

Blockhouse Bay Primary School

Annual Report for the year ended 31 December 2019

Ministry Number:	1233
Principal:	Neil Robinson
School Address:	584 Blockhouse Bay Road, Auckland
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Service Provider:	Edtech Financial Services Ltd

Blockhouse Bay Primary School

Annual Report

For the year ended 31 December 2019

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**Blockhouse Bay Primary School
Statement of Responsibility**

For the year ended 31 December 2019

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 2019 fairly reflect the financial position and operations of the school.

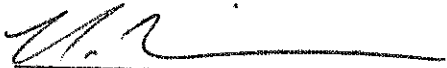
The School's 2019 financial statements are authorised for issue by the Board.

Sheereen Ali
Full Name of Board Chairperson


Signature of Board Chairperson

2/8/2020
Date:

Neil Robinson
Full Name of Principal


Signature of Principal

2/6/20
Date:

Blockhouse Bay Primary School
Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2019

	Notes	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Revenue				
Government Grants	2	4,971,813	4,341,394	4,691,883
Locally Raised Funds	3	210,066	114,300	213,697
Interest Income		8,467	5,000	4,750
International Students	4	69,262	91,000	112,570
		<u>5,259,608</u>	<u>4,551,694</u>	<u>5,022,900</u>
Expenses				
Locally Raised Funds	3	68,087	-	92,833
International Students	4	6,456	14,500	16,278
Learning Resources	5	3,028,497	2,575,273	3,011,959
Administration	6	315,981	300,500	295,142
Finance		4,920	4,500	4,271
Property	7	1,654,600	1,456,921	1,421,281
Depreciation	8	194,860	200,000	202,431
Loss on Disposal of Property, Plant and Equipment		3,367	-	9,430
		<u>5,276,768</u>	<u>4,551,694</u>	<u>5,053,625</u>
Net Surplus (Deficit) for the year		(17,160)	-	(30,725)
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>(17,160)</u>	<u>-</u>	<u>(30,725)</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.

Blockhouse Bay Primary School
Statement of Changes in Net Assets/Equity

For the year ended 31 December 2019

	Notes	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Balance at 1 January		2,013,126	2,013,126	2,043,851
Total comprehensive revenue and expense for the year		(17,160)	-	(30,725)
Equity at 31 December	24	1,995,966	2,013,126	2,013,126
Retained Earnings		1,995,966	2,013,126	2,013,126
Equity at 31 December		1,995,966	2,013,126	2,013,126

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.



Blockhouse Bay Primary School

Statement of Financial Position

As at 31 December 2019

	Notes	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Current Assets				
Cash and Cash Equivalents	9	158,964	250,620	194,467
Accounts Receivable	10	250,975	169,500	266,903
GST Receivable		19,669	33,000	33,468
Prepayments		22,410	12,500	12,542
Inventories	11	776	700	716
Investments	12	211,013	106,000	106,674
		<u>663,807</u>	<u>572,320</u>	<u>614,770</u>
Current Liabilities				
Accounts Payable	14	307,919	264,400	264,789
Revenue Received in Advance	15	54,067	24,000	25,002
Provision for Cyclical Maintenance	16	39,868	18,257	31,560
Finance Lease Liability - Current Portion	17	32,008	28,462	29,055
Funds Held for Capital Works Projects	18	12,093	18,000	18,818
		<u>445,955</u>	<u>353,119</u>	<u>369,224</u>
Working Capital Surplus/(Deficit)		217,852	219,201	245,546
Non-current Assets				
Property, Plant and Equipment	13	1,885,465	1,893,385	1,893,385
Capital Works In Progress		17,524	-	-
		<u>1,902,989</u>	<u>1,893,385</u>	<u>1,893,385</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	16	107,372	88,000	85,884
Finance Lease Liability	17	17,503	11,460	39,921
		<u>124,875</u>	<u>99,460</u>	<u>125,805</u>
Net Assets		<u>1,995,966</u>	<u>2,013,126</u>	<u>2,013,126</u>
Equity	24	<u>1,995,966</u>	<u>2,013,126</u>	<u>2,013,126</u>

