

ST MARY'S SCHOOL (BLENHEIM)



ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2018

Ministry Number: 3012
Principal: Paddy Dowling
School Address: 3 Stephenson Street, Blenheim
School Postal Address: 3 Stephenson Street, Blenheim, 7201
School Phone: 03 578 9494
School Email: office@stmarys-blenheim.school.nz

ST MARY'S SCHOOL (BLENHEIM)

Annual Report - For the year ended 31 December 2018

Index

Page	Statement
<u>1</u>	Statement of Responsibility
<u>2</u>	Board of Trustees
<u>3</u>	Statement of Comprehensive Revenue and Expense
<u>4</u>	Statement of Changes in Net Assets/Equity
<u>5</u>	Statement of Financial Position
<u>6</u>	Statement of Cash Flows
<u>7</u>	Statement of Accounting Policies
<u>12</u>	Notes to the Financial Statements
	Other Information
	Analysis of Variance
	Kiwisport

St Mary's School (Blenheim)

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.

Megan McKendry
Full Name of Board Chairperson

Patrick Dowling
Full Name of Principal

Megan McKendry
Signature of Board Chairperson

Patrick Dowling
Signature of Principal

27/5/19
Date:

27/5/19
Date:

St Mary's School (Blenheim)

Members of the Board of Trustees

For the year ended 31 December 2018

Name	Position	How Position Gained	Held Until
Matthew Franken	Parent Rep	Elected Member	Jun 19
Kate Gaines	Parent Rep	Elected Member	Jun 19
Megan McKenray	Chairperson	Elected Member	Jun 19
Annie Thompson	Parent Rep	Elected Member	Jun 19
Jacinda Thompson	Parent Rep	Elected Member	Jun 19
Joju Kalan Jose	Proprietor's Rep		Jun 19
Jo Lane	Proprietor's Rep		Jun 19
Fr Joh Pearce	Proprietor's Rep		Jun 19
Richard Vercoe	Proprietor's Rep		Jun 19
Helen Sloan	Staff Rep	Elected Member	Jun 19
Paddy Dowling	Principal		

St Mary's School (Blenheim)
Statement of Comprehensive Revenue and Expense
For the year ended 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Revenue				
Government Grants	2	1,086,109	1,069,317	1,134,336
Locally Raised Funds	3	113,266	111,000	65,287
Use of Land and Buildings Integrated		255,324	255,324	255,324
Interest Earned		4,863	5,000	6,106
		<u>1,459,562</u>	<u>1,440,641</u>	<u>1,461,053</u>
Expenses				
Locally Raised Funds	3	34,935	36,400	33,905
Learning Resources	4	927,901	910,101	921,333
Administration	5	133,483	145,450	132,041
Finance Costs		1,429	-	851
Property	6	393,944	390,824	403,679
Depreciation	7	38,965	-	36,011
Loss on Disposal of Property, Plant and Equipment		489	-	1,918
		<u>1,531,146</u>	<u>1,482,775</u>	<u>1,529,740</u>
Net (Deficit) / Surplus		(71,584)	(42,134)	(68,686)
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>(71,584)</u>	<u>(42,134)</u>	<u>(68,686)</u>

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

St Mary's School (Blenheim)
Statement of Changes in Net Assets/Equity
 For the year ended 31 December 2018

	Actual 2018 \$	Budget (Unaudited) 2018 \$	Actual 2017 \$
Balance at 1 January	195,320	195,320	248,994
Total comprehensive revenue and expense for the year	(71,584)	(42,134)	(68,686)
Capital Contributions from the Ministry of Education Contribution - SNUP	-	-	15,012
Equity at 31 December	123,736	153,186	195,320
Retained Earnings	123,736	153,186	195,320
Equity at 31 December	123,736	153,186	195,320

