# **GLEN EDEN PRIMARY SCHOOL**

## **ANNUAL REPORT**

## FOR THE YEAR ENDED 31 DECEMBER 2021

### **School Directory**

Ministry Number: 1285

Principal: Donna Soljan

School Address: 3 Glenview Road, Glen Eden, Waitakere City

School Postal Address: 3 Glenview Road, Glen Eden, Waitakere City

**School Phone:** 09 818 6686

School Email: principal@geps.school.nz

#### **Members of the Board of Trustees**

Name	Position	How Position Gained	Term Expired/ Expires
Donna Soljan	Principal	Appointed	Current
Jared Adams	Member	Elected	Sep-22
Ngaire Williams	Staff Representativ	e Elected	Sep-22
Raewyn Teleiai	Member	Elected	Sep-22
Sarah Mayo	<b>Presiding Member</b>	Elected	Sep-22
Summar De Luen	Member	Elected	Sep-22

#### **Service Provider:**

Leading Edge Services (2017) Ltd, PO Box 20496, Glen Eden, Auckland

# **GLEN EDEN PRIMARY SCHOOL**

Annual Report - For the year ended 31 December 2021

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# Glen Eden Primary School Statement of Responsibility

For the year ended 31 December 2021

The Board 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 2021 fairly reflects the financial position and operations of the school.

The School's 2021 financial statements are authorised for issue by the Board.

Alexander Robert Birton	Donna Maree Soljan
Full Name of Presiding Member	Full Name of Principal
	Doma Soljan.
Signature of Presiding Member	Signature of Principal
Pate: 17/6/22	17/06/2022

# **Glen Eden Primary School Statement of Comprehensive Revenue and Expense**

For the year ended 31 December 2021

		2021	2021	2020
	Notes	Actual	Budget (Unaudited)	Actual
Devenue		\$	\$	\$
Revenue Government Grants	2	3,279,886	3,142,248	3,415,099
Locally Raised Funds	3	76,602	49,800	44,424
Interest Income	3	3,921	3,000	7,660
	-	3,360,409	3,195,048	3,467,183
Expenses				
Locally Raised Funds	3	7,063	10,300	9,573
Learning Resources	4	2,136,192	2,139,178	2,129,284
Administration	5	298,692	233,800	194,056
Finance		6,273	5,800	6,454
Property	6	741,083	902,550	980,799
Depreciation	11	112,443	103,100	105,546
Loss on Disposal of Property, Plant and Equipment		30,968	-	9,402
	-	3,332,714	3,394,728	3,435,114
Net Surplus / (Deficit) for the year		27,695	(199,680)	32,069
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year	- -	27,695	(199,680)	32,069

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes which form part of these financial statements.

# **Glen Eden Primary School Statement of Financial Position**

As at 31 December 2021

		2021 Notes Actual \$	2021	2020
	Notes		Budget (Unaudited) \$	Actual \$
Current Assets				
Cash and Cash Equivalents	7	1,005,710	169,441	235,162
Accounts Receivable	8	138,241	190,462	190,462
GST Receivable		-	-	26,301
Prepayments		7,189	9,695	9,695
Funds due for Capital Works Projects	17	56,880	14,893	14,893
Inventories	9	633	1,033	1,033
Investments	10	300,378	385,359	485,359
	_	1,509,031	770,883	962,905
Current Liabilities				
GST Payable		69,434	(26,301)	-
Accounts Payable	12	194,369	226,980	223,121
Borrowings	13	9,475	9,475	9,475
Revenue Received in Advance	14	7,671	-	-
Provision for Cyclical Maintenance	15	13,600	-	-
Finance Lease Liability	16	30,274	43,648	43,648
Funds held for Capital Works Projects	17	510,689	-	-
	_	835,512	253,802	276,244
Working Capital Surplus/(Deficit)		673,519	517,081	686,661
Non-current Assets				
Property, Plant and Equipment	11	734,243	738,190	768,287
Work in Progress		114,219	34,612	34,612
Ç	_	848,462	772,802	802,899
Non-current Liabilities				
Borrowings	13	16,581	26,056	26,056
Provision for Cyclical Maintenance	15	136,436	115,158	115,158
Finance Lease Liability	16	24,887	33,842	33,842
	_	177,904	175,056	175,056
Net Assets	_ =	1,344,077	1,114,827	1,314,507
	_			
Equity	=	1,344,077	1,114,827	1,314,507

