

NGARUAWAHIA HIGH SCHOOL

ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

School Directory

Ministry Number: 127

Principal: Bex Hodgson

School Address: 56 Kent Street

School Postal Address: P O Box 136, Ngaruawahia, 3742

School Phone: 07 8248729

School Email: jusbrown@ngaruawahiahigh.school.nz

Members of the Board:

Name	Position	How Position Gained	Term Expired/ Expires
Anne Ramsay	Presiding Member	Elected	Sep-25
Bex Hodgson	Principal ex Officio		
Davie Nonoa	Parent Representative	Elected	Sep-25
Dianne Firth	Parent Representative	Elected	Sep-25
Laura Milward	Parent Representative	Elected	Sep-25
Teina Eriepa	Parent Representative	Elected	Sep-25
Megan Vernal	Staff Representative	Elected	Sep-25
Pyper Sullivan	Student Representative	Elected	Sep-25

Accountant / Service Provider: SRN Partners Chartered Accountants Limited

NGARUAWAHIA HIGH SCHOOL

Annual Financial Statements - For the year ended 31 December 2023

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Kiwisport

Ngaruawahia High School

Statement of Responsibility

For the year ended 31 December 2023

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 2023 fairly reflects the financial position and operations of the school.

The School's 2023 financial statements are authorised for issue by the Board.

Full Name of Presiding Member

Signature of Presiding Member

Date:

Rebecca Hodgson

Full Name of Principal

Signed by:

F66EFAECD6BBEF2

Signature of Principal

09/10/2024

Date:

Ngaruawahia High School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2023

	Notes	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Revenue				
Government Grants	2	5,828,927	5,361,260	5,063,853
Locally Raised Funds	3	42,091	18,910	72,149
Interest		19,778	6,500	4,661
Total Revenue		5,890,796	5,386,670	5,140,663
Expense				
Locally Raised Funds	3	54,089	64,420	66,209
Learning Resources	4	3,548,867	3,678,025	3,585,425
Administration	5	777,972	274,770	791,998
Interest		11,636	7,980	5,470
Property	6	1,374,920	1,364,690	892,369
Total Expense		5,767,484	5,389,885	5,341,471
Net Surplus / (Deficit) for the year		123,312	(3,215)	(200,808)
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		123,312	(3,215)	(200,808)

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

Ngaruawahia High School

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2023

	Notes	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Equity at 1 January		900,712	900,715	954,945
Total comprehensive revenue and expense for the year		123,312	(3,215)	(200,808)
Contributions from / (Distributions to) the Ministry of Education		-	-	-
Contribution - Furniture and Equipment Grant		56,906	-	146,575
Equity at 31 December		1,080,930	897,500	900,712
Accumulated comprehensive revenue and expense		1,080,930	897,500	900,712
Reserves		-	-	-
Equity at 31 December		1,080,930	897,500	900,712

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.

Ngaruawahia High School

Statement of Financial Position

As at 31 December 2023

		2023	2023	2022
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Current Assets				
Cash and Cash Equivalents	7	504,759	494,100	88,604
Accounts Receivable	8	271,174	236,100	241,348
Prepayments		11,490	10,000	20,410
Inventories	9	33,435	33,000	33,449
Investments		202,244	200,000	204,736
Funds Receivable for Capital Works Projects	17	-	-	7,163
		1,023,102	973,200	595,710
Current Liabilities				
GST Payable		3,222	-	(20,651)
Accounts Payable	12	330,182	322,320	298,789
Borrowings	13	17,847	17,000	38,224
Revenue Received in Advance	14	17,770	7,500	10,020
Finance Lease Liability	16	30,789	-	34,209
Funds held for Capital Works Projects	17	124,200	-	35,106
		524,010	346,820	395,697
Working Capital Surplus/(Deficit)		499,092	626,380	200,013
Non-current Assets				
Property, Plant and Equipment	11	666,186	381,120	789,514
		666,186	381,120	789,514
Non-current Liabilities				
Borrowings	13	-	-	17,847
Provision for Cyclical Maintenance	15	63,760	60,000	35,759
Finance Lease Liability	16	20,588	50,000	35,209
		84,348	110,000	88,815
Net Assets		1,080,930	897,500	900,712
Equity		1,080,930	897,500	900,712