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

St Mary's School (Blenheim)
Statement of Financial Position
As at 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Assets				
Cash and Cash Equivalents	8	82,537	(26,943)	15,191
Accounts Receivable	9	84,568	42,921	42,921
GST Receivable		3,406	9,762	9,762
Prepayments		3,300	3,098	3,098
Inventories	10	1,939	2,144	2,144
Investments	11	50,378	150,209	150,209
		<u>226,128</u>	<u>181,191</u>	<u>223,325</u>
Current Liabilities				
Accounts Payable	13	106,678	62,888	62,888
Revenue Received in Advance	14	9,281	829	829
Provision for Cyclical Maintenance	15	2,938	2,938	2,938
Painting Contract Liability - Current Portion	16	12,215	16,384	16,384
Finance Lease Liability - Current Portion	17	20,708	16,057	16,057
		<u>151,820</u>	<u>99,096</u>	<u>99,096</u>
Working Capital Surplus/(Deficit)		74,308	82,095	124,229
Non-current Assets				
Property, Plant and Equipment	12	139,888	152,865	152,865
		<u>139,888</u>	<u>152,865</u>	<u>152,865</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	15	80,013	68,812	68,812
Painting Contract Liability	16	4,442	9,284	9,284
Finance Lease Liability	17	6,005	3,678	3,678
		<u>90,460</u>	<u>81,774</u>	<u>81,774</u>
Net Assets		<u>123,736</u>	<u>153,186</u>	<u>195,320</u>
Equity		<u>123,736</u>	<u>153,186</u>	<u>195,320</u>

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

St Mary's School (Blenheim)
Statement of Cash Flows
For the year ended 31 December 2018

		2018	2018	2017
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
		\$	\$	\$
Cash flows from Operating Activities				
Government Grants		318,854	302,063	332,074
Locally Raised Funds		121,696	111,000	69,897
Goods and Services Tax (net)		6,356	-	(2,142)
Payments to Employees		(271,601)	(252,000)	(234,272)
Payments to Suppliers		(181,460)	(208,197)	(167,506)
Cyclical Maintenance Payments in the Year		(3,206)	-	(14,353)
Interest Received		6,815	5,000	6,095
Net cash from / (to) the Operating Activities		(2,546)	(42,134)	(10,207)
Cash flows from Investing Activities				
Proceeds from Sale of PPE (and Intangibles)		-	-	(1,918)
Purchase of PPE (and Intangibles)		(13,165)	-	(62,068)
Proceeds from Sale of Investments		99,831	-	33,993
Net cash from / (to) the Investing Activities		86,666	-	(29,993)
Cash flows from Financing Activities				
Furniture and Equipment Grant & SNUP		-	-	15,012
Finance Lease Payments		(7,763)	-	(16,608)
Painting contract payments		(9,011)	-	(9,011)
Net cash from Financing Activities		(16,774)	-	(10,607)
Net increase/(decrease) in cash and cash equivalents		67,346	(42,134)	(50,807)
Cash and cash equivalents at the beginning of the year	8	15,191	15,191	65,998
Cash and cash equivalents at the end of the year	8	82,537	(26,943)	15,191

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.

St Mary's School (Blenheim)

Notes to the Financial Statements

1. Statement of Accounting Policies

For the year ended 31 December 2018

1.1. Reporting Entity

St Mary's School (Blenheim) (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 12.

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 17.

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. 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:

Furniture and equipment	3-20 years
Information and communication technology	4-5 years
Leased assets held under a Finance Lease	3 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.

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

1.15. Revenue Received in Advance

Revenue received in advance relates to fees received from students 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.

1.16. 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).

1.17. 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.

1.18. 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.

1.19. Budget Figures

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

1.20. 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	254,946	270,725	279,106
Teachers' salaries grants	767,255	767,254	802,262
Other MoE Grants	63,908	31,338	52,968
	<u>1,086,109</u>	<u>1,069,317</u>	<u>1,134,336</u>

3. Locally Raised Funds

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Revenue			
Donations	67,948	66,800	18,751
Fundraising	5,770	5,000	8,122
Other revenue	13,227	8,000	9,545
Trading	2,484	2,100	1,990
Activities	23,837	29,100	26,879
	<u>113,266</u>	<u>111,000</u>	<u>65,287</u>
Expenses			
Activities	32,621	34,300	31,887
Trading	2,314	2,100	2,019
	<u>34,935</u>	<u>36,400</u>	<u>33,906</u>
<i>Surplus for the year Locally raised funds</i>	<u>78,331</u>	<u>74,600</u>	<u>31,381</u>

