

# SUMMERLAND PRIMARY SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2018

#### School Directory

<b>Ministry Number:</b>	6937
<b>Co Principals:</b>	Barb Dysart, Blair Giles
<b>School Address:</b>	Summerland Drive, Henderson, Auckland
<b>School Postal Address:</b>	62 Summerland Drive, Henderson, Auckland 0612
<b>School Phone:</b>	09 836 7460
<b>School Email:</b>	office@summerland.school.nz

#### Members of the Board of Trustees

<b>Name</b>	<b>How Position Gained</b>	<b>Position</b>	<b>Term Expires</b>
Antony Douglas	Elected	Chair Person	Jul-18
Charlie Tevaga	Elected	Chair Person	May-19
Barb Dysart	Current	Co Principal	July 18 to Current
Blair Giles	Current	Co Principal	July 17 to June 18
Pera Adams	Elected	Parent Rep	May-19
Steve Fairweather	Elected	Parent Rep	May-19
Emma McCarthy	Elected	Parent Rep	May-19
Antony Douglas	Elected	Parent Rep	May-19
Jon Sim	Co-opted	Parent Rep	May-19
Rikki Bendall	Elected	Parent Rep	May-19
Des Madeira	Co-opted	Parent Rep	May-19
Steven Khov	Co-opted	Parent Rep	May-19
Brittany Teleiai	Elected	Staff Rep	May-19

#### Service Provider:

Leading Edge Services (2017) Ltd, PO Box 20496, Glen Eden, Auckland

# SUMMERLAND PRIMARY SCHOOL

Annual Report - For the year ended 31 December 2018

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# Summerland Primary School

## Statement of Responsibility

For the year ended 31 December 2018

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 2018 fairly reflects the financial position and operations of the school.

The School's 2018 financial statements are authorised for issue by the Board.

Charlie Tevaga

Full Name of Board Chairperson



Signature of Board Chairperson

16.5.19

Date:

Blair Giles

Full Name of Principal



Signature of Principal

16.5.19

Date:

**Summerland Primary School**  
**Statement of Comprehensive Revenue and Expense**  
For the year ended 31 December 2018

		2018	2018	2017
	Notes	Actual \$	Budget (Unaudited) \$	Actual \$
<b>Revenue</b>				
Government Grants	2	5,247,561	4,623,656	5,121,532
Locally Raised Funds	3	251,500	230,450	208,824
Interest Earned		24,029	15,000	21,497
International Students	4	50,487	39,000	37,923
		<u>5,573,577</u>	<u>4,908,106</u>	<u>5,389,776</u>
<b>Expenses</b>				
Locally Raised Funds	3	131,761	124,350	84,310
International Students	4	2,011	(1,395)	2,672
Learning Resources	5	3,417,875	2,989,372	3,191,479
Administration	6	266,883	247,971	248,495
Finance		10,841	12,000	11,034
Property	7	1,536,414	1,375,444	1,479,561
Depreciation	8	200,041	173,000	175,618
Loss on Disposal of Property, Plant and Equipment		16,547	-	8,444
		<u>5,582,373</u>	<u>4,920,742</u>	<u>5,201,613</u>
<b>Net Surplus / (Deficit) for the year</b>		(8,796)	(12,636)	188,163
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u>(8,796)</u>	<u>(12,636)</u>	<u>188,163</u>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes.

**Summerland Primary School****Statement of Changes in Net Assets/Equity**

For the year ended 31 December 2018

	Actual 2018 \$	Budget (Unaudited) 2018 \$	Actual 2017 \$
<b>Balance at 1 January</b>	<b>1,427,341</b>	<b>1,427,340</b>	<b>1,224,789</b>
Total comprehensive revenue and expense for the year	(8,796)	(12,636)	188,163
Capital Contributions from the Ministry of Education			
Contribution - Furniture and Equipment Grant	-	-	14,389
<b>Equity at 31 December</b>	<b>1,418,545</b>	<b>1,414,704</b>	<b>1,427,341</b>
Retained Earnings	1,418,545	1,414,704	1,427,341
<b>Equity at 31 December</b>	<b>1,418,545</b>	<b>1,414,704</b>	<b>1,427,341</b>

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes.

