

LONG BAY PRIMARY SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2021

School Directory

Ministry Number: 1342

Principal: Rob Hutton

School Address: 23 Ralph Eagles Place, Torbay, North Shore City, Auckland 0630

School Postal Address: 23 Ralph Eagles Place, Torbay, North Shore City, Auckland 0630

School Phone: (09) 473 6077

School Email: admin@longbayprimary.ac.nz

Members of the Board

Name	Position	How Position Gained	Term Expired/ Expires
Kylie Jackson-Cox	Presiding Member	Elected June 2019	June 2022
Rob Hutton	Principal		
Linda Barton	Principal ex Officio		
James Edgoose	Parent Rep	Elected May 2013	June 2022
Harushini Welgemoed	Parent Rep	Elected June 2019	June 2022
Autumn Facer	Parent Rep	Elected June 2019	June 2022
David Clark	Parent Rep	Elected June 2019	June 2022
Ellis Walker-Bell	Staff Rep	Elected June 2019	June 2022

Accountant / Service Provider: Top Class Financial Management Services

LONG BAY PRIMARY SCHOOL

Annual Report - For the year ended 31 December 2021

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Long Bay Primary School

Statement of Responsibility

For the year ended 31 December 2021

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

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

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2021 fairly reflects the financial position and operations of the school.

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

Kylie Frances Jackson-Cox
Full Name of Board Chairperson


Signature of Board Chairperson

16/5/2022
Date:

Robert Kevin Hutton
Full Name of Principal

R. K. Hutton
Signature of Principal

16/5/22
Date:

Long Bay Primary School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Revenue				
Government Grants	2	4,630,454	4,241,165	4,943,447
Locally Raised Funds	3	283,798	262,150	245,038
Interest income		2,340	5,000	7,947
International Students	4	27,152	22,000	58,474
		<u>4,943,744</u>	<u>4,530,315</u>	<u>5,254,906</u>
Expenses				
Locally Raised Funds	3	87,502	136,330	94,596
International Students	4	1,671	2,000	6,046
Learning Resources	5	2,597,135	2,236,771	2,325,984
Administration	6	183,807	183,095	167,757
Finance		5,121	4,270	4,111
Property	7	1,777,547	1,880,099	2,355,955
Depreciation		103,117	87,750	122,606
Loss on Disposal of Property, Plant and Equipment		4,059	-	1,388
		<u>4,759,959</u>	<u>4,530,315</u>	<u>5,078,443</u>
Net Surplus / (Deficit) for the year		183,785	-	176,463
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>183,785</u>	<u>-</u>	<u>176,463</u>

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

Long Bay Primary School Statement of Changes in Net Assets/Equity

For the year ended 31 December 2021

Notes	Actual 2021 \$	Budget (Unaudited) 2021 \$	Actual 2020 \$
Balance at 1 January	<u>817,428</u>	<u>817,428</u>	<u>640,965</u>
Total comprehensive revenue and expense for the year	183,785	-	176,463
Capital Contributions from the Ministry of Education Contribution - Furniture and Equipment Grant	10,817	-	-
Equity at 31 December	<u>1,012,030</u>	<u>817,428</u>	<u>817,428</u>
Retained Earnings	1,012,030	817,428	817,428
Reserves	-	-	-
Equity at 31 December	<u>1,012,030</u>	<u>817,428</u>	<u>817,428</u>

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.

Long Bay Primary School
Statement of Financial Position
As at 31 December 2021

		2021	2021	2020
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Current Assets				
Cash and Cash Equivalents	8	553,380	478,350	474,181
Accounts Receivable	9	165,010	152,993	152,993
GST Receivable		7,936	12,740	12,740
Prepayments		3,410	9,885	9,885
Inventories	10	137	105	105
Investments	11	204,146	305,531	305,531
		<u>934,019</u>	<u>959,604</u>	<u>955,435</u>
Current Liabilities				
Accounts Payable	13	215,835	351,745	351,745
Revenue Received in Advance	14	817	14,396	14,396
Provision for Cyclical Maintenance	15	50,423	52,389	52,389
Finance Lease Liability	16	28,396	13,581	14,950
Funds held for Capital Works Projects	17	45,000	127,338	127,338
		<u>340,471</u>	<u>559,449</u>	<u>560,818</u>
Working Capital Surplus/(Deficit)		593,548	400,155	394,617
Non-current Assets				
Property, Plant and Equipment	12	521,967	517,055	517,055
		<u>521,967</u>	<u>517,055</u>	<u>517,055</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	15	70,973	89,688	70,569
Finance Lease Liability	16	32,512	10,094	23,675
		<u>103,485</u>	<u>99,782</u>	<u>94,244</u>
Net Assets		<u>1,012,030</u>	<u>817,428</u>	<u>817,428</u>
Equity		<u>1,012,030</u>	<u>817,428</u>	<u>817,428</u>

