

# WAIPARA SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### School Directory

**Ministry Number:** 3576

**Principal:** Di Officer

**School Address:** 2 Loffhagen Drive, Waipara

**School Postal Address:** P O Box 11, Waipara 7447

**School Phone:** (03) 3146814

**School Email:** [waipara@xtra.co.nz](mailto:waipara@xtra.co.nz)

#### Members of the Board of Trustees

Name	Position	How Position Gained	Term Expired/ Expires
Victoria McGuckin	Chair Person	Elected	Dec-20
Di Officer	Principal	ex Officio	
Matt Ford	Parent Rep	Elected	May-22
Nathn Trethowen	Parent Rep	Elected	May-21
Debbie Dellaway-Curtis	Parent Rep	Elected	Nov-20
Scott Holland	Parent Rep	Elected	May-22
Barbara McLean	Staff Rep		Apr-23
Karen Duncan	Staff Rep		Resigned Apr 20

**Accountant / Service Provider:** Maggie Turnhout

# WAIPARA SCHOOL

Annual Report - For the year ended 31 December 2020

## Index

Page	Statement
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	<b>Financial Statements</b>
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<a href="#">1</a>	Statement of Responsibility
<a href="#">2</a>	Statement of Comprehensive Revenue and Expense
<a href="#">3</a>	Statement of Changes in Net Assets/Equity
<a href="#">4</a>	Statement of Financial Position
<a href="#">5</a>	Statement of Cash Flows
<a href="#">6 - 9</a>	Statement of Accounting Policies
<a href="#">10 - 18</a>	Notes to the Financial Statements

	<b>Other Information</b>
--	--------------------------

19	Kiwisport
<a href="#">21</a>	Analysis of Variance
	Independent Auditor's Report

# Waipara School

## Statement of Responsibility

For the year ended 31 December 2020

The Board of Trustees accepts responsibility for the preparation of the annual financial statements and the 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 2020 fairly reflects the financial position and operations of the school.

The School's 2020 financial statements are authorised for issue by the Board.

Victoria McGuckin

\_\_\_\_\_  
Full Name of Board Chairperson

Di Officer

\_\_\_\_\_  
Full Name of Principal

\_\_\_\_\_  
Signature of Board Chairperson

\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date:

# Waipara School

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Revenue</b>				
Government Grants	2	653,160	597,063	609,128
Locally Raised Funds	3	50,558	32,800	51,985
Interest income		806	2,000	1,713
Other Revenue		7,895	6,870	6,573
		<hr/>	<hr/>	<hr/>
		712,419	638,733	669,399
<b>Expenses</b>				
Locally Raised Funds	3	33,657	23,520	29,102
Learning Resources	4	443,197	473,861	425,159
Administration	5	28,472	32,100	32,713
Finance		246	504	395
Property	6	127,709	143,465	140,153
Depreciation	7	26,903	35,070	32,607
		<hr/>	<hr/>	<hr/>
		660,252	708,520	660,128
<b>Net Surplus / (Deficit) for the year</b>		52,167	(69,787)	9,271
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		52,167	(69,787)	9,271

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

# Waipara School

## Statement of Changes in Net Assets/Equity

For the year ended 31 December 2020

	Notes	Actual 2020 \$	Budget (Unaudited) 2020 \$	Actual 2019 \$
<b>Balance at 1 January</b>		<u>299,029</u>	<u>299,029</u>	<u>289,759</u>
Total comprehensive revenue and expense for the year		52,167	(69,787)	9,271
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		2,011	-	-
<b>Equity at 31 December</b>	23	<u>353,207</u>	<u>229,242</u>	<u>299,029</u>
Retained Earnings		353,207	229,242	299,029
<b>Equity at 31 December</b>		<u>353,207</u>	<u>229,242</u>	<u>299,029</u>

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes which form part of these financial statements.

