

TAHUNA SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2018

School Directory

Ministry Number: 1972

Principal: Jeremy Pollard

School Address: 43 Tahuna Ohinewai Road, RD3, Morrinsville

School Postal Address: 43 Tahuna Ohinewai Road, RD3, Morrinsville

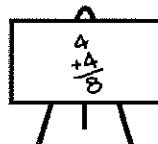
School Phone: 07 887 5848

School Email: admin@tahunaschool.school.nz

Members of the Board of Trustees

Name	Position	How Position Gained
Andy Mohring	Chair Person	Elected
Jeremy Pollard	Principal	ex Officio
Greg Mills	Parent Rep	Elected
Kirsty Hannah	Parent Rep	Elected
Simon Pearce	Parent Rep	Elected
Amy Shewry	Parent Rep	Elected

Accountant / Service Provider: Education Finance Limited
0800 333 462



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TAHUNA SCHOOL

Annual Report - For the year ended 31 December 2018

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Tahuna School

Statement of Responsibility

For the year ended 31 December 2018

The Board of Trustees accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2018 fairly reflects the financial position and operations of the school.

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

Andrew Molring
Full Name of Board Chairperson

Jeremy Pollard
Full Name of Principal

Andrew Molring
Signature of Board Chairperson

JP
Signature of Principal

31/05/19
Date:

31/05/19
Date:

Tahuna School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Revenue				
Government Grants	2	833,825	710,375	747,083
Locally Raised Funds	3	66,573	59,600	73,048
Interest Earned		4,503	1,000	7,900
		<hr/>	<hr/>	<hr/>
		904,902	770,975	828,031
Expenses				
Locally Raised Funds	3	33,903	21,550	6,958
Learning Resources	4	571,210	478,150	505,162
Administration	5	58,487	60,420	63,967
Finance		367	-	-
Property	6	180,030	168,100	158,986
Depreciation	7	38,200	36,740	33,833
		<hr/>	<hr/>	<hr/>
		882,197	764,960	768,906
Net Surplus / (Deficit) for the year		22,705	6,015	59,125
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		22,705	6,015	59,125

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

Tahuna School
Statement of Changes in Net Assets/Equity
For the year ended 31 December 2018

	Actual 2018 \$	Budget (Unaudited) 2018 \$	Actual 2017 \$
Balance at 1 January	403,786	403,786	344,661
Total comprehensive revenue and expense for the year	22,705	6,015	59,125
Capital Contributions from the Ministry of Education Contribution - Furniture and Equipment Grant	1,059	-	-
Equity at 31 December	427,550	409,801	403,786
Retained Earnings	427,550	409,801	403,786
Reserves	-	-	-
Equity at 31 December	427,550	409,801	403,786

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



Tahuna School
Statement of Financial Position
As at 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Assets				
Cash and Cash Equivalents	8	97,611	36,414	61,421
Accounts Receivable	9	34,256	25,000	33,385
Investments	10	127,841	85,484	85,484
		<hr/>	<hr/>	<hr/>
		259,708	146,898	180,290
Current Liabilities				
GST Payable		12,314	3,324	3,324
Accounts Payable	12	41,926	35,000	34,254
Revenue Received in Advance	13	-	1,883	1,883
Finance Lease Liability - Current Portion	15	5,919	4,849	4,849
Funds held for Capital Works Projects	16	17,263	-	3,893
		<hr/>	<hr/>	<hr/>
		77,423	45,056	48,203
Working Capital Surplus/(Deficit)		182,286	101,842	132,087
Non-current Assets				
Property, Plant and Equipment	11	280,990	340,796	304,536
		<hr/>	<hr/>	<hr/>
		280,990	340,796	304,536
Non-current Liabilities				
Provision for Cyclical Maintenance	14	26,218	24,275	20,275
Finance Lease Liability	15	9,508	8,562	12,562
		<hr/>	<hr/>	<hr/>
		35,726	32,837	32,837
Net Assets		<hr/>	<hr/>	<hr/>
		427,550	409,801	403,786
Equity		<hr/>	<hr/>	<hr/>
		427,550	409,801	403,786

