

# RUAKAKA SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### School Directory

<b>Ministry Number:</b>	1094
<b>Principal:</b>	Marilyn Dunn
<b>School Address:</b>	12 Sandford Road
<b>School Postal Address:</b>	12 Sandford Road RD 1, Ruakaka, Whangarei, 0171
<b>School Phone:</b>	09 432 7503
<b>School Email:</b>	irenep@ruakaka.school.nz

#### Members of the Board of Trustees

<b>Name</b>	<b>Position</b>	<b>How Position Gained</b>	<b>Term Expires/ Expired</b>
Henry Coll	Chairperson	Elected	Jun 2022
Marilyn Dunn	Principal	ex Officio	
Nigel Yellowlees	Parent Rep	Elected	Jun 2022
Huia Orr	Parent Rep	Elected	Jun 2022
Rosie Marris	Parent Rep	Elected	Jun 2022
Conrad Malota	Parent Rep	Elected	Jun 2022
Ryan Green	Staff Rep	Elected	Mar 2020
Joanna Statham	Staff Rep	Co-opted	Jun 2022

**Accountant / Service Provider:** Education Services Ltd

# RUAKAKA SCHOOL

Annual Report - For the year ended 31 December 2020

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# Ruakaka 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.

Henry Edward Coll  
Full Name of Board Chairperson

MARILYN HEATHER DUNN  
Full Name of Principal

HE Coll  
Signature of Board Chairperson

M. H. Dunn  
Signature of Principal

26/05/21  
Date:

26/5/21  
Date:

**Ruakaka School**  
**Statement of Comprehensive Revenue and Expense**  
For the year ended 31 December 2020

	Notes	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
<b>Revenue</b>				
Government Grants	2	3,332,402	2,524,576	2,808,478
Locally Raised Funds	3	54,482	59,950	78,492
Interest income		4,192	7,500	12,692
Other Revenue		968	-	-
		<u>3,392,044</u>	<u>2,592,026</u>	<u>2,899,662</u>
<b>Expenses</b>				
Locally Raised Funds	3	24,146	48,720	55,838
Learning Resources	4	2,412,755	1,817,238	1,919,668
Administration	5	176,920	139,450	150,915
Finance		3,842	3,482	3,256
Property	6	542,946	504,412	565,905
Depreciation	7	93,158	87,256	87,030
Loss on Disposal of Property, Plant and Equipment		1,115	-	6,048
		<u>3,254,882</u>	<u>2,600,558</u>	<u>2,788,660</u>
<b>Net Surplus / (Deficit) for the year</b>		<b>137,162</b>	<b>(8,532)</b>	<b>111,002</b>
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u><u>137,162</u></u>	<u><u>(8,532)</u></u>	<u><u>111,002</u></u>

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

**Ruakaka 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>884,228</u>	<u>675,065</u>	<u>684,155</u>
Total comprehensive revenue and expense for the year		137,162	(8,532)	111,002
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		30,021	-	9,750
MOE Playground Contribution		-	-	91,576
Distribution to Ministry of Ed		-	-	(12,255)
<b>Equity at 31 December</b>	23	<u>1,051,411</u>	<u>666,533</u>	<u>884,228</u>
Retained Earnings		1,051,411	666,533	884,228
<b>Equity at 31 December</b>		<u>1,051,411</u>	<u>666,533</u>	<u>884,228</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.

# Ruakaka 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	627,652	135,529	525,134
Accounts Receivable	9	152,442	137,868	112,014
GST Receivable		-	9,237	-
Prepayments		4,150	1,761	4,431
Inventories	10	1,482	3,576	2,601
Investments	11	-	163,008	70,000
		<u>785,726</u>	<u>450,979</u>	<u>714,180</u>
<b>Current Liabilities</b>				
GST Payable		561	-	8,323
Accounts Payable	13	198,146	132,606	129,484
Revenue Received in Advance	14	1,329	605	1,219
Provision for Cyclical Maintenance	15	10,063	17,348	25,024
Finance Lease Liability - Current Portion	16	8,416	6,747	9,991
Funds held for Capital Works Projects	17	41,516	-	-
		<u>260,031</u>	<u>157,306</u>	<u>174,041</u>
<b>Working Capital Surplus/(Deficit)</b>		<b>525,695</b>	<b>293,673</b>	<b>540,139</b>
<b>Non-current Assets</b>				
Property, Plant and Equipment	12	577,244	388,060	349,064
Work in Progress		-	-	52,720
		<u>577,244</u>	<u>388,060</u>	<u>401,784</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	15	13,030	8,214	19,425
Finance Lease Liability	16	38,498	6,986	38,270
		<u>51,528</u>	<u>15,200</u>	<u>57,695</u>
<b>Net Assets</b>		<u><u>1,051,411</u></u>	<u><u>666,533</u></u>	<u><u>884,228</u></u>
<b>Equity</b>		<u><u>1,051,411</u></u>	<u><u>666,533</u></u>	<u><u>884,228</u></u>