# Waipara School

## Statement of Financial Position

As at 31 December 2020

	Notes	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	8	236,601	79,022	114,341
Accounts Receivable	9	22,455	19,443	19,444
GST Receivable		-	11,211	11,210
Prepayments		4,083	4,083	4,083
Inventories	10	317	515	515
Investments	11	21,158	20,656	20,656
		<u>284,613</u>	<u>134,931</u>	<u>170,250</u>
<b>Current Liabilities</b>				
GST Payable		6,700	-	-
Accounts Payable	13	39,111	34,230	34,230
Provision for Cyclical Maintenance	14	-	6,473	1,913
Finance Lease Liability - Current Portion	15	9,413	3,352	5,162
Funds held for Capital Works Projects	16	71,114	12,859	12,859
Funds held on behalf of Rt:Lit Cluster	17	14,355	18,407	18,407
		<u>140,693</u>	<u>75,322</u>	<u>72,571</u>
<b>Working Capital Surplus/(Deficit)</b>		143,920	59,609	97,678
<b>Non-current Assets</b>				
Property, Plant and Equipment	12	239,501	204,861	239,930
		<u>239,501</u>	<u>204,861</u>	<u>239,930</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	29,300	34,820	34,820
Finance Lease Liability	15	914	408	3,760
		<u>30,214</u>	<u>35,228</u>	<u>38,580</u>
<b>Net Assets</b>		<u>353,207</u>	<u>229,242</u>	<u>299,029</u>
<b>Equity</b>	23	<u>353,207</u>	<u>229,242</u>	<u>299,029</u>

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

# Waipara School

## Statement of Cash Flows

For the year ended 31 December 2020

		2020	2020	2019
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
		\$	\$	\$
<b>Cash flows from Operating Activities</b>				
Government Grants		179,900	120,947	132,951
Locally Raised Funds		58,453	39,670	58,558
Goods and Services Tax (net)		18,813	-	(7,822)
Payments to Employees		(74,448)	(108,500)	(56,572)
Payments to Suppliers		(99,533)	(85,370)	(87,776)
Interest Paid		(246)	(504)	(395)
Interest Received		862	2,000	1,686
Net cash from Operating Activities		83,801	(31,757)	40,630
<b>Cash flows from Investing Activities</b>				
Purchase of PPE (and Intangibles)		(14,416)	-	(29,085)
Purchase of Investments		(501)	-	(10,656)
Net cash from Investing Activities		(14,916)	-	(39,741)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		2,011	-	-
Finance Lease Payments		(8,855)	(3,562)	(15,240)
Funds Administered on Behalf of Third Parties		(4,052)	-	(9,651)
Funds Held for Capital Works Projects		64,272	-	12,859
Net cash from Financing Activities		53,375	(3,562)	(12,032)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>122,260</b>	<b>(35,319)</b>	<b>(11,142)</b>
Cash and cash equivalents at the beginning of the year	8	114,341	114,341	125,483
<b>Cash and cash equivalents at the end of the year</b>	8	<b>236,601</b>	<b>79,022</b>	<b>114,341</b>

The statement of cash flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been excluded.

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

# Waipara School

## Notes to the Financial Statements

### For the year ended 31 December 2020

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

Waipara School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education and Training Act 2020. The Board of Trustees (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

##### b) Basis of Preparation

###### *Reporting Period*

The financial reports have been prepared for the period 1 January 2020 to 31 December 2020 and in accordance with the requirements of the Public Finance Act 1989.

###### *Basis of Preparation*

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

###### *Financial Reporting Standards Applied*

The Education and Training Act 2020 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as 'having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders'.

###### *PBE Accounting Standards Reduced Disclosure Regime*

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

###### *Measurement Base*

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

###### *Presentation Currency*

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

###### *Specific Accounting Policies*

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

###### *Critical Accounting Estimates And Assumptions*

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

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

###### *Cyclical maintenance*

A school recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's long term maintenance plan which is prepared as part of its 10 Year Property Planning process. During the year, the Board assesses the reasonableness of its 10 Year Property Plan on which the provision is based. Cyclical maintenance is disclosed at note 14.

###### *Useful lives of property, plant and equipment*

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the significant accounting policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 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 lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised. Finance leases are disclosed at note 15.

#### **Recognition of grants**

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

### **c) Revenue Recognition**

#### **Government Grants**

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

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

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

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

#### **Other Grants**

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

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

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

#### **Interest Revenue**

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

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

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

### **e) 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.

### **f) 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.

### **g) 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.

### **h) Inventories**

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

### **i) 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.

## **j) Property, Plant and Equipment**

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

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

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

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

### **Finance Leases**

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

### **Depreciation**

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

The estimated useful lives of the assets are:

Building School Owned	50 years
Building improvements to Crown Owned Assets	10–25 years
Furniture and equipment	5–15 years
Information and communication technology	3-5 years
Leased assets held under a Finance Lease	3-5 years
Library resources	12.5% Diminishing value

## **k) 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.

## **l) 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.

## **m) Employee Entitlements**

### **Short-term employee entitlements**

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, and also annual leave earned, by non teaching staff, to but not yet taken at balance date.

