

# ST MARY'S SCHOOL (DUNEDIN)

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2019

Ministry Number: 3830  
Principal: Corrine Guthrie  
School Address: 6a Cromwell Street, Wakari, Dunedin  
School Postal Address: 6a Cromwell Street, Wakari, Dunedin, 9010  
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# St Mary's School (Dunedin)

## 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.

*Caroline Walker*

Full Name of Board Chairperson

*[Signature]*

Signature of Board Chairperson

26-05-20

Date:

*Corinne Guthrie*

Full Name of Principal

*[Signature]*

Signature of Principal

26/05/20

Date:

# St Mary's School (Dunedin)

## Members of the Board of Trustees

For the year ended 31 December 2019

<b>Name</b>	<b>Position</b>	<b>How Position Gained</b>	<b>Held Until</b>
Erin Barton	Parent Rep	Elected	May 2019
Caroline Walker	Chairperson	Elected	May 2022
Corrine Guthrie	Principal	Ex Officio	
Father Fredy Permentilla	Proprietor Rep	Appointed	May 2022
Susan Kubala	Proprietor Rep	Appointed	May 2022
Will Deerness	Parent Rep	Co-opted	Dec 2019
Belinda Dillon	Staff Rep	Elected	May 2022
Nikka Barcos	Parent Rep	Elected	May 2022
Lynneth MacDonald	Parent Rep	Elected	May 2022
Stephen Finlay	Parent Rep	Elected	May 2022
Kyle Milner	Parent Rep	Elected	May 2022
<b>In Attendance</b>			
Karen Crawford	Board Secretary		

**St Mary's School (Dunedin)**

**Statement of Comprehensive Revenue and Expense**

For the year ended 31 December 2019

	Notes	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
<b>Revenue</b>				
Government Grants	2	301,282	270,585	263,701
Locally Raised Funds	3	12,287	20,150	21,299
Use of Land and Buildings Integrated		140,800	104,400	104,400
Interest Income		320	160	161
		<u>454,689</u>	<u>395,295</u>	<u>389,561</u>
<b>Expenses</b>				
Locally Raised Funds	3	4,066	3,400	6,913
Learning Resources	4	225,670	202,150	201,351
Administration	5	39,192	45,255	35,309
Finance Costs		-	-	296
Property	6	159,626	131,471	130,624
Depreciation	7	10,364	8,020	9,426
		<u>438,918</u>	<u>390,296</u>	<u>383,919</u>
<b>Net Surplus</b>		15,771	4,999	5,642
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u>15,771</u>	<u>4,999</u>	<u>5,642</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.

**St Mary's School (Dunedin)**  
**Statement of Changes in Net Assets/Equity**  
For the year ended 31 December 2019

	2019 \$ Actual	2019 \$ Budget (Unaudited)	2018 \$ Actual
<b>Balance at 1 January</b>	19,652	19,652	14,010
Total comprehensive revenue and expense for the year	15,771	4,999	5,642
Capital Contributions from the Ministry of Education Contribution - Furniture and Equipment Grant	701	-	-
<b>Equity at 31 December</b>	36,124	24,651	19,652
Retained Earnings	36,124	24,651	19,652
<b>Equity at 31 December</b>	36,124	24,651	19,652

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.

