

# **HAURAKI PLAINS COLLEGE**

## **ANNUAL REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2020**



# HAURAKI PLAINS COLLEGE

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### School Directory

**Ministry Number:** 112

**Principal:** Ngaire Harris

**School Address:** 2 Kaihere Road, Ngatea

**School Postal Address:** P O Box 44, Ngatea

**School Phone:** 07 8677029

**School Email:** [exec@haurakiplains.school.nz](mailto:exec@haurakiplains.school.nz)

#### Members of the Board of Trustees

Name	Position	How Position Gained	Term Expired/ Expires
Andrew Gordon	Chair Person	Re-elected	Jun-22
Ngaire Harris	Principal	ex Officio	
Roger Hunter	Parent Rep	Co-opted	Jun-22
Penny Buchanan	Parent Rep	Elected	Jun-22
Anita Llewellyn	Parent Rep	Elected	Jun-22
Simon Main	Parent Rep	Elected	Jun-22
Stephen Morrison	Parent Rep	Elected	Jun-22
Ian Clark	Staff Rep	Elected	Jun-22
Morgan Harris	Student Rep	Elected	Sep-21
Molly Smith-Soppet	Student Rep	Re-elected	Sep-20

#### Accountant / Service Provider:

The  
**SchoolOffice**  
all things financial for schools

#### Auditor:

Owen McLeod & Co Chartered Accountants & Auditors

# HAURAKI PLAINS COLLEGE

Annual Report - For the year ended 31 December 2020

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# Hauraki Plains College

## 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.

Andrew Goredon

Full Name of Board Chairperson

PP A Mami Deputy Chair

Signature of Board Chairperson

20/4/21

Date:

Ngairi Jean Harris

Full Name of Principal

Ngairi Jean Harris

Signature of Principal

20/4/2021

Date:

# Hauraki Plains College

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
<b>Revenue</b>				
Government Grants	2	8,150,122	7,731,725	7,374,303
Locally Raised Funds	3	713,022	652,835	994,015
Interest income		20,400	20,000	33,669
International Students	4	86,487	74,000	88,477
		<u>8,970,031</u>	<u>8,478,560</u>	<u>8,490,464</u>
<b>Expenses</b>				
Locally Raised Funds	3	422,883	278,000	570,314
International Students	4	44,041	45,000	46,310
Learning Resources	5	5,998,100	6,037,265	5,699,748
Administration	6	456,972	418,700	364,858
Finance		4,326	-	6,082
Property	7	1,494,038	1,533,125	1,742,729
Depreciation	8	377,572	-	383,176
Loss on Disposal of Property, Plant and Equipment		594	-	1,344
		<u>8,798,526</u>	<u>8,312,090</u>	<u>8,814,561</u>
<b>Net Surplus / (Deficit) for the year</b>		171,505	166,470	(324,097)
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u>171,505</u>	<u>166,470</u>	<u>(324,097)</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.



# Hauraki Plains College

## 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>2,622,019</u>	<u>2,622,019</u>	<u>2,976,326</u>
Total comprehensive revenue and expense for the year		171,505	166,470	(324,097)
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		-	-	23,700
Contribution - School Building		(24,019)	-	(53,910)
<b>Equity at 31 December</b>	27	<u>2,769,505</u>	<u>2,788,489</u>	<u>2,622,019</u>
Retained Earnings		2,374,307	2,393,291	2,226,821
Reserves		395,198	395,198	395,198
<b>Equity at 31 December</b>		<u>2,769,505</u>	<u>2,788,489</u>	<u>2,622,019</u>

### Reserved Equity

Reserved equity comprises funds that have been received by the School for a specific purpose. The School guarantees to hold sufficient monies to enable the funds to be used for their intended purpose at any time.

The school is not required to repay these funds, however,

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Douglas Scholarship	372,572	372,572	372,572
Prizegiving Trust	<u>22,626</u>	<u>22,626</u>	<u>22,626</u>
	<u>395,198</u>	<u>395,198</u>	<u>395,198</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.



