

# ADVENTURE SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### School Directory

**Ministry Number:** 01195  
**Principal:** John Wootton  
**School Address:** Longitude Place, Whitby, Porirua  
**School Postal Address:** Longitude Place, Whitby, Porirua  
**School Phone:** 04 2347220  
**School Email:** admin@adventure.school.nz

#### Members of the Board of Trustees

Name	Position	How Position Gained		Occupation
John Wootton	Principal	Appointed	January 2013	Principal
Cathy Murray	Staff Rep.	Appointed	June 2019	Teacher
Andrew Myers	Parent Rep.	Elected	June 2019	Core Systems Operations Manager
Dan Robertson	Parent Rep.	Elected	December 2020	Head of Procurement
Alicia McKay	Parent Rep.	Elected	November 2020	Author
Emma Gibbins	Parent Rep.	Elected	November 2020	HR Director
Mark Frew	Chairperson	Elected	November 2020	Strategy & Performance Manager
Emily Hunt	Parent Rep.	Elected	June 2019	Music Therapist

#### Accountant / Service Provider:

Roger Pedersen	Service Provider	Appointed	1997	Taxation Agent
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# ADVENTURE SCHOOL

Annual Report - For the year ended 31 December 2021

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# Adventure School

## Statement of Responsibility

For the year ended 31 December 2021

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 2021 fairly reflects the financial position and operations of the School.

The School's 2021 financial statements are authorised for issue by the Board.

MARK FREW

Full Name of Board Chairperson



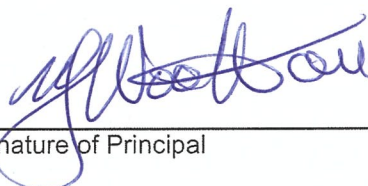
Signature of Board Chairperson

7.7.2022

Date:

W. John Wootton

Full Name of Principal



Signature of Principal

7/7/2022

Date:

# Adventure School

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2021

		2021	2021	2020
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Revenue</b>				
Government Grants	2	3,708,886	3,554,868	3,645,374
Locally Raised Funds	3	153,530	122,450	206,254
Interest Income		2,896	7,000	8,303
Gain on Sale of Property, Plant and Equipment		-	-	-
Other Revenue		507	-	-
		<hr/>	<hr/>	<hr/>
		3,865,819	3,684,318	3,859,931
<b>Expenses</b>				
Locally Raised Funds	3	51,700	41,000	103,630
Learning Resources	4	2,951,952	2,595,800	2,716,672
Administration	5	146,815	134,376	139,803
Finance		-	-	-
Property	6	583,434	764,700	733,011
Depreciation	7	70,000	85,000	71,583
Loss on Disposal of Property, Plant and Equipment		6,251	-	1,358
		<hr/>	<hr/>	<hr/>
		3,810,152	3,620,876	3,766,057
<b>Net Surplus / (Deficit) for the year</b>		55,667	63,442	93,874
<b>Total Comprehensive Revenue and Expense for the Year</b>		<hr/>	<hr/>	<hr/>
		55,667	63,442	93,874

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

# Adventure School

## Statement of Changes in Net Assets/Equity

For the year ended 31 December 2021

	Actual 2021 \$	Budget (Unaudited) 2021 \$	Actual 2020 \$
<b>Balance at 1 January</b>	<u>722,398</u>	<u>592,773</u>	<u>607,774</u>
Total comprehensive revenue and expense for the year	55,667	63,442	93,874
Capital Contributions from the Ministry of Education			
Contribution - Furniture and Equipment Grant	10,337	-	20,750
<b>Equity at 31 December</b>	<u>788,402</u>	<u>656,215</u>	<u>722,398</u>
 Retained Earnings	 788,402	 656,215	 722,398
<b>Equity at 31 December</b>	<u>788,402</u>	<u>656,215</u>	<u>722,398</u>

### Reserved Equity

Reserved equity comprises funds that have been received by the School for a specific purpose. The School guarantees to hold sufficient monies to enable the funds to be used for their intended purpose at any time.

These funds have arisen from (a bequest from McCarthy Trust of \$4,000 every two years). These funds are held for use solely on purchase of library books as required by the terms of the bequest. The school is not required to repay these funds, however.

