

INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF ST LEONARD'S SCHOOL (DUNEDIN)'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

The Auditor-General is the auditor of St Leonard's School (Dunedin) (the School). The Auditor-General has appointed me, Philip Sinclair, using the staff and resources of Crowe, to carry out the audit of the financial statements of the School on his behalf.

Opinion

We have audited the financial statements of the School on pages 2 to 21, that comprise the Statement of Financial Position as at 31 December 2020, the Statement of Comprehensive Revenue and Expense, Statement of Changes in Net Assets/Equity and Cash Flow Statement for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
 - its financial position as at 31 December 2020; and
 - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector – Public Benefit Entity Standards Reduced Disclosure Regime.

Our audit was completed on 26 May 2021. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board and our responsibilities relating to the financial statements, we comment on other information, and we explain our independence.

Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the Board for the financial statements

The Board is responsible on behalf of the School for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board of Trustees is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to close or merge the School, or there is no realistic alternative but to do so.

The Board's responsibilities, in terms of the requirements of the Education and Training Act 2020, arise from section 87 of the Education Act 1989.

Responsibilities of the auditor for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements.

For the budget information reported in the financial statements, our procedures were limited to checking that the information agreed to the School's approved budget.

We did not evaluate the security and controls over the electronic publication of the financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the School to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We assess the risk of material misstatement arising from the Novopay payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arises from the Public Audit Act 2001.

Other information

The Board is responsible for the other information. The other information comprises of the variance of analysis and kiwisport report included on pages 22 to 25, but does not include the financial statements, and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the School in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

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



Philip Sinclair
Crowe New Zealand Audit Partnership
On behalf of the Auditor-General
Dunedin, New Zealand

ST LEONARDS SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

School Directory

Ministry Number:	3829
Principal:	Jo-Anne Wilson
School Address:	29 St Leonards Drive, St Leonards, Dunedin 9022
School Postal Address:	29 St Leonards Drive, St Leonards, Dunedin 9022
School Phone:	03 471 0501
School Email:	office@stleonardsdn.school.nz

Members of the Board of Trustees

Name	Position	How Position Gained	Term Expired/ Expires
Margaret Ryan	Chair Person	Elected	Mar-22
Jo-anne Wilson	Principal	ex Officio	
Jennifer Henderson	Secretary	Elected	Mar-22
Natalie Scott	Parent Rep	Co-Opted	Mar-22
Nik Leigh	Parent Rep	Elected	Mar-22
Francene Scott	Parent Rep	Elected	Mar-22
Sebastian Clar	Parent Rep	Elected	Mar-22
Sarah Thompson	Staff Rep	Elected	Mar-22

Accountant / Service Provider: Moore Markhams Otago

ST LEONARDS SCHOOL

Annual Report - For the year ended 31 December 2020

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Leonards 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 disclosures 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.

In 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.

MARGARET RYAN

Name of Board Chairperson

JoAnne Elizabeth Wilson

Full Name of Principal

[Signature]

Signature of Board Chairperson

[Signature]

Signature of Principal

3/6/21 26/5/21

Date:

3/6/21 26/5/21

Date:

St Leonards School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2020

	Notes	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Revenue				
Government Grants	2	514,214	476,093	450,833
Locally Raised Funds	3	21,426	36,373	41,847
Interest income		20	50	63
		<hr/>	<hr/>	<hr/>
		535,660	512,516	492,743
Expenses				
Locally Raised Funds	3	13,543	27,667	31,827
Learning Resources	4	299,059	326,635	276,751
Administration	5	29,222	35,530	29,136
Finance		1,531	-	1,856
Property	6	163,300	115,116	159,255
Depreciation	7	14,135	2,671	15,818
Loss on Disposal of Property, Plant and Equipment		34	-	-
		<hr/>	<hr/>	<hr/>
		520,824	507,619	514,643
Net Surplus / (Deficit) for the year		14,836	4,897	(21,900)
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		14,836	4,897	(21,900)

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

St Leonards School

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2020

	Notes	Actual 2020 \$	Budget (Unaudited) 2020 \$	Actual 2019 \$
Balance at 1 January		2,101	2,101	24,001
Total comprehensive revenue and expense for the year		14,836	4,897	(21,900)
Capital Contributions from the Ministry of Education Contribution - Furniture and Equipment Grant		1,313	-	-
Equity at 31 December	23	18,250	6,998	2,101
Retained Earnings		18,250	6,998	2,101
Equity at 31 December		18,250	6,998	2,101

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.