**St Mary's School (Dunedin)**  
**Statement of Financial Position**  
As at 31 December 2019

	Notes	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	8	32,686	18,311	5,292
Accounts Receivable	9	24,251	13,347	13,347
GST Receivable		2,036	976	976
Prepayments		2,546	1,901	1,901
		<u>61,519</u>	<u>34,535</u>	<u>21,516</u>
<b>Current Liabilities</b>				
Accounts Payable	11	23,322	11,050	11,050
Revenue Received in Advance	12	156	765	765
Finance Lease Liability - Current Portion	14	2,148	1,463	1,463
		<u>25,626</u>	<u>13,278</u>	<u>13,278</u>
<b>Working Capital Surplus/(Deficit)</b>		35,893	21,257	8,238
<b>Non-current Assets</b>				
Property, Plant and Equipment	10	12,033	10,891	18,911
		<u>12,033</u>	<u>10,891</u>	<u>18,911</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	13	9,586	5,965	5,965
Finance Lease Liability	14	2,216	1,532	1,532
		<u>11,802</u>	<u>7,497</u>	<u>7,497</u>
<b>Net Assets</b>		<u>36,124</u>	<u>24,651</u>	<u>19,652</u>
<b>Equity</b>		<u>36,124</u>	<u>24,651</u>	<u>19,652</u>

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

**St Mary's School (Dunedin)**  
**Statement of Cash Flows**  
For the year ended 31 December 2019

		2019	2019	2018
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Cash flows from Operating Activities</b>				
Government Grants		101,201	94,585	90,179
Locally Raised Funds		11,903	20,150	21,765
Goods and Services Tax (net)		(1,060)	-	1,660
Payments to Employees		(35,887)	(36,200)	(46,842)
Payments to Suppliers		(47,659)	(65,676)	(57,059)
Interest Received		312	160	161
Net cash from / (to) the Operating Activities		28,810	13,019	9,864
<b>Cash flows from Investing Activities</b>				
Purchase of PPE (and Intangibles)		-	-	(511)
Net cash from the Investing Activities		-	-	(511)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		701	-	-
Finance Lease Payments		(2,117)	-	(1,436)
Painting contract payments		-	-	(5,966)
Net cash from Financing Activities		(1,416)	-	(7,402)
<b>Net increase/(decrease) in cash and cash equivalents</b>				
		27,394	13,019	1,951
Cash and cash equivalents at the beginning of the year	8	5,292	5,292	3,341
<b>Cash and cash equivalents at the end of the year</b>	<b>8</b>	<b>32,686</b>	<b>18,311</b>	<b>5,292</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 which form part of these financial statements.

# St Mary's School (Dunedin)

## Notes to the Financial Statements

### 1. Statement of Accounting Policies

For the year ended 31 December 2019

#### 1.1. Reporting Entity

St Mary's School (Dunedin) (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 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 23.

##### *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 10.

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

### **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. 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.

#### **1.6. 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.

#### **1.7. 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.

#### **1.8. 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.

#### ***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	10–75 years
Furniture and equipment	10–15 years
Information and communication technology	4–5 years
Leased assets held under a Finance Lease	4 years
Library resources	12.5% Diminishing value

### **1.9. 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.

### **1.10. 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.

### **1.11. 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.

#### *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

### **1.12. Revenue Received in Advance**

Revenue received in advance relates to fees received from students and grants received where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

### **1.13. 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).

### **1.14. 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.

### **1.15. 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.

### **1.16. Budget Figures**

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

### **1.17. 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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Operational grants	89,974	91,835	84,928
Teachers' salaries grants	207,062	176,000	169,807
Other MoE Grants	4,246	2,750	8,966
	<u>301,282</u>	<u>270,585</u>	<u>263,701</u>

## 3. Locally Raised Funds

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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
<b>Revenue</b>			
Donations	3,082	8,600	12,406
Fundraising	429	1,100	1,834
Bequests and Grants	4,099	3,350	-
Other revenue	886	3,000	1,973
Trading	1,487	1,400	1,424
Activities	2,304	2,700	3,662
	<u>12,287</u>	<u>20,150</u>	<u>21,299</u>
<b>Expenses</b>			
Activities	2,921	1,800	5,635
Trading	1,145	1,400	1,062
Fundraising (costs of raising funds)	-	200	216
	<u>4,066</u>	<u>3,400</u>	<u>6,913</u>
<i>Surplus / (Deficit) for the year Locally raised funds</i>	<u>8,221</u>	<u>16,750</u>	<u>14,386</u>