	2021 Actual \$	2021 Budget \$	2020 Actual \$
<b>Reserves</b>			
Opening Balance	(13,174)	(13,174)	(14,103)
McCarthy Trust	-	-	4,000
Library Books	(767)	(1,000)	(3,071)
<b>Closing Balance</b>	<u>(13,941)</u>	<u>(14,174)</u>	<u>(13,174)</u>

# Adventure School Statement of Financial Position

As at 31 December 2021

		2021	2021	2020
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Current Assets</b>				
Cash and Cash Equivalents	8	251,247	222,900	123,789
GST Receivable		10,609	15,000	25,320
Accounts Receivable	9	207,734	172,500	293,566
Prepayments		4,822	2,000	20,276
Inventories	10	10,936	6,500	8,219
Investments	11	236,156	199,000	233,976
		<u>721,504</u>	<u>617,900</u>	<u>705,146</u>
<b>Current Liabilities</b>				
Accounts Payable	13	226,353	177,420	215,401
Revenue Received in Advance	14	10,106	1,000	388
Provision for Cyclical Maintenance	15	-	20,000	81,000
Painting Contract Liability	16	16,584	16,000	17,352
Finance Lease Liability	17	62,989	63,184	51,964
Funds held for Capital Works Projects	18	7,766	-	49,725
		<u>323,798</u>	<u>277,604</u>	<u>415,830</u>
<b>Working Capital Surplus/(Deficit)</b>		397,706	340,296	289,316
<b>Non-current Assets</b>				
Investments	11	-	-	-
Property, Plant and Equipment	12	483,541	505,547	492,044
		<u>483,541</u>	<u>505,547</u>	<u>492,044</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	15	12,000	60,000	11,000
Painting Contract Liability	16	24,942	62,000	-
Finance Lease Liability	17	55,903	67,628	47,962
		<u>92,845</u>	<u>189,628</u>	<u>58,962</u>
<b>Net Assets</b>		<u>788,402</u>	<u>656,215</u>	<u>722,398</u>
<b>Equity</b>		<u>788,402</u>	<u>656,215</u>	<u>722,398</u>

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

# Adventure School

## Statement of Cash Flows

For the year ended 31 December 2021

		2021	2021	2020
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Cash flows from Operating Activities</b>				
Government Grants		820,501	1,432,288	807,976
Locally Raised Funds		269,569	121,450	80,076
Goods and Services Tax (net)		14,711	(15,000)	(37,406)
Payments to Employees		(488,298)	(358,327)	(420,944)
Payments to Suppliers		(433,580)	(383,276)	(417,429)
Interest Paid		-	-	-
Interest Received		2,962	6,500	9,219
Net cash from the Operating Activities		185,865	803,635	21,492
<b>Cash flows from Investing Activities</b>				
Proceeds from Sale of PPE (and Intangibles)		-	-	1,565
Purchase of PPE (and Intangibles)		(35,205)	(425,082)	(87,580)
Purchase of Investments		(2,180)	(199,000)	(6,398)
Proceeds from Sale of Investments		-	-	-
Net cash to the Investing Activities		(37,385)	(624,082)	(92,413)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		10,337	-	20,750
Finance Lease Payments		(13,574)	(34,653)	(16,555)
Painting contract payments		24,174	78,000	(16,883)
Loans Received/ Repayment of Loans		-	-	-
Funds Held for Capital Works Projects		(41,959)	-	(167,768)
Net cash from Financing Activities		(21,022)	43,347	(180,456)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>127,458</b>	<b>222,900</b>	<b>(251,377)</b>
Cash and cash equivalents at the beginning of the year	8	123,789	-	375,166
<b>Cash and cash equivalents at the end of the year</b>	<b>8</b>	<b>251,247</b>	<b>222,900</b>	<b>123,789</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.

**Adventure School**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

## **1. Statement of Accounting Policies**

### **a) Reporting Entity**

Adventure 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 2021 to 31 December 2021 and in accordance with the requirements of the Education and Training Act 2020.

#### ***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 obligations 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 15.



#### *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 12.

#### **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 leased 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 lease is recognised.