**Summerland Primary School**  
**Statement of Financial Position**  
As at 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	9	128,854	219,051	209,345
Accounts Receivable	10	194,973	179,152	171,104
GST Receivable		20,547	3,786	3,786
Prepayments		6,599	16,127	16,127
Inventories	11	5,247	4,809	4,809
Investments	12	609,702	532,690	532,690
		<u>965,922</u>	<u>955,615</u>	<u>937,861</u>
<b>Current Liabilities</b>				
Accounts Payable	14	277,435	198,969	190,921
Revenue Received in Advance	15	45,800	54,699	54,699
Provision for Cyclical Maintenance	16	10,350	5,306	5,306
Finance Lease Liability - Current Portion	17	46,032	58,930	58,930
Funds held for Capital Works Projects	18	77,833	60,026	60,026
		<u>457,450</u>	<u>377,930</u>	<u>369,882</u>
<b>Working Capital Surplus/(Deficit)</b>		<b>508,472</b>	<b>577,685</b>	<b>567,979</b>
<b>Non-current Assets</b>				
Property, Plant and Equipment	13	1,037,968	990,748	1,013,091
Work in Progress - Bike Track		27,375	-	-
		<u>1,065,343</u>	<u>990,748</u>	<u>1,013,091</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	16	99,969	103,298	103,298
Finance Lease Liability	17	55,302	50,431	50,431
		<u>155,271</u>	<u>153,729</u>	<u>153,729</u>
<b>Net Assets</b>		<u><b>1,418,545</b></u>	<u><b>1,414,704</b></u>	<u><b>1,427,341</b></u>
<b>Equity</b>		<u><b>1,418,545</b></u>	<u><b>1,414,704</b></u>	<u><b>1,427,341</b></u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

# Summerland Primary School

## Statement of Cash Flows

For the year ended 31 December 2018

		2018	2018	2017
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
		\$	\$	\$
<b>Cash flows from Operating Activities</b>				
Government Grants		1,092,653	1,349,762	1,180,095
Locally Raised Funds		251,797	273,034	251,408
International Students		40,083	43,204	42,127
Goods and Services Tax (net)		(16,761)	13,130	13,130
Payments to Employees		(552,021)	(506,648)	(470,068)
Payments to Suppliers		(572,085)	(660,234)	(592,720)
Cyclical Maintenance Payments in the year		(2,516)	(95,743)	(59,964)
Interest Paid		(10,841)	(12,000)	(11,034)
Interest Received		25,273	14,319	20,816
Net cash from / (to) the Operating Activities		255,582	418,824	373,790
<b>Cash flows from Investing Activities</b>				
Proceeds from Sale of PPE (and Intangibles)		14,745	-	
Purchase of PPE (and Intangibles)		(214,814)	(107,193)	(143,189)
Purchase of Investments		(77,012)	(170,292)	(170,292)
Net cash from / (to) the Investing Activities		(277,081)	(277,485)	(313,481)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		-	-	14,389
Finance Lease Payments		(76,798)	(48,237)	(48,237)
Funds Held for Capital Works Projects		17,807	65,643	65,643
Net cash from Financing Activities		(58,991)	17,406	31,795
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>(80,490)</b>	<b>158,745</b>	<b>92,104</b>
Cash and cash equivalents at the beginning of the year	9	209,345	60,306	117,239
<b>Cash and cash equivalents at the end of the year</b>	<b>9</b>	<b>128,854</b>	<b>219,051</b>	<b>209,345</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 Cash Flow Statement should be read in conjunction with the accompanying notes.