4. Learning Resources

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Curricular	26,573	29,947	17,719
Extra-curricular activities	5,132	6,000	5,217
Library resources	295	300	408
Employee benefits - salaries	883,042	861,254	881,915
Staff development	12,859	12,600	16,074
	<u>927,901</u>	<u>910,101</u>	<u>921,333</u>

5. Administration

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Audit Fee	4,007	3,700	3,890
Board of Trustees Fees	4,590	6,200	5,665
Board of Trustees Expenses	804	2,300	-
Communication	3,958	4,250	4,138
Consumables	20,235	18,300	5,408
Operating Lease	4,078	7,000	11,318
Other	9,203	13,500	14,544
Employee Benefits - Salaries	80,995	85,000	82,389
Insurance	3,458	3,200	3,239
Service Providers, Contractors and Consultancy	2,155	2,000	1,450
	<u>133,483</u>	<u>145,450</u>	<u>132,041</u>

6. Property

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Caretaking and Cleaning Consumables	2,932	3,000	3,060
Cyclical Maintenance Provision	14,407	14,000	14,353
Grounds	17,038	16,000	14,058
Heat, Light and Water	20,144	15,000	15,849
Rates	3,737	3,000	2,421
Repairs and Maintenance	5,666	11,500	14,506
Use of Land and Buildings	255,324	255,324	255,324
Employee Benefits - Salaries	74,696	73,000	84,108
	<u>393,944</u>	<u>390,824</u>	<u>403,679</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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Furniture and Equipment	21,266	-	19,901
Leased Assets	15,297	-	13,522
Library Resources	2,402	-	2,588
	<u>38,965</u>	<u>-</u>	<u>36,011</u>

8. Cash and Cash Equivalents

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Bank Current Account	82,537	(26,943)	15,191
Net cash and cash equivalents and bank overdraft for Cash Flow Statement	<u>82,537</u>	<u>(26,943)</u>	<u>15,191</u>

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

9. Accounts Receivable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Receivables	497	475	475
Interest Receivable	324	2,276	2,276
Teacher Salaries Grant Receivable	83,747	40,170	40,170
	<u>84,568</u>	<u>42,921</u>	<u>42,921</u>
Receivables from Exchange Transactions	821	2,751	2,751
Receivables from Non-Exchange Transactions	83,747	40,170	40,170
	<u>84,568</u>	<u>42,921</u>	<u>42,921</u>

10. Inventories

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
School Uniforms	1,939	2,144	2,144
	<u>1,939</u>	<u>2,144</u>	<u>2,144</u>

11. Investments

The School's investment activities are classified as follows:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Asset			
Short-term Bank Deposits	50,378	150,209	150,209

12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2018	\$	\$	\$	\$	\$	\$
Furniture and Equipment	111,049	11,577	-	-	(21,266)	101,360
Leased Assets	23,698	13,312	-	-	(15,297)	21,713
Library Resources	18,118	1,588	(489)	-	(2,402)	16,815
Balance at 31 December 2018	152,865	26,477	(489)	-	(38,965)	139,888

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2018	\$	\$	\$
Furniture and Equipment	491,293	(389,933)	101,360
Leased Assets	74,220	(52,507)	21,713
Library Resources	63,826	(47,011)	16,815
Balance at 31 December 2018	629,339	(489,451)	139,888

The net carrying value of equipment held under a finance lease is \$21,713 (2017: \$23,698)

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2017	\$	\$	\$	\$	\$	\$
Furniture and Equipment	72,164	62,194	(3,408)	-	(19,901)	111,049
Leased Assets	37,220	-	-	-	(13,522)	23,698
Library Resources	17,424	3,357	(75)	-	(2,588)	18,118
Balance at 31 December 2017	126,808	65,551	(3,483)	-	(36,011)	152,865