**n) 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).

**o) Financial Instruments**

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

Investments that are shares are categorised as 'financial assets at fair value through other comprehensive revenue and expense' for accounting purposes in accordance with financial reporting standards.

The School's financial liabilities comprise accounts payable, borrowings, finance lease liability, and painting contract liability. All of these financial liabilities are categorised as 'financial liabilities measured at amortised cost' for accounting purposes in accordance with financial reporting standards.

**p) Borrowings**

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

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

**q) 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.

**r) Budget Figures**

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

**s) Services received in-kind**

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

## 2. Government Grants

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operational Grants	153,836	110,952	120,958
Teachers' Salaries Grants	370,583	374,111	374,111
Use of Land and Buildings Grants	100,813	100,405	100,405
Other MoE Grants	27,608	11,595	13,653
Other Government Grants	320	-	-
	<u>653,160</u>	<u>597,063</u>	<u>609,128</u>

The school has opted in to the donations scheme for this year. Total amount received was \$6,900.

Other MOE Grants total includes additional COVID-19 funding totalling \$18,701 for the year ended 31 December 2020.

## 3. Locally Raised Funds

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

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
<b>Revenue</b>			
Donations	14,176	5,990	20,298
Bequests & Grants	13,541	-	3,500
Activities	10,634	11,301	12,915
Trading	367	949	992
Other Revenue	11,840	14,560	14,280
	<u>50,558</u>	<u>32,800</u>	<u>51,985</u>
<b>Expenses</b>			
Activities	23,401	14,794	16,029
Trading	1,734	861	1,117
Fundraising (Costs of Raising Funds)	-	-	161
Transport (Local)	4,546	2,104	1,785
Other Locally Raised Funds Expenditure	3,975	5,761	10,010
	<u>33,657</u>	<u>23,520</u>	<u>29,102</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>16,902</u>	<u>9,280</u>	<u>22,883</u>

## 4. Learning Resources

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Curricular	9,787	7,650	8,064
Equipment Repairs	9	200	-
Information and Communication Technology	916	2,000	2,187
Library Resources	281	300	113
Employee Benefits - Salaries	426,324	461,611	410,754
Staff Development	5,880	2,100	4,042
	<u>443,197</u>	<u>473,861</u>	<u>425,159</u>

## 5. Administration

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	3,466	3,400	4,632
Board of Trustees Fees	751	1,000	440
Board of Trustees Expenses	907	500	982
Communication	1,128	950	1,216
Consumables	2,133	2,850	2,162
Operating Lease	3,872	4,000	3,718
Other	6,482	6,860	7,668
Employee Benefits - Salaries	7,194	10,000	9,355
Service Providers, Contractors and Consultancy	2,540	2,540	2,540
	<u>28,472</u>	<u>32,100</u>	<u>32,713</u>

## 6. Property

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	1,621	1,300	1,383
Cyclical Maintenance Provision	(7,433)	4,560	4,562
Grounds	2,166	3,000	2,563
Heat, Light and Water	6,454	9,000	8,169
Rates	867	900	816
Repairs and Maintenance	11,008	12,500	11,076
Use of Land and Buildings	100,813	100,405	100,405
Security	700	800	606
Employee Benefits - Salaries	11,514	11,000	10,574
	<u>127,709</u>	<u>143,465</u>	<u>140,153</u>

The use of land and buildings figure represents 8% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

## 7. Depreciation

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Buildings - School	1,579	1,850	1,500
Building Improvements - Crown	7,266	7,850	7,266
Furniture and Equipment	2,531	2,850	2,484
Information and Communication Technology	4,057	3,820	3,516
Leased Assets	10,655	17,200	16,971
Library Resources	815	1,500	870
	<u>26,903</u>	<u>35,070</u>	<u>32,607</u>

## 8. Cash and Cash Equivalents

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Bank Current Account	135,979	(34,079)	1,240
Bank Call Account	100,621	113,102	113,102
Cash and cash equivalents for Cash Flow Statement	<u>236,601</u>	<u>79,022</u>	<u>114,341</u>

Of the **\$236,601** Cash and Cash Equivalents, **\$77,132** 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 Capital Works Projects.

Of the **\$236,601** Cash and Cash Equivalents, **\$14,355** is held by the School on behalf of the **Rt:Lit** cluster. See note 17 for details of how the funding received for the cluster has been spent in the year.