## 4. Learning Resources

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Curricular	5,433	7,400	5,550
Library resources	-	50	75
Employee benefits - salaries	218,494	192,200	194,120
Staff development	1,743	2,500	1,606
	<u>225,670</u>	<u>202,150</u>	<u>201,351</u>

## 5. Administration

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Audit Fee	4,127	2,885	3,110
Board of Trustees Fees	3,700	2,285	3,590
Board of Trustees Expenses	1,301	4,050	413
Communication	1,306	1,050	1,017
Consumables	6,035	6,800	6,854
Operating Lease	155	500	305
Other	269	5,050	35
Employee Benefits - Salaries	15,089	18,000	15,440
Insurance	2,059	1,800	1,843
Service Providers, Contractors and Consultancy	5,151	2,835	2,702
	<u>39,192</u>	<u>45,255</u>	<u>35,309</u>

## 6. Property

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Caretaking and Cleaning Consumables	200	1,500	1,419
Cyclical Maintenance Provision	3,621	3,621	3,621
Adjustment to the Provision	-	-	(1,276)
Grounds	2,724	3,800	3,486
Heat, Light and Water	5,873	10,250	9,923
Rates	3,589	3,200	3,139
Repairs and Maintenance	2,671	2,700	(597)
Use of Land and Buildings	140,800	104,400	104,400
Employee Benefits - Salaries	148	2,000	6,509
	<u>159,626</u>	<u>131,471</u>	<u>130,624</u>

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

## 7. Depreciation of Property, Plant and Equipment

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Furniture and Equipment	7,031	6,000	7,029
Information and Communication Technology	939	800	912
Leased Assets	2,112	1,000	1,161
Library Resources	282	220	324
	<u>10,364</u>	<u>8,020</u>	<u>9,426</u>

## 8. Cash and Cash Equivalents

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Cash on Hand	-	-	150
Bank Current Account	8,978	18,311	5,055
Bank Call Account	3,708	-	87
Short-term Bank Deposits	20,000	-	-
Net cash and cash equivalents and bank overdraft for Cash Flow Statement	<u>32,686</u>	<u>18,311</u>	<u>5,292</u>

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

## 9. Accounts Receivable

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Receivables	-	225	225
Receivables from the Ministry of Education	-	6,981	6,981
Interest Receivable	8	-	-
Banking Staffing Underuse	9,392	-	-
Teacher Salaries Grant Receivable	14,851	6,141	6,141
	<u>24,251</u>	<u>13,347</u>	<u>13,347</u>
Receivables from Exchange Transactions	8	225	225
Receivables from Non-Exchange Transactions	24,243	13,122	13,122
	<u>24,251</u>	<u>13,347</u>	<u>13,347</u>

## 10. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
<b>2019</b>						
Furniture and Equipment	10,675	-	-	-	(7,031)	3,644
Information and Communication	2,981	-	-	-	(939)	2,042
Leased Assets	2,990	3,486	-	-	(2,112)	4,364
Library Resources	2,265	-	-	-	(282)	1,983
<b>Balance at 31 December 2019</b>	<b>18,911</b>	<b>3,486</b>	<b>-</b>	<b>-</b>	<b>(10,364)</b>	<b>12,033</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$
<b>2019</b>			
Furniture and Equipment	111,576	(107,932)	3,644
Information and Communication	26,200	(24,158)	2,042
Leased Assets	7,870	(3,506)	4,364
Library Resources	28,565	(26,582)	1,983
<b>Balance at 31 December 2019</b>	<b>174,211</b>	<b>(162,178)</b>	<b>12,033</b>

The net carrying value of equipment held under a finance lease is \$4,364 (2018: \$2,990)