# Hauraki Plains College

## Statement of Financial Position

As at 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Current Assets</b>				
Cash and Cash Equivalents	9	219,691	25,087	19,356
Accounts Receivable	10	474,477	519,296	519,296
GST Receivable		74,487	28,782	28,782
Prepayments		14,251	5,253	5,253
Inventories	11	157,775	183,275	183,275
Investments	12	787,766	237,595	767,595
		<u>1,728,447</u>	<u>999,288</u>	<u>1,523,557</u>
<b>Current Liabilities</b>				
Accounts Payable	14	632,723	450,506	450,506
Borrowings - Due in one year	15	33,516	-	-
Revenue Received in Advance	16	59,152	131,785	131,785
Provision for Cyclical Maintenance	17	-	89,798	89,798
Painting Contract Liability - Current Portion	18	76,044	-	-
Finance Lease Liability - Current Portion	19	25,178	19,866	32,861
Funds held in Trust	20	25,739	34,526	34,526
		<u>852,352</u>	<u>726,481</u>	<u>739,476</u>
<b>Working Capital Surplus/(Deficit)</b>		876,095	272,807	784,081
<b>Non-current Assets</b>				
Investments	12	93,666	-	90,473
Property, Plant and Equipment	13	2,183,642	2,517,780	2,159,838
		<u>2,277,308</u>	<u>2,517,780</u>	<u>2,250,311</u>
<b>Non-current Liabilities</b>				
Borrowings	15	134,064	-	-
Provision for Cyclical Maintenance	17	41,174	-	390,409
Painting Contract Liability	18	198,341	-	-
Finance Lease Liability	19	10,319	2,098	21,964
		<u>383,898</u>	<u>2,098</u>	<u>412,373</u>
<b>Net Assets</b>		<u>2,769,505</u>	<u>2,788,489</u>	<u>2,622,019</u>
<b>Equity</b>	27	<u>2,769,505</u>	<u>2,788,489</u>	<u>2,622,019</u>

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



# Hauraki Plains College

## Statement of Cash Flows

For the year ended 31 December 2020

	Note	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
<b>Cash flows from Operating Activities</b>				
Government Grants		2,361,930	1,964,858	1,977,855
Locally Raised Funds		851,519	589,063	930,243
International Students		20,357	58,364	72,841
Goods and Services Tax (net)		(45,705)	21,052	21,052
Funds Administered on Behalf of Third Parties		(8,787)	14,366	14,366
Payments to Employees		(971,488)	(912,931)	(863,298)
Payments to Suppliers		(1,698,364)	(1,603,539)	(2,035,411)
Cyclical Maintenance Payments in the year		(14,732)	(280,202)	-
Interest Paid		(4,326)	-	(6,082)
Interest Received		23,864	16,246	29,915
<b>Net cash from/(to) Operating Activities</b>		<b>514,268</b>	<b>(132,723)</b>	<b>141,481</b>
<b>Cash flows from Investing Activities</b>				
Purchase of Property Plant & Equipment (and Intangibles)		(385,452)	(164,440)	(236,466)
Purchase of Investments		(23,364)	(33,804)	73,632
<b>Net cash from/(to) Investing Activities</b>		<b>(408,816)</b>	<b>(198,244)</b>	<b>(162,834)</b>
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		-	-	23,700
Finance Lease Payments		(24,678)	(6,647)	(22,941)
Painting contract payments		(24,000)	(54,000)	(54,000)
Loans Received/ Repayment of Loans		167,580	-	-
Funds Held for Capital Works Projects		(24,019)	-	(136,185)
<b>Net cash from/(to) Financing Activities</b>		<b>94,883</b>	<b>(60,647)</b>	<b>(189,426)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>200,335</b>	<b>(391,614)</b>	<b>(210,779)</b>
Cash and cash equivalents at the beginning of the year	9	19,356	416,701	230,135
<b>Cash and cash equivalents at the end of the year</b>	<b>9</b>	<b>219,691</b>	<b>25,087</b>	<b>19,356</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 Statement of Cash Flows should be read in conjunction with the accompanying notes which form part of these financial statements.





# Hauraki Plains College

## Notes to the Financial Statements

### For the year ended 31 December 2020

#### 1. Statement of Accounting Policies

##### **a) Reporting Entity**

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

##### **b) Basis of Preparation**

###### **Reporting Period**

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

###### **Basis of Preparation**

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

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

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

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

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

###### **Measurement Base**

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

###### **Presentation Currency**

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

###### **Specific Accounting Policies**

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

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

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

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



#### *Cyclical maintenance*

A school recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's long term maintenance plan which is prepared as part of its 10 Year Property Planning process. During the year, the Board assesses the reasonableness of its 10 Year Property Plan on which the provision is based. Cyclical maintenance is disclosed at note 17.