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

Tahuna School
Statement of Cash Flows
For the year ended 31 December 2018

	2018	2018	2017
Note	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Cash flows from Operating Activities			
Government Grants	226,052	190,375	210,366
Locally Raised Funds	64,690	59,600	73,048
Goods and Services Tax (net)	8,990	-	(17,722)
Payments to Employees	(99,570)	(79,000)	(95,362)
Payments to Suppliers	(121,464)	(116,089)	(88,888)
Cyclical Maintenance Payments in the year	-	-	-
Interest Paid	(367)	-	-
Interest Received	3,483	1,000	7,900
Net cash from / (to) the Operating Activities	81,816	55,886	89,342
Cash flows from Investing Activities			
Purchase of PPE (and Intangibles)	(11,286)	(73,000)	(85,912)
Purchase of Investments	(42,357)	-	105,000
Net cash from / (to) the Investing Activities	(53,643)	(73,000)	19,088
Cash flows from Financing Activities			
Furniture and Equipment Grant	-	-	-
Finance Lease Payments	(5,352)	(4,000)	(7,983)
Funds Held for Capital Works Projects	13,370	(3,893)	(106,528)
Net cash from Financing Activities	8,018	(7,893)	(114,511)
Net increase/(decrease) in cash and cash equivalents	36,190	(25,007)	(6,081)
Cash and cash equivalents at the beginning of the year	8 61,421	61,421	67,502
Cash and cash equivalents at the end of the year	8 97,611	36,414	61,421

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.

Tahuna School

Notes to the Financial Statements

For the year ended 31 December 2018

1. Statement of Accounting Policies

a) Reporting Entity

Tahuna School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989. The Board of Trustees (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2018 to 31 December 2018 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation

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

Financial Reporting Standards Applied

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

PBE Accounting Standards Reduced Disclosure Regime

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

Measurement Base

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

Presentation Currency

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

Specific Accounting Policies

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

Critical Accounting Estimates And Assumptions

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

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

Useful lives of property, plant and equipment

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 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 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 carryforward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

c) Revenue Recognition

Government Grants

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

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

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

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

Other Grants

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

Donations, Gifts and Bequests

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

Interest Revenue

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

d) Use of Land and Buildings Expense

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

e) Operating Lease Payments

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

f) Finance Lease Payments

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

g) Cash and Cash Equivalents

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

h) Accounts Receivable

Accounts Receivable represents items that the School has issued invoices for or accrued for, but has not received payment for at year end. Receivables are initially recorded at fair value and subsequently recorded at the amount the School realistically

expects to receive. A receivable is considered uncollectable where there is objective evidence the School will not be able to collect all amounts due. The amount that is uncollectable (the provision for uncollectibility) is the difference between the amount due and the present value of the amounts expected to be collected.

i) Inventories

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

j) Investments

Bank term deposits for periods exceeding 90 days are classified as investments and are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. After initial recognition bank term deposits are measured at amortised cost using the effective interest method less impairment.

After initial recognition any investments categorised as available for sale are measured at their fair value without any deduction for transaction costs the school may incur on sale or other disposal.

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

k) Property, Plant and Equipment

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

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

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

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

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

Leased Assets

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

Depreciation

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

The estimated useful lives of the assets are:

Building improvements to Crown Owned Assets	20–50 years
Furniture and equipment	5–10 years
Information and communication technology	5 years
Motor vehicles	5 years
Leased assets held under a Finance Lease	3 years
Library resources	12.5% Diminishing value

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 Activity 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.

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 and finance lease liability. All of these financial liabilities are categorised as "financial liabilities measured at amortised cost" for accounting purposes in accordance with financial reporting standards.

r) Borrowings

Borrowings are recognised at the amount borrowed. Borrowings are classified as current liabilities unless the School has an unconditional right to defer settlement of the liability for at least 12 months after the balance date.

s) Goods and Services Tax (GST)

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

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

Commitments and contingencies are disclosed exclusive of GST.

t) Budget Figures

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

u) Services received in-kind

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

2. Government Grants

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operational grants	178,198	162,375	168,034
Teachers' salaries grants	485,706	400,000	425,807
Use of Land and Buildings grants	122,067	120,000	116,975
Other MoE Grants	46,235	28,000	35,577
Other government grants	1,620	-	690
	<u>833,825</u>	<u>710,375</u>	<u>747,083</u>

3. Locally Raised Funds

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Revenue			
Donations	31,815	30,000	52,205
Activities	19,124	7,300	4,612
Trading	5,137	3,300	16,231
Other Revenue	10,497	19,000	-
	<u>66,573</u>	<u>59,600</u>	<u>73,048</u>
Expenses			
Activities	18,596	9,000	3,204
Trading	5,428	1,750	3,754
Transport (local)	8,256	9,000	-
Other Expenses	1,623	1,800	-
	<u>33,903</u>	<u>21,550</u>	<u>6,958</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>32,670</u>	<u>38,050</u>	<u>66,090</u>