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

**Ruakaka 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		1,043,420	774,809	853,612
Locally Raised Funds		53,394	59,950	83,934
Goods and Services Tax (net)		(7,762)	-	17,560
Payments to Employees		(637,254)	(489,400)	(461,097)
Payments to Suppliers		(237,225)	(370,515)	(298,963)
Cyclical Maintenance Payments in the year		-	(8,500)	-
Interest Paid		(3,842)	(3,482)	(3,256)
Interest Received		5,447	7,500	13,077
Net cash from Operating Activities		216,178	(29,638)	204,867
<b>Cash flows from Investing Activities</b>				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		-	-	787
Purchase of Property Plant & Equipment (and Intangibles)		(246,040)	(46,800)	(80,299)
Purchase of Investments		-	-	(70,000)
Proceeds from Sale of Investments		70,000	-	163,008
Net cash from Investing Activities		(176,040)	(46,800)	13,496
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		30,021	-	9,750
Owners Contributions		-	-	79,321
Finance Lease Payments		(9,157)	(12,505)	(6,871)
Funds Held for Capital Works Projects		41,516	-	99
Net cash from Financing Activities		62,380	(12,505)	82,299
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>102,518</b>	<b>(88,943)</b>	<b>300,662</b>
Cash and cash equivalents at the beginning of the year	8	525,134	224,472	224,472
<b>Cash and cash equivalents at the end of the year</b>	<b>8</b>	<b>627,652</b>	<b>135,529</b>	<b>525,134</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.

# Ruakaka School

## Notes to the Financial Statements

### For the year ended 31 December 2020

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

Ruakaka 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 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 15.

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

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 12.

### ***Critical Judgements in applying accounting policies***

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

#### ***Classification of leases***

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the school. Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised.

#### ***Recognition of grants***

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

## **c) Revenue Recognition**

### ***Government Grants***

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

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

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

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

**Other Grants**

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

**Donations, Gifts and Bequests**

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

**Interest Revenue**

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

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

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

**e) Operating Lease Payments**

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

**f) Finance Lease Payments**

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

**g) Cash and Cash Equivalents**

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

**h) Accounts Receivable**

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

**i) Inventories**

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

**j) Investments**

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

**k) Property, Plant and Equipment**

Land and buildings owned by the 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 \$500 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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

**Finance Leases**

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

**Depreciation**

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

The estimated useful lives of the assets are:

Buildings	15 years
Furniture and Equipment	5-20 years
Information and Communication	5 years
Library Resources	8 years
Leased assets held under a Finance Lease	Term of Lease

## **l) Intangible Assets**

### *Software costs*

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

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

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

## **m) Impairment of property, plant, and equipment and intangible assets**

The school does not hold any cash generating assets. Assets are considered cash generating where their primary objective is to generate a commercial return.

### *Non cash generating assets*

Property, plant, and equipment and intangible assets held at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is determined using an approach based on either a depreciated replacement cost approach, restoration cost approach, or a service units approach. The most appropriate approach used to measure value in use depends on the nature of the impairment and availability of information.

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is recognised in the surplus or deficit.

## **n) Accounts Payable**

Accounts Payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts Payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

#### **o) Employee Entitlements**

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

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, and also annual leave earned, by non teaching staff, to but not yet taken at balance date.

##### *Long-term employee entitlements*

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

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

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

Revenue received in advance relates to fees received from students and grants received 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.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

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

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

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

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

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

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

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

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

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

Investments that are shares are categorised as '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.

