

Abbotsford School

Notes to the Financial Statements

For the year ended 31 December 2019

1. Statement of Accounting Policies

a) Reporting Entity

Abbotsford School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989. 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 2019 to 31 December 2019 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 Act 1989 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”.

Standard early adopted

In line with the Financial Statements of the Government, the School has elected to early adopt PBE IFRS 9 Financial Instruments. PBE IFRS 9 replaces PBE IPSAS 29 Financial Instruments: Recognition and Measurement. Information about the adoption of PBE IFRS 9 is provided in Note 24.

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.

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 carryforward 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. The school applies the simplified expected credit loss model of recognising lifetime expected credit losses for receivables. In measuring expected credit losses, 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. Indicators that there is no reasonable expectation of recovery include the debtor being in liquidation.

Prior Year Policy

Accounts Receivable represents items that the School has issued invoices for or accrued for, but has not received payment for at year end. Receivables are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A receivable is considered uncollectable where there is objective evidence the School will not be able to collect all amounts due. The amount that is uncollectable (the provision for uncollectibility) is the difference between the amount due and the present value of the amounts expected to be collected.

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.

Prior Year Policy

Bank term deposits for periods exceeding 90 days are classified as investments and are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. After initial recognition bank term deposits are measured at amortised cost using the effective interest method less impairment.

Investments that are shares are categorised as “available for sale” for accounting purposes in accordance with financial reporting standards. Share investments are recognised initially by the School at fair value plus transaction costs. At balance date the School has assessed whether there is any evidence that an investment is impaired. Any impairment, gains or losses are recognised in the Statement of Comprehensive Revenue and Expense.

After initial recognition any investments categorised as available for sale are measured at their fair value without any deduction for transaction costs the school may incur on sale or other disposal.

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.

Property, plant and equipment acquired with individual values under \$500 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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

Finance Leases

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

Depreciation

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

The estimated useful lives of the assets are:

Building improvements to Crown Owned Assets	10 – 25 years
Furniture and equipment	5 – 15 years
Information and communication technology	5–10 years
Leased assets held under a Finance Lease	3 - 4 years
Library resources	10 years

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 \$500 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, annual leave earned 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 after school care 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 after school care, should the School be unable to provide the services to which they relate.

q) Provision for Cyclical Maintenance

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

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

r) Financial Assets and Liabilities

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 "loans and receivables" for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as "available for sale" 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.

s) Borrowings

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

Grants determined by the Minister of Education for operational activities includes all items (core components) included in the Operational Funding notice.

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

t) Goods and Services Tax (GST)

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

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

Commitments and contingencies are disclosed exclusive of GST.

u) Budget Figures

The budget figures are extracted from the School budget that was approved by the Board at the start of the year.

v) Services received in-kind

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

2. Government Grants

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Operational Grants	412,474	427,123	411,109
Teachers' Salaries Grants	1,427,284	1,400,000	1,308,270
Use of Land and Buildings Grants	424,370	422,076	422,076
Other MoE Grants	65,715	41,500	50,623
Other Government Grants	9,944	15,000	4,418
	2,339,787	2,305,699	2,196,496

3. Locally Raised Funds

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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Revenue			
Donations	48,483	62,000	42,047
Activities	42,481	46,000	39,819
Trading	29,671	21,000	29,631
Fundraising	1,218	1,500	2,922
Other Revenue	91,842	87,500	89,373
	213,695	218,000	203,792
Expenses			
Activities	25,158	26,900	32,653
Trading	49,956	41,500	37,612
Fundraising (Costs of Raising Funds)	1,020	1,100	1,946
Other Locally Raised Funds Expenditure	74,127	67,500	68,127
	150,261	137,000	140,338
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	63,434	81,000	63,454

4. Learning Resources

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Curricular	38,519	53,350	51,503
Equipment Repairs	778	250	-
Library Resources	453	1,000	693
Employee Benefits - Salaries	1,574,529	1,535,000	1,445,932
Staff Development	11,741	14,200	9,751
	1,626,020	1,603,800	1,507,879

5. Administration

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Audit Fee	3,250	3,300	2,985
Board of Trustees Fees	3,405	3,600	3,625
Board of Trustees Expenses	4,466	3,500	2,647
Communication	2,967	2,500	1,940
Consumables	12,225	15,000	10,314
Operating Lease	-	2,750	-
Other	20,998	25,150	18,491
Employee Benefits - Salaries	58,938	52,900	52,850
Insurance	6,906	7,000	6,985
Service Providers, Contractors and Consultancy	4,120	4,500	4,260
	117,275	120,200	104,097