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

Blockhouse Bay Primary School

Statement of Cash Flows

For the year ended 31 December 2019

	Note	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Cash flows from Operating Activities				
Government Grants		1,044,323	1,038,735	1,022,898
Locally Raised Funds		222,164	113,992	193,680
International Students		92,260	90,337	70,370
Goods and Services Tax (net)		13,799	468	(8,881)
Payments to Employees		(625,402)	(509,978)	(593,982)
Payments to Suppliers		(497,683)	(448,935)	(502,277)
Cyclical Maintenance Payments in the year		(22,785)	-	(11,245)
Interest Paid		(4,920)	(4,500)	(4,271)
Interest Received		6,930	5,232	3,018
Net cash from Operating Activities		228,686	285,351	169,310
Cash flows from Investing Activities				
Proceeds from Sale of PPE (and Intangibles)		-	-	(9,430)
Purchase of PPE (and Intangibles)		(132,612)	(200,000)	(73,784)
Purchase of Investments		(104,338)	-	(2,787)
Proceeds from Sale of Investments		-	674	-
Net cash from Investing Activities		(236,950)	(199,326)	(86,001)
Cash flows from Financing Activities				
Finance Lease Payments		(45,631)	(29,054)	(11,564)
Loans Received / Repayment of Loans		-	-	(5,939)
Funds Held for Capital Works Projects		18,392	(818)	(64,447)
Net cash from Financing Activities		(27,239)	(29,872)	(81,950)
Net Increase/(decrease) in cash and cash equivalents		(35,503)	56,153	1,359
Cash and cash equivalents at the beginning of the year	9	194,467	194,467	193,108
Cash and cash equivalents at the end of the year	9	158,964	250,620	194,467

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.

Blockhouse Bay Primary School

Notes to the Financial Statements

For the year ended 31 December 2019

1. Statement of Accounting Policies

Reporting Entity

Blockhouse Bay Primary 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.

Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2019 to 31 December 2019 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".

Standard Early Adopted

In line with the Financial Statements of the Government, the School has elected to early adopt PBE IFRS 9 Financial Instruments. PBE IFRS 9 replaces PBE IPSAS 29 Financial Instruments: Recognition and Measurement. Information about the adoption of PBE IFRS 9 is provided in Note 27.

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 13.

Blockhouse Bay Primary School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

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 carry forward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

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.

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.

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.

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.

Blockhouse Bay Primary School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

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.

Accounts Receivable

Short-term receivables are recorded at the amount due, less an allowance for credit losses. The school applies the simplified expected credit loss model of recognising lifetime expected credit losses for receivables. In measuring expected credit losses, short-term receivables have been assessed on a collective basis as they possess shared credit risk characteristics. They have been grouped based on the days past due. Short-term receivables are written off when there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include the debtor being in liquidation.

Prior Year Policy

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.

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.

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.

Prior Year Policy

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.

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards. Share investments are recognised initially by the School at fair value plus transaction costs. At balance date the School has assessed whether there is any evidence that an investment is impaired. Any impairment, gains or losses are recognised in the Statement of Comprehensive Revenue and Expense.

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 under Schedule 6 Section 28 of the Education Act 1989 in relation to the acquisition of investment securities.

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.

Blockhouse Bay Primary School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

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 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:

Buildings - School	40 years
Furniture and equipment	5-40 years
Information and communication technology	4-5 years
Leased assets held under a Finance Lease	3 years
Library resources	12.5% Diminishing value

Impairment of property, plant, and equipment

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 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.

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.

Blockhouse Bay Primary School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

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.

Revenue Received In Advance

Revenue received in advance relates to fees received from international students, pool key bonds and hall bonds 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 this revenue received in advance, should the School be unable to provide the services to which they relate.

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

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).

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.

Investments that are shares are categorised as "available for sale" 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.

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 Statement of Cash Flows.

Commitments and contingencies are disclosed exclusive of GST.

Budget Figures

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

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.