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

# **Glen Eden Primary School** Statement of Changes in Net Assets/Equity

For the year ended 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Equity at 1 January	<del>-</del>	1,314,507	1,314,507	1,274,285
Total comprehensive revenue and expense for the year Capital Contributions from the Ministry of Education		27,695	(199,680)	32,069
Contribution - Furniture and Equipment Grant		1,875	-	8,153
Equity at 31 December	<del>-</del>	1,344,077	1,114,827	1,314,507
Retained Earnings		1,344,077	1,114,827	1,314,507
Equity at 31 December	- -	1,344,077	1,114,827	1,314,507

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.

# **Glen Eden Primary School Statement of Cash Flows**

For the year ended 31 December 2021

		2021	2021	2020
	Note	Actual	Budget (Unaudited)	Actual
		\$	\$	\$
Cash flows from Operating Activities				
Government Grants		880,489	938,065	865,656
Locally Raised Funds		84,273	57,920	52,544
Goods and Services Tax (net)		95,735	(18,066)	(18,066)
Payments to Employees		(400,226)	(403,832)	(313,675)
Payments to Suppliers		(295,429)	(436,225)	(359,992)
Interest Paid		(6,273)	(5,800)	(6,454)
Interest Received		4,891	1,991	6,651
Net cash from/(to) Operating Activities		363,460	134,053	226,664
Cash flows from Investing Activities				
Purchase of Property Plant & Equipment (and Intangibles)		(216,666)	(100,186)	(76,979)
Purchase of Investments		-	(85,359)	(485,361)
Proceeds from Sale of Investments		184,981	-	-
Net cash from/(to) Investing Activities		(31,685)	(185,545)	(562,341)
Cash flows from Financing Activities				
Furniture and Equipment Grant		1,875	-	8,153
Finance Lease Payments		(22,329)	(9,496)	(39,651)
Painting contract payments		-	=	(4,690)
Loans Received/ Repayment of Loans		(9,475)	(9,475)	-
Funds Administered on Behalf of Third Parties		468,702	(14,893)	(14,893)
Net cash from/(to) Financing Activities		438,773	(33,864)	(51,081)
Net increase/(decrease) in cash and cash equivalents		770,548	(85,356)	(386,758)
Cash and cash equivalents at the beginning of the year	7	235,162	254,797	621,920
Cash and cash equivalents at the end of the year	7	1,005,710	169,441	235,162

The statement of cash flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been excluded.

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

## Glen Eden Primary School Notes to the Financial Statements For the year ended 31 December 2021

#### 1. Statement of Accounting Policies

#### a) Reporting Entity

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

#### b) Basis of Preparation

#### Reporting Period

The financial reports have been prepared for the period 1 January 2021 to 31 December 2021 and in accordance with the requirements of the Education and Training Act 2020.

#### Basis of Preparation

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

#### Financial Reporting Standards Applied

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

#### PBE Accounting Standards Reduced Disclosure Regime

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

#### Measurement Base

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

#### **Presentation Currency**

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

#### Specific Accounting Policies

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

#### Critical Accounting Estimates And Assumptions

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

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

#### Cyclical maintenance

A school recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's long term maintenance plan which is prepared as part of its 10 Year Property Planning process. During the year, the Board assesses the reasonableness of its 10 Year Property Plan on which the provision is based. Cyclical maintenance is disclosed at note 15.

#### 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 11.

#### Critical Judgements in applying accounting policies

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

#### Classification of leases

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the school. Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised.

#### Recognition of grants

The School reviews the grants monies received at the end of each reporting period and whether any require a provision to carry forward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

#### c) Revenue Recognition

#### **Government Grants**

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

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

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

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. These are not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes.