4. Learning Resources

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Curricular	15,080	20,000	10,844
Employee benefits - salaries	551,729	449,000	492,415
Staff development	4,401	9,150	1,903
	<u>571,210</u>	<u>478,150</u>	<u>505,162</u>

5. Administration

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Audit Fee	3,359	3,250	3,612
Board of Trustees Fees	1,500	6,000	3,450
Communication	1,846	2,900	2,552
Consumables	1,125	4,850	699
Operating Lease	2,657	600	948
Other	Xxxxx	xxxxxx	Xxxxxx
Employee Benefits - Salaries	Xxxxx	Xxxxxx	xxxxxx
Insurance	944	1,000	
Service Providers, Contractors and Consultancy	1,900	2,000	1,800
	<u>58,487</u>	<u>60,420</u>	<u>63,967</u>

For privacy reasons the amounts marked xxxxx have been redacted. The combined total of the 2 lines is as follow's:
2019 Actual \$45,156 2019 Budget \$39,820 2018 Actual \$50,906

6. Property

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Caretaking and Cleaning Consumables	1,983	1,250	1,391
Consultancy and Contract Services	23,677	14,250	12,680
Cyclical Maintenance Expense	5,943	4,000	4,940
Grounds	6,436	12,600	10,939
Heat, Light and Water	4,534	6,300	7,408
Rates	2,526	2,900	(145)
Repairs and Maintenance	12,864	6,800	4,798
Use of Land and Buildings	122,067	120,000	116,975
	<u>180,030</u>	<u>168,100</u>	<u>158,986</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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Building Improvements	10,627	11,700	8,439
Furniture and Equipment	5,993	5,000	5,477
Information and Communication Technology	4,786	5,000	4,264
Motor Vehicles	8,785	9,000	8,785
Leased Assets	7,796	5,540	6,625
Library Resources	213	500	243
	<u>38,200</u>	<u>36,740</u>	<u>33,833</u>

8. Cash and Cash Equivalents

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cheque Account	21,403	26,414	13,298
Savings Account	76,208	10,000	48,123
Cash and cash equivalents for Cash Flow Statement	97,611	36,414	61,421

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

The following notes should be used where applicable:

Of the \$97,611 Cash and Cash Equivalents, \$17,263 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2019 on Crown owned school buildings under the School's Five Year Property Plan.

9. Accounts Receivable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Receivables	-	-	887
Banked Staffing Underuse	-	-	3,458
Interest Receivable	1,020	-	-
Teacher Salaries Grant Receivable	33,236	25,000	29,040
	34,256	25,000	33,385
Receivables from Exchange Transactions	1,020	-	4,345
Receivables from Non-Exchange Transactions	33,236	25,000	29,040
	34,256	25,000	33,385

10. Investments

The School's investment activities are classified as follows:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Asset			
Short-term Bank Deposits	127,841	85,484	85,484
Non-current Asset			
Long-term Bank Deposits	-	-	-

11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2018	\$	\$	\$	\$	\$	\$
Land	15,000	-	-	-	-	15,000
Building Improvements	213,161	-	-	-	(10,627)	202,534
Furniture and Equipment	26,033	7,679	-	-	(5,993)	27,719
Information and Communication	12,588	3,607	-	-	(4,786)	11,409
Motor Vehicles	21,229	-	-	-	(8,785)	12,444
Leased Assets	14,823	3,368	-	-	(7,796)	10,395
Library Resources	1,702	-	-	-	(213)	1,489
Balance at 31 December 2018	304,536	14,654	-	-	(38,200)	280,990

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018	\$	\$	\$
Land	15,000	-	15,000
Building Improvements	274,846	(72,312)	202,534
Furniture and Equipment	63,676	(35,957)	27,719
Information and Communication	59,858	(48,449)	11,409
Motor Vehicles	43,923	(31,479)	12,444
Leased Assets	24,816	(14,421)	10,395
Library Resources	23,632	(22,143)	1,489
Balance at 31 December 2018	505,751	(224,761)	280,990

