

RSM Hayes Audit

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Independent Auditor's Report

To the readers of Kedgley Intermediate School's Financial statements For the year ended 31 December 2017

The Auditor-General is the auditor of Kedgley Intermediate School (the School). The Auditor-General has appointed me, Craig Fisher, using the staff and resources of RSM Hayes Audit, 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 20, that comprise the statement of financial position as at 31 December 2017, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows 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 2017; 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 (PBE) Standards Reduced Disclosure Regime.

Our audit was completed on 29 May 2018. 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 of Trustees and our responsibilities relating to the financial statements, we comment on other information, and we explain our independence.

Basis of 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 of Trustees for the financial statements

The Board of Trustees 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 of Trustees is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board of Trustees 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 of Trustees' responsibilities arise from 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 of Trustees.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Trustees 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 of Trustees 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 arise from the Public Audit Act 2001.

Other information

The Board of Trustees is responsible for the other information. The other information includes the statement of responsibility, board member list, analysis of variance and kiwisport report, 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 (Revised): *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 Kedgley Intermediate School.

A handwritten signature in blue ink that reads 'Craig Fisher'.

Craig Fisher
RSM Hayes Audit
On behalf of the Auditor-General
Auckland, New Zealand

KEDGLEY INTERMEDIATE SCHOOL

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

School Address:	181 Portage Rd, Papatoetoe, Auckland 2025
School Postal Address:	PO Box 23-337, Papatoetoe, Auckland 1730
School Phone:	09 278 4202
School Email:	reception@kedgley.school.nz
Ministry Number:	1329

KEDGLEY INTERMEDIATE SCHOOL

Financial Statements - For the year ended 31 December 2017

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Kedgley Intermediate School

Statement of Responsibility

For the year ended 31 December 2017

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 2017 fairly reflects the financial position and operations of the school.

The School's 2017 financial statements are authorised for issue by the Board.

Kaisalina Mealanuu

Full Name of Board Chairperson

Petu Leampapetete

Full Name of Principal

23/ May / 2018

Date:

23rd May 2018

Date:

Kedgley Intermediate School
Statement of Comprehensive Revenue and Expense
For the year ended 31 December 2017

	Notes	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Revenue				
Government Grants	2	5,184,256	5,009,000	4,814,758
Locally Raised Funds	3	241,058	242,500	244,525
Interest Earned		27,946	30,000	26,161
		<u>5,453,260</u>	<u>5,281,500</u>	<u>5,085,444</u>
Expenses				
Locally Raised Funds	3	212,715	210,500	201,664
Learning Resources	4	3,308,273	3,440,600	3,268,948
Administration	5	363,875	309,060	339,488
Finance Costs		21,071	45,500	11,250
Property	6	1,345,664	1,086,800	1,076,566
Depreciation	7	144,407	108,500	143,719
Amortisation of Software		1,287	1,500	1,287
Loss on Disposal of Property, Plant and Equipment		871	-	-
		<u>5,398,164</u>	<u>5,202,460</u>	<u>5,042,922</u>
Net Surplus / (Deficit)		55,096	79,040	42,522
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u><u>55,096</u></u>	<u><u>79,040</u></u>	<u><u>42,522</u></u>

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

Kedgley Intermediate School
Statement of Changes in Net Assets/Equity
For the year ended 31 December 2017

	Actual 2017 \$	Budget (Unaudited) 2017 \$	Actual 2016 \$
Balance at 1 January	<u>977,573</u>	<u>977,573</u>	<u>935,051</u>
Total comprehensive revenue and expense for the year	55,096	79,040	42,522
Capital Contributions from the Ministry of Education			
Contribution - Furniture and Equipment Grant		-	-
Equity at 31 December	<u>1,032,670</u>	<u>1,056,613</u>	<u>977,573</u>
Retained Earnings	1,032,670	1,056,613	977,573
Reserves	-	-	-
Equity at 31 December 2017	<u>1,032,670</u>	<u>1,056,613</u>	<u>977,573</u>