##### *Recognition of grants*

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

#### **c) Revenue Recognition**

##### **Government Grants**

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

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

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

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

##### **Other Grants**

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

##### **Donations, Gifts and Bequests**

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

##### **Interest Revenue**

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

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

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

**e) Operating Lease Payments**

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

**f) Finance Lease Payments**

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

**g) Cash and Cash Equivalents**

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

**h) Accounts Receivable**

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

**i) Inventories**

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

**j) Investments**

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

**k) Property, Plant and Equipment**

Land and buildings owned by the are excluded from these financial statements. The Board's use of the land and buildings

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

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.

**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 – Crown	50 years
Grounds and Equipment	10 years
Computers and Electronics	3 - 5 years
Office/Classroom Furniture and Equipment	5 - 10 years
Musical Equipment	5 years
Leased assets held under a Finance Lease	3 years
Sports Equipment	5 - 10 years
Library Resources	8 years

### **l) Intangible Assets**

#### *Software costs*

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

Computer software licences with individual values under \$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. 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.

### **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 not expected to be settled wholly before 12 months after the end of the reporting period in which the employee provides the related service, such as retirement and long service leave, have been calculated on an actuarial basis.

The calculations are based on the likely future entitlements accruing employees, based on years of service, years to entitlement, the likelihood that employees will reach the point of entitlement, and contractual entitlement information; and the present value of the estimated future cash flows.

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

Revenue received in advance relates to fees received from grants 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.

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

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

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

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

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

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

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

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

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are categorised as "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

#### **u) Borrowings**

Borrowings on normal commercial terms are initially recognised as 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 the balance date.

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

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

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

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

Commitments and contingencies are disclosed exclusive of GST.

**w) Budget Figures**

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

**x) Services Received In-Kind**

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

## 2. Government Grants

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Operational grants	664,421	563,523	686,121
Teachers' salaries grants	2,426,303	2,161,353	2,258,241
Use of Land and Buildings grants	462,082	554,000	579,157
Resource teachers learning and behaviour grants	-	-	-
Other MoE Grants	148,277	268,596	115,002
Kiwi Sports Grant	7,803	7,396	6,853
	<u>3,708,886</u>	<u>3,554,868</u>	<u>3,645,374</u>

## 3. Locally Raised Funds

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

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Revenue</b>			
Donations & Bequests	71,376	68,000	81,795
Curriculum related Activities - Purchase of goods and services	-	2,000	21,648
Fundraising & Community Grants	4,102	5,000	14,350
Other revenue	12,477	-	-
Trading	48,152	38,000	38,809
Fees for Extra Curricular Activities	17,423	9,450	49,652
	<u>153,530</u>	<u>122,450</u>	<u>206,254</u>
<b>Expenses</b>			
Extra Curricular Activities Costs	21,036	9,400	58,475
Trading	29,226	30,100	25,411
Fundraising & Community Grant Costs	1,438	1,500	19,744
Other Locally Raised Funds Expenditure	-	-	-
	<u>51,700</u>	<u>41,000</u>	<u>103,630</u>
<i>Surplus for the year Locally raised funds</i>	<u>101,830</u>	<u>81,450</u>	<u>102,624</u>

## 4. Learning Resources

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Curricular	69,216	89,200	72,522
Equipment repairs	645	600	3,082
Information and communication technology	-	-	6,614
Library resources	2,097	3,300	1,630
Employee benefits - salaries	2,852,364	2,458,700	2,618,735
Staff development	27,630	44,000	14,089
	<u>2,951,952</u>	<u>2,595,800</u>	<u>2,716,672</u>

## 5. Administration

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Audit Fee	4,385	5,846	5,744
Board of Trustees Fees	3,369	4,600	4,380
Board of Trustees Expenses	4,031	2,380	12,656
Communication	3,755	4,150	2,979
Consumables	23,083	24,100	17,741
Operating Lease	7,375	13,200	6,512
Legal Fees	-	-	-
Other	10,724	7,100	12,515
Employee Benefits - Salaries	62,443	63,400	60,782
Insurance	15,050	7,500	7,111
Service Providers, Contractors and Consultancy	12,600	2,100	9,383
	<u>146,815</u>	<u>134,376</u>	<u>139,803</u>

