



## ANNUAL REPORT

**FOR THE YEAR ENDED 31 DECEMBER 2018**

Ministry Number:	6975
Principal:	John Maguire
School Address	35 Champion Road, Richmond, Nelson
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# GARIN COLLEGE

Annual Report - For the year ended 31 December 2018

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# Garin College

## Members of the Board of Trustees

For the year ended 31 December 2018

<b>Name</b>	<b>Position</b>	<b>How Position Gained</b>	<b>Held Until</b>
Nicky McDonald	Chairperson	Elected	May 2019
John Maguire	Principal		
John Pope	Parent Rep	Elected	Apr 2019
Lewis Boyles	Parent Rep	Elected	Aug 2018
Lisa Dunn	Parent Rep	Elected	May 2019
Hans-Peter Froeling	Parent Rep	Elected	
Justine Butler	Staff Rep	Elected	May 2019
Ann Ritchie	Proprietors Rep	Appointed	
Fr Bill Warwick	Proprietors Rep	Appointed	
John Noble	Student Rep	Elected	Oct 2019
Sarah Binns	Proprietors Rep	Appointed	
Jenny van Workum	Parent Rep	Elected	May 2019

# Garin College

## Statement of Responsibility

For the year ended 31 December 2018

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

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

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

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

Nicola McDonald  
Full Name of Board Chairperson

Shirley Maguire  
Full Name of Principal

N. McDonald  
Signature of Board Chairperson

[Signature]  
Signature of Principal

22 / 5 / 19  
Date:

22 / 05 / 2019  
Date:

**Garin College**  
**Statement of Comprehensive Revenue and Expense**  
For the year ended 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Revenue</b>				
Government Grants	2	4,694,162	4,657,027	4,520,556
Locally Raised Funds	3	459,131	324,854	523,419
Use of Land and Buildings Integrated		1,468,415	1,460,000	1,341,086
Interest Earned		42,932	31,000	41,244
Gain on Sale of Property, Plant and Equipment		174	-	-
International Students	4	758,734	582,826	570,684
		<u>7,423,548</u>	<u>7,055,707</u>	<u>6,996,989</u>
<b>Expenses</b>				
Locally Raised Funds	3	366,258	358,976	327,206
International Students	4	467,874	353,274	316,316
Learning Resources	5	4,049,799	4,036,952	4,075,104
Administration	6	399,551	434,432	411,257
Finance Costs		4,071	-	5,222
Property	7	1,895,196	1,826,592	1,702,552
Depreciation	8	96,570	73,000	89,087
Loss on Disposal of Property, Plant and Equipment		4,664	-	2,840
		<u>7,283,983</u>	<u>7,083,226</u>	<u>6,929,584</u>
<b>Net Surplus / (Deficit)</b>		139,565	(27,519)	67,405
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u>139,565</u>	<u>(27,519)</u>	<u>67,405</u>

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



**Garin College**  
**Statement of Changes in Net Assets/Equity**

For the year ended 31 December 2018

	Actual 2018 \$	Budget (Unaudited) 2018 \$	Actual 2017 \$
<b>Balance at 1 January</b>	470,520	470,520	403,115
Total comprehensive revenue and expense for the year	139,565	(27,519)	67,405
<b>Equity at 31 December</b>	610,085	443,001	470,520
Retained Earnings	610,085	443,001	470,520
<b>Equity at 31 December</b>	610,085	443,001	470,520

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



# Garin College

## Statement of Financial Position

As at 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	9	270,698	1,422,519	1,377,038
Accounts Receivable	10	356,307	236,816	236,816
Prepayments		22,117	16,680	16,680
Inventories	11	71,642	54,522	54,522
Investments	12	1,153,132	-	-
		<u>1,873,896</u>	<u>1,730,537</u>	<u>1,685,056</u>
<b>Current Liabilities</b>				
GST Payable		231	21,411	21,411
Accounts Payable	14	336,109	352,636	352,636
Revenue Received in Advance	15	730,023	764,136	764,136
Provision for Cyclical Maintenance	16	19,873	-	-
Finance Lease Liability - Current Portion	17	54,539	20,413	20,413
Funds held in Trust	18	488,107	359,108	359,108
		<u>1,628,882</u>	<u>1,517,704</u>	<u>1,517,704</u>
<b>Working Capital Surplus/(Deficit)</b>		245,014	212,833	167,352
<b>Non-current Assets</b>				
Property, Plant and Equipment	13	617,469	404,863	477,863
		<u>617,469</u>	<u>404,863</u>	<u>477,863</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	16	162,288	153,556	153,556
Finance Lease Liability	17	90,110	21,139	21,139
		<u>252,398</u>	<u>174,695</u>	<u>174,695</u>
<b>Net Assets</b>		<u>610,085</u>	<u>443,001</u>	<u>470,520</u>
<b>Equity</b>		<u>610,085</u>	<u>443,001</u>	<u>470,520</u>