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

Kedgley Intermediate School Statement of Financial Position

As at 31 December 2017

	Notes	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Current Assets				
Cash and Cash Equivalents	8	838,038	792,463	924,732
Accounts Receivable	9	191,810	220,150	185,826
GST Receivable		13,447	10,000	-
Prepayments		16,550	15,000	14,859
Inventories	10	3,630	4,500	3,119
		<u>1,063,475</u>	<u>1,042,113</u>	<u>1,128,536</u>
Current Liabilities				
Accounts Payable	13	236,419	243,000	242,512
Revenue Received in Advance	14	12,068	10,000	10,254
GST Payable		-	-	6,089
Provision for Cyclical Maintenance	15	22,073	30,000	27,224
Painting Contract Liability - Current Portion	16	36,123	20,000	18,953
Finance Lease Liability - Current Portion	17	61,259	50,000	44,281
Funds held in Trust	18	91	-	-
Funds held for Capital Works Projects	19	-	-	133,202
		<u>368,033</u>	<u>353,000</u>	<u>482,515</u>
Working Capital Surplus/(Deficit)		695,442	689,113	646,021
Non-current Assets				
Property, Plant and Equipment	11	492,700	525,000	484,687
Intangible Assets	12	1,287	2,500	2,574
		<u>493,987</u>	<u>527,500</u>	<u>487,260</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	15	83,741	70,000	72,649
Painting Contract Liability	16	-	30,000	29,211
Finance Lease Liability	17	73,018	60,000	53,848
		<u>156,759</u>	<u>160,000</u>	<u>155,708</u>
Net Assets		<u>1,032,670</u>	<u>1,056,613</u>	<u>977,573</u>
Equity		<u>1,032,670</u>	<u>1,056,613</u>	<u>977,573</u>

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

Kedgley Intermediate School
Statement of Cash Flows
For the year ended 31 December 2017

		2017	2017	2016
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Cash flows from Operating Activities				
Government Grants		1,438,689	1,428,760	1,447,358
Locally Raised Funds		220,240	222,350	247,428
Goods and Services Tax (net)		(19,536)	(16,089)	16,917
Payments to Employees		(809,730)	(776,302)	(838,575)
Payments to Suppliers		(661,446)	(706,114)	(726,248)
Interest Paid		(21,071)	(45,500)	(11,250)
Interest Received		28,455	30,360	25,781
Net cash from / (to) the Operating Activities		175,601	137,465	161,411
Cash flows from Investing Activities				
Purchase of PPE (and Intangibles)		(66,208)	(63,099)	(73,911)
Net cash from / (to) the Investing Activities		(66,208)	(63,099)	(73,911)
Cash flows from Financing Activities				
Furniture and Equipment Grant		-	-	-
Finance Lease Payments		(50,936)	(73,436)	(43,827)
Painting contract payments		(12,041)	-	(30,993)
Funds Administered on Behalf of Third Parties		(133,111)	(133,202)	128,931
Net cash from Financing Activities		(196,088)	(206,638)	54,111
Net increase/(decrease) in cash and cash equivalents		(86,694)	(132,272)	141,611
Cash and cash equivalents at the beginning of the year	8	924,732	924,732	783,120
Cash and cash equivalents at the end of the year	8	838,038	792,463	924,732

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 omitted.

Kedgley Intermediate School

Notes to the Financial Statements

1. Statement of Accounting Policies

For the year ended 31 December 2017

a) Reporting Entity

Kedgley Intermediate 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 2017 to 31 December 2017 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation

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

Financial Reporting Standards Applied

The Education Act 1989 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as "having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders".

PBE Accounting Standards Reduced Disclosure Regime

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

Measurement Base

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

Presentation Currency

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

Specific Accounting Policies

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

Critical Accounting Estimates And Assumptions

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

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

Useful lives of property, plant and equipment

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

Critical Judgements in applying accounting policies

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

Classification of leases

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

Recognition of grants

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

c) Revenue Recognition

Government Grants

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

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

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

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

Other Grants

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

Donations, Gifts and Bequests

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

Interest Revenue

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

d) Use of Land and Buildings Expense

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

e) Operating Lease Payments

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

f) Finance Lease Payments

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

g) Cash and Cash Equivalents

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

h) Accounts Receivable

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

i) Inventories

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

j) Property, Plant and Equipment

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

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

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

Property, plant and equipment acquired with individual values under \$1,000 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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

Leased Assets

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

Depreciation

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

The estimated useful lives of the assets are:

Building	20 years
Furniture and equipment	5-10 years
Information and communication technology	5 years
Motor Vehicles	5 years
Text Books	4 years
Library resources	12.5% Diminishing value
Leased assets	Lease term (3 years)

k) Intangible Assets

Software costs

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

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

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

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

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, annual leave earned to but not yet taken at balance date.