#### *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.

#### **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.

### **c) Revenue Recognition**

#### **Government Grants**

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

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

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

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

#### **Other Grants**

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

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

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

#### **Interest Revenue**

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

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

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

### **e) Finance Lease Payments**

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



#### **f) Cash and Cash Equivalents**

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

#### **g) Accounts Receivable**

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

#### **h) Inventories**

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

#### **i) Investments**

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

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

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

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

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

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

#### **Finance Leases**

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

#### **Depreciation**

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

The estimated useful lives of the assets are:

Building improvements to Crown Owned Assets	50 years
Furniture and equipment	15 years
Information and communication technology	5 years
Motor vehicles	5-7 years
Electronic Equipment	5-10 years
Minor Equipment	10 years
Plant & Machinery	10 years
Sports Equipment	5-10 years
Textbooks	10 years
Leased assets held under a Finance Lease	Term of Lease
Library resources	12.5% Diminishing value



**k) Impairment of property, plant, and equipment and intangible assets**

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

**Non cash generating assets**

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

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

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

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

**l) Accounts Payable**

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

**m) Employee Entitlements****Short-term employee entitlements**

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

**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.

**n) Revenue Received in Advance**

Revenue received in advance relates to fees received from international 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.

**o) 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.

**p) Provision for Cyclical Maintenance**

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

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



**q) Financial Instruments**

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

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

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

**r) Borrowings**

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

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

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

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

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

Commitments and contingencies are disclosed exclusive of GST.

**t) Budget Figures**

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

**u) Services received in-kind**

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





## 2. Government Grants

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Operational Grants	2,025,107	1,893,792	1,690,128
Teachers' Salaries Grants	4,813,819	4,758,974	4,362,319
Use of Land and Buildings Grants	976,800	976,800	1,003,036
Resource Teachers Learning and Behaviour Grants	11,957	7,000	12,197
Other MoE Grants	153,742	10,000	197,003
Other Government Grants	168,697	85,159	109,620
	<b>8,150,122</b>	<b>7,731,725</b>	<b>7,374,303</b>

The school has opted in to the donations scheme for this year. Total amount received was \$113,700.

Other MOE Grants total includes additional COVID-19 funding totalling \$25,391 for the year ended 31 December 2020.

## 3. Locally Raised Funds

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

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
<b>Revenue</b>			
Donations	156,001	110,000	171,769
Activities	118,260	10,000	224,609
Trading	256,335	286,000	295,771
Fundraising	8,021	150,000	7,219
Other Revenue	174,405	96,835	294,647
	<b>713,022</b>	<b>652,835</b>	<b>994,015</b>
<b>Expenses</b>			
Activities	161,263	2,000	309,493
Trading	240,141	270,000	250,137
Fundraising (Costs of Raising Funds)	5,733	-	4,595
Other Locally Raised Funds Expenditure	15,746	6,000	6,089
	<b>422,883</b>	<b>278,000</b>	<b>570,314</b>
<b>Surplus/ (Deficit) for the year Locally raised funds</b>	<b>290,139</b>	<b>374,835</b>	<b>423,701</b>



#### 4. International Student Revenue and Expenses

International Student Roll

	2020 Actual Number 8	2020 Budget (Unaudited) Number 6	2019 Actual Number 8
<b>Revenue</b>			
International Student Fees	\$ 86,487	\$ 74,000	\$ 88,477
<b>Expenses</b>			
Commissions	9,861	10,000	11,191
International Student Levy	2,793	2,000	1,358
Employee Benefit - Salaries	28,118	31,000	31,318
Other Expenses	3,269	2,000	2,443
	44,041	45,000	46,310
<i>Surplus/ (Deficit) for the year International Students</i>	42,446	29,000	42,167

#### 5. Learning Resources

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Curricular	632,933	661,187	708,710
Equipment Repairs	3,299	-	1,437
Information and Communication Technology	101,521	134,730	113,895
Employee Benefits - Salaries	5,241,611	5,206,348	4,841,768
Staff Development	18,736	35,000	33,938
	5,998,100	6,037,265	5,699,748

#### 6. Administration

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Audit Fee	7,100	7,500	7,000
Board of Trustees Fees	6,070	5,700	4,050
Board of Trustees Expenses	6,442	-	22,614
Communication	24,468	17,000	18,090
Consumables	2,821	3,500	4,577
Other	20,444	22,500	21,865
Employee Benefits - Salaries	373,914	345,000	270,022
Insurance	15,713	17,000	16,140
Service Providers, Contractors and Consultancy	-	500	500
	456,972	418,700	364,858



## 7. Property

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Caretaking and Cleaning Consumables	144,001	133,000	136,764
Consultancy and Contract Services	5,926	-	16,329
Cyclical Maintenance Provision	84	100,000	210,207
Grounds	2,579	5,000	4,943
Heat, Light and Water	67,124	81,600	83,737
Rates	12,422	9,500	12,091
Repairs and Maintenance	181,852	122,225	173,091
Use of Land and Buildings	976,800	976,800	1,003,036
Security	5,108	5,000	9,579
Employee Benefits - Salaries	98,142	100,000	92,952
	<u>1,494,038</u>	<u>1,533,125</u>	<u>1,742,729</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.