## 9. Accounts Receivable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Interest Receivable	-	57	57
Teacher Salaries Grant Receivable	22,455	19,387	19,387
	<u>22,455</u>	<u>19,443</u>	<u>19,444</u>
Receivables from Exchange Transactions	-	57	57
Receivables from Non-Exchange Transactions	22,455	19,386	19,388
	<u>22,455</u>	<u>19,443</u>	<u>19,444</u>

## 10. Inventories

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Stationery	317	515	515
	<u>317</u>	<u>515</u>	<u>515</u>

## 11. Investments

The School's investment activities are classified as follows:

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Current Asset			
Short-term Bank Deposits	21,158	20,656	20,656
Total Investments	<u>21,158</u>	<u>20,656</u>	<u>20,656</u>

## 12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Buildings	54,250	4,747	-	-	(1,579)	57,418
Building Improvements	146,228	-	-	-	(7,266)	138,962
Furniture and Equipment	15,151	2,562	-	-	(2,531)	15,182
Information and Communication Technology	9,275	6,624	-	-	(4,057)	11,842
Leased Assets	8,938	12,125	(20)	-	(10,655)	10,389
Library Resources	6,088	483	(48)	-	(815)	5,708
<b>Balance at 31 December 2020</b>	<b>239,931</b>	<b>26,541</b>	<b>(68)</b>	<b>-</b>	<b>(26,903)</b>	<b>239,501</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Buildings	84,448	(27,030)	57,418
Building Improvements	180,580	(41,618)	138,962
Furniture and Equipment	85,489	(70,306)	15,182
Information and Communication Technology	46,473	(34,631)	11,842
Leased Assets	28,047	(17,658)	10,389
Library Resources	24,740	(19,033)	5,708
<b>Balance at 31 December 2020</b>	<b>449,776</b>	<b>(210,275)</b>	<b>239,501</b>

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Buildings	55,750	-	-	-	(1,500)	54,250
Building Improvements	153,494	-	-	-	(7,266)	146,228
Furniture and Equipment	16,426	1,209	-	-	(2,484)	15,151
Information and Communication Technology	3,189	9,602	-	-	(3,516)	9,275
Leased Assets	21,528	4,381	-	-	(16,971)	8,938
Library Resources	6,471	551	(64)	-	(870)	6,088
<b>Balance at 31 December 2019</b>	<b>256,857</b>	<b>15,743</b>	<b>(64)</b>	<b>-</b>	<b>(32,607)</b>	<b>239,930</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Buildings	79,701	(25,451)	54,250
Building Improvements	180,580	(34,352)	146,228
Furniture and Equipment	84,071	(68,920)	15,151
Information and Communication Technology	42,652	(33,377)	9,275
Leased Assets	34,123	(25,185)	8,938
Library Resources	24,450	(18,362)	6,088
<b>Balance at 31 December 2019</b>	<b>445,577</b>	<b>(205,647)</b>	<b>239,930</b>

### 13. Accounts Payable

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Operating Creditors	13,190	11,478	11,478
Accruals	3,466	3,365	3,365
Employee Entitlements - Salaries	22,455	19,387	19,387
	<u>39,111</u>	<u>34,230</u>	<u>34,230</u>
Payables for Exchange Transactions	39,111	34,230	34,230
	<u>39,111</u>	<u>34,230</u>	<u>34,230</u>

The carrying value of payables approximates their fair value.

### 14. Provision for Cyclical Maintenance

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Provision at the Start of the Year	36,733	36,733	32,171
Increase/ (decrease) to the Provision During the Year	4,352	4,560	4,562
Adjustment to the Provision	(11,785)	-	-
Provision at the End of the Year	<u>29,300</u>	<u>41,293</u>	<u>36,733</u>
Cyclical Maintenance - Current	-	6,473	1,913
Cyclical Maintenance - Term	29,300	34,820	34,820
	<u>29,300</u>	<u>41,293</u>	<u>36,733</u>

### 15. Finance Lease Liability

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

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
No Later than One Year	9,535	3,352	5,489
Later than One Year and no Later than Five Years	923	408	3,890
Later than Five Years	-	-	-
	<u>10,458</u>	<u>3,760</u>	<u>9,379</u>



## 16. Funds Held for Capital Works Projects

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

	2020	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions	Closing Balances \$
Swimming Pool Changing Rooms	<i>completed</i>	12,859	-	(12,859)	-	-
Wastewater Treatment Upgrade	<i>in progress</i>	-	45,367	(19,253)	-	26,114
Swimming Pool Upgrade	<i>in progress</i>	-	45,000	-	-	45,000
Totals		12,859	90,367	(32,112)	-	71,114

### Represented by:

Funds Held on Behalf of the Ministry of Education	71,114
	<u>71,114</u>

	2019	Opening Balances \$	Receipts from MoE \$	Payments \$	Closing Balances \$
Swimming Pool Changing Rooms	<i>in progress</i>	-	58,840	(45,981)	12,859
Totals		-	58,840	(45,981)	12,859

## 17. Funds Held on Behalf of Rt:Lit Cluster

Waipara School is the lead school and holds funds on behalf of the Rt:Lit cluster, a group of schools funded by the Ministry.