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

Long Bay Primary School

Statement of Cash Flow

For the year ended 31 December 2021

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Cash flows from Operating Activities			
Government Grants	628,879	621,920	704,319
Locally Raised Funds	285,066	262,150	251,919
International Students	20,054	22,000	20,298
Goods and Services Tax (net)	4,804	-	(8,410)
Payments to Employees	(362,713)	(343,742)	(370,937)
Payments to Suppliers	(435,151)	(456,188)	(370,211)
Interest Paid	(5,121)	(4,270)	(4,111)
Interest Received	3,322	5,000	8,082
Net cash from/(to) Operating Activities	139,140	106,870	230,949
Cash flows from Investing Activities			
Purchase of Property Plant & Equipment (and Intangibles)	(65,486)	(87,750)	(47,560)
Purchase of Investments	101,385	-	(105,531)
Net cash from/(to) Investing Activities	35,899	(87,750)	(153,091)
Cash flows from Financing Activities			
Furniture and Equipment Grant	10,817	-	-
Finance Lease Payments	(24,319)	(14,951)	(20,931)
Funds Administered on Behalf of Third Parties	(82,338)	-	216,039
Net cash from/(to) Financing Activities	(95,840)	(14,951)	195,108
Net increase/(decrease) in cash and cash equivalents	79,199	4,169	272,966
Cash and cash equivalents at the beginning of the year	474,181	474,181	201,215
Cash and cash equivalents at the end of the year	553,380	478,350	474,181

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.

Long Bay Primary School

Notes to the Financial Statements

For the year ended 31 December 2021

1. Statement of Accounting Policies

a) Reporting Entity

Long Bay 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 of Trustees (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 12.

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 Equivalent

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	10–50 years
Furniture and equipment	4-10 years
Information and communication technology	4-10 years
Textbooks	10 years
Leased assets held under a Finance Lease	Term of Lease
Library resources	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.

l. 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 benefits that are not 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 also annual leave earned, by non teaching staff, to but not yet taken at balance date.

n. Revenue Received in Advance

Revenue received in advance relates to bonds received from organisations who rent the hall.

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. The cluster of schools operate

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.

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

q. 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.

r. Budget Figures

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

s. 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 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Operational Grants	632,150	621,452	612,861
Teachers' Salaries Grants	2,336,766	1,895,316	2,056,491
Use of Land and Buildings Grants	1,588,807	1,652,740	2,177,951
Resource Teachers Learning and Behaviour Grants	61,409	52,600	56,821
Other MoE Grants	11,322	19,057	39,311
	<u>4,630,454</u>	<u>4,241,165</u>	<u>4,943,441</u>

3. Locally Raised Funds

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

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Revenue			
Donations & Bequests	137,589	80,350	101,521
Curriculum related Activities - Purchase of goods and services	99,310	122,500	92,861
Trading	580	400	211
Fundraising & Community Grants	46,319	58,900	50,431
	<u>283,798</u>	<u>262,150</u>	<u>245,031</u>
Expenses			
Extra Curricular Activities Costs	80,443	125,980	80,701
Trading	288	350	221
Fundraising and Community Grant Costs	6,771	10,000	13,671
	<u>87,502</u>	<u>136,330</u>	<u>94,591</u>
Surplus/ (Deficit) for the year Locally raised funds	<u>196,296</u>	<u>125,820</u>	<u>150,441</u>