This is a non-cash revenue that is offset by a non-cash expense. The use of land and buildings grants and associated expenditure are recorded in the period the School uses the land and buildings.

#### Other Grants

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

#### Donations, Gifts and Bequests

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

#### Interest Revenue

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

#### d) 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.

#### e) Finance Lease Payments

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

#### f) Cash and Cash Equivalents

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

#### g) Accounts Receivable

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

#### h) Inventories

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

#### i) Investments

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

#### j) Property, Plant and Equipment

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

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

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

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

#### Finance Leases

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

#### Depreciation

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

The estimated useful lives of the assets are: Building improvements to Crown Owned Assets Furniture and equipment Information and communication technology Leased assets held under a Finance Lease Library resources

40 years 10years 4 years Term of Lease 12.5% Diminishing value

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

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

#### Non cash generating assets

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

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

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

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

#### I) Accounts Payable

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

#### m) Employee Entitlements

#### Short-term employee entitlements

Employee entitlements that are expected to be settled within 12 months after the end of the reporting period in which the employees provide 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, by non teaching staff, to but not yet taken at balance date.

#### Long-term employee entitlements

Employee benefits that are not expected to be settled wholly before twelve months after the end of the reporting period in which the employee provides the related service, such as retirement and long service leave, have been calculated on an actuarial basis.

The calculations are based on the likely future entitlements accruing to employees, based on years of service, years to entitlement, the likelihood that employees will reach the point of entitlement, and contractual entitlement information, and the present value of the estimated future cash flows.

#### n) Revenue Received in Advance

Revenue received in advance relates to fees received from 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.

#### o) Provision for Cyclical Maintenance

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

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision is a reasonable estimate, based on an up to date 10 Year Property Plan (10YPP) or another appropriate source of evidence.

#### p) Financial Instruments

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

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

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

#### q) Borrowings

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

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

#### r) 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.

#### s) Budget Figures

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

#### t) 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

	2021	021 2021	
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Operational Grants	651,418	654,000	640,393
Teachers' Salaries Grants	1,798,166	1,684,978	1,841,595
Use of Land and Buildings Grants	515,908	661,550	698,374
Other MoE Grants	306,813	101,220	233,828
Other Government Grants	7,581	40,500	909
	3,279,886	3,142,248	3,415,099

The school has opted in to the donations scheme for this year. Total amount received was \$49,200.

#### 3. Locally Raised Funds

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

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
Revenue	\$	\$	\$
Donations & Bequests	30,120	19,000	16,055
Fees for Extra Curricular Activities	2,751	3,800	3,614
Trading	19,297	13,500	18,887
Fundraising & Community Grants	24,434	13,500	5,868
	76,602	49,800	44,424
Expenses			
Extra Curricular Activities Costs	2,792	4,300	5,102
Trading	3,033	4,000	4,454
Fundraising and Community Grant Costs	1,238	2,000	17
	7,063	10,300	9,573
Surplus/ (Deficit) for the year Locally raised funds	69,539	39,500	34,851
		·	

#### 4. Learning Resources

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Curricular	85,152	171,700	80,153
Equipment Repairs	674	4,000	6,541
Library Resources	2,300	2,500	1,458
Employee Benefits - Salaries	2,032,822	1,933,978	2,023,959
Staff Development	15,244	27,000	17,173
	2,136,192	2,139,178	2,129,284