**u) 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 not limited to bank overdrafts, operating leases, finance leases, painting contracts and term loans.

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

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

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

Commitments and contingencies are disclosed exclusive of GST.

**w) Budget Figures**

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

**x) Services received in-kind**

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

## 2. Government Grants

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Operational Grants	694,917	527,926	498,803
Teachers' Salaries Grants	1,802,414	1,365,138	1,534,084
Use of Land and Buildings Grants	433,706	384,629	446,981
Resource Teachers Learning and Behaviour Grants	957	2,000	2,502
Other MoE Grants	329,059	184,883	231,848
Transport grants	63,915	60,000	70,473
Other Government Grants	7,434	-	23,787
	<u>3,332,402</u>	<u>2,524,576</u>	<u>2,808,478</u>

The school has opted in to the donations scheme for this year. Total amount received was \$40,050.

## 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	17,292	10,000	20,543
Bequests & Grants	-	5,000	4,650
Activities	10,901	20,600	16,469
Trading	193	500	8,001
Fundraising	-	200	3,198
After School Care	26,096	23,650	25,631
	<u>54,482</u>	<u>59,950</u>	<u>78,492</u>
<b>Expenses</b>			
Activities	429	28,920	29,138
Trading	1,119	300	6,158
Fundraising (Costs of Raising Funds)	-	-	1,854
After School Care	22,598	19,500	18,688
	<u>24,146</u>	<u>48,720</u>	<u>55,838</u>
<i>Surplus for the year Locally raised funds</i>	<u>30,336</u>	<u>11,230</u>	<u>22,654</u>

## 4. Learning Resources

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Curricular	87,325	101,200	63,957
Library Resources	2,397	3,000	4,262
Employee Benefits - Salaries	2,293,819	1,694,538	1,839,029
Staff Development	12,268	15,500	8,388
Equipment Repairs	16,946	3,000	4,032
	<u>2,412,755</u>	<u>1,817,238</u>	<u>1,919,668</u>

## 5. Administration

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	4,950	4,950	4,850
Board of Trustees Fees	4,050	3,500	3,830
Board of Trustees Expenses	9,135	7,600	9,562
Communication	3,794	4,000	3,845
Consumables	21,461	17,000	18,881
Other	15,708	10,900	9,630
Employee Benefits - Salaries	103,542	80,000	86,379
Insurance	3,060	500	2,886
Service Providers, Contractors and Consultancy	11,220	11,000	11,052
	<u>176,920</u>	<u>139,450</u>	<u>150,915</u>

## 6. Property

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	17,928	13,000	13,849
Cyclical Maintenance Expense	(21,356)	6,883	4,967
Grounds	6,422	8,400	4,312
Heat, Light and Water	14,025	15,000	17,861
Repairs and Maintenance	1,878	5,500	4,082
Use of Land and Buildings	433,706	384,629	446,981
Security	1,805	2,000	3,362
Employee Benefits - Salaries	88,538	69,000	70,491
	<u>542,946</u>	<u>504,412</u>	<u>565,905</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	737	739	737
Building Improvements	7,718	4,618	4,606
Furniture and Equipment	18,451	20,290	20,238
Information and Communication Technology	52,636	50,526	50,395
Leased Assets	11,641	9,942	9,916
Library Resources	1,975	1,141	1,138
	<u>93,158</u>	<u>87,256</u>	<u>87,030</u>



## 8. Cash and Cash Equivalents

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Bank Current Account	473,153	135,529	373,107
Bank Call Account	7,546	-	7,541
Short-term Bank Deposits	146,953	-	144,486
Cash equivalents for Cash Flow Statement	<u>627,652</u>	<u>135,529</u>	<u>525,134</u>

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

Of the \$627,652 Cash and Cash Equivalents \$41,516 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2021 on Crown owned school buildings under the School's Five Year Property Plan.