## 8. Depreciation

	2020	2020 Budget	2019
	Actual	(Unaudited)	Actual
	\$	\$	\$
Buildings - School	21,881	-	21,880
Building Improvements - Crown	279	-	-
Furniture and Equipment	28,586	-	26,591
Information and Communication Technology	103,209	-	104,077
Motor Vehicles	46,634	-	48,357
Electronic Equipment	32,529	-	38,689
Minor & Music Equipment	4,143	-	4,277
Plant & Machinery	36,298	-	35,904
Sports Equipment	40,841	-	39,526
Textbooks	14,758	-	16,303
Leased Assets	35,266	-	34,226
Library Resources	3,074	-	3,272
Furnishings	138	-	138
School House Assets	3,260	-	3,260
Turf	6,676	-	6,676
	<u>377,572</u>	<u>-</u>	<u>383,176</u>





## 9. Cash and Cash Equivalents

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash on Hand	120	120	120
Bank Current Account	196,707	2,118	(3,613)
Bank Call Account	22,864	22,849	22,849
Cash and cash equivalents for Statement of Cash Flows	219,691	25,087	19,356

## 10. Accounts Receivable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Receivables	-	145,000	145,000
Receivables from the Ministry of Education	-	9,520	9,520
Interest Receivable	7,547	11,011	11,011
Banking Staffing Underuse	71,925	30,055	30,055
Teacher Salaries Grant Receivable	395,005	323,710	323,710
	474,477	519,296	519,296
Receivables from Exchange Transactions	7,547	156,011	156,011
Receivables from Non-Exchange Transactions	466,930	363,285	363,285
	474,477	519,296	519,296

## 11. Inventories

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Stationery	15,533	8,570	8,570
School Uniforms	142,242	174,705	174,705
	157,775	183,275	183,275

## 12. Investments

The School's investment activities are classified as follows:

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Current Asset			
Short-term Bank Deposits	787,766	237,595	767,595
Non-current Asset			
Long-term Bank Deposits	93,666	-	90,473
Total Investments	881,432	237,595	858,068



### 13. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Buildings - School	849,453	-	-	-	(21,881)	827,572
Building Improvements - Crown	-	167,580	-	-	(279)	167,301
Furniture and Equipment	234,093	15,077	-	-	(28,586)	220,584
Information and Communication Technology	220,560	82,323	-	-	(103,209)	199,674
Motor Vehicles	106,757	43,448	-	-	(46,634)	103,571
Electronic Equipment	72,783	30,122	-	-	(32,529)	70,376
Minor & Music Equipment	21,719	1,793	-	-	(4,143)	19,369
Plant & Machinery	171,470	14,686	-	-	(36,298)	149,858
Sports Equipment	109,532	20,524	-	-	(40,841)	89,215
Textbooks	59,090	7,617	-	-	(14,758)	51,949
Leased Assets	50,669	16,518	-	-	(35,266)	31,921
Library Resources	22,902	2,282	(594)	-	(3,074)	21,516
Furnishings	1,797	-	-	-	(138)	1,659
School House Assets	113,285	-	-	-	(3,260)	110,025
Turf	125,728	-	-	-	(6,676)	119,052
<b>Balance at 31 December 2020</b>	<b>2,159,838</b>	<b>401,970</b>	<b>(594)</b>	<b>-</b>	<b>(377,572)</b>	<b>2,183,642</b>

The net carrying value of equipment held under a finance lease is **\$31,921 (2019: \$50,669)**