#### 5. Administration

5. Administration	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Audit Fee	7,940	6,000	6,030
Board Fees	2,415	3,000	3,293
Board Expenses	1,005	7,000	4,260
Healthy School Lunches Program	85,323	-	-
Communication	9,560	8,500	9,910
Consumables	32,267	44,000	37,219
Operating Lease	143	700	874
Other	19,752	30,600	23,449
Employee Benefits - Salaries	118,669	111,000	87,433
Insurance	8,272	10,000	8,420
Service Providers, Contractors and Consultancy	13,346	13,000	13,168
	298,692	233,800	194,056
6. Property		<u> </u>	<u> </u>
6. Property	298,692 <b>2021</b>	2021	194,056 <b>2020</b>
6. Property		<u> </u>	2020 Actual
	2021 Actual	2021 Budget	2020 Actual
Caretaking and Cleaning Consumables	2021 Actual	2021 Budget (Unaudited)	2020 Actual
	2021 Actual	2021 Budget (Unaudited) \$	2020 Actual
Caretaking and Cleaning Consumables	2021 Actual \$ 58,495 34,878 6,248	2021 Budget (Unaudited) \$ 77,000 8,000 12,400	2020 Actual \$ 58,444 79,242 6,890
Caretaking and Cleaning Consumables Cyclical Maintenance Provision Grounds Heat, Light and Water	2021 Actual \$ 58,495 34,878 6,248 28,961	2021 Budget (Unaudited) \$ 77,000 8,000 12,400 33,000	2020 Actual \$ 58,444 79,242 6,890 31,255
Caretaking and Cleaning Consumables Cyclical Maintenance Provision Grounds Heat, Light and Water Rates	2021 Actual \$ 58,495 34,878 6,248 28,961 123	2021 Budget (Unaudited) \$ 77,000 8,000 12,400 33,000 100	2020 Actual \$ 58,444 79,242 6,890 31,255 114
Caretaking and Cleaning Consumables Cyclical Maintenance Provision Grounds Heat, Light and Water Rates Repairs and Maintenance	2021 Actual \$ 58,495 34,878 6,248 28,961 123 36,625	2021 Budget (Unaudited) \$ 77,000 8,000 12,400 33,000 100 50,500	2020 Actual \$ 58,444 79,242 6,890 31,255 114 45,866
Caretaking and Cleaning Consumables Cyclical Maintenance Provision Grounds Heat, Light and Water Rates Repairs and Maintenance Use of Land and Buildings	2021 Actual \$ 58,495 34,878 6,248 28,961 123 36,625 515,908	2021 Budget (Unaudited) \$ 77,000 8,000 12,400 33,000 100 50,500 661,550	2020 Actual \$ 58,444 79,242 6,890 31,255 114 45,866 698,374
Caretaking and Cleaning Consumables Cyclical Maintenance Provision Grounds Heat, Light and Water Rates Repairs and Maintenance	2021 Actual \$ 58,495 34,878 6,248 28,961 123 36,625	2021 Budget (Unaudited) \$ 77,000 8,000 12,400 33,000 100 50,500	2020 Actual \$ 58,444 79,242 6,890 31,255 114 45,866

In 2021, the Ministry of Education revised the notional rent rate from 8% to 5% to align it with the Government Capital Charge rate. This is considered to be a reasonable proxy for the market rental yield on the value of land and buildings used by schools. Accordingly in 2021, the use of land and buildings figure represents 5% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

741,083

902,550

980,799

#### 7. Cash and Cash Equivalents

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	<b>\$</b>	\$
Bank Accounts	1,005,710	169,441	235,162
Cash and cash equivalents for Statement of Cash Flows	1,005,710	169,441	235,162

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

#### 8. Accounts Receivable

o. Accounts receivable	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	<b>\$</b>	\$
Receivables	575	575	575
Interest Receivable	769	1,739	1,739
Banking Staffing Underuse	-	7,725	7,725
Teacher Salaries Grant Receivable	136,897	180,423	180,423
	138,241	190,462	190,462
Receivables from Exchange Transactions	1,344	2,314	2,314
Receivables from Non-Exchange Transactions	136,897	188,148	188,148
	138,241	190,462	190,462
9. Inventories	2024	2024	2020
	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Stationery	633	1,033	1,033
	633	1,033	1,033

#### 10. Investments

The School's investment activities are classified as follows:			
	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
Current Asset	\$	\$	\$
Short-term Bank Deposits	300,378	385,359	485,359
Total Investments	300,378	385,359	485,359