Long-term employee entitlements

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and contractual entitlement information; and
- the present value of the estimated future cash flows

o) Revenue Received in Advance

Revenue received in advance relates to fees received from students 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 Assets and Liabilities

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

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) 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.

s) Budget Figures

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

t) 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

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operational grants	1,227,803	1,245,000	1,286,727
Teachers' salaries grants	2,712,866	2,800,000	2,571,850
Use of Land and Buildings grants	1,051,986	800,000	775,790
Other MoE Grants	191,602	164,000	180,391
	<u>5,184,256</u>	<u>5,009,000</u>	<u>4,814,758</u>

3. Locally Raised Funds

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

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Revenue			
Donations	3,841	-	865
Trading	184,434	199,000	199,942
Activities	52,784	43,500	43,718
	<u>241,058</u>	<u>242,500</u>	<u>244,525</u>
Expenses			
Activities	27,109	20,000	19,272
Trading	182,450	190,500	182,392
Fundraising (costs of raising funds)	3,156	-	-
	<u>212,715</u>	<u>210,500</u>	<u>201,664</u>
<i>Surplus for the year Locally raised funds</i>	<u>28,343</u>	<u>32,000</u>	<u>42,861</u>

4. Learning Resources

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Curricular	62,793	55,000	55,451
Information and communication technology	462	4,800	3,901
Extra-curricular activities	15,506	17,500	13,164
Library resources	941	1,000	1,027
Employee benefits - salaries	3,188,633	3,302,500	3,127,041
Resource/attached teacher costs	4,358	6,000	6,065
Staff development	35,582	53,800	62,298
	<u>3,308,273</u>	<u>3,440,600</u>	<u>3,268,948</u>

5. Administration

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	9,510	8,750	8,250
Board of Trustees Fees	2,945	2,700	3,595
Board of Trustees Expenses	14,969	10,700	21,444
Communication	16,434	14,500	14,860
Consumables	52,701	59,900	64,146
Operating Lease	-	-	1,041
Other	4,857	4,330	4,014
Employee Benefits - Salaries	240,270	187,680	197,330
Insurance	14,507	15,000	15,176
Service Providers, Contractors and Consultancy	7,683	5,500	9,633
	<u>363,875</u>	<u>309,060</u>	<u>339,488</u>

6. Property

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	14,604	13,000	13,367
Consultancy and Contract Services	68,011	68,000	68,011
Cyclical Maintenance Provision	19,305	30,000	37,057
Grounds	6,476	12,200	11,669
Heat, Light and Water	42,760	46,000	45,992
Repairs and Maintenance	84,361	67,600	76,022
Use of Land and Buildings	1,051,986	800,000	775,790
Employee Benefits - Salaries	58,162	50,000	48,657
	<u>1,345,664</u>	<u>1,086,800</u>	<u>1,076,566</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.

7. Depreciation of Property, Plant and Equipment

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Buildings - School	5,161	6,000	5,524
Furniture and Equipment	34,304	30,000	31,331
Information and Communication Technology	39,813	30,000	42,380
Motor Vehicles	3,218	5,000	6,436
Textbooks	222	500	8,315
Leased Assets	56,336	32,000	43,812
Library Resources	5,353	5,000	5,921
	<u>144,407</u>	<u>108,500</u>	<u>143,719</u>

8. Cash and Cash Equivalents

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash on Hand	350	350	350
Bank Current Account	837,688	292,113	174,104
Bank Call Account	-	-	278
Short-term Bank Deposits	-	500,000	750,000
Net cash and cash equivalents and bank overdraft for Cash Flow Statement	838,038	792,463	924,732

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

Of the \$838,038 Cash and Cash Equivalents, no funds are held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2017 on Crown owned school buildings under the School's Five Year Property Plan.