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Buildings - School	1,098,661	(271,089)	827,572
Building Improvements - Crown	167,580	(279)	167,301
Furniture and Equipment	549,739	(329,155)	220,584
Information and Communication Technology	1,134,262	(934,588)	199,674
Motor Vehicles	446,958	(343,387)	103,571
Electronic Equipment	557,859	(487,483)	70,376
Minor & Music Equipment	90,089	(70,720)	19,369
Plant & Machinery	570,714	(420,856)	149,858
Sports Equipment	311,605	(222,390)	89,215
Textbooks	463,390	(411,441)	51,949
Leased Assets	150,299	(118,378)	31,921
Library Resources	53,345	(31,829)	21,516
Furnishings	2,073	(414)	1,659
School House Assets	163,000	(52,975)	110,025
Turf	133,517	(14,465)	119,052
<b>Balance at 31 December 2020</b>	<b>5,893,091</b>	<b>(3,709,449)</b>	<b>2,183,642</b>



2019	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
Buildings - School	871,333	-	-	-	(21,880)	849,453
Furniture and Equipment	209,331	51,353	-	-	(26,591)	234,093
Information and Communication Technology	225,026	99,611	-	-	(104,077)	220,560
Motor Vehicles	140,619	14,495	-	-	(48,357)	106,757
Electronic Equipment	108,460	3,012	-	-	(38,689)	72,783
Minor & Music Equipment	24,194	1,802	-	-	(4,277)	21,719
Plant & Machinery	198,458	8,916	-	-	(35,904)	171,470
Sports Equipment	99,942	49,116	-	-	(39,526)	109,532
Textbooks	69,914	5,479	-	-	(16,303)	59,090
Leased Assets	75,582	9,313	-	-	(34,226)	50,669
Library Resources	24,836	2,680	(1,342)	-	(3,272)	22,902
Furnishings	1,935	-	-	-	(138)	1,797
School House Assets	116,545	-	-	-	(3,260)	113,285
Turf	132,404	-	-	-	(6,676)	125,728
<b>Balance at 31 December 2019</b>	<b>2,298,579</b>	<b>245,777</b>	<b>(1,342)</b>	<b>-</b>	<b>(383,176)</b>	<b>2,159,838</b>

The net carrying value of equipment held under a finance lease is \$50,669 (2018: \$75,582)

2019	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
Buildings - School	1,098,662	(249,209)	849,453
Furniture and Equipment	534,662	(300,569)	234,093
Information and Communication Technology	1,051,939	(831,379)	220,560
Motor Vehicles	403,510	(296,753)	106,757
Electronic Equipment	527,737	(454,954)	72,783
Minor & Music Equipment	88,296	(66,577)	21,719
Plant & Machinery	556,028	(384,558)	171,470
Sports Equipment	291,080	(181,548)	109,532
Textbooks	455,772	(396,682)	59,090
Leased Assets	144,949	(94,280)	50,669
Library Resources	52,422	(29,520)	22,902
Furnishings	2,073	(276)	1,797
School House Assets	163,000	(49,715)	113,285
Turf	133,517	(7,789)	125,728
<b>Balance at 31 December 2019</b>	<b>5,503,647</b>	<b>(3,343,809)</b>	<b>2,159,838</b>



#### 14. Accounts Payable

	2020	2020 Budget (Unaudited)	2019
	Actual		Actual
	\$	\$	\$
Operating Creditors	171,165	67,464	67,464
Accruals	8,165	8,050	8,050
Employee Entitlements - Salaries	420,301	347,074	347,074
Employee Entitlements - Leave Accrual	33,092	27,918	27,918
	<u>632,723</u>	<u>450,506</u>	<u>450,506</u>

Payables for Exchange Transactions

632,723	450,506	450,506
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<u>632,723</u>	<u>450,506</u>	<u>450,506</u>
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The carrying value of payables approximates their fair value.

#### 15. Borrowings

	2020	2020 Budget (Unaudited)	2019
	Actual		Actual
	\$	\$	\$
Due in One Year	33,516	-	-
Due Beyond One Year	134,064	-	-
	<u>167,580</u>	<u>-</u>	<u>-</u>

The school has borrowings at 31 December 2020 of \$167,580 (31 December 2019 \$Nil). This loan is from the Energy Efficiency & Conservation Authority (EECA) for the purpose of upgrading and replacing existing lighting with LED alternatives. The loan is unsecured, no interest is payable. The loan is repayable in equal quarterly instalments of \$8,379 until November 2025.