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

Ngaruawahia High School

Statement of Cash Flows

For the year ended 31 December 2023

		2023	2023	2022
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Cash flows from Operating Activities				
Government Grants		2,086,210	2,611,975	1,426,527
Locally Raised Funds		127,950	(4,090)	21,599
Hostel		8,426	-	
International Students		2,780	7,500	
Goods and Services Tax (net)		23,873	-	(2,036)
Payments to Employees		(906,450)	(807,395)	(874,216)
Payments to Suppliers		(867,378)	(586,185)	(649,773)
Interest Paid		(11,636)	(7,980)	(5,470)
Interest Received		20,799	6,400	3,707
Net cash from/(to) Operating Activities		484,574	1,220,225	(79,662)
Cash flows from Investing Activities				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		-	-	
Purchase of Property Plant & Equipment (and Intangibles)		(56,042)	(593,125)	(292,240)
Purchase of Investments		2,492	(200,000)	(204,736)
Proceeds from Sale of Investments		-	-	
Net cash from/(to) Investing Activities		(53,550)	(793,125)	(496,976)
Cash flows from Financing Activities				
Furniture and Equipment Grant		56,906	-	146,575
Finance Lease Payments		(33,808)	50,000	(42,350)
Painting Contract Payments		-	-	
Loans Received		(38,224)	17,000	(38,224)
Repayment of Loans		-	-	
Funds Administered on Behalf of Other Parties		256	-	(29,519)
Net cash from/(to) Financing Activities		(14,870)	67,000	36,482
Net increase/(decrease) in cash and cash equivalents		416,154	494,100	(540,156)
Cash and cash equivalents at the beginning of the year	7	88,604	-	628,760
Cash and cash equivalents at the end of the year	7	504,758	494,100	88,604

The Statement of Cash Flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries, use of land and buildings grant and expense and other notional items 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.

Ngaruawahia High School

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

a) Reporting Entity

Ngaruawahia High 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 statements have been prepared for the period 1 January 2023 to 31 December 2023 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 expense 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 best estimate of the cost of painting the school and when the school is required to be painted, based on an assessment of the school's condition. During the year, the Board assesses the reasonableness of its painting maintenance 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. A lease is classified as a finance lease if it transfers substantially all risks and rewards incidental to ownership of an underlying asset to the lessee. In contrast, an operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee.

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. Finance lease liability disclosures are contained in note 16. Future operating lease commitments are disclosed in note 22.

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.

Other Ministry Grants for directly funded programs are recorded as revenue when the School has the rights to the funding in the period they relate to. The grants are not received in cash by the School and are paid directly 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. Grants for the use of land and buildings 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 where conditions exist

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 recognised as an asset and revenue when the right to receive funding or the asset has been established unless there is an obligation to return funds if conditions are not met. If conditions are not met, funding is recognised as revenue in advance and recognised as revenue when conditions are satisfied.

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 expected 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 are 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 material.

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 (funded by the Board) to buildings owned by the Crown or directly by the board 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
Board Owned Buildings
Furniture and equipment
Information and communication technology
Motor vehicles
Textbooks
Leased assets held under a Finance Lease
Library resources

10–75 years
10–75 years
10–15 years
4–5 years
5 years
3 years
Term of Lease
12.5% Diminishing value

k) Intangible Assets

Software costs

Computer software acquired by the School are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with subsequent maintenance and research expenditure are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

The carrying value of software is amortised on a straight line basis over its useful life. The useful life of software is estimated as three years. The amortisation charge for each period and any impairment loss is recorded in the Statement of Comprehensive Revenue and Expense.

l) 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. If such indication exists, the School estimates the asset's recoverable service amount. 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.

In determining fair value less costs to sell, the School engages an independent valuer to assess market value based on the best available information. The valuation is based on [details of the valuer's approach to determining market value (i.e. what valuation techniques have been employed, comparison to recent market transaction etc.)].