4. International Student Revenue and Expenses

	2021 Actual Number 3	2021 Budget (Unaudited) Number 2	2020 Actual Number 7
International Student Roll			
	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Revenue			
International Student Fees	27,152	22,000	58,474
Expenses			
Commissions	359	-	3,584
International Student Levy	1,250	2,000	2,464
Other Expenses	62	-	-
	1,671	2,000	6,048
<i>Surplus/ (Deficit) for the year International Students</i>	25,481	20,000	52,426

5. Learning Resources

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Curricular	27,178	38,076	20,624
Information and Communication Technology	33,681	34,000	28,844
Library Resources	3,401	3,850	2,964
Employee Benefits - Salaries	2,518,886	2,136,447	2,263,904
Staff Development	13,989	24,398	9,644
	2,597,135	2,236,771	2,325,984

6. Administration

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Audit Fee	7,258	6,480	6,480
Board of Trustees Fees	2,925	3,300	3,130
Board of Trustees Expenses	9,125	6,740	2,990
Communication	3,005	3,700	3,790
Consumables	9,311	16,000	12,760
Operating Lease	247	-	180
Legal Fees	-	900	-
Other	15,979	15,800	12,060
Employee Benefits - Salaries	116,981	111,800	108,900
Insurance	8,744	8,525	7,600
Service Providers, Contractors and Consultancy	10,232	9,850	9,850
	183,807	183,095	167,750

7. Property

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Caretaking and Cleaning Consumables	15,828	19,900	16,550
Consultancy and Contract Services	58,694	66,000	50,280
Cyclical Maintenance Provision	(1,562)	19,119	7,740
Grounds	11,042	11,700	7,680
Heat, Light and Water	19,815	24,400	14,570
Rates	-	60	-
Repairs and Maintenance	20,060	23,180	23,900
Use of Land and Buildings	1,588,807	1,652,740	2,177,950
Security	1,925	1,000	890
Employee Benefits - Salaries	62,938	62,000	56,360
	<u>1,777,547</u>	<u>1,880,099</u>	<u>2,355,950</u>

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 the school. Accordingly in 2021, the use of land and buildings figure represented 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.

8. Cash and Cash Equivalents

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Cash on Hand	-	100	100
Bank Current Account	553,380	478,250	474,080
Cash and cash equivalents for Statement of Cash Flows	<u>553,380</u>	<u>478,350</u>	<u>474,180</u>

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

Of the \$553,380 Cash and Cash Equivalents, \$45,000 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2021 on Crown owned school buildings under the School's Five Year Property Plan.

9. Accounts Receivable

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Receivables	480	1,749	1,740
Receivables from the Ministry of Education	-	1,667	1,660
Interest Receivable	725	1,707	1,700
Teacher Salaries Grant Receivable	163,805	147,870	147,870
	<u>165,010</u>	<u>152,993</u>	<u>152,990</u>
Receivables from Exchange Transactions	1,205	3,456	3,450
Receivables from Non-Exchange Transactions	163,805	149,537	149,530
	<u>165,010</u>	<u>152,993</u>	<u>152,990</u>

10. Inventories

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Stationery	137	105	105
	<u>137</u>	<u>105</u>	<u>105</u>

11. Investments

The School's investment activities are classified as follows:

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Current Asset Short-term Bank Deposits	204,146	305,531	305,531
Total Investments	<u>204,146</u>	<u>305,531</u>	<u>305,531</u>

12. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
2021						
Building Improvements	187,255	-	-	-	(12,064)	175,191
Furniture and Equipment	209,476	46,260	(2,831)	-	(39,586)	213,319
Information and Communication Technology	68,750	18,322	-	-	(26,875)	60,197
Textbooks	-	-	-	-	-	-
Leased Assets	36,376	46,603	-	-	(22,733)	60,246
Library Resources	15,198	1,425	(1,750)	-	(1,859)	13,014
Balance at 31 December 2021	<u>517,055</u>	<u>112,610</u>	<u>(4,581)</u>	<u>-</u>	<u>(103,117)</u>	<u>521,967</u>

The net carrying value of equipment held under a finance lease is \$60,246 (2020: \$36,376)