St Leonards School

Statement of Financial Position

As at 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Current Assets				
Cash and Cash Equivalents	8	32,749	14,488	9,591
Accounts Receivable	9	24,925	17,200	17,200
GST Receivable		1,363	995	995
Prepayments		2,568	2,141	2,141
Inventories	10	522	-	-
Funds due for Capital Works Projects	17	4,570	-	-
		<hr/>	<hr/>	<hr/>
		66,697	34,824	29,927
Current Liabilities				
Accounts Payable	12	36,103	28,755	28,755
Revenue Received in Advance	13	3,207	-	-
Provision for Cyclical Maintenance	14	2,290	-	-
Painting Contract Liability - Current Portion	15	5,746	5,746	5,746
Finance Lease Liability - Current Portion	16	6,740	5,671	5,671
Funds held for Capital Works Projects	17	-	749	749
		<hr/>	<hr/>	<hr/>
		54,086	40,921	40,921
Working Capital Surplus/(Deficit)		12,611	(6,097)	(10,994)
Non-current Assets				
Property, Plant and Equipment	11	47,908	58,298	58,298
		<hr/>	<hr/>	<hr/>
		47,908	58,298	58,298
Non-current Liabilities				
Provision for Cyclical Maintenance	14	27,052	21,159	21,159
Painting Contract Liability	15	9,686	12,914	12,914
Finance Lease Liability	16	5,531	11,130	11,130
		<hr/>	<hr/>	<hr/>
		42,269	45,203	45,203
Net Assets		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		18,250	6,998	2,101
Equity	23	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		18,250	6,998	2,101

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

St Leonards School

Statement of Cash Flows

For the year ended 31 December 2020

		2020	2020	2019
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
		\$	\$	\$
Cash flows from Operating Activities				
Government Grants		149,359	111,337	113,500
Locally Raised Funds		21,781	36,373	36,870
Goods and Services Tax (net)		(369)	-	269
Payments to Employees		(69,461)	(49,850)	(58,184)
Payments to Suppliers		(61,390)	(84,602)	(84,853)
Interest Paid		(1,315)	-	(1,719)
Interest Received		20	50	63
Net cash from/(to) Operating Activities		38,625	13,308	5,946
Cash flows from Investing Activities				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		(34)	-	
Purchase of Property Plant & Equipment (and Intangibles)		(2,168)	-	(12,558)
Net cash from/(to) Investing Activities		(2,202)	-	(12,558)
Cash flows from Financing Activities				
Furniture and Equipment Grant		1,313	-	
Finance Lease Payments		(6,032)	-	(5,518)
Painting contract payments		(3,227)	-	(3,228)
Funds Held for Capital Works Projects		(5,319)	-	
Net cash from/(to) Financing Activities		(13,265)	-	(8,746)
Net increase/(decrease) in cash and cash equivalents		23,158	13,308	(15,358)
Cash and cash equivalents at the beginning of the year	8	9,591	9,591	24,949
Cash and cash equivalents at the end of the year	8	32,749	22,899	9,591

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.

St Leonards School

Notes to the Financial Statements

For the year ended 31 December 2020

1. Statement of Accounting Policies

a) Reporting Entity

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

j) 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 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 years
Furniture and equipment	5–15 years
Information and communication technology	3–10 years
Leased assets held under a Finance Lease	3-5 years
Library resources	10 years

k) 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 that the school receives from the Ministry of Education is normally acquired through a non-exchange transaction and is not of a material amount. Its 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.

l) 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.

m) 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.

n) 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.

o) Revenue Received in Advance

Revenue received in advance relates to fees received from parents, MOE grant and DCC Grant 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.

p) 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).

q) 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.

r) 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.

s) 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.

t) Budget Figures

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

u) 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	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Operational Grants	89,656	91,053	93,216
Teachers' Salaries Grants	236,173	285,295	223,707
Use of Land and Buildings Grants	123,541	79,461	112,709
Other MoE Grants	64,844	20,284	21,201
	<u>514,214</u>	<u>476,093</u>	<u>450,833</u>

Other MOE Grants total includes additional COVID-19 funding totalling \$20,367 for the year ended 31 December 2020.