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



**Garin College**  
**Statement of Cash Flows**  
For the year ended 31 December 2018

		2018	2018	2017
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Cash flows from Operating Activities</b>				
Government Grants		1,382,893	1,357,027	1,402,489
Locally Raised Funds		447,721	324,854	589,791
Hostel		-	-	(138,125)
International Students		654,295	582,826	807,104
Goods and Services Tax (net)		(21,180)	-	21,326
Payments to Employees		(877,588)	(880,548)	(1,046,521)
Payments to Suppliers		(1,510,827)	(1,369,678)	(1,467,793)
Cyclical Maintenance Payments in the Year		(58,813)	-	(21,076)
Interest Received		42,932	31,000	41,244
Net cash from / (to) the Operating Activities		59,433	45,481	188,439
<b>Cash flows from Investing Activities</b>				
Purchase of PPE (and Intangibles)		(106,836)	-	(76,172)
Purchase of Investments		(1,153,132)	-	673,474
Net cash from / (to) the Investing Activities		(1,259,968)	-	597,302
<b>Cash flows from Financing Activities</b>				
Finance Lease Payments		(34,804)	-	(23,006)
Painting contract payments		-	-	(25,528)
Funds Administered on Behalf of Third Parties		128,999	-	(3,868)
Net cash from Financing Activities		94,195	-	(52,402)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>(1,106,340)</b>	<b>45,481</b>	<b>733,339</b>
Cash and cash equivalents at the beginning of the year	9	1,377,038	1,377,038	643,699
<b>Cash and cash equivalents at the end of the year</b>	9	<b>270,698</b>	<b>1,422,519</b>	<b>1,377,038</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 omitted.

The above Cash Flow Statement should be read in conjunction with the accompanying notes.





# Garin College

## Notes to the Financial Statements

### 1. Statement of Accounting Policies

For the year ended 31 December 2018

#### 1.1. Reporting Entity

Garin College (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.

#### 1.2. Basis of Preparation

##### **Reporting Period**

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

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

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

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

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

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

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

##### **Measurement Base**

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

##### **Presentation Currency**

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

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

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

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

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

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

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

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 13.



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

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

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

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 16.

#### ***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.

### **1.3. 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.

#### ***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.

Grants for the use of land and buildings are also 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 Proprietor. Use of land and building grants are recorded as income in the period the school uses the land and building.

#### ***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.

### **1.4. Use of Land and Buildings Expense**

The property from which the School operates is owned by the Proprietor. The expense is based on an assumed market rental yield on the land and buildings as used for rating purposes. This is a non-cash expense that is offset by a non-cash grant from the Proprietor.

### **1.5. 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.

### **1.6. 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.



### **1.7. 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.

### **1.8. Accounts Receivable**

Accounts Receivable represents items that the School has issued invoices for or accrued for, but has not received payment for at year end. Receivables are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A receivable is considered uncollectable where there is objective evidence the School will not be able to collect all amounts due. The amount that is uncollectable (the provision for uncollectibility) is the difference between the amount due and the present value of the amounts expected to be collected.

### **1.9. 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.

### **1.10. Investments**

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

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

### **1.11. Property, Plant and Equipment**

Land and buildings owned by the Proprietor 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 Proprietor are recorded at cost, less accumulated depreciation and impairment losses.