Blockhouse Bay Primary School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

2 Government Grants

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Operational Grants	762,370	751,723	764,414
Teachers' Salaries Grants	2,563,758	2,200,000	2,467,249
Use of Land and Buildings Grants	1,378,745	1,199,621	1,191,397
Resource Teachers Learning and Behaviour Grants	3,000	2,550	7,372
Other MoE Grants	229,874	187,000	261,451
Other Government Grants	34,066	500	-
	4,971,813	4,341,394	4,691,883

3 Locally Raised Funds

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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Revenue			
Donations	99,520	93,000	102,623
Activities	52,083	8,800	20,215
Trading	8,339	1,500	49,278
Fundraising	39,272	1,000	31,344
Other Revenue	10,852	10,000	10,237
	210,066	114,300	213,697
Expenses			
Activities	53,112	-	19,939
Trading	8,704	-	59,723
Fundraising (Costs of Raising Funds)	6,271	-	13,171
	68,087	-	92,833
	141,979	114,300	120,864

Surplus/ (Deficit) for the year Locally Raised Funds

4 International Student Revenue and Expenses

	2019 Actual Number	2019 Budget (Unaudited) Number	2018 Actual Number
International Student Roll	2	0	4
Revenue			
International Student Fees	69,262	91,000	112,570
Expenses			
Commissions	5,366	12,000	11,471
International Student Levy	1,090	2,500	4,807
	6,456	14,500	16,278
	62,806	76,500	96,292

Surplus/ (Deficit) for the year International Students

Blockhouse Bay Primary School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

5 Learning Resources

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Curricular	54,990	63,750	66,787
Information and Communication Technology	17,516	27,600	39,922
Library Resources	1,524	1,700	1,975
Employee Benefits - Salaries	2,926,136	2,454,998	2,882,332
Staff Development	28,331	27,225	20,943
	<u>3,028,497</u>	<u>2,575,273</u>	<u>3,011,959</u>

An overseas trip to Melbourne Australia was completed during the year by Neil Robinson and Felicity Davis for the National Future School Expo. This trip was fully funded by the school with total expenses as follows:

- Conference fees \$2,311
- Flights (economy) \$1,269
- Accommodation \$1,122
- Travel Insurance \$51
- It was noted that no transport or food claims were made

The purpose of the conference: The National Future Schools Expo and Conference was being held in Melbourne in March 2019. It brings together the world's most foremost education and school management thought leaders with educators mostly from Australia and New Zealand.

The benefits which were gained by the school included: If Blockhouse Bay School is to remain at the forefront of educational thinking, we need to be sending our most influential leaders to world quality learning opportunities. Our plan is to send Principal Neil Robinson and Felicity Davis who in 2019, will lead the implementation of the Digital Technology Curriculum and Collaborative Teaching.

6 Administration

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Audit Fee	6,419	7,000	6,364
Board of Trustees Fees	3,920	5,500	5,510
Board of Trustees Expenses	19,588	16,600	16,224
Communication	6,014	6,600	6,345
Consumables	18,677	19,200	18,926
Operating Lease	8,768	8,700	8,534
Other	28,367	22,300	22,544
Employee Benefits - Salaries	205,342	198,600	193,999
Insurance	10,375	8,000	9,030
Service Providers, Contractors and Consultancy	8,511	8,000	7,666
	<u>315,981</u>	<u>300,500</u>	<u>295,142</u>

7 Property

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Caretaking and Cleaning Consumables	16,477	16,800	19,438
Consultancy and Contract Services	53,795	53,600	110,379
Cyclical Maintenance Expense	52,581	30,000	(1,359)
Grounds	18,571	24,600	23,352
Heat, Light and Water	38,948	40,300	44,069
Repairs and Maintenance	32,068	24,000	22,118
Use of Land and Buildings	1,378,745	1,199,621	1,191,397
Security	10,757	12,000	11,887
Employee Benefits - Salaries	52,658	56,000	-
	<u>1,654,600</u>	<u>1,456,921</u>	<u>1,421,281</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 nationwide revaluation exercise that is conducted every 30 June for the Ministry of Education's year end reporting purposes.