# Summerland Primary School

## Notes to the Financial Statements

### For the year ended 31 December 2018

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

Summerland Primary 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 2018 to 31 December 2018 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".

###### *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 13.



**Critical Judgements in applying accounting policies**

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

**Classification of leases**

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 17.

**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**

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 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.

The School has met the requirements of Schedule 6 para 28 of the Education Act 1989 in relation to the acquisition of investment securities.

#### **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 \$1,000 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.

#### **Leased Assets**

Leases where the School assumes substantially all the risks and rewards of ownership are classified as finance leases. The assets acquired by way of finance lease are measured at an amount equal to the lower of their fair value and the present value of the minimum lease payments at inception of the lease, less accumulated depreciation and impairment losses. Leased assets and corresponding liability are recognised in the Statement of Financial Position and leased assets are depreciated over the period the School is expected to benefit from their use or over the term of the lease.

### **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	40 years
Furniture and equipment	10 years
Information and communication technology	4 years
Leased assets held under a Finance Lease	3 - 5 years
Library resources	12.5% Diminishing value

### **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, 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 international students and grants received where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

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

#### **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 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.

**u) Borrowings**

Borrowings are recognised at the amount borrowed. 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 the balance date.

**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 at the start of the year.

**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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operational grants	933,810	911,375	955,024
Teachers' salaries grants	2,973,240	2,585,156	2,835,767
Use of Land and Buildings grants	1,181,668	1,003,865	1,163,904
Resource teachers learning and behaviour grants	54,466	27,000	37,865
Other MoE Grants	104,377	96,260	128,972
	<b>5,247,561</b>	<b>4,623,656</b>	<b>5,121,532</b>

## 3. Locally Raised Funds

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Revenue</b>			
Donations	49,302	43,000	46,346
Activities	103,374	96,950	59,109
Trading	44,131	37,850	33,439
Fundraising	54,693	52,650	69,930
	<b>251,500</b>	<b>230,450</b>	<b>208,824</b>
<b>Expenses</b>			
Activities	107,909	100,850	61,326
Trading	11,726	11,500	10,123
Fundraising costs	12,126	12,000	12,861
	<b>131,761</b>	<b>124,350</b>	<b>84,310</b>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<b>119,739</b>	<b>106,100</b>	<b>124,514</b>

## 4. International Student Revenue and Expenses

	2018 Actual Number	2018 Budget (Unaudited) Number	2017 Actual Number
International Student Roll	4	3	3
	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Revenue</b>			
International student fees	50,487	39,000	37,923
<b>Expenses</b>			
Commissions	1,200	-	570
International student levy	811	(1,395)	2,102
	<b>2,011</b>	<b>(1,395)</b>	<b>2,672</b>
<i>Surplus/ (Deficit) for the year International Students'</i>	<b>48,476</b>	<b>40,395</b>	<b>35,251</b>

## 5. Learning Resources

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Curricular	71,127	89,939	66,398
Equipment repairs	8,144	4,300	5,049
Library resources	3,670	4,000	3,676
Employee benefits - salaries	3,280,702	2,838,473	3,070,952
Staff development	54,232	52,660	45,404
	<u>3,417,875</u>	<u>2,989,372</u>	<u>3,191,479</u>

## 6. Administration

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	4,890	6,250	7,620
Board of Trustees Fees	4,110	5,700	4,350
Board of Trustees Expenses	7,177	6,076	6,586
Communication	6,121	8,800	9,104
Consumables	33,712	34,320	35,653
Operating Lease	5,301	-	559
Other	13,257	12,450	10,899
Employee Benefits - Salaries	171,526	154,800	153,163
Insurance	6,629	6,483	6,820
Service Providers, Contractors and Consultancy	14,160	13,092	13,741
	<u>266,883</u>	<u>247,971</u>	<u>248,495</u>

## 7. Property

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	74,069	70,900	77,129
Cyclical Maintenance Expense	4,231	28,000	(7,779)
Grounds	58,230	38,550	30,321
Heat, Light and Water	42,000	45,500	42,769
Rates	88	100	85
Repairs and Maintenance	92,861	106,079	106,695
Use of Land and Buildings	1,181,668	1,003,865	1,163,904
Security	2,279	1,750	2,548
Employee Benefits - Salaries	80,988	80,700	63,889
	<u>1,536,414</u>	<u>1,375,444</u>	<u>1,479,561</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.