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 surplus or deficit.

The reversal of an impairment loss is recognised in surplus or deficit. A previously recognised impairment loss is reversed only if there has been a change in the assumptions used to determine the asset's recoverable service amount since the last impairment loss was recognised.

m) 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.

n) 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 and annual leave earned, by non teaching staff, but not yet taken at balance date.

Long-term employee entitlements

Employee benefits that are not expected to be settled wholly before 12 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. Remeasurements are recognised in surplus or deficit in the period in which they arise.

o) Revenue Received in Advance

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

The School holds sufficient funds to enable the refund of unearned fees in relation to students, should the School be unable to provide the services to which they relate.

p) Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Comprehensive Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

q) Funds held for Capital works

The school directly receives funding from the Ministry of Education for capital works projects that are included in the School five year capital works agreement. These funds are held on behalf and for a specified purpose. As such, these transactions are not recorded in the Statement of Comprehensive Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

r) Shared Funds

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. In instances where funds are outside of the School's control, these amounts are not recorded in the Statement of Comprehensive Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose.

s) 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 the school's best estimate of the cost of painting the school and when the school is required to be painted, based on an assessment of the school's condition.

The School carries out painting maintenance of the whole school over a 7 to 10 year period. The economic outflow of this is dependent on the plan established by the school to meet this obligation and is detailed in the notes and disclosures of these accounts.

t) 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 initially recognised at fair value and subsequently measured at amortised cost, using the effective interest method.

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. On initial recognition of an equity investment that is not held for trading, the School may irrevocably elect to present subsequent changes in the investment's fair value in other comprehensive revenue and expense. This election has been made for investments that are shares. Subsequent to initial recognition, these assets are measured at fair value. Dividends are recognised as income in surplus or deficit unless the dividend clearly represents a recovery of part of the cost of the investment. Other net gains and losses are recognised in other comprehensive revenue and expense and are never reclassified to surplus or deficit.

The School's financial liabilities comprise accounts payable, borrowings, finance lease liability, and painting contract liability. Financial liabilities are subsequently measured at amortised cost using the effective interest method. Interest expense and any gain or loss on derecognition are recognised in surplus or deficit.

u) 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.

v) 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.

w) Budget Figures

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

x) 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

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Government Grants - Ministry of Education	1,849,695	1,644,270	1,779,884
Teachers' Salaries Grants	2,839,095	2,600,000	2,691,676
Use of Land and Buildings Grants	1,057,670	1,050,000	488,687
Other Government Grants	82,467	66,990	103,606
	<u>5,828,927</u>	<u>5,361,260</u>	<u>5,063,853</u>

The school has opted in to the donations scheme for this year. Total amount received was \$46,236.

3. Locally Raised Funds

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

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Revenue			
Donations & Bequests	1,390	-	1,753
Fees for Extra Curricular Activities	22,126	18,910	26,099
Trading	6,790	-	6,716
Fundraising & Community Grants	11,785	-	20,504
Other Revenue	-	-	17,077
	<u>42,091</u>	<u>18,910</u>	<u>72,149</u>
Expense			
Extra Curricular Activities Costs	20,740	33,620	46,671
Trading	28,864	30,800	8,244
Fundraising and Community Grant Costs	4,485	-	9,883
Other Locally Raised Funds Expenditure	-	-	1,411
	<u>54,089</u>	<u>64,420</u>	<u>66,209</u>
<i>Surplus/ (Deficit) for the year Locally Raised Funds</i>	<u>(11,998)</u>	<u>(45,510)</u>	<u>5,940</u>

4. Learning Resources

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Curricular	193,943	245,475	264,852
Information and Communication Technology	13,293	14,830	5,846
Library Resources	3,549	3,535	4,286
Employee Benefits - Salaries	3,136,949	3,194,180	3,097,797
Staff Development	5,993	8,000	13,896
Depreciation	195,140	212,005	198,748
	<u>3,548,867</u>	<u>3,678,025</u>	<u>3,585,425</u>