Blockhouse Bay Primary School
Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

8 Depreciation

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Buildings - School	36,907	36,580	36,901
Furniture and Equipment	95,092	96,520	91,965
Information and Communication Technology	29,099	28,420	49,637
Leased Assets	30,296	38,180	20,407
Library Resources	3,466	300	3,521
	<u>194,860</u>	<u>200,000</u>	<u>202,431</u>

9 Cash and Cash Equivalents

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Cash on Hand	-	-	-
Bank Current Account	68,815	84,620	28,245
Bank Call Account	150	166,000	166,222
Short-term Bank Deposits	89,999	-	-
Cash and cash equivalents for Cash Flow Statement	<u>158,964</u>	<u>250,620</u>	<u>194,467</u>

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

Of the \$158,964 Cash and Cash Equivalents, \$12,093 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2020 on Crown owned school buildings under the School's Five Year Property Plan.

10 Accounts Receivable

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Receivables	-	6,000	6,031
Receivables from the Ministry of Education	71,845	-	96,962
Interest Receivable	3,269	1,500	1,732
Teacher Salaries Grant Receivable	175,861	162,000	162,178
	<u>250,975</u>	<u>169,500</u>	<u>266,903</u>
Receivables from Exchange Transactions	3,269	7,500	7,763
Receivables from Non-Exchange Transactions	247,706	162,000	259,140
	<u>250,975</u>	<u>169,500</u>	<u>266,903</u>

11 Inventories

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Stationery	776	700	716
	<u>776</u>	<u>700</u>	<u>716</u>

12 Investments

The School's investment activities are classified as follows:

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Current Asset			
Short-term Bank Deposits	211,013	106,000	106,674
Total Investments	<u>211,013</u>	<u>106,000</u>	<u>106,674</u>

Blockhouse Bay Primary School
Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

13 Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Buildings	1,069,857	2,940	-	-	(36,907)	1,035,890
Furniture and Equipment	686,048	108,806	-	-	(95,092)	699,762
Information and Communication Technology	45,406	60,963	-	-	(29,099)	77,270
Leased Assets	67,424	11,151	-	-	(30,296)	48,279
Library Resources	24,650	6,448	(3,368)	-	(3,466)	24,264
Balance at 31 December 2019	1,893,385	190,308	(3,368)	-	(194,860)	1,885,465

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Buildings	1,478,979	(443,089)	1,035,890
Furniture and Equipment	1,750,214	(1,050,452)	699,762
Information and Communication Technology	312,464	(235,194)	77,270
Leased Assets	105,365	(57,086)	48,279
Library Resources	81,520	(57,256)	24,264
Balance at 31 December 2019	3,728,542	(1,843,077)	1,885,465

The Board considers that no assets have suffered an impairment during the year.

The net carrying value of equipment held under a finance lease is \$48,279 (2018: \$67,424).

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2018	\$	\$	\$	\$	\$	\$
Buildings	1,106,758	-	-	-	(36,901)	1,069,857
Furniture and Equipment	706,699	72,822	(1,508)	-	(91,965)	686,048
Information and Communication Technology	94,002	4,408	(3,367)	-	(49,637)	45,406
Leased Assets	7,367	80,464	-	-	(20,407)	67,424
Library Resources	26,742	5,984	(4,555)	-	(3,521)	24,650
Balance at 31 December 2018	1,941,568	163,678	(9,430)	-	(202,431)	1,893,385

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018	\$	\$	\$
Buildings	1,476,039	(406,182)	1,069,857
Furniture and Equipment	1,641,409	(955,361)	686,048
Information and Communication Technology	251,500	(206,094)	45,406
Leased Assets	94,214	(26,790)	67,424
Library Resources	86,948	(62,298)	24,650
Balance at 31 December 2018	3,550,110	(1,656,725)	1,893,385

Blockhouse Bay Primary School
Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

14 Accounts Payable

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Operating Creditors	35,179	65,000	64,831
Accruals	6,555	6,500	6,500
Capital Accruals for PPE Items	64,068	-	-
Employee Entitlements - Salaries	190,278	183,000	183,637
Employee Entitlements - Leave Accrual	11,839	9,900	9,821
	<u>307,919</u>	<u>264,400</u>	<u>264,789</u>
Payables for Exchange Transactions	307,919	264,400	264,789
	<u>307,919</u>	<u>264,400</u>	<u>264,789</u>

The carrying value of payables approximates their fair value.