## 8. Depreciation

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Building Improvements	9,738	8,422	10,151
Furniture and Equipment	98,411	85,108	90,211
Information and Communication Technology	24,038	20,788	16,289
Leased Assets	61,881	53,516	52,777
Library Resources	5,973	5,166	6,190
	<u>200,041</u>	<u>173,000</u>	<u>175,618</u>

## 9. Cash and Cash Equivalents

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash on Hand	100	100	100
Bank Current Account	128,575	218,773	209,067
Bank Call Account	179	178	178
	<u>128,854</u>	<u>219,051</u>	<u>209,345</u>

Cash and cash equivalents for Cash Flow Statement

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

## 10. Accounts Receivable

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Receivables	1,208	-	-
Interest Receivable	1,844	3,088	3,088
Teacher Salaries Grant Receivable	191,921	176,064	168,016
	<u>194,973</u>	<u>179,152</u>	<u>171,104</u>
Receivables from Exchange Transactions	3,052	3,088	3,088
Receivables from Non-Exchange Transactions	191,921	176,064	168,016
	<u>194,973</u>	<u>179,152</u>	<u>171,104</u>



## 11. Inventories

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Stationery	5,247	4,809	3,317
School Uniforms	-	-	1,492
	<u>5,247</u>	<u>4,809</u>	<u>4,809</u>

## 12. Investments

The School's investment activities are classified as follows:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Asset			
Short-term Bank Deposits	609,702	532,690	532,690
Non-current Asset			
Long-term Bank Deposits	-	-	-

## 13. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
<b>2018</b>						
Building Improvements	251,994	-	(8,450)		(9,738)	233,806
Furniture and Equipment	584,662	125,166	(6,402)		(98,411)	605,015
Information and Communication	25,085	60,856	-		(24,038)	61,903
Leased Assets	108,024	64,032	(14,745)		(61,881)	95,430
Library Resources	43,326	6,156	(1,696)		(5,973)	41,813
<b>Balance at 31 December 2018</b>	<u>1,013,091</u>	<u>256,210</u>	<u>(31,293)</u>	<u>-</u>	<u>(200,041)</u>	<u>1,037,968</u>

	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
<b>2018</b>			
Building Improvements	389,524	(155,718)	233,806
Furniture and Equipment	1,254,970	(649,955)	605,015
Information and Communication	189,606	(127,703)	61,903
Leased Assets	155,606	(60,176)	95,430
Library Resources	106,013	(64,199)	41,814
<b>Balance at 31 December 2018</b>	<u>2,095,719</u>	<u>(1,057,751)</u>	<u>1,037,968</u>

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
<b>2017</b>						
Building Improvements	262,145	-	-	-	(10,151)	<b>251,994</b>
Furniture and Equipment	531,723	144,711	(1,561)	-	(90,211)	<b>584,662</b>
Information and Communication Technology	31,577	11,836	(2,039)	-	(16,289)	<b>25,085</b>
Leased Assets	117,819	42,981	-	-	(52,777)	<b>108,024</b>
Library Resources	48,479	5,880	(4,843)	-	(6,190)	<b>43,326</b>
<b>Balance at 31 December 2017</b>	<b>991,743</b>	<b>205,408</b>	<b>(8,443)</b>	<b>-</b>	<b>(175,618)</b>	<b>1,013,091</b>