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
<b>2018</b>						
Furniture and Equipment	17,704	-	-	-	(7,029)	10,675
Information and Communication	3,382	511	-	-	(912)	2,981
Leased Assets	1,454	2,697	-	-	(1,161)	2,990
Library Resources	2,589	-	-	-	(324)	2,265
<b>Balance at 31 December 2018</b>	<b>25,129</b>	<b>3,208</b>	<b>-</b>	<b>-</b>	<b>(9,426)</b>	<b>18,911</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$
<b>2018</b>			
Furniture and Equipment	111,575	(100,900)	10,675
Information and Communication	26,200	(23,219)	2,981
Leased Assets	4,384	(1,394)	2,990
Library Resources	28,564	(26,299)	2,265
<b>Balance at 31 December 2018</b>	<b>170,723</b>	<b>(151,812)</b>	<b>18,911</b>

## 11. Accounts Payable

	2019 Actual	2019 Budget (Unaudited)	2018 Actual
	\$	\$	\$
Operating creditors	3,221	1,292	1,292
Accruals	5,076	3,617	3,617
Employee Entitlements - salaries	14,851	6,141	6,141
Employee Entitlements - leave accrual	174	-	-
	<b>23,322</b>	<b>11,050</b>	<b>11,050</b>
Payables for Exchange Transactions	23,322	11,050	11,050
	<b>23,322</b>	<b>11,050</b>	<b>11,050</b>

The carrying value of payables approximates their fair value.

## 12. Revenue Received in Advance

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Other	156	765	765
	156	765	765
	156	765	765

## 13. Provision for Cyclical Maintenance

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Provision at the Start of the Year	5,965	5,965	3,620
Increase to the Provision During the Year	3,621	-	3,621
Adjustment to the Provision	-	-	(1,276)
Provision at the End of the Year	9,586	5,965	5,965
Cyclical Maintenance - Term	9,586	5,965	5,965
	9,586	5,965	5,965

## 14. Finance Lease Liability

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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
No Later than One Year	2,242	1,697	1,697
Later than One Year and no Later than Five Years	2,222	1,631	1,631
	4,464	3,328	3,328
	4,464	3,328	3,328

## 15. 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 (The Catholic Diocese of Dunedin) 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 have been disclosed appropriately, if the Proprietor collects fund on behalf of the school (or vice versa) the amounts are disclosed.

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 the current period is included in the Statement of Comprehensive Revenue and Expense as "Use of land and buildings".



## 16. Remuneration

### Key management personnel compensation

Key management personnel of the School include all trustees of the Board, and the Principal.

	2019 Actual \$	2018 Actual \$
<i>Board Members</i>		
Remuneration	3,700	3,590
Full-time equivalent members	0.11	0.07
<i>Leadership Team</i>		
Remuneration	100,708	90,375
Full-time equivalent members	1.00	1.00
Total key management personnel remuneration	104,408	93,965
Total full-time equivalent personnel	1.11	1.07

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	100- 110	80 - 90
Benefits and Other Emoluments	1-10	2 - 3
Termination Benefits	0 - 0	0 - 0

### 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	-	-
	-	-

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

## 17. 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:

	2019 Actual \$	2018 Actual \$
Total	-	-
Number of People	-	-

## 18. Contingencies

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

## 19. Commitments

### (a) Capital Commitments

As at 31 December 2019 the Board has not entered into any contract agreements.

(Capital commitments at 31 December 2018: nil)

### (b) Operating Commitments

As at 31 December 2019 the Board has not entered into any operating contracts.

## 20. 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.

## 21. 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

	2019 Actual \$	2019 Budget (Unaudited) \$	2018 Actual \$
Cash and Cash Equivalents	32,686	18,311	5,292
Receivables	24,251	13,347	13,347
Total Financial Assets Measured at amortised cost	<u>56,937</u>	<u>31,658</u>	<u>18,639</u>

### Financial liabilities measured at amortised cost

Payables	23,322	11,050	11,050
Finance Leases	4,364	2,995	2,995
Total Financial Liabilities Measured at Amortised Cost	<u>27,686</u>	<u>14,045</u>	<u>14,045</u>

## 22. Events After Balance Date

### Impact from COVID-19

On the 11th March 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26th 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 until 18 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.

## 23. 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:

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.

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