5. Administration

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Audit Fees	6,365	6,365	6,180
Board Fees	3,910	4,600	3,000
Board Expenses	16,226	27,200	32,734
Communication	7,761	7,300	9,988
Consumables	11,267	10,800	12,245
Operating Leases	12,394	5,410	2,242
Other	23,756	25,980	42,161
Employee Benefits - Salaries	283,124	149,715	273,760
Insurance	10,611	15,000	13,419
Service Providers, Contractors and Consultancy	23,555	22,400	19,408
Healthy School Lunch Programme	378,663		376,862
	<u>777,972</u>	<u>274,770</u>	<u>791,998</u>

6. Property

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Caretaking and Cleaning Consumables	11,603	10,070	16,288
Consultancy and Contract Services	26,003	30,800	46,329
Cyclical Maintenance	28,001	7,590	28,169
Grounds	17,787	19,500	35,948
Heat, Light and Water	74,854	80,750	52,771
Rates	5,316	7,280	5,483
Repairs and Maintenance	40,117	37,500	51,332
Use of Land and Buildings	1,057,670	1,050,000	488,687
Security	7,258	5,200	5,200
Employee Benefits - Salaries	106,311	116,000	162,163
	<u>1,374,920</u>	<u>1,364,690</u>	<u>892,369</u>

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.

7. Cash and Cash Equivalents

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Bank Accounts	504,759	494,100	88,604
Cash and cash equivalents for Statement of Cash Flows	<u>504,759</u>	<u>494,100</u>	<u>88,604</u>

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

The following notes should be used where applicable:

Of the \$ Cash and Cash Equivalents, \$124,200 is held by the School on behalf of the Ministry of Education. These funds have been provided by the Ministry as part of the school's 5 Year Agreement funding for upgrades to the school's buildings. The funds are required to be spent in 2024 on Crown owned school buildings.

8. Accounts Receivable

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Receivables	3,065	3,000	1,462
Receivables from the Ministry of Education	5,641	-	399
Interest Receivable	102	100	1,123
Banking Staffing Underuse	28,825	-	-
Teacher Salaries Grant Receivable	233,541	233,000	238,364
	<u>271,174</u>	<u>236,100</u>	<u>241,348</u>
Receivables from Exchange Transactions	8,808	3,100	2,585
Receivables from Non-Exchange Transactions	262,366	233,000	238,763
	<u>271,174</u>	<u>236,100</u>	<u>241,348</u>

9. Inventories

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
School Uniforms	33,434	33,000	33,449
	<u>33,434</u>	<u>33,000</u>	<u>33,449</u>

10. Investments

The School's investment activities are classified as follows:

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Current Asset			
Short-term Bank Deposits	202,244	200,000	204,736
	<u>202,244</u>	<u>200,000</u>	<u>204,736</u>
Total Investments			

11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2023	\$	\$	\$	\$	\$	\$
Buildings	17,732				(1,275)	16,457
Building Improvements	52,408				(5,978)	46,430
Furniture and Equipment	431,375	22,790			(75,044)	379,121
Information and Communication Technology	137,224	30,221			(51,749)	115,696
Motor Vehicles	52,393				(18,209)	34,184
Leased Assets	77,750	15,768			(39,927)	53,591
Library Resources	20,632	3,033			(2,958)	20,707
Balance at 31 December 2023	789,514	71,812	-	-	(195,140)	666,186

The following note can be used for each class of asset that are held under a finance lease:

The net carrying value of furniture and equipment held under a finance lease is \$53,591 (2022: \$77,750)

	2023	2023	2023	2022	2022	2022
	Cost or Valuation	Accumulated Depreciation	Net Book Value	Cost or Valuation	Accumulate d Depreciatio n	Net Book Value
	\$	\$	\$	\$	\$	\$
Buildings	53,053	(36,596)	16,457	53,053	(35,321)	17,732
Building Improvements	121,144	(74,713)	46,431	121,144	(68,735)	52,408
Furniture and Equipment	1,212,324	(833,202)	379,122	1,189,534	(758,158)	431,375
Information and Communication Technology	770,948	(655,252)	115,696	740,727	(603,503)	137,224
Motor Vehicles	189,266	(155,082)	34,184	189,266	(136,873)	52,393
Leased Assets	229,363	(175,772)	53,591	213,596	(135,845)	77,750
Library Resources	140,247	(119,541)	20,706	137,215	(116,583)	20,632
Balance at 31 December 2023	2,716,345	(2,050,158)	666,187	2,644,535	(1,855,018)	789,514