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

Property, plant and equipment acquired with individual values under \$500 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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



### **Leased Assets**

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

### **Depreciation**

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

The estimated useful lives of the assets are:

Building & Improvements	40 years
Furniture and equipment	10–20 years
Information and communication technology	4–5 years
Motor vehicles	5 years
Leased Assets	4 years
Library resources	12.5% Diminishing value

### **1.12. 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.

### **1.13. 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.

### **1.14. Employment 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.



### **1.15. 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.

### **1.16. 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.

### **1.17. Provision for Cyclical Maintenance**

The property from which the school operates is owned by the Proprietor. The Board is responsible for maintaining the land, building 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 provisions for cyclical maintenance represents the obligations the Board has to the Proprietor and is based on the Board's ten year property plan (10YPP).

### **1.18. 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, 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.

### **1.19. 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.

### **1.20. Budget Figures**

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

### **1.21. Services received in-kind**

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



## 2. Government Grants

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operational grants	1,231,021	1,141,209	1,060,062
Teachers' salaries grants	3,311,269	3,300,000	3,112,638
Other MoE Grants	135,904	15,000	97,491
Other government grants	15,968	200,818	250,365
	<u>4,694,162</u>	<u>4,657,027</u>	<u>4,520,556</u>

## 3. Locally Raised Funds

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Revenue</b>			
Donations	139,690	25,772	120,850
Fundraising	36,446	41,568	29,096
Other revenue	43,076	35,484	53,276
Trading	130,557	194,000	161,235
Activities	109,362	28,030	158,962
	<u>459,131</u>	<u>324,854</u>	<u>523,419</u>
<b>Expenses</b>			
Activities	81,826	10,650	108,715
Trading	244,587	306,186	180,976
Fundraising (costs of raising funds)	39,845	42,140	37,515
	<u>366,258</u>	<u>358,976</u>	<u>327,206</u>
<i>Surplus (Deficit) for the year Locally raised funds</i>	<u>92,873</u>	<u>(34,122)</u>	<u>196,213</u>

## 4. International Student Revenue and Expenses

	2018 Actual Number	2018 Budget (Unaudited) Number	2017 Actual Number
International Student Roll	44	40	37
<b>Revenue</b>			
International student fees	758,734	582,826	570,684
<b>Expenses</b>			
Advertising	30,300	35,000	39,424
Commissions	61,878	78,300	51,442
International student levy	8,198	-	12,463
Employee Benefit - Salaries	218,823	210,524	164,127
Other Expenses	148,675	29,450	48,860
	<u>467,874</u>	<u>353,274</u>	<u>316,316</u>
<i>Surplus for the year International Students</i>	<u>290,860</u>	<u>229,552</u>	<u>254,368</u>



## 5. Learning Resources

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Curricular	305,355	260,695	408,003
Extra-curricular activities	49,343	53,070	54,539
Library resources	15,386	5,550	4,487
Employee benefits - salaries	3,648,069	3,694,637	3,575,888
Staff development	31,646	23,000	32,187
	<u>4,049,799</u>	<u>4,036,952</u>	<u>4,075,104</u>

## 6. Administration

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	7,550	5,490	5,490
Board of Trustees Fees	5,205	7,425	5,095
Board of Trustees Expenses	2,570	7,800	3,355
Communication	11,024	10,651	13,049
Consumables	46,718	47,800	52,865
Operating Lease	2,717	19,652	1,222
Other	40,926	50,169	34,284
Employee Benefits - Salaries	271,158	272,945	281,683
Insurance	8,583	8,500	8,053
Service Providers, Contractors and Consultancy	3,100	4,000	6,161
	<u>399,551</u>	<u>434,432</u>	<u>411,257</u>

## 7. Property

	2018	2018	2017
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	125,765	122,322	113,561
Cyclical Maintenance Provision	21,076	26,200	21,076
Adjustment to the Provision	66,342	-	-
Grounds	41,573	38,528	32,720
Heat, Light and Water	80,754	97,600	99,663
Rates	-	-	5,212
Repairs and Maintenance	89,122	79,500	83,725
Use of Land and Buildings	1,468,415	1,460,000	1,341,086
Employee Benefits - Salaries	2,149	2,442	5,509
	<u>1,895,196</u>	<u>1,826,592</u>	<u>1,702,552</u>

The use of land and buildings figure represents 8% of the school's total property value. This is used as a 'proxy' for the market rental of the property.