	2021 Cost or Valuation	2021 Accumulated Depreciation	2021 Net Book Value	2020 Cost or Valuation	2020 Accumulated Depreciation	2020 Net Book Value
2021				\$	\$	\$
Building Improvements	451,044	(275,853)	175,191	451,044	(263,789)	187,255
Furniture and Equipment	744,020	(530,698)	213,322	714,617	(505,141)	209,476
Information and Communication Technology	419,299	(359,102)	60,197	400,977	(332,227)	68,750
Textbooks	6,565	(6,565)	-	6,565	(6,565)	-
Leased Assets	147,910	(87,665)	60,245	101,308	(64,932)	36,376
Library Resources	41,514	(28,502)	13,012	45,308	(30,110)	15,198
Balance at 31 December 2021	<u>1,810,352</u>	<u>(1,288,385)</u>	<u>521,967</u>	<u>1,719,819</u>	<u>(1,202,764)</u>	<u>517,055</u>

13. Accounts Payable

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Creditors	38,258	96,151	96,151
Accruals	4,784	26,873	26,873
Banking Staffing Overuse	-	71,189	71,189
Employee Entitlements - Salaries	163,805	149,956	149,956
Employee Entitlements - Leave Accrual	8,988	7,576	7,576
	<u>215,835</u>	<u>351,745</u>	<u>351,745</u>
Payables for Exchange Transactions	215,835	351,745	351,745
	<u>215,835</u>	<u>351,745</u>	<u>351,745</u>

The carrying value of payables approximates their fair value.

14. Revenue Received in Advance

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Grants in Advance - Ministry of Education	-	6,480	6,480
International Student Fees	-	7,098	7,098
Other revenue in Advance	817	818	818
	<u>817</u>	<u>14,396</u>	<u>14,396</u>

15. Provision for Cyclical Maintenance

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Provision at the Start of the Year	122,958	122,958	146,741
Increase/ (decrease) to the Provision During the Year	(1,562)	19,119	7,741
Use of the Provision During the Year	-	-	(31,531)
Provision at the End of the Year	<u>121,396</u>	<u>142,077</u>	<u>122,951</u>
Cyclical Maintenance - Current	50,423	52,389	52,389
Cyclical Maintenance - Term	70,973	89,688	70,562
	<u>121,396</u>	<u>142,077</u>	<u>122,951</u>

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 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
No Later than One Year	28,396	13,581	14,957
Later than One Year and no Later than Five Years	32,512	10,094	23,671
	<u>60,908</u>	<u>23,675</u>	<u>38,628</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:

	2021	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions \$	Closing Balances \$
SIP Playground Matting	<i>completed</i>	827	5,173	6,000	-	-
SIP Astro Turf	<i>completed</i>	126,511	-	126,511	-	-
Roof Replacement	<i>in progress</i>	-	45,000	-	-	45,000
Totals		<u>127,338</u>	<u>50,173</u>	<u>132,511</u>	<u>-</u>	<u>45,000</u>
Represented by:						
Funds Held on Behalf of the Ministry of Education						45,000
Funds Due from the Ministry of Education						-
						<u>45,000</u>

	2020	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions \$	Closing Balances \$
SIP Playground Matting	<i>completed</i>	-	89,528	88,701	-	82,327
SIP Astro Turf	<i>in progress</i>	-	164,317	37,806	-	126,511
Totals		<u>-</u>	<u>253,845</u>	<u>126,507</u>	<u>-</u>	<u>127,338</u>

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 trustees of the Board, Principal, Deputy Principals and Heads of Departments.

	2021 Actual \$	2020 Actual \$
<i>Board Members</i>		
Remuneration	2,925	3,136
<i>Leadership Team</i>		
Remuneration	338,180	317,486
Full-time equivalent members	3	3
Total key management personnel remuneration	341,105	320,611
Total full-time equivalent personnel	3.00	3.13

There are 6 members of the Board excluding the Principal. The Board had held 8 full meetings of the Board in the year. The Board also has Finance members that meet monthly and regular reviews of property works and maintenance, including setting a new approved 10 Year Property Plan in 2021. As well as these regular meetings, including preparation time, the Chair and other Board members have also been involved in ad hoc meetings, most particularly to appoint a new school principal to start in 2022.