## 9. Accounts Receivable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Receivables	2,620	39,621	1,123
Receivables from the Ministry of Education	2,101	-	-
Banking Staffing Underuse	-	4,527	-
Interest Receivable	155	1,795	1,410
Teacher Salaries Grant Receivable	147,566	91,925	109,481
	<u>152,442</u>	<u>137,868</u>	<u>112,014</u>
Receivables from Exchange Transactions	2,775	41,416	2,533
Receivables from Non-Exchange Transactions	149,667	96,452	109,481
	<u>152,442</u>	<u>137,868</u>	<u>112,014</u>

## 10. Inventories

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Stationery	1,482	3,576	2,601
	<u>1,482</u>	<u>3,576</u>	<u>2,601</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	-	163,008	70,000
Total Investments	<u>-</u>	<u>163,008</u>	<u>70,000</u>

## 12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Buildings	2,917	-	-	-	(737)	2,180
Building Improvements	74,691	137,292	-	-	(7,718)	204,265
Furniture and Equipment	106,994	122,184	(942)	-	(18,451)	209,785
Information and Communication Tech	113,512	46,682	(173)	-	(52,636)	107,385
Leased Assets	46,035	9,539	-	-	(11,641)	43,933
Library Resources	4,915	6,756	-	-	(1,975)	9,696
<b>Balance at 31 December 2020</b>	<b>349,064</b>	<b>322,453</b>	<b>(1,115)</b>	<b>-</b>	<b>(93,158)</b>	<b>577,244</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Buildings	11,053	(8,873)	2,180
Building Improvements	237,602	(33,337)	204,265
Furniture and Equipment	399,324	(189,539)	209,785
Information and Communication	322,935	(215,550)	107,385
Leased Assets	58,413	(14,480)	43,933
Library Resources	67,310	(57,614)	9,696
<b>Balance at 31 December 2020</b>	<b>1,096,637</b>	<b>(519,393)</b>	<b>577,244</b>

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Buildings	3,654	-	-	-	(737)	2,917
Building Improvements	79,297	-	-	-	(4,606)	74,691
Furniture and Equipment	119,077	14,447	(6,292)	-	(20,238)	106,994
Information and Communication Tech	113,151	51,299	(543)	-	(50,395)	113,512
Leased Assets	12,470	43,481	-	-	(9,916)	46,035
Library Resources	2,911	3,141	-	-	(1,138)	4,915
<b>Balance at 31 December 2019</b>	<b>330,560</b>	<b>112,368</b>	<b>(6,835)</b>	<b>-</b>	<b>(87,030)</b>	<b>349,064</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Buildings	11,053	(8,136)	2,917
Building Improvements	100,309	(25,618)	74,691
Furniture and Equipment	281,296	(174,302)	106,994
Information and Communication	283,032	(169,520)	113,512
Leased Assets	62,645	(16,610)	46,035
Library Resources	60,553	(55,638)	4,915
<b>Balance at 31 December 2019</b>	<b>798,888</b>	<b>(449,824)</b>	<b>349,064</b>

### 13. Accounts Payable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operating Creditors	24,506	31,789	11,270
Accruals	4,950	4,750	4,850
Capital Accruals for PPE items	14,154	-	-
Employee Entitlements - Salaries	147,566	91,925	109,481
Employee Entitlements - Leave Accrual	6,970	4,142	3,883
	<u>198,146</u>	<u>132,606</u>	<u>129,484</u>
Payables for Exchange Transactions	198,146	132,606	129,484
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	<u>198,146</u>	<u>132,606</u>	<u>129,484</u>

The carrying value of payables approximates their fair value.

### 14. Revenue Received in Advance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Revenue Received In Advance	1,329	605	1,219
	<u>1,329</u>	<u>605</u>	<u>1,219</u>

### 15. Provision for Cyclical Maintenance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Provision at the Start of the Year	44,449	18,679	39,482
Increase to the Provision During the Year	6,645	6,883	4,967
Adjustment to the Provision	(28,001)	-	-
Provision at the End of the Year	<u>23,093</u>	<u>25,562</u>	<u>44,449</u>
Cyclical Maintenance - Current	10,063	17,348	25,024
Cyclical Maintenance - Term	13,030	8,214	19,425
	<u>23,093</u>	<u>25,562</u>	<u>44,449</u>

### 16. Finance Lease Liability

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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
No Later than One Year	11,854	6,747	12,940
Later than One Year and no Later than Five Years	48,046	6,986	49,924
	<u>59,900</u>	<u>13,733</u>	<u>62,864</u>