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2017	\$	\$	\$
Furniture and Equipment	479,715	(368,666)	111,049
Leased Assets	60,908	(37,210)	23,698
Library Resources	63,965	(45,847)	18,118
Balance at 31 December 2017	604,588	(451,723)	152,865

13. Accounts Payable

	2018 Actual	2018 Budget (Unaudited)	2017 Actual
	\$	\$	\$
Operating creditors	6,974	6,108	6,108
Accruals	4,202	4,732	4,732
Employee Entitlements - salaries	83,747	40,170	40,170
Employee Entitlements - leave accrual	11,755	11,878	11,878
	106,678	62,888	62,888
Payables for Exchange Transactions	106,678	62,888	62,888
	106,678	62,888	62,888

The carrying value of payables approximates their fair value.

14. Revenue Received in Advance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Other	9,281	829	829
	9,281	829	829

15. Provision for Cyclical Maintenance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Provision at the Start of the Year	71,750	71,750	60,603
Increase to the Provision During the Year	14,407	-	14,353
Use of the Provision During the Year	(3,206)	-	(3,206)
Provision at the End of the Year	82,951	71,750	71,750
Cyclical Maintenance - Current	2,938	2,938	2,938
Cyclical Maintenance - Term	80,013	68,812	68,812
	82,951	71,750	71,750

16. Painting Contract Liability

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Liability	12,215	16,384	16,384
Non Current Liability	4,442	9,284	9,284
	16,657	25,668	25,668

In 2009 the Board signed agreements with Scheduled Maintenance Services Ltd (the contractor) for agreed programmes of work covering a twelve year period. The programmes provide for an exterior repaint of the buildings with regular maintenance in subsequent years. The agreements have an annual commitment of \$16,384 in total. The liability is the best estimate of the actual amount of work performed by the contractor for which the contractor has not been paid at balance sheet date. The liability has not been adjusted for inflation and the effect of the time value of money.

17. Finance Lease Liability

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
No Later than One Year	21,760	16,608	16,608
Later than One Year and no Later than Five Years	6,440	3,900	3,900
Later than Five Years	-	-	-
	28,200	20,508	20,508

18. Related Party Transactions

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

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

The Proprietor of the School (Catholic 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 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".

19. Remuneration

Key management personnel compensation

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

	2018 Actual \$	2017 Actual \$
<i>Board Members</i>		
Remuneration	4,590	5,665
Full-time equivalent members	0.17	0.19
<i>Leadership Team</i>		
Remuneration	115,713	202,172
Full-time equivalent members	1.00	2.00
Total key management personnel remuneration	<u>120,303</u>	<u>207,837</u>
Total full-time equivalent personnel	<u>1.17</u>	<u>2.19</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:

	2018 Actual \$000	2017 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	110-120	110-120
Benefits and Other Emoluments	0-0	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:

Remuneration \$000	2018 FTE Number	2017 FTE Number
110 - 120	-	-
100 - 110	-	-
	<u>-</u>	<u>-</u>

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

20. Compensation and Other Benefits Upon Leaving

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

	2018 Actual \$	2017 Actual \$
Total	-	-
Number of People	-	-

21. 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.

22. Commitments

(a) Capital Commitments

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

(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;

	2018 Actual \$	2017 Actual \$
No later than One Year	50	1,471
Later than One Year and No Later than Five Years	-	50
	50	1,521

23. Managing Capital

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

24. Financial Instruments

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

Loans and Receivables

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash and Cash Equivalents	82,537	(26,943)	15,191
Receivables	84,568	42,921	42,921
Investments - Term Deposits	50,378	150,209	150,209
Total Loans and Receivables	<u>217,483</u>	<u>166,187</u>	<u>208,320</u>

Financial liabilities measured at amortised cost

Payables	106,678	62,888	62,888
Finance Leases	26,713	19,735	19,735
Painting Contract Liability	16,657	25,668	25,668
Total Financial Liabilities Measured at Amortised Cost	<u>150,048</u>	<u>108,291</u>	<u>108,291</u>

25. Events After Balance Date

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