### 11. Property, Plant and Equipment

2021	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation	Total (NBV)
Building Improvements	358,279	-	-	-	(9,872)	348,408
Furniture and Equipment	290,186	64,646	(25,566)	-	(43,540)	285,726
Information and Communication Technology	22,773	15,376	(2,026)	-	(11,434)	24,690
Leased Assets	77,237	25,514	(3,887)	-	(44,578)	54,286
Library Resources	19,812	7,716	(3,376)	-	(3,019)	21,133
Balance at 31 December 2021	768,287	113,252	(34,855)	-	(112,443)	734,243

The net carrying value of equipment held under a finance lease is \$54,286 (2020: \$77,237)

	2021	2021	2021	2020	2020	2020
	Cost or Valuation	Accumulated Depreciation	Net Book Value	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$	\$	\$	\$
Building Improvements	394,870	(46,462)	348,408	394,870	(36,591)	358,279
Furniture and Equipment	646,671	(360,945)	285,726	636,820	(346,633)	290,186
Information and Communication Technology	113,755	(89,065)	24,690	120,223	(97,450)	22,773
Leased Assets	104,791	(50,505)	54,286	132,486	(55,247)	77,237
Library Resources	61,338	(40,205)	21,133	64,635	(44,823)	19,812
Balance at 31 December	1,321,425	(587,182)	734,243	1,349,034	(580,744)	768,287

#### 12. Accounts Payable

·	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Creditors	18,479	13,884	10,025
Accruals	7,620	6,030	6,030
Banking Staffing Overuse	1,177	-	-
Employee Entitlements - Salaries	136,897	180,423	180,423
Employee Entitlements - Leave Accrual	30,196	26,643	26,643
	194,369	226,980	223,121
Payables for Exchange Transactions	194,369	226,980	223,121
	194,369	226,980	223,121
The carrying value of payables approximates their fair value.			_

The earlying value of payables approximates their fair value

#### 13. Borrowings

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Loans due in one year	9,475	9,475	9,475
Loans due after one year	16,581	26,056	26,056
	26,056	35,531	35,531

The school has borrowings at 31 December 2021 of \$26,056 (31 December 2020 \$35,531). This loan is from the Energy Efficiency and Conservation Authority for the purpose of Upgrading the lighting to LED. The loan is unsecured and payable in equal instalments of \$2,368.

#### 14. Revenue Received in Advance

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	` <b>\$</b>	\$
Other revenue in Advance	7,671	-	-
	7,671	-	-

#### 15. Provision for Cyclical Maintenance

•	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	<b>\$</b>	\$
Provision at the Start of the Year	115,158	115,158	40,606
Increase/ (decrease) to the Provision During the Year	34,878	8,000	79,242
Use of the Provision During the Year	-	(8,000)	(4,690)
Provision at the End of the Year	150,036	115,158	115,158
Cyclical Maintenance - Current	13,600	-	-
Cyclical Maintenance - Term	136,436	115,158	115,158
	150,036	115,158	115,158

#### 16. Finance Lease Liability

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

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
No Later than One Year	34,006	43,648	49,022
Later than One Year and no Later than Five Years	26,400	33,842	36,401
Future Finance Charges	(5,245)	-	(7,933)
	55,161	77,490	77,490
Represented by	-		
Finance lease liability - Current	30,274	43,648	43,648
Finance lease liability - Term	24,887	33,842	33,842
	55,161	77,490	77,490

#### 17. Funds Held for Capital Works Projects

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

	2021	Opening Balances \$	Receipts from MoE \$	Payments	Board Contributions \$	Closing Balances \$
LSC Office Upgrade	completed	(2,195)	2,195	-	-	-
Library Upgrade	in progress	(3,200)	45,000	(98,680)	-	(56,880)
Rooms 1 - 4 ILE	in progress	(8,700)	558,744	(39,355)	-	510,689
Astroturf	completed	(798)	3,428	(2,630)	-	-
Totals		(14,893)	609,367	(140,665)	-	453,809
Represented by: Funds Held on Behalf of the Funds Due from the Ministry	<u> </u>					510,689 (56,880) 453,809