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2017	\$	\$	\$	\$	\$	\$
Land	15,000	-	-	-	-	15,000
Building Improvements	146,484	75,116	-	-	(8,439)	213,161
Furniture and Equipment	26,910	4,600	-	-	(5,477)	26,033
Information and Communication					(4,264)	12,588
Technology	10,656	6,196	-	-	-	16,852
Motor Vehicles	30,014	-	-	-	(8,785)	21,229
Leased Assets	17,700	3,748	-	-	(6,625)	14,823
Library Resources	1,945	-	-	-	(243)	1,702
Balance at 31 December 2017	248,709	89,660	-	-	(33,833)	304,536

2017	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
Land	15,000		15,000
Building Improvements	274,846	(61,685)	213,161
Furniture and Equipment	55,997	(29,964)	26,033
Information and Communication Technology	56,251	(43,663)	12,588
Motor Vehicles	43,923	(22,694)	21,229
Leased Assets	21,448	(6,625)	14,823
Library Resources	23,632	(21,930)	1,702
Balance at 31 December 2017	491,097	(186,561)	304,536

12. Accounts Payable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operating creditors	7,562	10,000	5,214
Banking staffing overuse	1,128	-	-
Employee Entitlements - salaries	33,236	25,000	29,040
	<u>41,926</u>	<u>35,000</u>	<u>34,254</u>
Payables for Exchange Transactions	41,926	35,000	34,254
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	<u>41,926</u>	<u>35,000</u>	<u>34,254</u>

The carrying value of payables approximates their fair value.

13. Revenue Received in Advance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Grants in Advance	-	1,883	1,883
	<u>-</u>	<u>1,883</u>	<u>1,883</u>

14. Provision for Cyclical Maintenance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Provision at the Start of the Year	20,275	20,275	15,335
Increase/ (decrease) to the Provision During the Year	5,943	4,000	4,940
Use of the Provision During the Year	-	-	-
Provision at the End of the Year	<u>26,218</u>	<u>24,275</u>	<u>20,275</u>
Cyclical Maintenance - Current	-	-	-
Cyclical Maintenance - Term	26,218	24,275	20,275
	<u>26,218</u>	<u>24,275</u>	<u>20,275</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:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
No Later than One Year	5,919	4,849	4,849
Later than One Year and no Later than Five Years	9,508	8,562	12,562
Later than Five Years	-	-	-
	<u>15,427</u>	<u>13,411</u>	<u>17,411</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:

	2018	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions	Closing Balances \$
Learning Area	<i>in progress</i>	3,893	-	-	-	3,893
Roof Project	<i>completed</i>	-	7,916	7,916	-	-
Shower	<i>in progress</i>	-	13,370	-	-	13,370
Totals		<u>3,893</u>	<u>21,286</u>	<u>7,916</u>	<u>-</u>	<u>17,263</u>

Represented by:

Funds Due from the Ministry of Education	-
Funds Held on Behalf of the Ministry of Education	(17,263)
	<u>17,263</u>

	2017	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions	Closing Balances \$
Learning Area	<i>in progress</i>	3,893	-	-	-	3,893
Toilets	<i>completed</i>	106,528	-	(105,828)	-	-
Classrooms & Roof	<i>completed</i>	-	27,012	(27,012)	-	-
Totals		110,421	27,012	(132,840)	-	3,893

17. 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.

18. Remuneration

Key management personnel compensation

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

	2018 Actual \$	2017 Actual \$
<i>Board Members</i>		
Remuneration	1,500	3,450
Full-time equivalent members	0.11	0.15
<i>Leadership Team</i>		
Remuneration	111,962	104,070
Full-time equivalent members	1	1
Total key management personnel remuneration	113,462	107,520
Total full-time equivalent personnel	1.11	1.15

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

Principal

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

	2018 Actual \$000	2017 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	100-110	110-110
Benefits and Other Emoluments	3-4	2-3
Termination Benefits	-	-

Other Employees

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

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

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

19. Compensation and Other Benefits Upon Leaving

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

	2018 Actual	2017 Actual
Total	-	-
Number of People	-	-

20. Contingencies

There are no contingent liabilities except those note below and no contingent assets as at 31 December 2018 (Contingent liabilities and assets at 31 December 2017: nil).

Holidays Act Compliance – schools payroll

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

The Ministry has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance, however the potential impact on any specific school or individual and any associated historical liability will not be known until further detailed analysis has been completed.

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

22. Commitments

(a) Capital Commitments

(a) \$20,000 contract for Shower project to be completed in 2019, which will be fully funded by the Ministry of Education. \$13,370 has been received of which \$0 has been spent on the project to date.