## 6. Property

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Caretaking and Cleaning Consumables	2,547	3,500	3,310
Consultancy and Contract Services	95,877	100,600	86,130
Cyclical Maintenance Expense	(80,000)	13,000	12,000
Grounds	8,000	9,400	4,018
Heat, Light and Water	20,841	27,000	20,711
Rates	3,334	4,500	3,067
Repairs and Maintenance	66,128	48,200	18,716
Use of Land and Buildings	462,082	554,000	579,157
Security	4,625	4,500	5,902
	<u>583,434</u>	<u>764,700</u>	<u>733,011</u>

The use of land and buildings figure represents 8% of the school's total property value. This is used as a 'proxy' for the market rental of the property. 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. Accordingly in 2021, the Ministry of Education revised the notional rent rate from 8% to 5% to align it with the Government Capital Charge rate. This is considered to be a reasonable proxy for the market rental yield on the value of land and buildings used by schools.

## 7. Depreciation

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Buildings	10,483	9,300	9,804
Furniture and Equipment	25,094	23,000	22,441
Information and Communication Technology	19,413	38,300	25,584
Leased Assets	12,727	11,900	11,488
Library Resources	2,283	2,500	2,266
	<u>70,000</u>	<u>85,000</u>	<u>71,583</u>

## 8. Cash and Cash Equivalents

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Bank Accounts	93,929	84,400	118,789
Short-term Bank Deposits	158,074	138,500	5,000
Business Visa Account	(756)	-	-
Cash equivalents and bank overdraft for Cash Flow Statement	251,247	222,900	123,789

Of the \$251,247 Cash and Cash Equivalents, \$12,313 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2021 on Crown owned school buildings under the School's Five Year Property Plan.

## 9. Accounts Receivable

	2021 Actual \$	2021 (Unaudited) \$	2020 Actual \$
Receivables	743	2,000	106,557
Receivables from the Ministry of Education	-	-	-
Provision for uncollectable debts	-	-	-
Interest Receivable	326	500	392
Teacher Salaries Grant Receivable	206,665	170,000	186,617
	207,734	172,500	293,566
Receivables from Exchange Transactions	1,069	2,500	106,949
Receivables from Non-Exchange Transactions	206,665	170,000	186,617
	207,734	172,500	293,566

## 10. Inventories

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Stationery	801	500	712
School Uniforms	10,135	6,000	7,507
	10,936	6,500	8,219

## 11. Investments

The School's investment activities are classified as follows:

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Current Asset			
Short-term Bank Deposits of 3 months and under 1 year	236,156	199,000	233,976



## 12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2021	\$	\$	\$	\$	\$	\$
Grounds	71,250	10,798	(5,962)	3,570	(7,337)	72,319
Buildings	115,228	3,814	-	-	(3,146)	115,896
Furniture and Equipment	104,597	12,774	(9,257)	9,257	(25,094)	92,277
Information and Communication	73,042	7,054	(12,014)	8,678	(19,413)	57,347
Leased Assets	116,804	32,540	-	-	(12,727)	136,617
Library Resources	11,123	767	(1,580)	1,058	(2,283)	9,085
<b>Balance at 31 December 2021</b>	<b>492,044</b>	<b>67,747</b>	<b>(28,813)</b>	<b>22,563</b>	<b>(70,000)</b>	<b>483,541</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2021	\$	\$	\$
Grounds	154,665	(82,346)	72,319
Buildings	180,068	(64,172)	115,896
Furniture and Equipment	378,198	(285,921)	92,277
Information and Communication	303,498	(246,151)	57,347
Leased Assets	209,906	(73,289)	136,617
Library Resources	45,492	(36,407)	9,085
<b>Balance at 31 December 2021</b>	<b>1,271,827</b>	<b>(788,286)</b>	<b>483,541</b>

The net carrying value of equipment held under a finance lease is \$136,617 (2020; \$116,804)