12. Accounts Payable

	2023	2023	2022
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Creditors	27,010	26,820	23,640
Accruals	10,465	10,000	6,180
Banking Staffing Overuse	-	-	7,322
Employee Entitlements - Salaries	285,975	279,000	238,364
Employee Entitlements - Leave Accrual	6,732	6,500	23,283
	330,182	322,320	298,789
Payables for Exchange Transactions	330,182	322,320	298,789
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)			
Payables for Non-exchange Transactions - Other			
	330,182	322,320	298,789

The carrying value of payables approximates their fair value.

13. Borrowings

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Loans due in one year	17,847	17,000	38,224
Loans due after one year	-	-	17,847
	<u>17,847</u>	<u>17,000</u>	<u>56,071</u>

14. Revenue Received in Advance

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Income in Advance - Ministry of Education	10,218	-	-
Student Income In Advance	7,552	7,500	4,772
Funds Held In Trust	-	-	(1,251)
	<u>17,770</u>	<u>7,500</u>	<u>3,521</u>

15. Provision for Cyclical Maintenance

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Provision at the Start of the Year	35,759	-	7,590
Increase to the Provision During the Year	28,001	7,590	17,873
Other Adjustments		-	10,296
Provision at the End of the Year	<u>63,760</u>	<u>7,590</u>	<u>35,759</u>
Cyclical Maintenance - Non current	63,760	60,000	35,759
	<u>63,760</u>	<u>60,000</u>	<u>35,759</u>

Per the cyclical maintenance schedule, the school is next expected to undertake painting works during 2025. This plan is based on the Carus painting Contract.

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:

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
No Later than One Year	33,250		38,936
Later than One Year and no Later than Five Years	25,368		37,893
Later than Five Years	(7,241)		(7,411)
Future Finance Charges			
	<u>51,377</u>	<u>-</u>	<u>69,418</u>
Represented by			
Finance lease liability - Current	30,789		34,210
Finance lease liability - Non current	20,588		35,208
	<u>51,377</u>	<u>-</u>	<u>69,418</u>

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 projects. The amount of cash held on behalf of the Ministry for capital works project is included under cash and cash equivalents in note 9.

	2023	Opening Balances \$	Receipts from MOE \$	Payments \$	Board Contributio ns \$	Closing Balances \$
Blocks G&L Roofing, Cladding Upgrade 215476		(7,163)	7,163			-
Relocate Sewer Line - Project number 234283		6,906		(6,906)		-
A,B,G,T Rebuild B, Refurb A,G,T 202493		28,200				28,200
Kitchen Upgrade 241966		-	96,000			96,000
Totals		27,943	103,163	(6,906)	-	124,200

Represented by:

Funds Held on Behalf of the Ministry of Education	124,200
Funds Receivable from the Ministry of Education	-

	2022	Opening Balances \$	Receipts from MOE \$	Payments \$	Board Contributio ns \$	Closing Balances \$
Blocks G&L Roofing, Cladding Upgrade 215476		(7,163)				(7,163)
Relocate Sewer Line - Project number 234283		64,625		(57,719)		6,906
A,B,G,T Rebuild B, Refurb A,G,T 202493			30,000	(1,800)		28,200
Electricity Reimbursement			18,894	(18,894)		-
Totals		57,462	48,894	(78,413)	-	27,943

Represented by:

Funds Held on Behalf of the Ministry of Education	35,106
Funds Receivable from the Ministry of Education	(7,163)

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.

	2023 Actual \$	2022 Actual \$
<i>Board Members</i> Remuneration	3,910	3,000
<i>Leadership Team</i> Remuneration	432,986	547,574
Full-time equivalent members	3	4
Total key management personnel remuneration	436,896	550,574

There are **7** members of the Board excluding the Principal. The Board has held **8** full meetings of the Board in the year. The Board also has Finance (**1 members**) and Property (**1 members**) committees that meet 1 and 2 times respectively. As well as these regular meetings, including preparation time, the Presiding member 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.