## 8. Depreciation of Property, Plant and Equipment

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Building Improvements	838	700	791
Furniture and Equipment	39,618	30,000	36,548
Information and Communication Technology	20,371	16,300	24,316
Leased Assets	28,998	20,000	20,567
Library Resources	6,745	6,000	6,865
	<u>96,570</u>	<u>73,000</u>	<u>89,087</u>

## 9. Cash and Cash Equivalents

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash on Hand	452	-	620
Bank Current Account	70,246	1,422,519	571,863
Bank Call Account	200,000	-	804,555
Cash equivalents and bank overdraft for Cash Flow Statement	<u>270,698</u>	<u>1,422,519</u>	<u>1,377,038</u>

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

## 10. Accounts Receivable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Receivables	110,861	29,125	29,125
Teacher Salaries Grant Receivable	245,446	207,691	207,691
	<u>356,307</u>	<u>236,816</u>	<u>236,816</u>
Receivables from Exchange Transactions	110,861	29,125	29,125
Receivables from Non-Exchange Transactions	245,446	207,691	207,691
	<u>356,307</u>	<u>236,816</u>	<u>236,816</u>

## 11. Inventories

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
School Uniforms	71,642	50,300	50,300
Canteen	-	2,910	2,910
Other	-	1,312	1,312
	<u>71,642</u>	<u>54,522</u>	<u>54,522</u>

## 12. Investments

The School's investment activities are classified as follows:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Asset			
Short-term Bank Deposits	1,153,132	-	-



### 13. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2018	\$	\$	\$	\$	\$	\$
Building Improvements	19,803	2,159	-	-	(838)	21,124
Furniture and Equipment	304,434	69,788	-	-	(39,618)	334,604
Information and Communication	66,788	24,999	-	-	(20,371)	71,416
Leased Assets	38,785	133,320	-	-	(28,998)	143,107
Library Resources	48,053	10,574	(4,664)	-	(6,745)	47,218
<b>Balance at 31 December 2018</b>	<b>477,863</b>	<b>240,840</b>	<b>(4,664)</b>	<b>-</b>	<b>(96,570)</b>	<b>617,469</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018	\$	\$	\$
Building Improvements	25,158	(4,034)	21,124
Furniture and Equipment	906,892	(572,288)	334,604
Information and Communication	694,217	(622,801)	71,416
Motor Vehicles	13,333	(13,333)	-
Leased Assets	194,926	(51,819)	143,107
Library Resources	116,031	(68,813)	47,218
<b>Balance at 31 December 2018</b>	<b>1,950,557</b>	<b>(1,333,088)</b>	<b>617,469</b>

The net carrying value of equipment held under a finance lease is \$143,107 (2017: \$35,945)

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2017	\$	\$	\$	\$	\$	\$
Building Improvements	20,594	-	-	-	(791)	19,803
Furniture and Equipment	288,171	52,811	-	-	(36,548)	304,434
Information and Communication	79,585	11,519	-	-	(24,316)	66,788
Leased Assets	25,639	33,713	(2,840)	-	(20,567)	35,945
Library Resources	45,916	11,842	-	-	(6,865)	50,893
<b>Balance at 31 December 2017</b>	<b>459,905</b>	<b>109,885</b>	<b>(2,840)</b>	<b>-</b>	<b>(89,087)</b>	<b>477,863</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2017	\$	\$	\$
Building Improvements	22,999	(3,196)	19,803
Furniture and Equipment	848,024	(543,590)	304,434
Information and Communication	670,096	(603,308)	66,788
Motor Vehicles	13,333	(13,333)	-
Leased Assets	61,096	(22,311)	38,785
Library Resources	116,793	(68,740)	48,053
<b>Balance at 31 December 2017</b>	<b>1,732,341</b>	<b>(1,254,478)</b>	<b>477,863</b>



#### 14. Accounts Payable

	2018	2018 Budget (Unaudited)	2017
	Actual		Actual
	\$	\$	\$
Operating creditors	60,870	66,494	66,494
Employee Entitlements - salaries	256,045	207,691	207,691
Employee Entitlements - leave accrual	19,194	78,451	78,451
	<u>336,109</u>	<u>352,636</u>	<u>352,636</u>
Payables for Exchange Transactions	336,109	352,636	352,636
	<u>336,109</u>	<u>352,636</u>	<u>352,636</u>

The carrying value of payables approximates their fair value.