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Grounds	70,706	9,455	(10,612)	8,392	(6,691)	71,250
Buildings	118,342	-	-	-	(3,114)	115,228
Furniture and Equipment	82,545	44,857	(7,755)	7,391	(22,441)	104,597
Information and Communication	68,427	30,199	(4,712)	4,712	(25,584)	73,042
Leased Assets	98,497	29,795	-	-	(11,488)	116,804
Library Resources	10,656	3,071	(937)	598	(2,265)	11,123
<b>Balance at 31 December 2020</b>	<b>449,173</b>	<b>117,377</b>	<b>(24,016)</b>	<b>21,093</b>	<b>(71,583)</b>	<b>492,044</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Grounds	149,830	(78,580)	71,250
Buildings	176,254	(61,026)	115,228
Furniture and Equipment	374,680	(270,083)	104,597
Information and Communication Technology	308,458	(235,416)	73,042
Leased Assets	177,366	(60,562)	116,804
Library Resources	46,305	(35,182)	11,123
<b>Balance at 31 December 2020</b>	<b>1,232,893</b>	<b>(740,849)</b>	<b>492,044</b>

### 13. Accounts Payable

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Creditors	17,920	5,000	27,223
Employee Entitlements - salaries	208,433	160,000	188,178
Employee Entitlements - leave accrual	-	12,420	-
	<u>226,353</u>	<u>177,420</u>	<u>215,401</u>
Payables for Exchange Transactions	226,353	177,420	215,401
	<u>226,353</u>	<u>177,420</u>	<u>215,401</u>

The carrying value of payables approximates their fair value.

### 14. Revenue Received in Advance

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Other revenue in Advance	10,106	1,000	388
	<u>10,106</u>	<u>1,000</u>	<u>388</u>

### 15. Provision for Cyclical Maintenance

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Provision at the Start of the Year	92,000	92,000	80,000
Increase (decrease) to the Provision During the Year	(80,000)	13,000	12,000
Use of the Provision During the Year	-	(25,000)	-
Provision at the End of the Year	<u>12,000</u>	<u>80,000</u>	<u>92,000</u>
Cyclical Maintenance - Current	-	20,000	81,000
Cyclical Maintenance - Term	12,000	60,000	11,000
	<u>12,000</u>	<u>80,000</u>	<u>92,000</u>

### 16. Painting Contract Liability

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Due within one year	16,584	16,000	17,352
Due after one year	24,942	62,000	-
	<u>41,526</u>	<u>78,000</u>	<u>17,352</u>

In December 2021 the Board signed an agreement with Programmed Maintenance Services NZ Ltd (the contractor) for an agreed programme of work covering a five year period. This agreement replaces the former agreement with the contractor entered into in November 2007. The programme provides for an interior and exterior repaint of the Ministry owned buildings in 2021, with regular maintenance in subsequent years. The agreement has an annual commitment of \$16,584. The liability is the best estimate of the actual amount of work performed by the contractor for which the contractor has not been paid as at 31 December 2021. Present obligations are identified in the school's 10 year property plan approved by the Ministry of Education.

## 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:

	2021	2021 Budget (Unaudited)	2020
	Actual		Actual
	\$	\$	\$
No Later than One Year	62,989	63,184	51,964
Later than One Year and no Later than Five Years	55,903	67,628	47,962
	118,892	130,812	99,926

## 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:

	2021	Opening Balances	Receipts from MoE	Payments	BOT Contribution/ (Write-off to R&M)	Closing Balances
		\$	\$	\$		\$
Rimu Building Upgrade	<i>in progress</i>	(59,318)	12,313	(37,720)	-	(84,725)
Special Needs Project	<i>in progress</i>	109,043		(16,552)	-	92,491
Totals		49,725	12,313	(54,272)	-	7,766

### Represented by:

Funds Held on Behalf of the Ministry of Education

7,766

7,766

	2020	Balances	from MoE	Payments	BOT	Balances
		\$	\$	\$		\$
Rimu Building Upgrade	<i>in progress</i>	108,828	721,166	(889,312)	-	(59,318)
Special Needs Project	<i>in progress</i>	100,665	428,486	(420,108)	-	109,043
I/s Project	<i>completed</i>	8,000	517	(8,517)	-	-
Kowhai Heaters	<i>completed</i>	-	7,450	(7,450)	-	-
Nikau Roof	<i>completed</i>	-	122,488	(122,778)	290	-
Carpark	<i>completed</i>	-	89,675	(99,130)	9,455	-
Hall sewer/alarm	<i>completed</i>	-	9,388	(9,388)	-	-
Totals		217,493	1,379,170	(1,556,683)	9,745	49,725

## 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.

	2021 Actual \$	2020 Actual \$
<i>Board Members</i>		
Remuneration	3,369	4,380
Full-time equivalent members	0.16	0.18
<i>Leadership Team</i>		
Remuneration	372,869	365,199
Full-time equivalent members	3	3
Total key management personnel remuneration	376,238	369,579
Total full-time equivalent personnel	3.16	3.18

There are 6 members of the Board excluding the Principal and Staff representative. The Board had held 10 full meetings of the Board in the year. The Board also has Finance 2 members and Property 2 members that meet monthly respectively.