(Capital commitments at 31 December 2017: nil)

(b) Operating Commitments

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

(a) operating lease of vis-tab

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash and Cash Equivalents	97,611	36,414	61,421
Receivables	34,256	25,000	33,385
Investments - Term Deposits	127,841	85,484	85,484
Total Loans and Receivables	<u>259,708</u>	<u>146,898</u>	<u>180,290</u>

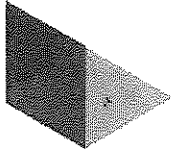
Financial liabilities measured at amortised cost

Payables	41,926	35,000	34,254
Borrowings - Loans	-	-	-
Finance Leases	15,427	13,411	17,411
Painting Contract Liability	-	-	-
Total Financial Liabilities Measured at Amortised Cost	<u>57,353</u>	<u>48,411</u>	<u>51,665</u>

25. Events After Balance Date

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

Analysis of Variance Reporting



School Name:	Tahuna School	School Number:	1972
Strategic Aim:	All students are successfully able to access the New Zealand Curriculum as evidenced by achievement in relation to the National Standards.		
Annual Aim:	To increase the number of students achieving at or above the National Standard for Reading.		
Target:	To have 85% across the school achieving at/above the standard in Reading. To have 80% of all Maori students achieving at / above the Reading standard as determined in Dec. 2018.		
Baseline Data:	School wide data shows 75% <i>at/above</i> in Dec 2017. 64% of Maori students (9/14) were achieving <i>below</i> the standard.		

Actions <i>What did we do?</i>	Outcomes <i>What happened?</i>	Reasons for the variance <i>Why did it happen?</i>	Evaluation <i>Where to next?</i>
<ul style="list-style-type: none"> • Reviewed assessment data with staff to determine particular students learning needs. We subscribed to NZCER marking site and used their 'next steps' information. • Monitored the students' progress on a regular basis. This included detailed reports to the BoT and regular meetings with the classroom teacher. • Schoolwide focus on Reading, Reading with Dad days, Reading week. Lots of talk about reading at Assemblies etc. • We subscribed to Reading eggs and _____ as a tool to encourage reading work at home and also used it for teaching new concepts and reinforcing basic facts. • Student voice was used in selecting and revising current programmes and reading Reading material for the Library. • End of Year data was analysed to inform and develop the planning for the following year. <p>Planning for next year:</p>	<p>The analysis of the end of year National Standards data shows very positive gains in levels of achievement in Reading. Of the 14 students in the initial data, all but one showed significant improvement. 71% of Maori students are now at or above their Curriculum level for Reading.</p>	<p>The one student from the cohort who did not make positive progress (greater than the expected 12 months) has significant learning difficulties and continues to receive ongoing support from a number of agencies. Such marked progress in this cohort comes down to all parties involved (students, parents, staff, RTLB) being aware of the target, revisiting this target throughout the year and resourcing accordingly.</p>	<p>Student goals need to specific and clearly understood. Continue to utilise the Reading programmes currently in use. Trial Quick 60 as a programme to meet the needs of our at risk readers.</p>
<p>Planning for next year:</p>			
<ul style="list-style-type: none"> • Focus on analysing NZCER data and identifying individual next steps. • Fostering the wider use of student voice in learning programmes. • Teacher reflective practice is built into this year's performance management system. 			

Kiwisport

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2018, the school received total Kiwisport funding of \$1349.89 excluding GST. The funding was spent on replacement netballs, gear bags, netball bibs and uniforms, and equipment to enhance pupils skills and increase confidence in participating in team sports. It was also used to pay for entry and transport to various local interschool sporting opportunities (e.g Rugby fun day, Basketball day etc.)

INDEPENDENT AUDITOR'S REPORT

**TO THE READERS OF TAHUNA SCHOOL'S FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

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The Auditor-General is the auditor of Tahuna School (the School). The Auditor-General has appointed me, Richard Currie, using the staff and resources of Crowe Horwath New Zealand Audit Partnership, 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 19, that comprise the statement of financial position as at 31 December 2018, 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 2018; and
 - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector Public Benefit Entity Standards, Reduced Disclosure Regime.

Our audit was completed on 31 May 2019. 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 for our opinion

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

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

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

Responsibilities of the Board 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 obtained at the date of our report is the Members of the Board of Trustees listing, the Analysis of Variance and the 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 the School.



Richard Currie Crowe Horwath New Zealand Audit Partnership
On behalf of the Auditor-General
Hamilton, New Zealand