#### 15. Revenue Received in Advance

	2018	2018 Budget (Unaudited)	2017
	Actual		Actual
	\$	\$	\$
International Student Fees	562,301	666,740	666,740
Other	167,722	97,396	97,396
	<u>730,023</u>	<u>764,136</u>	<u>764,136</u>

#### 16. Provision for Cyclical Maintenance

	2018	2018 Budget (Unaudited)	2017
	Actual		Actual
	\$	\$	\$
Provision at the Start of the Year	153,556	153,556	145,677
Increase to the Provision During the Year	21,076	-	21,076
Adjustment to the Provision	66,342	-	-
Use of the Provision During the Year	(58,813)	-	(13,197)
Provision at the End of the Year	<u>182,161</u>	<u>153,556</u>	<u>153,556</u>
Cyclical Maintenance - Current	19,873	-	-
Cyclical Maintenance - Term	162,288	153,556	153,556
	<u>182,161</u>	<u>153,556</u>	<u>153,556</u>



## 17. Finance Lease Liability

The School has entered into a number of finance lease agreements for photocopiers. Minimum lease payments payable:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
No Later than One Year	56,581	23,913	23,913
Later than One Year and no Later than Five Years	90,520	22,541	22,541
Later than Five Years	-	-	-
	<u>147,101</u>	<u>46,454</u>	<u>46,454</u>

## 18. Funds Held in Trust

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	488,107	359,108	359,108
	<u>488,107</u>	<u>359,108</u>	<u>359,108</u>

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.

## 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.

The Proprietor of the School (Roman Catholic Archbishop of the Archdiocese of Wellington) is a related party of the Board because the proprietor appoints representatives to the Board, giving the proprietor significant influence over the Board. Any services or contributions between the Board and Proprietor that are material transactions that have occurred has been disclosed appropriately.

The Proprietor provides land and buildings free of charge for use by the Board as noted in Note 1.4. The estimated value of this use during 2018 is included in the Statement of Comprehensive Revenue and Expense as "Use of land and buildings".



## 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.

	<b>2018 Actual \$</b>	<b>2017 Actual \$</b>
<i>Board Members</i>		
Remuneration	5,205	5,095
Full-time equivalent members	0.75	0.75
<i>Leadership Team</i>		
Remuneration	605,382	425,348
Full-time equivalent members	6.00	4.60
Total key management personnel remuneration	<u>610,587</u>	<u>430,443</u>
Total full-time equivalent personnel	<u>6.75</u>	<u>5.35</u>

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

### Principal

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

	<b>2018 Actual \$</b>	<b>2017 Actual \$</b>
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments - Principal	130-140	130 - 140
Benefits and Other Emoluments	3 - 4	0 - 0
Termination Benefits	0 - 0	0 - 0

### Other Employees

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

<b>Remuneration \$</b>	<b>2018 FTE Number</b>	<b>2017 FTE Number</b>
100 - 110	1.00	-
100 - 120	-	-
	<u>1.00</u>	<u>-</u>

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

## 21. Compensation and Other Benefits Upon Leaving

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

	<b>2018 Actual \$</b>	<b>2017 Actual \$</b>
Total	22,000	-
Number of People	1	-



## 22. Contingencies

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

### Holidays Act Compliance – schools payroll

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

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

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

## 23. Commitments

### (a) Capital Commitments

As at 31 December 2018 the Board has not entered into any contract agreements for capital works.

(Capital commitments at 31 December 2017: nil)

### (b) Operating Commitments

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

- (a) operating lease of a photocopier;
- (b) operating lease for laptops;

No later than One Year  
Later than One Year and No Later than Five Years  
Later than Five Years

	<b>2018</b>	<b>2017</b>
	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>
	-	107
	-	-
	-	-
	-	107

## 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.



## 25. Financial Instruments

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

### Loans and Receivables

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash and Cash Equivalents	270,698	1,422,519	1,377,038
Receivables	356,307	236,816	236,816
Investments - Term Deposits	1,153,132	-	-
Total Loans and Receivables	<u>1,780,137</u>	<u>1,659,335</u>	<u>1,613,854</u>

### Financial liabilities measured at amortised cost

Payables	336,109	352,636	352,636
Funds held in Trust	488,107	359,108	359,108
Finance Leases	144,649	41,552	41,552
Total Financial Liabilities Measured at Amortised Cost	<u>968,865</u>	<u>753,296</u>	<u>753,296</u>

## 26. Events After Balance Date

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