3. Locally Raised Funds

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

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Revenue			
Donations	11,118	9,800	17,953
Activities	2,807	2,000	4,063
Trading	1,907	2,523	2,055
Fundraising	3,986	10,000	8,768
Other Revenue	1,608	12,050	9,008
	<u>21,426</u>	<u>36,373</u>	<u>41,847</u>
Expenses			
Activities	2,817	2,000	4,189
Trading	777	1,842	1,265
Fundraising (Costs of Raising Funds)	2,711	2,000	8,723
Other Locally Raised Funds Expenditure	7,238	21,825	17,650
	<u>13,543</u>	<u>27,667</u>	<u>31,827</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>7,883</u>	<u>8,706</u>	<u>10,020</u>

4. Learning Resources

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Curricular	1,974	3,585	5,032
Information and Communication Technology	2,917	2,305	2,305
Library Resources	-	200	128
Employee Benefits - Salaries	292,538	319,545	267,537
Staff Development	1,630	1,000	1,749
	<u>299,059</u>	<u>326,635</u>	<u>276,751</u>

5. Administration

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	3,137	3,100	2,445
Board of Trustees Fees	1,760	2,800	2,835
Board of Trustees Expenses	-	-	739
Communication	663	990	858
Consumables	2,289	7,803	2,221
Operating Lease	-	1,200	-
Other	1,942	2,037	1,615
Employee Benefits - Salaries	13,096	11,600	12,622
Insurance	2,005	2,000	1,841
Service Providers, Contractors and Consultancy	4,330	4,000	3,960
	<u>29,222</u>	<u>35,530</u>	<u>29,136</u>

6. Property

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	15,614	15,000	14,129
Cyclical Maintenance Provision	8,183	5,740	11,159
Grounds	4,375	1,370	1,835
Heat, Light and Water	4,656	5,505	5,685
Rates	2,404	2,040	1,600
Repairs and Maintenance	3,276	1,000	9,375
Use of Land and Buildings	123,541	79,461	112,709
Security	1,251	1,000	1,031
Employee Benefits - Salaries	-	4,000	1,732
	163,300	115,116	159,255

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 - Crown	1,203	777	1,125
Furniture and Equipment	3,361	1,894	3,736
Information and Communication Technology	2,588	-	4,087
Leased Assets	6,033	-	5,849
Library Resources	950	-	1,021
	14,135	2,671	15,818

8. Cash and Cash Equivalents

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash on Hand	75	-	-
Bank Current Account	32,674	14,488	9,591
Cash and cash equivalents for Statement of Cash Flows	<u>32,749</u>	<u>14,488</u>	<u>9,591</u>

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

9. Accounts Receivable

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Receivables	740	588	588
Banking Staffing Underuse	6,469	-	-
Teacher Salaries Grant Receivable	17,716	16,612	16,612
	<u>24,925</u>	<u>17,200</u>	<u>17,200</u>
Receivables from Exchange Transactions	740	588	588
Receivables from Non-Exchange Transactions	24,185	16,612	16,612
	<u>24,925</u>	<u>17,200</u>	<u>17,200</u>

10. Inventories

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Stationery	522	-	-
	<u>522</u>	<u>-</u>	<u>-</u>

11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Building Improvements	10,224	-	-	-	(1,203)	9,021
Furniture and Equipment	21,493	1,167	(34)	-	(3,361)	19,265
Information and Communication Technology	5,140	527	-	-	(2,588)	3,079
Leased Assets	15,315	1,502	-	-	(6,033)	10,784
Library Resources	6,126	583	-	-	(950)	5,759
Balance at 31 December 2020	58,298	3,779	(34)	-	(14,135)	47,908

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Building Improvements	25,545	(16,524)	9,021
Furniture and Equipment	88,712	(69,447)	19,265
Information and Communication Technology	62,908	(59,829)	3,079
Leased Assets	32,434	(21,650)	10,784
Library Resources	26,294	(20,535)	5,759
Balance at 31 December 2020	235,893	(187,985)	47,908

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Building Improvements	413	10,936	-	-	(1,125)	10,224
Furniture and Equipment	25,229	-	-	-	(3,736)	21,493
Information and Communication Technology	8,211	1,016	-	-	(4,087)	5,140
Leased Assets	17,644	3,520	-	-	(5,849)	15,315
Library Resources	6,316	831	-	-	(1,021)	6,126
Balance at 31 December 2019	57,813	16,303	-	-	(15,818)	58,298