#### 16. Revenue Received in Advance

	2020	2020 Budget (Unaudited)	2019
	Actual		Actual
	\$	\$	\$
International Student Fees	22,609	88,739	88,739
Other	36,543	43,046	43,046
	<u>59,152</u>	<u>131,785</u>	<u>131,785</u>



## 17. Provision for Cyclical Maintenance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Provision at the Start of the Year	480,207	480,207	270,000
Increase/ (decrease) to the Provision During the Year	(439,033)	(390,409)	210,207
Provision at the End of the Year	41,174	89,798	480,207
Cyclical Maintenance - Current	-	89,798	89,798
Cyclical Maintenance - Term	41,174	-	390,409
	41,174	89,798	480,207

## 18. Painting Contract Liability

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Current Liability	76,044	-	-
Non Current Liability	198,341	-	-
	274,385	-	-

In 2020 the Board signed an agreement with Carus Ltd (the contractor) for an agreed programme of work covering a ten year period. The programme provides for an interior and exterior repaint of the Ministry owned buildings in 2020, with regular maintenance in subsequent years. The agreement has an annual commitment of \$76,044. The liability is the best estimate of the actual amount of work performed by the contractor for which the contractor has not been paid fully at balance sheet date. The liability has not been adjusted for inflation and the effect of the time value of money.

## 19. 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	25,178	19,866	32,861
No Later than One Year - Interest	1,942	1,500	3,537
Later than One Year and no Later than Five Years	10,319	2,098	21,964
Later than One Year and no Later than Five Years - Interest	701	200	1,063
	38,140	23,664	59,425

## 20. Funds held in Trust

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	25,739	34,526	34,526
	25,739	34,526	34,526

These funds relate to arrangements where the school is acting as an agent. These amounts are not revenue or expenditure of the school and therefore are not included in the Statement of Comprehensive Revenue and Expense.



## 21. Funds Held for Capital Works Projects

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

	2020	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions \$	Closing Balances \$
New Classrooms	<i>completed</i>	-	-	(24,019)	24,019	-
Totals		-	-	(24,019)	24,019	-

### Represented by:

Funds Held on Behalf of the Ministry of Education

Funds Due from the Ministry of Education

-

-

-

	2019	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions \$	Closing Balances \$
New Classrooms	<i>completed</i>	82,275	1,136,974	(1,273,159)	53,910	-
Caretakers House	<i>completed</i>	-	12,812	(14,168)	1,356	-
Totals		82,275	1,149,786	(1,287,327)	55,266	-

### Equity

## 22. 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.



## 23. 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	6,070	4,050
Full-time equivalent members	0.18	0.16
<i>Leadership Team</i>		
Remuneration	508,274	498,245
Full-time equivalent members	4.00	4.00
Total key management personnel remuneration	514,344	502,295
Total full-time equivalent personnel	4.18	4.16

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
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	160 - 170	160 - 170
Benefits and Other Emoluments	0 - 5	-
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	10.00	3.00
110 - 120	2.00	1.00
120 - 130	2.00	
	14.00	4.00

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

## 24. 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	\$0	\$0
Number of People	nil	nil





## 25. 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.

## 26. Commitments

### (a) Capital Commitments

As at 31 December 2020 the Board has no capital commitments.

(Capital commitments at 31 December 2019: \$1,741,235 contract for a 6 classroom block. Project is partially funded by MOE and remainder from BOT - see note 21. The project was complete at balance date with final payments still to be completed)

### (b) Operating Commitments

As at 31 December 2020 the Board has entered into the following contracts:

#### (a) Painting the exterior of the school buildings;

	2020 Actual \$	2019 Actual \$
No later than One Year	30,313	
Later than One Year and No Later than Five Years	121,253	
Later than Five Years	30,313	
	<u>181,879</u>	<u>-</u>

## 27. 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.





## 28. Financial Instruments

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

### Financial assets measured at amortised cost

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash and Cash Equivalents	219,691	25,087	19,356
Receivables	474,477	519,296	519,296
Investments - Term Deposits	881,432	237,595	858,068
Total Financial assets measured at amortised cost	<u>1,575,600</u>	<u>781,978</u>	<u>1,396,720</u>

### Financial liabilities measured at amortised cost

Payables	632,723	450,506	450,506
Borrowings - Loans	167,580	-	-
Finance Leases	35,497	21,964	54,825
Painting Contract Liability	274,385	-	-
Total Financial Liabilities Measured at Amortised Cost	<u>1,110,185</u>	<u>472,470</u>	<u>505,331</u>

## 29. Events After Balance Date

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

## 30. Comparatives

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



# **Hauraki Plains College**

## **Kiwisport Statement**

As at 31 December 2020

Kiwisport is a government funded initiative to support students participation in organised sport. In 2020, the school received Kiwisport funding of \$19,885 excl GST (2019: \$17,981). This funding was used to support a Give It A Go lunchtime programmes for all students.