15 Revenue Received In Advance

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
International Student Fees	38,661	10,000	10,663
Other	20,406	14,000	14,339
	<u>54,067</u>	<u>24,000</u>	<u>25,002</u>

16 Provision for Cyclical Maintenance

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Provision at the Start of the Year	117,444	117,444	130,049
Increase/(decrease) to the Provision During the Year	52,581	30,000	(1,359)
Use of the Provision During the Year	(22,785)	(41,187)	(11,246)
Provision at the End of the Year	<u>147,240</u>	<u>106,257</u>	<u>117,444</u>
Cyclical Maintenance - Current	39,868	18,257	31,560
Cyclical Maintenance - Term	107,372	88,000	85,884
	<u>147,240</u>	<u>106,257</u>	<u>117,444</u>

17 Finance Lease Liability

The school has entered into a number of finance lease agreements for laptops. Minimum lease payments payable (Includes Interest portion):

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
No Later than One Year	34,867	28,462	33,547
Later than One Year and no Later than Five Years	18,204	11,460	42,810
	<u>53,071</u>	<u>39,922</u>	<u>75,857</u>

Blockhouse Bay Primary School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

18 Funds Held for Capital Works Projects

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

	2019	Opening Balances	Receipts from MoE	Payments	BOT Contribution/ (Write-off to R&M)	Closing Balances
		\$	\$	\$		\$
Refurbishment Bk 1	<i>In progress</i>	12,093	-	-	-	12,093
Re-roof R21 Classroom	<i>In progress</i>	(42,405)	-	23,624	-	(66,029)
Historic Block Roofing	<i>In progress</i>	(51,655)	68,166	16,511	-	-
Heat Pump & Boiler	<i>In progress</i>	5,807	548	6,355	-	-
Subsidence Project	<i>In progress</i>	(2,902)	33,003	35,917	-	(5,816)
PAC Floor	<i>In progress</i>	918	-	918	-	-
Totals		(78,144)	101,717	83,325	-	(59,752)

Represented by:

Funds Held on Behalf of the Ministry of Education	12,093
Funds Due from the Ministry of Education	(71,845)
	<u>(59,752)</u>

	2018	Opening Balances	Receipts from MoE	Payments	BOT Contribution/ (Write-off to R&M)	Closing Balances
		\$	\$	\$	\$	\$
Swimming Pool Fence	<i>Completed</i>	(707)	-	-	(707)	-
Refurbishment Bk 1	<i>In progress</i>	12,093	-	-	-	12,093
Re-roof R21 Classroom	<i>In progress</i>	(25,083)	594,260	611,582	-	(42,405)
Historic Block Roofing	<i>In progress</i>	-	-	51,655	-	(51,655)
Heat Pump & Boiler	<i>In progress</i>	-	66,566	60,759	-	5,807
Subsidence Project	<i>In progress</i>	-	-	2,902	-	(2,902)
PAC Floor	<i>In progress</i>	-	20,256	19,338	-	918
Totals		(13,697)	681,082	746,236	(707)	(78,144)

19 Related Party Transactions

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

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

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

20 Remuneration

Key management personnel compensation

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

	2019 Actual \$	2018 Actual \$
<i>Board Members</i>		
Remuneration	3,920	5,510
Full-time equivalent members	0.11	-
<i>Leadership Team</i>		
Remuneration	460,304	426,250
Full-time equivalent members	4.00	4.00
Total key management personnel remuneration	464,224	431,760
Total full-time equivalent personnel	4.11	4.00

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:

	2019 Actual \$000	2018 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	170-180	150-160
Benefits and Other Emoluments	0-10	0-10
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2019 FTE Number	2018 FTE Number
100-110	2	1
	2	1

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

21 Compensation and Other Benefits Upon Leaving

There were no compensation or other benefits paid or payable to persons upon leaving.