	2020	Opening Balances \$	Receipts from MoE \$	Payments \$	Board Contributions \$	Closing Balances \$
LSC Office Upgrade	in progress	-	59,086	(61,281)	-	(2,195)
Library Upgrade	in progress	-	-	(3,200)	-	(3,200)
Rooms 1 - 4 ILE	in progress	-	-	(8,700)	-	(8,700)
Astroturf	in progress	-	54,567	(55,365)	-	(798)
Totals			113,653	(128,546)	-	(14,893)

#### 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.

#### 19. Remuneration

Key management personnel compensation

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

	2021 Actual \$	2020 Actual \$
Board Members Remuneration	2,415	3,293
Remuneration	2,413	3,293
Leadership Team		
Remuneration	318,019	370,454
Full-time equivalent members	2.5	3
Total key management personnel remuneration	320,434	373,747

There are five members of the Board excluding the Principal. The Board had held six full meetings of the Board in the year. As well as these regular meetings, including preparation time, the Chair and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

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

	Actual	Actual
Salaries and Other Short-term Employee Benefits:	\$000	\$000
Salary and Other Payments	140-150	140-150
Benefits and Other Emoluments	1-5	0
Termination Benefits	<u>-</u>	_

2021

2020

#### Other Employees

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

Remuneration	2021	2020
\$000	FTE Number	FTE Number
100-110	2.00	1.00
110-120	1.00	0.00
_	3.00	1.00

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 board members, committee members, 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:

	2021 Actual	2020 Actual
Total	-	-
Number of People	-	-

#### 21. Contingencies

There are no contingent liabilities and no contingent assets as at 31 December 2021 (Contingent liabilities and assets at 31 December 2020: nil).

Holidays Act Compliance - schools payroll

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

The Ministry's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis and solutions have been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2021, a contingent liability for the school may exist.

#### 22. Commitments

#### (a) Capital Commitments

As at 31 December 2021 the Board has entered into contract agreements for capital works as follows:

(a)\$88,870 contract for Library Upgrade as agent fo the Ministry of Education. This project is funded by the Ministry for \$50,000 and the Board for \$87,500. \$45,000 has been received from the Ministry and \$101,880 has been spent on the project to balance date. \$5,000 is yet to be received.

(b)\$691,660 contract for ILE & DQLS Upgrade as agent for the Ministry of Education. This project is funded by the Ministry for \$862,455 and the Board for \$115,193. \$558,744 has been received from the Ministry and \$48,055 has been spent on the project to balance date. \$303,711 is yet to be received.

(c)\$103,835 contract for the Fale Pasifika Project to be completed in 2022, which will be fully funded by the Board. \$114,219 has been spent on the project to date.

(d)\$40,650 contract for Pool Changing Sheds to be completed in 2022, which will be fully funded by the Board. \$\text{snil}\$ has been spent on the project to date.

(Capital commitments at 31 December 2020: \$103,835)

#### (b) Operating Commitments

As at 31 December 2021 the Board has not entered into any operating commitments (2020: \$nil).

#### 23. 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

T munotur accord modernou at amorticou cost	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Cash and Cash Equivalents	1,005,710	169,441	235,162
Receivables	138,241	190,462	190,462
Investments - Term Deposits	300,378	385,359	485,359
Total Financial assets measured at amortised cost	1,444,329	745,262	910,983
Financial liabilities measured at amortised cost			
Payables	194,369	226,980	223,121
Borrowings - Loans	26,056	35,531	35,531
Finance Leases	55,161	77,490	77,490
Total Financial Liabilities Measured at Amortised Cost	275,586	340,001	336,142

#### 24. Events After Balance Date

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

#### 25. Comparatives

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



## Independent Auditor's Report

To the readers of Glen Eden Primary School's Financial statements For the year ended 31 December 2021

#### **RSM Hayes Audit**

PO Box 9588 Newmarket, Auckland 1149 Level 1, 1 Broadway Newmarket, Auckland 1023 T +64 (9) 367 1656 www.rsmnz.co.nz

The Auditor-General is the auditor of Glen Eden Primary School (the School). The Auditor-General has appointe d me, Wayne Tukiri, using the staff and resources of RSM Hayes Audit, to carry out the audit of the financial statements of the School on his behalf.