	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
<b>2017</b>			
Building Improvements	406,055	(154,061)	<b>251,994</b>
Furniture and Equipment	1,153,179	(568,517)	<b>584,662</b>
Information and Communication Technology	149,811	(124,726)	<b>25,085</b>
Leased Assets	220,268	(112,244)	<b>108,024</b>
Library Resources	103,923	(60,597)	<b>43,326</b>
<b>Balance at 31 December 2017</b>	<b>2,033,236</b>	<b>(1,020,145)</b>	<b>1,013,091</b>

#### 14. Accounts Payable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operating creditors	72,795	18,529	18,529
Accruals	6,448	6,060	6,060
Employee Entitlements - salaries	198,192	174,380	159,968
Employee Entitlements - leave accrual	-	-	6,364
	<b>277,435</b>	<b>198,969</b>	<b>190,921</b>
Payables for Exchange Transactions	277,435	198,969	190,921
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)			
Payables for Non-exchange Transactions - Other			
	<b>277,435</b>	<b>198,969</b>	<b>190,921</b>

The carrying value of payables approximates their fair value.

#### 15. Revenue Received in Advance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
International Student Fees	5,800	16,204	16,204
Other	40,000	38,495	38,495
	<b>45,800</b>	<b>54,699</b>	<b>54,699</b>

## 16. Provision for Cyclical Maintenance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Provision at the Start of the Year	108,604	108,604	176,347
Increase/ (decrease) to the Provision During the Year	24,006	28,000	(7,779)
Use of the Provision During the Year	(22,291)	(28,000)	(59,964)
Provision at the End of the Year	110,319	108,604	108,604
Cyclical Maintenance - Current	10,350	5,306	5,306
Cyclical Maintenance - Term	99,969	103,298	103,298
	110,319	108,604	108,604

## 17. Finance Lease Liability

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
No Later than One Year	53,435	58,930	58,930
Later than One Year and no Later than Five Years	61,245	50,431	50,431
Later than Five Years			
	114,680	109,361	109,361

## 18. 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:

	2018	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions	Closing Balances \$
Electrical & Lighting	<i>completed</i>	41,678	19,372	61,050		0
Muriwai Outdoor Learning	<i>in progress</i>	(231)	94,754	21,732		72,791
Muriwai Channel Drain	<i>completed</i>	6,159	1,145	7,303		1
Library Entry Block	<i>completed</i>	12,650	602	13,252		0
Roofing Block 9	<i>in progress</i>	(231)	-	2,816		(3,048)
Hall Foyer Upgrade	<i>in progress</i>	-	8,550	230		8,319
Lighting Upgrade	<i>in progress</i>	-		230		(231)
Totals		60,026	124,423	106,613	-	77,833

### Represented by:

Funds Held on Behalf of the Ministry of Education  
Funds Due from the Ministry of Education

77,833

-

77,833

	2017	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions	Closing Balances \$
Door Handles/Flooring	<i>completed</i>	(5,617)	1,300	-	4,316	-
Carpark Turning Area	<i>completed</i>	-	8,000	8,000	-	-
Electrical & Lighting	<i>in progress</i>	-	84,600	42,922	-	41,678
Muriwai Outdoor Learning	<i>in progress</i>	-	-	231	-	(231)
Muriwai Channel Drain	<i>in progress</i>	-	7,070	912	-	6,159
Library Entry Block	<i>in progress</i>	-	13,562	912	-	12,650
Roofing Block 9	<i>in progress</i>	-	-	231	-	(231)
<b>Totals</b>		<b>(5,617)</b>	<b>114,532</b>	<b>53,206</b>	<b>4,316</b>	<b>60,026</b>

## 19. 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.

## 20. Remuneration

### Key management personnel compensation

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

	2018 Actual \$	2017 Actual \$
<i>Board Members</i>		
Remuneration	4,110	4,350
Full-time equivalent members	0.39	0.22
<i>Leadership Team</i>		
Remuneration	445,247	390,890
Full-time equivalent members	4	3
<b>Total key management personnel remuneration</b>	<b>449,357</b>	<b>395,240</b>
<b>Total full-time equivalent personnel</b>	<b>4.39</b>	<b>3.22</b>