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

22 Contingencies

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

(Contingent liabilities and assets as at 31 December 2018: nil)

Holidays Act Compliance – schools payroll

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

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

To the extent that any obligation cannot reasonably be quantified at 31 December 2019, a contingent liability for the school may exist.

23 Commitments

(a) Capital Commitments

As at 31 December 2019 the Board has entered into no contract agreements for capital works.

(Capital commitments as at 31 December 2018: nil)

(b) Operating Commitments

As at 31 December 2019 the Board has not entered into new contracts,
- operating lease of a photocopier

No later than One Year

2019 Actual \$	2018 Actual \$
2,638	-
<u>2,638</u>	<u>-</u>

24 Managing Capital

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

Notes to the Financial Statements (cont.)

For the year ended 31 December 2019

25 Financial Instruments

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

	2019	2019	2018
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Financial assets measured at amortised cost (2018: Loans and receivables)			
Cash and Cash Equivalents	158,964	250,620	194,467
Receivables	250,975	169,500	266,903
Investments - Term Deposits	211,013	106,000	106,674
Total Financial assets measured at amortised cost	620,952	526,120	568,044
Financial liabilities measured at amortised cost			
Payables	307,919	264,400	264,789
Finance Leases	49,511	39,922	68,976
Total Financial Liabilities Measured at Amortised Cost	357,430	304,322	333,765

26 Events After Balance Date

On March 11, 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March, New Zealand increased its COVID-19 alert level to level 4 and a nationwide lockdown commenced. As part of this lockdown all schools were closed. Subsequently all schools and kura reopened on the 18th of May 2020.

At the date of issuing the financial statements, the school has been able to absorb the majority of the impact from the nationwide lockdown as it was decided to start the annual Easter School holidays early. In the periods the school is open for tuition, the school has switched to alternative methods of delivering the curriculum, so students can learn remotely.

At this time the full financial impact of the COVID-19 pandemic is not able to be determined, but it is not expected to be significant to the school. The school will continue to receive funding from the Ministry of Education, even while closed.

27 Adoption of PBE IFRS 9 Financial Instruments

In accordance with the transitional provisions of PBE IFRS 9, the school has elected not to restate the information for previous years to comply with PBE IFRS 9. Adjustments arising from the adoption of PBE IFRS 9 are recognised in opening equity at 1 January 2019. Accounting policies have been updated to comply with PBE IFRS 9. The main updates are:

- Note 10 Receivables: This policy has been updated to reflect that the impairment of short-term receivables is now determined by applying an expected credit loss model.
- Note 12 Investments: Term deposits: This policy has been updated to explain that a loss allowance for expected credit losses is recognised only if the estimated loss allowance is not trivial.

Upon transition to PBE IFRS9 there were no material adjustments to these financial statements



INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF BLOCKHOUSE BAY PRIMARY SCHOOL'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

The Auditor-General is the auditor of Blockhouse Bay Primary School (the School). The Auditor-General has appointed me, Melissa Youngson, using the staff and resources of Deloitte Limited, to carry out the audit of the financial statements of the School on his behalf.

Opinion

We have audited the financial statements of Blockhouse Bay Primary School on pages 2 to 19, that comprise the statement of financial position as at 31 December 2019, 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 2019; 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 02 June 2020. This is the date at which our opinion is expressed.

The basis for our opinion is explained below and we draw your attention to other matters. 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.

Emphasis of Matter – COVID-19

Without modifying our opinion, we draw attention to the disclosures in note 26 on page 19 which outline the possible effects of the Alert Level 4 lockdown as a result of the COVID-19 pandemic.

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.

Deloitte.

- 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 arises from the Public Audit Act 2001.

Other information

The Board of Trustees is responsible for the other information. The other information comprises the information including List of Board of Trustees, Statement of Responsibility, Analysis of Variance Report and KiwiSport Report, but does not include the financial statements, and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the School in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International 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.



Melissa Youngson

Partner
for Deloitte Limited
On behalf of the Auditor-General
Hamilton, New Zealand