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Building Improvements	25,545	(15,321)	10,224
Furniture and Equipment	93,505	(72,012)	21,493
Information and Communication Technology	62,381	(57,241)	5,140
Leased Assets	30,932	(15,617)	15,315
Library Resources	25,711	(19,585)	6,126
Balance at 31 December 2019	238,074	(179,776)	58,298

12. Accounts Payable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operating Creditors	13,947	7,753	7,753
Accruals	4,440	4,390	4,390
Employee Entitlements - Salaries	17,716	16,612	16,612
	<u>36,103</u>	<u>28,755</u>	<u>28,755</u>
Payables for Exchange Transactions	36,103	28,755	28,755
	<u>36,103</u>	<u>28,755</u>	<u>28,755</u>

The carrying value of payables approximates their fair value.

13. Revenue Received in Advance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Grants in Advance - Ministry of Education	2,625	-	-
Other	582	-	-
	<u>3,207</u>	<u>-</u>	<u>-</u>

14. Provision for Cyclical Maintenance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Provision at the Start of the Year	21,159	21,159	10,000
Increase/ (decrease) to the Provision During the Year	13,929	-	22,651
Use of the Provision During the Year	(5,746)	-	(11,492)
Provision at the End of the Year	<u>29,342</u>	<u>21,159</u>	<u>21,159</u>
Cyclical Maintenance - Current	2,290	-	-
Cyclical Maintenance - Term	27,052	21,159	21,159
	<u>29,342</u>	<u>21,159</u>	<u>21,159</u>

15. Painting Contract Liability

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Current Liability	5,746	5,746	5,746
Non Current Liability	9,686	12,914	12,914
	15,432	18,660	18,660

In 2018 the Board signed an agreement with Carus Ltd (the contractor) for an agreed programme of work covering a seven year period. The programme provides for an exterior repaint of the Ministry owned buildings in 2018, with regular maintenance in subsequent years. The agreement has an annual commitment of \$5,746. The liability is the best estimate of the actual amount of work performed by the contractor for which the contractor has not been paid at balance sheet date. The liability has not been adjusted for inflation and the effect of the time value of money.

16. 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	7,655	-	7,124
Later than One Year and no Later than Five Years	6,410	-	12,192
	14,065	-	19,316

17. 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:

	2020	Opening Balances	Receipts from MoE	Payments	BOT Contributions	Closing Balances
		\$	\$	\$	\$	\$
Block 1 ILE Upgrade	<i>in progress</i>	749	40,000	(45,319)	-	(4,570)
Totals		749	40,000	(45,319)	-	(4,570)

Represented by:

Funds Due from the Ministry of Education	4,570
	<u>4,570</u>

	2019	Opening Balances	Receipts from MoE	Payments	BOT Contributions	Closing Balances
		\$	\$	\$	\$	\$
ILE Outdoor Learning Centre	<i>in progress</i>	749	-	-	-	749
Totals		749	-	-	-	749

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.

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	1,760	2,835
Full-time equivalent members	0.09	0.08
<i>Leadership Team</i>		
Remuneration	116,035	107,137
Full-time equivalent members	1.00	1.00
Total key management personnel remuneration	117,795	109,972
Total full-time equivalent personnel	1.09	1.08

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	110 - 120	100 - 110
Benefits and Other Emoluments	-	-
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
110 - 120	-	-
100 - 110	-	-
	-	-

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

As at 31 December 2020 the Board has entered into contract agreements for capital works as follows:

(a) \$119,020 contract for Block 1 ILE upgrade to be completed in 2021, which will be fully funded by the Ministry of Education. \$50,779 has been received of which \$55,348 has been spent on the project to date.

(Capital commitments at 31 December 2019: \$Nil)

(b) Operating Commitments

As at 31 December 2020 the Board has not entered into any contracts.

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	32,749	14,488	9,591
Receivables	24,925	17,200	17,200
Total Financial assets measured at amortised cost	57,674	31,688	26,791

Financial liabilities measured at amortised cost

Payables	36,103	28,755	28,755
Finance Leases	12,271	16,801	16,801
Painting Contract Liability	15,432	18,660	18,660
Total Financial Liabilities Measured at Amortised Cost	63,806	64,216	64,216

25. Events After Balance Date

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

26. Breach of Restriction of Borrowings

During the year, the school breached clause 29 of Schedule 6 of The Education Act 1989 and the conditions specified in Regulation 12 of the Crown Entities (Financial Power) Regulations 2005.