### Principal

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

	2021 Actual \$000	2020 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	150 - 160	150 - 160
Other Benefits	4 - 5	4 - 5
Termination Benefits	-	-

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

	Remuneration \$000	2021 FTE Number	2020 FTE Number
Total	100 - 110	6.00	2.00
Number of People		6.00	2.00

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

## 21. Contingencies

There are no contingent liabilities and no contingent assets as at 31 December 2021 (Contingent liabilities and assets at 31 December 2020: nil).

### Holidays Act Compliance – schools payroll

The Ministry of Education performs payroll processing and payments on behalf of boards, 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. 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 2021, a contingent liability for the school may exist.

## 22. Commitments

### (a) Capital Commitments

As at 31 December 2021 the Board has entered into contract agreements for capital works as follows:

As part of the Accelerated Modernisation Scheme (AMS) as portrayed in the 5 year property agreement the Ministry of Education has approved funding of \$770,347 for the purpose of refurbishing Blocks B and E, a further funding of \$636,077 for "Special Needs" building requirements, of which \$1,300,798 has been received to date.

(Capital commitments at 31 December 2020 \$1,496,099)

### (b) Operating Commitments

As at 31 December 2021 the Board has a commitment for cyclical maintenance as set out in the 10 year property programme:

	2021 Actual \$	2020 Actual \$
No later than One Year	16,584	98,352
Later than Five Years	36,942	11,000
	<u>53,526</u>	<u>109,352</u>

## 23. Managing Capital

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

## 24. Financial Instruments

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

### Loans and receivables

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Cash and Cash Equivalents	251,247	222,900	123,789
Receivables	207,734	172,500	293,566
Investments - Term Deposits	236,156	199,000	233,976
Total Loans and Receivables	<u>695,137</u>	<u>594,400</u>	<u>651,331</u>

### Financial liabilities measured at amortised cost

Payables	226,353	177,420	215,401
Borrowings - Loans	-	-	-
Finance Leases	118,892	130,812	99,926
Painting Contract Liability	41,526	78,000	17,352
Total Financial Liabilities Measured at Amortised Cost	<u>386,771</u>	<u>386,232</u>	<u>332,679</u>

## **25. Events After Balance Date**

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

## **26. Comparatives**

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

## **27. COVID 19 Pandemic on going implications**

### **Impact of Covid-19**

During 2021 the country moved between alert levels. During February and March 2021 Auckland was placed into alert levels 3 and 2 and other parts of the country moved into alert level 2. Towards the end of June 2021, the Wellington region was placed into alert level 2 for one week. Towards the end of August 2021, the entire country moved to alert level 4, with a move to alert level 3 and 2 for everyone outside the Auckland region three weeks later. While Auckland has remained in alert level 3 for a prolonged period of time the Northland and Waikato regions have also returned to alert level 3 restrictions during this period.

### **Impact on operations**

Schools have been required to continue adapting to remote and online learning practices when physical attendance is unable to occur in alert level 4 and 3. Schools continue to receive funding from the Te Tahuhu o te Matauranga|Ministry to Education, even while closed. However, the ongoing interruptions resulting from the moves in alert levels have impacted schools in various ways which potentially will negatively affect the operations and services of the school. We describe below the possible effects on the school that we have identified, resulting from the ongoing impacts of the COVID-19 alert level changes.

### **Reduction in locally raised funds**

Under alert levels 4, 3, and 2 the school's ability to undertake fund raising events in the community and/or collect donations or other contributions from parents, may have been compromised. Costs already incurred arranging future events may not be recoverable.

### **Increased Remote Learning additional costs**

Under alert levels 4 and 3 ensuring that students have the ability to undertake remote or distance learning often incurs additional costs in the supply of materials and devices to students to enable alternative methods of curriculum delivery.