#### **Opinion**

We have audited the financial statements of the School on pages 2 to 18, that comprise the statement of financial position as at 31 December 2021, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
  - its financial position as at 31 December 2021; and
  - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime.

Our audit was completed on 15 July 2022. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board and our responsibilities relating to the financial statements, we comment on other information, and we explain our independence.

#### **Basis of opinion**

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



#### Responsibilities of the Board for the financial statements

The Board is responsible on behalf of the School for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board of Trustees is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to close or merge the School, or there is no realistic alternative but to do so.

The Board's responsibilities, in terms of the requirements of the Education and Training Act 2020, arise from section 87 of the Education Act 1989.

#### Responsibilities of the auditor for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements.

For the budget information reported in the financial statements, our procedures were limited to checking that the information agreed to the School's approved budget.

We did not evaluate the security and controls over the electronic publication of the financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures
  that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the
  effectiveness of the School's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the School to cease to continue as a going concern.



- We evaluate the overall presentation, structure and content of the financial statements, including the
  disclosures, and whether the financial statements represent the underlying transactions and events in a
  manner that achieves fair presentation.
- We assess the risk of material misstatement arising from the payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

#### Other information

The Board of Trustees is responsible for the other information. The other information includes the statement of responsibility, board member list, analysis of variance, kiwisport report, but does not include the financial statements, and our auditor's report thereon.

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

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

#### Independence

We are independent of the School in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with or interests in Glen Eden Primary School.

Wayne Tukiri

W. Jukiri

RSM Hayes Audit
On behalf of the Auditor-General
Auckland, New Zealand

# Glen Eden Primary School









WHANAUNGATANGA

KAIRANGI

## **Analysis of Variance - 2021**

2021 Annual Plan - Goal Tahi Create an environment in which everyone feels empowered to live our vision and values				
Strategic Initiatives	Strategic Actions	When	Personnel / Resources	Measures
	Embed new organisational structure for staff that promotes agency	SOD Each term - assign staff whānau tasks	All staff	Staff survey
Continue to develop and trial models for teaching	End Term 3/4 progress: Like in 2020 COVID has had an importhis structure and it is certainly em			staff are now very familiar with
and learning which foster agency and belonging	Further explore agency and begin implementation at class level	All year	Kate Friedwald	Staff survey
	End Term 3/4 progress: Our work with Kate is now comple- explored agency and had adapted te			e year. All felt that we had fully ow have a combination of structure

	with some choice in the programme	2.		
	Timetable deliberate tuakana teina time across class whānau.	Weekly	All staff	Staff survey
	End Term 3/4 progress: Tuakana/Teina time has been much i more learning times where only a for planning time to ensure that it is suc However lockdowns put paid to any	ew students are utillised t cessful.	o assist learning. This is still a v	the whole class "TT time" there are now vork in progress and needs regular
	Continue bi-lingual class in Year 5/6 Introduce bilingual class in Year 3/4	All year	Monica Topia/Lana Aitken/Jess Maoate	Student/Whānau survey
Further establish	End Term 3/4 progress: Both classes have worked well toge join/continue with this pathway in 20 exceed spaces.			who are keen for students to I criteria for selection should numbers
bi-lingual pathway	Upskill teachers in bilingual classes	All year	Monica Topia/Lana Aitken/Jess Maoate	Folders of evidence in Kahui Ako shared drive
	End Term 3/4 progress:  Both Monica and Lana have joined the Waitakere COL for the Māori immersion and bilingual kaiako strand. Due to clashes with some dates (e.g. Year 5 & 6 camp and first lockdown) they have not been able to attend all hui. The facilitators of this strand in the Waitakere COL have been invited to present at the New Zealand Assessment Institute conference to share their practice. Ware lucky to have been accepted to join this kaupapa			
	some dates (e.g. Year 5 & 6 camp of the Waitakere COL have been invite	and first lockdown) they ed to present at the New	have not been able to attend	all hui. The facilitators of this strand in

Develop a student graduate profile			
End Term 3/4 progress: We began this process with Rosalie teachers, support staff and studer This was all planned for Term 3 sta	nts. We are yet to comple	ete it for the BOT, office stat	-f and the caretaker.