9. Accounts Receivable

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Receivables	22,737	20,000	104
Receivables from the Ministry of Education	476	-	19,760
Interest Receivable	-	150	510
Teacher Salaries Grant Receivable	168,597	200,000	165,451
	191,810	220,150	185,826
Receivables from Exchange Transactions	22,737	20,150	614
Receivables from Non-Exchange Transactions	169,073	200,000	185,212
	191,810	220,150	185,826

10. Inventories

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Stationery	3,278	4,000	2,681
Canteen	352	500	438
	3,630	4,500	3,119

11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
2017						
Buildings	57,773				(5,161)	52,612
Furniture and Equipment	207,187	35,660	(871)		(34,304)	207,672
Information and Communication	80,395	22,111			(39,813)	62,693
Motor Vehicles	3,218				(3,218)	(0)
Textbooks	464	3,436			(222)	3,678
Leased Assets	94,046	87,083			(56,336)	124,793
Library Resources	41,605	5,000			(5,353)	41,252
Balance at 31 December 2017	484,687	153,291	(871)	-	(144,407)	492,700

	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$
2017			
Buildings	99,601	(46,989)	52,612
Furniture and Equipment	870,441	(662,769)	207,672
Information and Communication	429,333	(366,640)	62,693
Motor Vehicles	73,659	(73,659)	-
Textbooks	118,539	(114,862)	3,678
Leased Assets	224,941	(100,147)	124,793
Library Resources	150,620	(109,368)	41,252
Balance at 31 December 2017	1,967,134	(1,474,434)	492,700

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
2016						
Buildings	63,297				(5,524)	57,773
Furniture and Equipment	178,533	59,985			(31,331)	207,187
Information and Communication	113,042	9,733			(42,380)	80,395
Motor Vehicles	9,654				(6,436)	3,218
Textbooks	4,852	3,927			(8,315)	464
Leased Assets	-	137,857			(43,812)	94,046
Library Resources	47,259	267			(5,921)	41,605
Balance at 31 December 2016	416,637	211,769	-	-	(143,719)	484,687

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2016	\$	\$	\$
Buildings	99,601	(41,828)	57,773
Furniture and Equipment	902,137	(694,951)	207,187
Information and Communication	430,442	(350,047)	80,395
Motor Vehicles	73,659	(70,441)	3,218
Textbooks	115,103	(114,640)	464
Leased Assets	137,857	(43,812)	94,046
Library Resources	145,619	(104,015)	41,605
Balance at 31 December 2016	1,904,419	(1,419,732)	484,687

12. Intangible Assets

The School's Intangible Assets are made up of acquired computer software.

2017	Opening \$	Additions \$	Disposals \$	Impairment \$	Closing \$
Cost					
Intangible Assets (Cost)	8,048	-	-	-	8,048
Balance at 31 December 2017	8,048	-	-	-	8,048
Accumulated Amortisation					
Intangible Assets (Amortisation for the year)	5,474	-	-	1,287	6,761
Balance at 31 December 2017	5,474	-	-	1,287	6,761
Net Book Value at 31 December 2017					1,287

2016	Opening \$	Additions \$	Disposals \$	Impairment \$	Closing \$
Cost					
Intangible Assets	8,048	-	-	-	8,048
Balance at 31 December 2016	8,048	-	-	-	8,048
Accumulated Amortisation					
Intangible Assets (Amortisation for the year)	4,187	-	-	1,287	5,474
Balance at 31 December 2016	4,187	-	-	1,287	5,474
Net Book Value at 31 December 2016					2,574

13. Accounts Payable

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operating creditors	42,481	20,000	17,838
Accruals	14,750	13,000	13,101
Employee Entitlements - salaries	168,597	200,000	165,451
Employee Entitlements - leave accrual	10,592	10,000	46,122
	<u>236,419</u>	<u>243,000</u>	<u>242,512</u>
Payables for Exchange Transactions	236,419	243,000	242,512
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-		
	<u>236,419</u>	<u>243,000</u>	<u>242,512</u>

The carrying value of payables approximates their fair value.