Principal 1

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

	2023 Actual \$000	2022 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	170-180	170-180
Benefits and Other Emoluments	4-5	2-3
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2023 FTE Number	2022 FTE Number
100-110	8.00	5.00
110-120	9.00	5.00
120-130	2	2
130-140	2	0
	21.00	12.00

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:

	2023 Actual	2022 Actual
Total	-	-
Number of People	-	-

21. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2023 (Contingent liabilities and assets at 31 December 2022: nil).

The Board was notified of a claim of \$x alleging a breach of contract. The Board has not recognised this matter in the financial statements because the likelihood of the claim surfacing is not probable as there is no substance to the matter.

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 continues to review the Schools Sector Payroll to ensure compliance with the Holidays Act 2003. An initial remediation payment has been made to some current school employees. The Ministry is continuing to perform detailed analysis to finalise calculations and the potential impacts of specific individuals, as such, this is expected to resolve the liability for school boards.

22. Commitments

(a) Capital Commitments

At 31 December 2023, the Board had capital commitments of \$124,200 (2022:\$27,943) as a result of entering the following contracts:

Contract Name	Contract Amount	Spend To Date	Remaining Capital Commitment
	\$	\$	\$
A,B,G,T Rebuild B, Refurb A,G,T 202493	28,200		28,200
Kitchen Upgrade 241966	96,000		96,000
			-
			-
Total	124,200	-	124,200

(b) Operating Commitments

As at 31 December 2023, the Board has entered into the following Painting Contract:

	2023 Actual \$	2022 Actual \$
No later than One Year		
Later than One Year and No Later than Five Years	11,560	-
Later than Five Years	57,800	-
	<u>69,360</u>	<u>-</u>

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

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Cash and Cash Equivalents	504,759	494,100	88,604
Receivables	271,174	236,100	241,348
Investments - Term Deposits	202,244	200,000	204,736
Total financial assets measured at amortised cost	978,177	930,200	534,688

Financial liabilities measured at amortised cost

Payables	330,182	322,320	298,789
Borrowings - Loans	17,847	17,000	56,071
Finance Leases	51,377	50,000	69,418
Total financial liabilities measured at amortised cost	399,406	389,320	424,278

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.

26. Breach of Law - Failure to comply with section 135 of the Education and Training Act 2020

While the school provided all information to the accountant in sufficient time for the annual financial statements to be submitted for audit by the 31st March, the accountant was unable to meet the reporting deadline due to a combination of understaffing and staff illness. Accordingly the accountant accepts the responsibility for this legislative breach of section 135 of the Education and Training Act 2020.

27. Breach of Law - Failure to meet statutory reporting deadline

The Board of Trustees did not comply with section 137 of the Education and Training Act in that it did not submit its audited annual financial statements to the Ministry by 31 May 2024.

Ngaruawahia High School

For the year ending 31 December 2023

Kiwisport

In 2023 the school received Kiwisport funding of \$7,227 (2022:\$4,620)

The funding was spent on beach education- surf life saving and bus transport to sports venues.

Statement of Compliance with Employment Policy

For the year ended 31st December 2023 the Fairfield Primary School Board:

- Has adhered to its personnel policies within policy and procedural
- Has reviewed its compliance against these policies as per the review
- Is a good employer and complies with the conditions contained in the
- Ensures all employees and applicants for employment are treated
- Meets all equal employment opportunities requirements.

8 October 2024

Ms L Yao
Owen McLeod & Co Limited
P O BOX 389
Hamilton 3240

Dear Liyan

REPRESENTATION LETTER FOR THE YEAR ENDED 31 DECEMBER 2023

This representation letter is provided in connection with your audit, carried out on behalf of the Auditor-General, of the financial statements of Ngaruawahia High School (the School) for the year ended 31 December 2023 for the purpose of expressing an independent opinion about whether the financial statements:

- present fairly, in all material respects:
 - the financial position as at 31 December 2023; and
 - the 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.