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:

	2018 Actual \$000	2017 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Principal A		
Salary and Other Payments	130 - 140	140 - 150
Benefits and Other Emoluments	4 - 5	2 - 3
Termination Benefits	-	-
Principal B		
Salary and Other Payments	130 - 140	140 - 150
Benefits and Other Emoluments	4 - 5	2 - 3
Termination Benefits	-	-

Per the Education (School Staffing) orders and the Primary Principal's Collective Agreement there can only be one principal employed at any one time in a school. However, the school alternates the principal role between two employees on an annual basis every 30 June. The salary and other payments above reflect what each of these employees have been paid for the financial year, which includes the period where they are not in the principal's role.

### Other Employees

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

Remuneration \$000	2018 FTE Number	2017 FTE Number
nil	0.00	0.00
	0.00	0.00

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

## 21. 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:

	2018 Actual \$0	2017 Actual \$0
Total	0	-
Number of People		

## 22. Contingencies

There are no contingent liabilities and no contingent assets as at 31 December 2018 (Contingent liabilities and assets at 31 December 2017: 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, however the potential impact on any specific school or individual and any associated historical liability will not be known until further detailed analysis has been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2018, a contingent liability for the school may exist.

## 23. Commitments

### (a) Capital Commitments

As at 31 December 2018 the Board has entered into contract agreements for capital works as follows:

(a) \$131,362 contract to have Electrical and Lighting upgraded as agent for the Ministry of Education. The project is fully funded by the Ministry and \$94,754 has been received and \$21,692 has been spent on the project to date. \$109,670 yet to spend. This project has been approved by the Ministry

(b) \$422,804 contract as agent for the Ministry of Education. This project is funded by the Ministry. \$0 has been received and \$3,047 has been spent on the project to balance date. \$419,757 yet to spend. This project has been approved by the Ministry.

(c) \$9,500 contract as agent for the Ministry of Education. This project is funded by the Ministry. \$8,550 has been received and \$1,362 has been spent on the project to balance date. \$8,138 yet to spend. This project has been approved by the Ministry.

(d) \$50,000 contract as agent for the Ministry of Education. This project is funded by the Ministry. \$0 has been received and \$231 has been spent on the project to balance date. \$49,769 yet to spend. This project has been approved by the Ministry.

(Capital commitments at 31 December 2017: \$94,200)

### (b) Operating Commitments

As at 31 December 2018 the Board has entered into the following contracts:

	2018 Actual \$	2017 Actual \$
No later than One Year	-	-
Later than One Year and No Later than Five Years	-	-
Later than Five Years	-	-
	<hr/>	<hr/>
	-	-

## 24. 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.

## 25. Financial Instruments

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

### Loans and receivables

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash and Cash Equivalents	128,854	219,051	209,345
Receivables	194,973	179,152	171,104
Investments - Term Deposits	609,702	532,690	532,690
Total Loans and Receivables	<u>933,529</u>	<u>930,893</u>	<u>913,139</u>

### Financial liabilities measured at amortised cost

Payables	277,435	198,969	190,921
Borrowings - Loans	-	-	-
Finance Leases	101,334	109,361	109,361
Painting Contract Liability	-	-	-
Total Financial Liabilities Measured at Amortised Cost	<u>378,769</u>	<u>308,330</u>	<u>300,282</u>

## 26. Events After Balance Date

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

## **KIWISPORT NOTE**

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2018, the school received total Kiwisport funding of \$9,703 (excluding GST). The funding was spent on the purchase of sports uniforms, balls, hockey sticks and a gazebo for sunshade and protection during outdoor events. It also covered the cost of buses to several sporting events. The number of students participating in organised sport increased. All Year 5 & 6 students participated in the local Winter Sports Field Day and an increased number of students signed up to be part of sports teams playing out of school hours.