6. Property

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Caretaking and Cleaning Consumables	7,891	9,000	8,918
Cyclical Maintenance Provision	(57,279)	16,900	(10,208)
Grounds	16,466	38,500	11,587
Heat, Light and Water	24,350	25,500	20,920
Rates	4,431	4,500	4,221
Repairs and Maintenance	104,074	22,250	8,140
Use of Land and Buildings	424,370	422,076	422,076
Security	4,048	1,000	1,060
Employee Benefits - Salaries	79,136	75,000	66,416
	607,487	614,726	533,130

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

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Building Improvements - Crown	6,023	7,223	6,255
Furniture and Equipment	23,711	21,027	23,043
Information and Communication Technology	11,344	14,329	11,873
Leased Assets	10,470	200	11,193
Library Resources	2,505	2,224	2,671
	54,053	45,003	55,035

8. Cash and Cash Equivalents

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Bank Current Account	88,058	67,972	62,002
Short-term Bank Deposits	-	230,334	230,334
Cash and cash equivalents for Cash Flow Statement	<u>88,058</u>	<u>298,306</u>	<u>292,336</u>

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

Of the \$88,058 Cash and Cash Equivalents, \$23,462 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2020 on Crown owned school buildings under the School's Five Year Property Plan.

9. Accounts Receivable

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Receivables	1,573	3,958	3,958
Interest Receivable	-	624	624
Teacher Salaries Grant Receivable	92,315	85,139	85,139
	<u>93,888</u>	<u>89,721</u>	<u>89,721</u>
Receivables from Exchange Transactions	1,573	4,582	4,582
Receivables from Non-Exchange Transactions	92,315	85,139	85,139
	<u>93,888</u>	<u>89,721</u>	<u>89,721</u>

10. Inventories

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Stationery	3,592	2,246	2,246
School Uniforms	23,785	25,652	25,652
	<u>27,377</u>	<u>27,898</u>	<u>27,898</u>

11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
2019						
Building Improvements	71,455	26,346	-	-	(6,023)	91,778
Furniture and Equipment	114,169	15,775	-	-	(23,711)	106,233
Information and Communication	24,103	30,442	-	-	(11,344)	43,201
Leased Assets	9,715	26,468	-	-	(10,470)	25,713
Library Resources	13,863	1,321	-	-	(2,505)	12,679
Balance at 31 December 2019	233,305	100,352	-	-	(54,053)	279,604

	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$
2019			
Building Improvements	205,714	(113,936)	91,778
Furniture and Equipment	332,662	(226,429)	106,233
Information and Communication	149,514	(106,313)	43,201
Leased Assets	65,180	(39,467)	25,713
Library Resources	47,233	(34,554)	12,679
Balance at 31 December 2019	800,303	(520,699)	279,604

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
2018						
Building Improvements	77,710	-	-	-	(6,255)	71,455
Furniture and Equipment	147,897	25,452	(161)	-	(23,043)	150,145
Leased Assets	20,908	-	-	-	(11,193)	9,715
Library Resources	14,401	2,133	-	-	(2,671)	13,863
Balance at 31 December 2018	260,916	27,585	(161)	-	(55,035)	233,305

	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$
2018			
Building Improvements	179,368	(107,913)	71,455
Furniture and Equipment	436,860	(298,588)	138,272
Leased Assets	38,712	(28,997)	9,715
Library Resources	47,542	(33,679)	13,863
Balance at 31 December 2018	702,482	(469,177)	233,305

12. Accounts Payable

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operating Creditors	26,101	67,026	67,026
Accruals	3,910	3,860	3,860
Employee Entitlements - Salaries	92,315	85,139	85,139
	<u>122,326</u>	<u>156,025</u>	<u>156,025</u>
Payables for Exchange Transactions	122,326	156,025	156,025
	<u>122,326</u>	<u>156,025</u>	<u>156,025</u>

The carrying value of payables approximates their fair value.

13. Revenue Received in Advance

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Other	1,476	3,068	3,068
	<u>1,476</u>	<u>3,068</u>	<u>3,068</u>

14. Provision for Cyclical Maintenance

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Provision at the Start of the Year	99,592	99,592	109,800
Increase/ (decrease) to the Provision During the Year	9,565	-	13,403
Use of the Provision During the Year	(66,844)	-	(23,611)
Provision at the End of the Year	<u>42,313</u>	<u>99,592</u>	<u>99,592</u>
Cyclical Maintenance - Current	-	67,000	67,000
Cyclical Maintenance - Term	42,313	32,592	32,592
	<u>42,313</u>	<u>99,592</u>	<u>99,592</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:

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
No Later than One Year	10,636	-	9,849
Later than One Year and no Later than Five Years	20,141	-	1,682
	<u>30,777</u>	<u>-</u>	<u>11,531</u>

16. Funds Held for Capital Works Projects

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

	2019	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions	Closing Balances \$
Block 1 Upgrade	<i>in progress</i>	60,909	424,356	(461,803)	-	23,462
Drainage	<i>in progress</i>	(6,982)	-	-	-	(6,982)
Library Stormwater	<i>in progress</i>	-	-	(435)	-	(435)
Totals		<u>53,927</u>	<u>424,356</u>	<u>(462,238)</u>	<u>-</u>	<u>16,045</u>

Represented by:

Funds Held on Behalf of the Ministry of Education	23,462
Funds Due from the Ministry of Education	(28,367)
	<u>(4,905)</u>

	2018	Opening Balances \$	Receipts from MoE \$	Payments \$	Closing Balances \$
Block 1 Upgrade	<i>in progress</i>	(24,866)	458,193	(372,398)	60,909
Drainage	<i>in progress</i>	-	-	(6,982)	(6,982)
Totals		<u>(24,866)</u>	<u>458,193</u>	<u>(379,380)</u>	<u>53,927</u>

17. Related Party Transactions

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

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

18. Remuneration

Key management personnel compensation

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

	2019 Actual \$	2018 Actual \$
<i>Board Members</i>		
Remuneration	3,405	3,625
Full-time equivalent members	0.05	0.07
<i>Leadership Team</i>		
Remuneration	241,257	231,545
Full-time equivalent members	2.00	2.00
Total key management personnel remuneration	<u>244,662</u>	<u>235,170</u>
Total full-time equivalent personnel	<u>2.05</u>	<u>2.07</u>

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:

	2019 Actual \$000	2018 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	140 - 150	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	2019 FTE Number	2018 FTE Number
110 - 120	-	-
100 - 110	-	-
	<u>-</u>	<u>-</u>

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

19. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2019 (Contingent liabilities and assets at 31 December 2018: 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 has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance. The Ministry has recognised an estimated provision based on the analysis of sample data, which may not be wholly representative of the total dataset for Teacher and Support Staff Entitlements. A more accurate estimate will be possible after further analysis of non-compliance has been completed, and this work is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis has been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2019, a contingent liability for the school may exist.

20. Commitments

(a) Capital Commitments

As at 31 December 2019 the Board has entered into contract agreements for capital works as follows:

(a) \$1,141,804 contract for Block 1 Upgrade to be completed in 2020, which will be partially funded by the Ministry of Education. \$882,549 has been received of which \$859,088 has been spent on the project to date.

(Capital commitments at 31 December 2018: \$287,718)

(b) Operating Commitments

As at 31 December 2019 the Board has not entered into any contracts.

21. 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.

22. Financial Instruments

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

Financial assets measured at amortised cost (2018: Loans and receivables)

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Cash and Cash Equivalents	88,058	298,306	292,336
Receivables	93,888	89,721	89,721
Total Financial assets measured at amortised cost	181,946	388,027	382,057

Financial liabilities measured at amortised cost

Payables	122,326	156,025	156,025
Finance Leases	26,412	10,921	10,921
Total Financial Liabilities Measured at Amortised Cost	148,738	166,946	166,946

23. Events After Balance Date

On March 11, 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March, New Zealand increased its' COVID-19 alert level to level 4 and a nationwide lockdown commenced. As part of this lockdown all schools were closed. Subsequently all schools and kura reopened on the 18th of May 2020.

At the date of issuing the financial statements, the school has been able to absorb the majority of the impact from the nationwide lockdown as it was decided to start the annual Easter School holidays early. In the periods the school is open for tuition, the school has switched to alternative methods of delivering the curriculum, so students can learn remotely.

At this time the full financial impact of the COVID-19 pandemic is not able to be determined, but it is not expected to be significant to the school. The school will continue to receive funding from the Ministry of Education, even while closed.

24. Adoption of PBE IFRS 9 Financial Instruments

In accordance with the transitional provisions of PBE IFRS 9, the school has elected not to restate the information for previous years to comply with PBE IFRS 9. Adjustments arising from the adoption of PBE IFRS 9 are recognised in opening equity at 1 January 2019. Accounting policies have been updated to comply with PBE IFRS 9. The main updates are:

- Note 9 Receivables: This policy has been updated to reflect that the impairment of short-term receivables is now determined by applying an expected credit loss model.

Term deposits: 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.

Upon transition to PBE IFRS9 there were no material adjustments to these financial statements