14. Revenue Received in Advance

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Student Fees	12,068	10,000	10,254
	<u>12,068</u>	<u>10,000</u>	<u>10,254</u>

15. Provision for Cyclical Maintenance

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Provision at the Start of the Year	99,873	100,000	99,655
Increase to the Provision During the Year	24,892	14,000	14,161
Use of the Provision During the Year	(18,951)	(14,000)	(13,943)
Provision at the End of the Year	<u>105,814</u>	<u>100,000</u>	<u>99,873</u>
Cyclical Maintenance - Current	22,073	30,000	27,224
Cyclical Maintenance - Term	83,741	70,000	72,649
	<u>105,814</u>	<u>100,000</u>	<u>99,873</u>

16. Painting Contract Liability

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Current Liability	36,123	20,000	18,953
Non Current Liability	-	30,000	29,211
	36,123	50,000	48,164

In 2014 the Board signed an agreement with Higgins Coatings Pty Ltd (the contractor) for an agreed programme of work covering an eight year period but was terminated by Higgins Coating Pty Ltd at the end of 2017. The programme provides for an interior and exterior repaint of the Ministry owned buildings in 2015, with regular maintenance in subsequent years. The agreement had an annual commitment of \$18,953.

17. Finance Lease Liability

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

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
No Later than One Year	61,259	50,000	44,281
Later than One Year and no Later than Five Years	73,018	60,000	53,848
Later than Five Years			
	134,277	110,000	98,129

18. Funds held in Trust

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Funds Held in Trust on Behalf of Third Parties - Current	91	-	-
Funds Held in Trust on Behalf of Third Parties - Non-current	-	-	-
	91	-	-

These funds are held in trust for the Student Trust

19. 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:

	2017	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Modernisation - 5YA	<i>in progress</i>	133,202	18,978	(159,892)	7,712	-
Totals		133,202	18,978	(159,892)	7,712	-

Represented by:

Funds Held on Behalf of the Ministry of Education

Funds Due from the Ministry of Education

-

-

	2016	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Modernisation - 5YA	<i>in progress</i>	4,271	160,814	31,883	-	133,202
Totals		4,271	160,814	31,883	-	133,202

20. 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.

21. Remuneration

Key management personnel compensation

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

	2017 Actual \$	2016 Actual \$
<i>Board Members</i>		
Remuneration	2,945	3,595
Full-time equivalent members	0.42	0.46
<i>Leadership Team</i>		
Remuneration	584,333	528,312
Full-time equivalent members	5.59	5.00
Total key management personnel remuneration	587,278	531,907
Total full-time equivalent personnel	6.01	5.46

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:

	2017 Actual \$000	2016 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	140 - 150	150 - 160
Benefits and Other Emoluments	4 - 5	1 - 2

Other Employees

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

Remuneration \$000	2017 FTE Number	2016 FTE Number
100 - 110	2	-
	<u>2</u>	<u>-</u>

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

22. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2017 (Contingent liabilities and assets at 31 December 2016: nil).

23. Commitments

(a) Capital Commitments

(Capital commitments at 31 December 2016: nil)

(b) Operating Commitments

As at 31 December 2017 the Board has entered into the following contracts:

Photocopier agreement based on usage;

	2017 Actual \$	2016 Actual \$
No later than One Year	16,162	24,572
Later than One Year and No Later than Five Years	-	16,162
Later than Five Years	-	-
	16,162	40,734

24. Managing Capital

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

25. Financial Instruments

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

Loans and receivables

	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Cash and Cash Equivalents	838,038	792,463	924,732
Receivables	191,810	220,150	185,826
Total Cash and Receivables	1,029,848	1,012,613	1,110,558

Financial liabilities measured at amortised cost

Payables	236,419	243,000	242,512
Finance Leases	134,277	110,000	98,129
Painting Contract Liability	36,123	50,000	48,164
Total Financial Liabilities Measured at Amortised Cost	406,819	403,000	388,805

26. Events After Balance Date

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