Principal 1

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

	Actual \$000	Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	150 - 160	140 - 150
Benefits and Other Emoluments	20 - 25	20 - 25
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2021 FTE Number	2020 FTE Number
	3	1
	3	1

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

20. Compensation and Other Benefits Upon Leaving

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

	2021 Actual	2020 Actual
Total	\$0	\$8,000
Number of People	-	1

21. Contingencies

There are no contingent liabilities (except as noted below) 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 school boards of trustees, 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. The current phase of this review is to design potential solutions for any compliance breaches discovered in the initial phase of the Programme. 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 2020, 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) \$50,000 contract for Roof Replacement, which will be fully funded by the Ministry of Education. \$45,000 has been received of which \$0.00 has been spent on the project to date; and

Capital commitments at 31 December 2020 - \$127,338.

(b) Operating Commitments

As at 31 December 2021 the Board has not entered into any contracts:

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

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash and Cash Equivalents	553,380	478,350	474,18
Receivables	165,010	152,993	152,99
Investments - Term Deposits	204,146	305,531	305,53
Total Financial assets measured at amortised cost	<u>922,536</u>	<u>936,874</u>	<u>932,70</u>

Financial liabilities measured at amortised cost

Payables	215,835	351,745	351,74
Finance Leases	60,908	23,675	38,62
Total Financial Liabilities Measured at Amortised Cost	<u>276,743</u>	<u>375,420</u>	<u>390,37</u>

24. Events After Balance Date

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

25. COVID 19 Pandemic on going implications

Impact of Covid-19

During 2021 the country moved between alert levels. During February and March 2021 Auckland was placed into alert level 3 and 2 and other parts of the country moved into alert level 2.

Towards the end of June 2021, the Wellington region was placed into alert level 2 for one week.

Towards the end of August 2021, the entire country moved to alert level 4, with a move to alert level 3 and 2 for everyone outside the Auckland region three weeks later. While Auckland has remained in alert level 3 for a prolonged period of time the Northland and Waikato regions have also returned to alert level 3 restrictions during this period.

Impact on operations

Schools have been required to continue adapting to remote and online learning practices when physical attendance is unable to occur in alert level 4 and 3. Schools continue to receive funding from the Te Tahuhu o te Matauranga I Ministry of Education, even while closed.

However, the ongoing interruptions resulting from the moves in alert levels have impacted schools in various ways which potentially will negatively affect the operations and services of the school. We describe below the possible effects on the school that we have identified, resulting from the ongoing impacts of the COVID-19 alert level changes.

Reduction in locally raised funds

Under alert levels 4,3 and 2 the school's ability to undertake fund raising events in the community and/or collect donations or other contributions from parents, may have been comprised. Costs already incurred arranging future events may not be recoverable.

Increased Remote learning additional costs

Under alert levels 4 and 3 ensuring that students have the ability to undertake remote or distance learning often incurs additional costs in the supply of materials and devices to students to enable alternative methods of curriculum delivery.

Reduction in International students

Under alert levels 4,3,2 and 1 international travel is heavily restricted. The school has been unable to welcome and enrol prospective international students which has resulted in a reduction in revenue from student fees & charges from International students and/or Board of Trustee operated boarding facilities.

Independent Auditor's Report

To the Readers of Long Bay Primary School's Financial Statements

For the Year Ended 31 December 2021

The Auditor-General is the auditor of Long Bay Primary School (the School). The Auditor-General has appointed me, Darren Wright, using the staff and resources of William Buck Audit (NZ) Limited, 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 21, 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 PBE Accounting Standards (PBE IPSAS) Reduced Disclosure Regime.

Our audit was completed on 24 May 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 for our 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.

ACCOUNTANTS & ADVISORS

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William Buck Audit (NZ) Limited

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 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 school 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 arises from the Public Audit Act 2001.

Other information

The Board of Trustees is responsible for the other information. The other information comprises the information included in the annual report being the Kiwisport Report, the Members of the Board of Trustees and the Analyses of Variance, 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 the School.

A handwritten signature in blue ink, appearing to read 'D Wright'.

Darren Wright
William Buck Audit (NZ) Limited
On behalf of the Auditor-General
Auckland, New Zealand