2.021 Annual Plan - Goal Rua Enhance the professional capabilities of all staff					
Strategic Initiatives	Strategic Actions	When	Personnel / Resources	Measures	
	Continue an internal focus to ensure previous PLD is embedded in classroom practice.	All year	SL team	Hold practice analysis conversations with all teaching staff after observations which will be in reading, writing or maths	
Build staff knowledge to	End Term 3/4 progress:  Observations and practice analysis conversations have occurred with all teachers in Terms 1 & 2. Follow up, tailored to individual need, has occurred. In some cases this was assistance with planning. In some cases coaching sessions. In some cases a follow up observatio to ensure changes were made. In most cases nothing extra was needed other than some tweaks. In several cases the lessons were outstanding. No observations in Terms 3 & 4 due to COVID.				
strengthen teaching & learning	Ensure there are relevant PLD opportunities for staff to inquire into and develop their understanding of	All year	Michelle Coxhead Kate Friedwald	Staff survey Evidence in teaching and learning programmes	
and practice in Māori, writing a Digital Technology			Monica Topia Jane van der Zeyden	Team minutes Observation notes	

We have had to postpone or cancel several PLS with Kate has been completed. Both Mic PLD was severely impacted by COVID lockdo	helle and Monica have		
Enable teachers to participate in a Professional Growth Cycle aligned to the strategic direction of the kura.	All year	Alana McKenzie (classroom teachers) Continue an internal focus to ensure previous PLD is embedded in classroom practice.  Liz Cassidy (teacher aides)  All staff	Discussion at SL meetings

We have been using the Appraisal template which Alana adapted to fit into the new PGC requirements. We will adapt the document further after reviewing it's initial use this year.

All staff have been engaged with all PLD meetings this year. Liz has been meeting regularly with teacher aides and they have also had several PLD sessions.

These meetings did not occur in Terms 3 & 4

Develop a	2021 Annual Plan - Goal Toru  Develop a school culture where students are fostered to be creative, collaborative and technologically capable			
Strategic Initiative	Strategic Actions	When	Personnel / Resources	Measures
Explore and implement teaching and learning in The Arts and Digital Technology	Ensure there are opportunities for staff and students to engage with a range of technology.	All year	Kate Friedwald 1-1 devices in Tui team	Staff survey Whánau survey Visual art exhibition in Term 3
End Term 3/4 progress:				

Digital technologies are well embedded in the school and in use in classroom programmes. All seniors are very used to the 14 devices and the procedures/protocols for using them in class. For lockdown it meant that we could ensure every Year 5 and 6 student had a device at home. This however did not increase participation in online learning.

Generate experiences that promote collaboration and creativity	All year	All staff Stacey Yates
Provide resources to support creative, collaborative and technological endeavours	All year	

End Term 3/4 progress:

Stacey had done an amazing job of taking staff PLD in preparation for a Term 3 art exhibition. Boards were ordered, supplies purchased. Each teacher was planned and ready to have pieces for the exhibition. Due to lockdown and time constraints in Term 4 this will now not happen in 2021 though it is envisaged that students will still do their pieces in Term 4 to take home. Due to lockdown and extremely low levels of students returning most art work was unfinished.

# <u>School</u>

## **Glen Eden Primary School**

## **KIWISPORT NOTE**

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2021, the school received total Kiwisport funding of \$4,743.76. The funding was spent on maintaining our school swimming pool. We aim to have 100% of the students benefiting from regular lessons and from lunchtime play activity in the pool.