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Funds Held at Beginning of the Year	18,407	28,058	28,058
Funds Received from Cluster Members	1,379	500	1,658
Funds Received from MoE	15,679	16,683	15,523
Funds Spent on Behalf of the Cluster	(21,110)	(30,283)	(26,832)
Funds Held at Year End	<u>14,355</u>	<u>18,407</u>	<u>18,407</u>

## 18. Related Party Transactions

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

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

## 19. Remuneration

### Key management personnel compensation

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

	<b>2020 Actual \$</b>	<b>2019 Actual \$</b>
<i>Board Members</i>		
Remuneration	751	440
Full-time equivalent members	0.06	1.28
<i>Leadership Team</i>		
Remuneration	135,275	125,804
Full-time equivalent members	1	1
Total key management personnel remuneration	<u>136,026</u>	<u>126,244</u>
Total full-time equivalent personnel	<u>1.06</u>	<u>2.28</u>

The full time equivalent for Board members has been determined based on attendance at Board meetings, Committee meetings and for other obligations of the Board, such as stand downs and suspensions, plus the estimated time for Board members to prepare for meetings.

### Principal

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

	<b>2020 Actual \$000</b>	<b>2019 Actual \$000</b>
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	110 - 120	100 - 110
Benefits and Other Emoluments	10 - 20	10 - 20
Termination Benefits	-	-

### Other Employees

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

<b>Remuneration \$000</b>	<b>2020 FTE Number</b>	<b>2019 FTE Number</b>
100 - 110	-	-
110 - 120	-	-
	<u>-</u>	<u>-</u>

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

## 20. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be trustees, committee member, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable was as follows:

	<b>2020 Actual</b>	<b>2019 Actual</b>
Total	\$ -	\$ -
Number of People	-	-

## 21. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at **31 December 2020** (Contingent liabilities and assets at **31 December 2019**: nil).

### Holidays Act Compliance – schools payroll

The Ministry of Education performs payroll processing and payments on behalf of school boards of trustees, through payroll service provider Education Payroll Limited.

The Ministry has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance. The Ministry has recognised an estimated provision based on the analysis of sample data, which may not be wholly representative of the total dataset for Teacher and Support Staff Entitlements. A more accurate estimate will be possible after further analysis of non-compliance has been completed, and this work is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis has been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2020, a contingent liability for the school may exist.

## 22. Commitments

### (a) Capital Commitments

As at 31 December 2020 the Board has entered into a contract agreements for capital works.

(a) \$50,000 contract for swimming pool upgrade to be completed in 2021, which will be fully funded by the Ministry of Education. \$45,000 has been received of which \$nil has been spent on the project to date; and

(b) \$453,676 contract the wastewater treatment upgrade to be completed in 2021, which is fully funded by the Ministry of Education. \$45,367 has been received of which \$19,253 has been spent on the project to balance date.

(Capital commitments at 31 December 2019: \$58,840)

## 23. Managing Capital

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

## 24. Financial Instruments

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

### Financial assets measured at amortised cost

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash and Cash Equivalents	236,601	79,022	114,341
Receivables	22,455	19,443	19,444
Investments - Term Deposits	21,158	20,656	20,656
Total Financial assets measured at amortised cost	<u>280,213</u>	<u>119,121</u>	<u>154,441</u>

### Financial liabilities measured at amortised cost

Payables	39,111	34,230	34,230
Finance Leases	10,328	3,760	8,922
Total Financial Liabilities Measured at Amortised Cost	<u>49,438</u>	<u>37,990</u>	<u>43,152</u>

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

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

# **Waipara School**

## **Kiwisport Statement**

31 December 2020

Kiwisport is a Government funding initiative to support students' participation in organised sports.

During 2020, the School received total Kiwisport funding of \$663 (GST excl).

The funding was used to subsidise sport registrations for the North Canterbury basketball competition.