## 17. Funds Held (Owed) 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	
				Contribution/ (Write-off to R&M)	Closing Balances
	\$	\$	\$		\$
SNM Pool Hoist & Access Modification <i>completed</i>	-	2,819	(2,819)	-	-
SIP & AMS Outdoor Learning Area <i>in progress</i>	-	44,118	(2,602)	-	41,516
<b>Totals</b>	<b>-</b>	<b>46,937</b>	<b>(5,421)</b>	<b>-</b>	<b>41,516</b>

### Represented by:

Funds Held on Behalf of the Ministry of Education	41,516
Funds Due from the Ministry of Education	-
	<u>41,516</u>

2019	Opening Balances	Receipts from MoE	Payments	BOT	
				Contribution/ (Write-off to R&M)	Closing Balances
	\$	\$	\$		\$
Room 12 Project <i>completed</i>	(99)	-	99	-	-
Blocks 1,17-Replace Water pipes <i>completed</i>	-	37,542	(37,542)	-	-
<b>Totals</b>	<b>(99)</b>	<b>37,542</b>	<b>(37,443)</b>	<b>-</b>	<b>-</b>

## 18. Related Party Transactions

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

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

## 19. Remuneration

### Key management personnel compensation

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

	2020 Actual \$	2019 Actual \$
<i>Board Members</i>		
Remuneration	4,050	3,830
Full-time equivalent members	0.25	0.21
<i>Leadership Team</i>		
Remuneration	806,324	675,166
Full-time equivalent members	8.11	7.00
Total key management personnel remuneration	810,374	678,996
Total full-time equivalent personnel	8.36	7.21

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

### Principal

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

	2020 Actual \$000	2019 Actual \$000
<i>Salaries and Other Short-term Employee Benefits:</i>		
Salary and Other Payments	180 - 190	170 - 180
Benefits and Other Emoluments	0 - 5	3 - 4
Termination Benefits	-	-

### Other Employees

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

Remuneration \$000	2020 FTE Number	2019 FTE Number
100 - 110	1.00	2.00
	1.00	2.00

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

## 20. Compensation and Other Benefits Upon Leaving

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

	2020 Actual	2019 Actual
Total	-	-
Number of People	-	-

## 21. Contingencies

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

### Holidays Act Compliance – schools payroll

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

The Ministry's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. The current phase of this review is to design potential solutions for any compliance breaches discovered in the initial phase of the Programme. Final calculations and potential impact on any specific individual will not be known until further detailed analysis and solutions have been completed.

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

## 22. Commitments

### (a) Capital Commitments

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

(a) \$44,118 contract for the SIP & AMS Outdoor Learning Area as agent for the Ministry of Education. This project is fully funded by the Ministry and \$44,118 has been received of which \$2,602 has been spent on the project to balance date. This project has been approved by the Ministry.

(Capital commitments as at 31 December 2019:

(a) \$148,638 contract with North Pools for the Pool Upgrade Project. A deposit of \$16,090 has been paid at balance date.

(b) \$91,576 contract for the Playground Upgrade with Playco. A deposit of \$36,630 has been paid at balance date.)

### (b) Operating Commitments

There are no operating commitments as at 31 December 2020 (Operating commitments at 31 December 2019: nil).

## 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	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash and Cash Equivalents	627,652	135,529	525,134
Receivables	152,442	137,868	112,014
Investments - Term Deposits	-	163,008	70,000
Total Financial assets measured at amortised cost	<u>780,094</u>	<u>436,405</u>	<u>707,148</u>

### Financial liabilities measured at amortised cost

Payables	198,146	132,606	129,484
Borrowings - Loans	-	-	-
Finance Leases	46,914	13,733	48,261
Painting Contract Liability	-	-	-
Total Financial Liabilities Measured at Amortised Cost	<u>245,060</u>	<u>146,339</u>	<u>177,745</u>

## 25. Events After Balance Date

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

## 26. Comparatives

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

## **Ruakaka School**

### **Kiwisport**

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2020, the school received total Kiwisport funding of \$4,118 (excluding GST). The funding was spent on sporting endeavours.