We understand that your audit was carried out in accordance with the Auditing Standards issued by the Auditor-General, which incorporate the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board.

General representations

To the best of our knowledge and belief:

- the resources, activities under our control have been operating effectively and efficiently;
- we have complied with our statutory obligations including laws, regulations and contractual requirements;
- we have carried out our decisions and actions with due regard to minimising waste;
- we have met Parliament's and the public's expectations of appropriate standards of behaviour in the public sector (that is, we have carried out our decisions and actions with due regard to probity); and
- any decisions or actions have been taken with due regard to financial prudence.

We also acknowledge that we have responsibility for designing, implementing, and maintaining internal control (to the extent that is reasonably practical given the size of the School) to prevent and detect fraud or error, and which enables the preparation of the financial statements that are free from material misstatement whether due to fraud or error (*a requirement of paragraph NZ40.1(a) in ISA (NZ) 240*).

Representations for the financial statements

We confirm that all transactions have been recorded in the accounting records and are reflected in the financial statements, and that, to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:

- we have fulfilled our responsibilities for preparing and presenting the financial statements as required by section 134 of the Education and Training Act 2020 and, in particular, that the financial statements:
 - present fairly, in all material respects:
 - the financial position as at 31 December 2023; and
 - the 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.
- we believe the methods, significant assumptions, and data used in making and supporting the accounting estimates and the related disclosures in the financial statements are appropriate to achieve recognition, measurement or disclosure that is in accordance with the applicable financial reporting framework;
- we have appropriately accounted for and disclosed the related party relationships and transactions in the financial statements;
- we have adjusted or disclosed all events subsequent to the date of the financial statements that require adjustment or disclosure; and
- we believe the effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is recorded below;

Description	Amount
Nil	Nil

- we have disclosed all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements. Where applicable, such litigation and claims have been accounted for and disclosed in accordance with Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime.

Representations about the provision of information

We confirm that, to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:

- we have provided you with:
 - all information, such as records and documentation, and other matters that are relevant to preparing and presenting the financial statements; and
 - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence;
- we have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- we have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements;
- we have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others;
- we have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements;
- we have disclosed the identity of the related parties, all of their relationships, and all of their transactions of which we are aware; and
- we have provided you with all the other documents ("other information") which will accompany the financial statements which are consistent with the financial statements, and the other information does not contain any material misstatements.

Going concern basis of accounting

We confirm that, to the best of our knowledge and belief, the School has adequate resources to continue operations at its current level for the foreseeable future. For this reason, the Board continues to adopt the going concern basis of accounting in preparing the financial statements for the year ended 31 December 2023. We have reached this conclusion after making enquiries and having regard to circumstances that we consider likely to affect the School during the period of one year from date of signing the financial statements, and to circumstances that we know will occur after that date which could affect the validity of the going concern basis of accounting.

We consider that the financial statements adequately disclose the circumstances, and any uncertainties, that we can reasonably be expected to be aware of concerning the adoption of the going concern basis of accounting by the School.

Throughout the year, the School has conformed with the requirements of its banking arrangements, debenture trust deeds, or negative pledge agreements, including those relating to its net tangible assets ratios.

Publication of the financial statements and related audit report on a website

We confirm that we are responsible for the electronic presentation of the audited financial statements, and:

- that the electronic version of the audited financial statements and the related audit report presented on the website are the same as the final signed version of the audited financial statements and audit report.
- that the audited and unaudited information on the website has been clearly differentiated and we understand the risk of potential misrepresentation without appropriate controls.
- that we have assessed the security controls over audited financial information and the related audit report and are satisfied that procedures are adequate to ensure the integrity of the information provided.
- that the full financial statements have been provided on the website.

The representations in this letter are made at your request, and to supplement information obtained by you from the records of the School and to confirm information given to you orally.

We confirm that we have not altered in any way, the original Letter of Representation emailed to us by Owen McLeod & Co Ltd.

Yours faithfully

Presiding Member

Signed by:

F66EFAECD6BBEF2

Principal

Date: