

# Otahuhu Intermediate School

## Annual Report for the year ended 31 December 2020

<b>Ministry Number:</b>	1408
<b>Principal:</b>	Tanya Brook
<b>School Address:</b>	22 Luke Street, Auckland
<b>School Postal Address:</b>	PO Box 22165, Auckland, 1640
<b>School Phone:</b>	09-2766421
<b>School Email:</b>	tbrook@otahuhuint.school.nz
<b>Service Provider:</b>	Edtech Financial Services Ltd

# Otahuhu Intermediate School

## Members of the Board

For the year ended 31 December 2020

<b>Name</b>	<b>Position</b>	<b>How position on Board gained</b>	<b>Term expired/expires</b>
Chris France	Presiding Member	Elected 2017	Election 2021
Brent Woods	Principal	Employed 2007	Dec-22
Cheryl Stephens	Parent Representative	Co Opted 2020	Election 2020
Tala Page-To'oala	Parent Representative	Elected 2013	Election 2021
Sachin Kumar	Parent Representative	Elected 2017	Election 2020
Verna Ernstzen	Teacher Representative	Elected June 2019	Election 2021
Sonya Griffiths	Parent Representative	Co Opted 2018	Election 2020

# Otahuhu Intermediate School

## Annual Report

For the year ended 31 December 2020

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Otahuhu Intermediate School  
**Statement of Responsibility**  
For the year ended 31 December 2020

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 2020 fairly reflects the financial position and operations of the school.

The School's 2020 financial statements are authorised for issue by the Board.

Christopher Robert France

Full Name of Board Chairperson

CR France

Signature of Board Chairperson

23/11/2023

Date:

TANYA MICHELLE BROOK

Full Name of Principal

[Signature]

Signature of Principal

23/11/2023

Date:

Please note - I (Tanya Brook) have only been the Principal at Otahuhu Intermediate since 31/07/2023. I was not the Principal in 2020

[Signature]

## Otahuhu Intermediate School

# Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Revenue</b>				
Government Grants	2	3,873,909	3,510,686	3,558,276
Locally Raised Funds	3	125,945	26,000	177,127
Interest Income		3,542	8,000	9,253
Government Grants - Resource Teachers Learning and Behaviour	18	2,668,354	-	2,560,370
		<b>6,671,750</b>	<b>3,544,686</b>	<b>6,305,026</b>
<b>Expenses</b>				
Locally Raised Funds	3	120,359	47,000	146,112
Resource Teachers Learning and Behaviour	18	2,668,354	-	2,560,370
Learning Resources	4	1,936,718	1,784,000	1,810,755
Administration	5	221,080	303,350	241,746
Finance		8,457	6,000	10,031
Property	6	1,528,996	1,301,966	1,296,982
Depreciation	7	136,635	115,000	117,607
Loss on Disposal of Property, Plant and Equipment		2,547	-	2,318
		<b>6,623,146</b>	<b>3,557,316</b>	<b>6,185,921</b>
<b>Net Surplus / (Deficit) for the year</b>		<b>48,604</b>	<b>(12,630)</b>	<b>119,105</b>
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<b>48,604</b>	<b>(12,630)</b>	<b>119,105</b>

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



**Otahuhu Intermediate School**  
**Statement of Changes in Net Assets/Equity**

For the year ended 31 December 2020

	2020	2020	2019
Notes	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
<b>Balance at 1 January</b>	1,202,214	-	1,083,109
Total comprehensive revenue and expense for the year	48,604	-	119,105
Capital Contributions from the Ministry of Education			
Contribution - Furniture and Equipment Grant	17,056	-	-
<b>Equity at 31 December</b>	<b>1,267,874</b>	<b>-</b>	<b>1,202,214</b>
Retained Earnings	1,267,874	-	1,202,214
<b>Equity at 31 December</b>	<b>1,267,874</b>	<b>-</b>	<b>1,202,214</b>

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.



# Otahuhu Intermediate School

## Statement of Financial Position

As at 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Current Assets</b>				
Cash and Cash Equivalents	8	706,639	-	617,567
Accounts Receivable	9	329,343	-	328,783
GST Receivable		33,103	-	23,151
Prepayments		19,298	-	31,693
Inventories	10	95,825	-	45,445
Investments	11	105,873	-	104,647
Funds Receivable for Capital Works Projects	17	266,319	-	17,627
		<u>1,556,400</u>	<u>-</u>	<u>1,168,913</u>
<b>Current Liabilities</b>				
Accounts Payable	13	474,744	-	395,032
Revenue Received in Advance	14	10,948	-	8,335
Provision for Cyclical Maintenance	15	8,486	-	14,000
Finance Lease Liability - Current Portion	16	37,641	-	33,666
Funds for Resource Teachers of Learning & Behaviour Services	18	198,265	-	131,301
		<u>730,084</u>	<u>-</u>	<u>582,334</u>
<b>Working Capital Surplus/(Deficit)</b>		826,316	-	586,579
<b>Non-current Assets</b>				
Property, Plant and Equipment	12	730,665	-	745,336
		<u>730,665</u>	<u>-</u>	<u>745,336</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	15	260,719	-	66,453
Finance Lease Liability	16	28,388	-	63,248
		<u>289,107</u>	<u>-</u>	<u>129,701</u>
<b>Net Assets</b>		<u>1,267,874</u>	<u>-</u>	<u>1,202,214</u>
<b>Equity</b>		<u>1,267,874</u>	<u>-</u>	<u>1,202,214</u>

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



# Otahuhu Intermediate School

## Statement of Cash Flows

For the year ended 31 December 2020

	2020	2020 Budget	2019
Note	Actual	(Unaudited)	Actual
	\$	\$	\$
<b>Cash flows from Operating Activities</b>			
Government Grants	1,063,704	-	907,074
Locally Raised Funds	128,558	-	177,110
Goods and Services Tax (net)	(9,952)	-	(10,456)
Funds Administered on Behalf of Third Parties			
Payments to Employees	(341,924)	-	(309,129)
Payments to Suppliers	(422,613)	-	(494,273)
Cyclical Maintenance Payments in the year	(10,100)	-	-
Interest Paid	(8,457)	-	(10,031)
Interest Received	3,893	-	9,347
Net cash from/(to) Operating Activities	403,109	-	269,642
<b>Cash flows from Investing Activities</b>			
Proceeds from Sale of Property Plant & Equipment (and Intangibles)	(527)	-	-
Purchase of Property Plant & Equipment (and Intangibles)	(116,191)	-	(64,509)
Purchase of Investments	(1,226)	-	(1,721)
Proceeds from Sale of Investments	-	-	-
Net cash from/(to) Investing Activities	(117,944)	-	(66,230)
<b>Cash flows from Financing Activities</b>			
Furniture and Equipment Grant	17,056	-	-
Funds Administered on Behalf of Third Parties	66,964	-	131,301
Finance Lease Payments	(31,421)	-	(22,250)
Funds Held for Capital Works Projects	(248,692)	-	(17,627)
Net cash from/(to) Financing Activities	(196,093)	-	91,424
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>89,072</b>	<b>-</b>	<b>294,836</b>
Cash and cash equivalents at the beginning of the year	617,567	-	322,731
<b>Cash and cash equivalents at the end of the year</b>	<b>706,639</b>	<b>-</b>	<b>617,567</b>

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

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



# Otahuhu Intermediate School

## Notes to the Financial Statements

For the year ended 31 December 2020

### 1. Statement of Accounting Policies

#### **Reporting Entity**

Otahuhu Intermediate 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 (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

#### **Basis of Preparation**

##### **Reporting Period**

The financial reports have been prepared for the period 1 January 2020 to 31 December 2020 and in accordance with the requirements of the Public Finance Act 1989.

##### **Basis of Preparation**

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

##### **Financial Reporting Standards Applied**

The Education 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 of 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.



## Otahuhu Intermediate School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### **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.

### **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.

Use of land and buildings grants are recorded as revenue in the period the School uses the land and buildings. 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.

#### **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.

#### **Use of Land and Buildings Expense**

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of 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 expense that is offset by a non-cash grant from the Ministry.

#### **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.

#### **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.



## Otahuhu Intermediate School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### 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.

### 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.

### Inventories

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

### 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.

### 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:

Buildings - School	5-40 years
Furniture and equipment	5-10 years
Information and communication technology	4 years
Leased assets held under a Finance Lease	3-4 years
Library resources	12.5% Diminishing value



## Otahuhu Intermediate School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### Impairment of Property, Plant, and Equipment

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 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.

### 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.

### Employee Entitlements

#### *Short-term employee entitlements*

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, and also annual leave earned, by non teaching staff, to but not yet taken at balance date.

#### *Long-term employee entitlements*

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and contractual entitlement information; and
- the present value of the estimated future cash flows.

### Revenue Received in Advance

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

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



## Otahuhu Intermediate School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### Shared Funds

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. In instances where the funds are outside the school's control, the cluster of schools operate activities outside of school control, these amounts are not recorded in the Statement of Comprehensive Revenue and Expense. In instances where the school is determined to be the principal for providing the service related to the Shared Funds (such as the RTL programme), all income and expenditure related to the shared services is recorded in the Statement of Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose.

### 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 for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the Board's ten year property plan (10YPP).

### Financial Instruments

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

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

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

### 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 Statement of Cash Flows.

Commitments and contingencies are disclosed exclusive of GST.

### Budget Figures

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

### 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.



## Otahuhu Intermediate School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### 2 Government Grants

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operational Grants	843,919	869,420	812,053
Teachers' Salaries Grants	1,702,361	1,500,000	1,567,307
Use of Land and Buildings Grants	1,130,976	1,073,266	1,078,074
Resource Teachers Learning and Behaviour Grants	1,054	-	1,693
Other MoE Grants	195,599	68,000	96,233
Other Government Grants	-	-	2,916
	<u>3,873,909</u>	<u>3,510,686</u>	<u>3,558,276</u>

The School has opted in to the donations scheme for this year. Total amount received was \$53,100.

Other MOE Grants total includes additional COVID-19 funding totalling \$9,194 for the year ended 31 December 2020.

### 3 Locally Raised Funds

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

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
<b>Revenue</b>			
Donations	70	-	3,055
Activities	17,694	-	42,392
Trading	102,468	26,000	128,624
Other Revenue	5,713	-	3,056
	<u>125,945</u>	<u>26,000</u>	<u>177,127</u>
<b>Expenses</b>			
Activities	35,469	47,000	46,334
Trading	84,890	-	99,778
	<u>120,359</u>	<u>47,000</u>	<u>146,112</u>
	<u>5,586</u>	<u>(21,000)</u>	<u>31,015</u>

*Surplus/ (Deficit) for the year Locally Raised Funds*

### 4 Learning Resources

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Curricular	52,522	61,500	63,645
Information and Communication Technology	10,719	12,000	8,490
Library Resources	3,125	1,500	888
Employee Benefits - Salaries	1,857,990	1,679,000	1,711,275
Staff Development	12,362	30,000	26,457
	<u>1,936,718</u>	<u>1,784,000</u>	<u>1,810,755</u>



## Otahuhu Intermediate School

### Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

#### 5 Administration

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Audit Fee	8,173	12,000	7,935
Board of Trustees Fees	2,800	4,000	2,910
Board of Trustees Expenses	7,162	11,250	8,366
Communication	3,760	7,000	6,770
Consumables	1,989	3,000	5,524
Operating Lease	3,411	26,500	22,531
Other	35,710	38,600	35,965
Employee Benefits - Salaries	138,763	181,000	132,687
Insurance	3,104	4,000	3,508
Service Providers, Contractors and Consultancy	16,208	16,000	15,550
	<u>221,080</u>	<u>303,350</u>	<u>241,746</u>

#### 6 Property

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Caretaking and Cleaning Consumables	13,008	15,000	16,118
Consultancy and Contract Services	42,681	36,000	37,440
Cyclical Maintenance Expense	198,852	25,000	19,106
Grounds	13,728	17,200	48,047
Heat, Light and Water	21,267	26,000	23,670
Repairs and Maintenance	53,200	38,000	26,600
Use of Land and Buildings	1,130,976	1,073,266	1,078,074
Security	8,020	11,500	8,282
Employee Benefits - Salaries	47,264	60,000	39,645
	<u>1,528,996</u>	<u>1,301,966</u>	<u>1,296,982</u>

The use of land and buildings figure represents 8% of the school's total property value. Property values are established as part of the nationwide revaluation exercise that is conducted every 30 June for the Ministry of Education's year end reporting purposes.

#### 7 Depreciation

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Buildings - School	11,420	10,000	11,420
Furniture and Equipment	49,044	44,000	48,922
Information and Communication Technology	40,272	40,000	26,081
Leased Assets	33,953	20,000	28,763
Library Resources	1,946	1,000	2,421
	<u>136,635</u>	<u>115,000</u>	<u>117,607</u>



Otahuhu Intermediate School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

8 Cash and Cash Equivalents

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash on Hand	100	-	100
Bank Current Account	653,424	-	564,438
Bank Call Account	53,115	-	53,029
Cash and cash equivalents for Statement of Cash Flows	<u>706,639</u>	<u>-</u>	<u>617,567</u>

9 Accounts Receivable

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Receivables	-	-	-
Receivables from the Ministry of Education	-	-	26,162
Interest Receivable	262	-	613
Bank Staffing Underuse	-	-	4,227
Teacher Salaries Grant Receivable	329,081	-	297,781
	<u>329,343</u>	<u>-</u>	<u>328,783</u>
Receivables from Exchange Transactions	262	-	613
Receivables from Non-Exchange Transactions	329,081	-	328,170
	<u>329,343</u>	<u>-</u>	<u>328,783</u>

10 Inventories

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Stationery	3,670	-	3,084
School Uniforms	91,991	-	42,361
Canteen	164	-	-
	<u>95,825</u>	<u>-</u>	<u>45,445</u>

11 Investments

The School's investment activities are classified as follows:

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Current Asset			
Short-term Bank Deposits	105,873	-	104,647
Total Investments	<u>105,873</u>	<u>-</u>	<u>104,647</u>



Otahuhu Intermediate School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

12 Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
<b>2020</b>						
Buildings	336,717	-	-	-	(11,420)	325,297
Furniture and Equipment	198,448	67,706	-	-	(49,044)	217,110
Information and Communication Technology	96,659	48,461	(526)	-	(40,272)	104,322
Leased Assets	96,473	7,793	-	-	(33,953)	70,313
Library Resources	17,039	550	(2,020)	-	(1,946)	13,623
<b>Balance at 31 December 2020</b>	<b>745,336</b>	<b>124,510</b>	<b>(2,546)</b>	<b>-</b>	<b>(136,635)</b>	<b>730,665</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$
<b>2020</b>			
Buildings	447,113	(121,816)	325,297
Furniture and Equipment	677,565	(460,455)	217,110
Information and Communication Technology	236,338	(132,016)	104,322
Leased Assets	171,946	(101,633)	70,313
Library Resources	42,145	(28,522)	13,623
<b>Balance at 31 December 2020</b>	<b>1,575,107</b>	<b>(844,442)</b>	<b>730,665</b>

The net carrying value of equipment held under a finance lease is \$70,313 (2019: \$96,473).

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
<b>2019</b>						
Buildings	348,137	-	-	-	(11,420)	336,717
Furniture and Equipment	239,465	10,223	(2,318)	-	(48,922)	198,448
Information and Communication Technology	70,787	51,953	-	-	(26,081)	96,659
Leased Assets	101,730	23,506	-	-	(28,763)	96,473
Library Resources	17,126	2,334	-	-	(2,421)	17,039
<b>Balance at 31 December 2019</b>	<b>777,245</b>	<b>88,016</b>	<b>(2,318)</b>	<b>-</b>	<b>(117,607)</b>	<b>745,336</b>

	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$
<b>2019</b>			
Buildings	447,113	(110,396)	336,717
Furniture and Equipment	609,858	(411,410)	198,448
Information and Communication Technology	188,492	(91,833)	96,659
Leased Assets	164,153	(67,680)	96,473
Library Resources	47,190	(30,151)	17,039
<b>Balance at 31 December 2019</b>	<b>1,456,806</b>	<b>(711,470)</b>	<b>745,336</b>

The net carrying value of equipment held under a finance lease is \$96,473 (2018: \$101,730).



## Otahuhu Intermediate School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### 13 Accounts Payable

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operating Creditors	103,567	-	55,125
Accruals	8,173	-	7,935
Employee Entitlements - Salaries	343,043	-	311,630
Employee Entitlements - Leave Accrual	19,961	-	20,342
	<u>474,744</u>	<u>-</u>	<u>395,032</u>
Payables for Exchange Transactions	474,744	-	395,032
	<u>474,744</u>	<u>-</u>	<u>395,032</u>

The carrying value of payables approximates their fair value.

### 14 Revenue Received in Advance

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Other	10,948	-	8,335
	<u>10,948</u>	<u>-</u>	<u>8,335</u>

### 15 Provision for Cyclical Maintenance

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Provision at the Start of the Year	80,453	-	61,347
Increase/(decrease) to the Provision During the Year	198,852	-	19,106
Use of the Provision During the Year	(10,100)	-	-
Provision at the End of the Year	<u>269,205</u>	<u>-</u>	<u>80,453</u>
Cyclical Maintenance - Current	8,486	-	14,000
Cyclical Maintenance - Term	260,719	-	66,453
	<u>269,205</u>	<u>-</u>	<u>80,453</u>

### 16 Finance Lease Liability

The school has entered into a number of finance lease agreements for Tela Laptops and Copiers.  
Minimum lease payments payable (includes interest portion):

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
No Later than One Year	43,347	-	42,844
Later than One Year and no Later than Five Years	36,066	-	73,427
	<u>79,413</u>	<u>-</u>	<u>116,271</u>



## Otahuhu Intermediate School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### 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:

	2020	Opening Balances	Receipts from MoE	Payments	BOT Contribution/ (Write-off to R&M)	Closing Balances
		\$	\$	\$		\$
Tech Block Refurbishment	<i>In progress</i>	(17,627)	-	248,692	-	(266,319)
Totals		(17,627)	-	248,692	-	(266,319)

#### Represented by:

Funds Due from the Ministry of Education	(266,319)
	<u>(266,319)</u>

	2019	Opening Balances	Receipts from MoE	Payments	BOT Contribution/ (Write-off to R&M)	Closing Balances
		\$	\$	\$	\$	\$
Tech Block Refurbishment	<i>In progress</i>	-	17,564	35,191	-	(17,627)
Totals		-	17,564	35,191	-	(17,627)

### 18 Funds for Resource Teachers of Learning & Behaviour Services

Otahuhu Intermediate School is the lead school funded by the Ministry of Education to provide the services of Resource Teachers of Learning and Behaviour to its cluster of schools (Cluster 9).

	2020	2020	2019
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Funds held at beginning of the year	131,302	-	69,087
<i>Revenue</i>			
Teachers' Salary Grant	2,369,649	-	2,266,794
Administration Grant	88,839	-	99,311
Learning Support Funding	170,881	-	170,881
Travel Grant	82,547	-	84,112
Other Revenue	23,401	-	1,487
	<u>2,735,317</u>	-	<u>2,622,585</u>
Total funds available	<u>2,866,619</u>	-	<u>2,691,672</u>
<i>Expenses</i>			
Employee Benefit - Salaries	2,395,823	-	2,295,054
Administration	80,195	-	67,101
Learning Support	87,539	-	117,267
Travel	53,917	-	63,623
Other Expenses	15,953	-	16,638
	<u>2,633,427</u>	-	<u>2,559,683</u>
Purchase of Assets	34,927	-	688
Funds Held at Year End	<u>198,265</u>	-	<u>131,301</u>



## Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### 19 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.

### 20 Remuneration

#### Key management personnel compensation

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

	2020 Actual \$	2019 Actual \$
<i>Board Members</i>		
Remuneration	2,800	2,910
Full-time equivalent members	0.05	0.12
<i>Leadership Team</i>		
Remuneration	688,445	647,715
Full-time equivalent members	6.30	6.00
Total key management personnel remuneration	691,245	650,625
Total full-time equivalent personnel	6.35	6.12

The full time equivalent for Board members has been determined based on attendance at Board meetings, Committee meetings and for other obligations of the Board, such as stand downs and suspensions, plus the estimated time for Board members to prepare for meetings.

#### Principal

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

	2020 Actual \$000	2019 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	180-190	170-180
Benefits and Other Emoluments	0-5	-
Termination Benefits	-	-

#### Other Employees

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

Remuneration \$000	2020 FTE Number	2019 FTE Number
100-110	2	1
	2	1

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

### 21 Compensation and Other Benefits Upon Leaving

There were no compensation or other benefits paid or payable to persons upon leaving.



## Otahuhu Intermediate School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

## 22 Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2020.

(Contingent liabilities and assets as at 31 December 2019: 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.

## 23 Commitments

### (a) Capital Commitments

As at 31 December 2020 the Board has entered into contract agreements for capital works as follows:

(a) Contract for Technology Block Refurbishment which will be fully funded by the Ministry of Education. \$17,564 has been received of which \$283,883 has been spent on the project to date.

(Capital commitments as at 31 December 2019: Contract for the Technology Block Refurbishment to be completed in 2020 which will be fully funded by the Ministry of Education. \$17,564 has been received and \$35,191 has been spent on the project to date).

## 24 Managing Capital

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

## 25 Financial Instruments

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

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
<b>Financial assets measured at amortised cost</b>			
Cash and Cash Equivalents	706,639	-	617,567
Receivables	329,343	-	328,783
Investments - Term Deposits	105,873	-	104,647
Total Financial assets measured at amortised cost	<u>1,141,855</u>	<u>-</u>	<u>1,050,997</u>
<b>Financial liabilities measured at amortised cost</b>			
Payables	474,744	-	395,032
Finance Leases	66,029	-	96,914
Total Financial Liabilities Measured at Amortised Cost	<u>540,773</u>	<u>-</u>	<u>491,946</u>



## Notes to the Financial Statements (cont.)

For the year ended 31 December 2020

### 26 Events After Balance Date

#### COVID-19

On 11 March 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. The New Zealand Government declared nationwide lockdowns at various times in 2020 and 2021. During this period there were also lockdowns specific to the Auckland Region. As part of the lockdowns schools were closed except for students of essential workers. At the time of signing the financial statements there were no significant impact from the Covid-19 pandemic.

#### Extreme weather events

During February 2023, the North Island of New Zealand was struck by several extreme weather events which resulted in widespread flooding, road closures, slips and prolonged power and water outages for many communities in the North, Auckland, Coromandel, Bay of Plenty, Gisborne, and Hawkes Bay/Tairāwhiti regions.

While many schools were able to reopen soon after the extreme weather events, some schools have remained closed for a prolonged period. The damage caused by extreme weather events in the Auckland region was not significant to the school. The School continued to receive funding from the Ministry of Education, even while closed.

There has been substantial time delay in the finalisation of the financial statements for the year ended 31 December 2020 as disclosed in Note 27. There have been no adjusting or non-adjusting events after balance date that require disclosure in these financial statements.

### 27 Failure to comply with Section 87C(1) of the Education Act 1989

The Board of Trustees has failed to comply with Section 87C(1) of the Education Act 1989 as the Board were unable to provide their audited financial statements to the Ministry of Education no later than 31 May in the year after the previous financial year. The disruption caused by COVID-19 restrictions and auditor staff shortages meant that the audit could not progress as planned. This resulted in the school missing the statutory deadline.

### 28 Failure to comply with Section 87(3)(i) of the Education Act 1989

The Board of Trustees were unable to provide the budgeted figures for the statement of financial position and statement of cash flows for the financial year as required by Section 87(3)(i) of the Education Act 1989 and acknowledge that this is a breach of legislation. This is due to unique circumstances which the School do not expect to recur. Budgeted information for subsequent financial years is available and approved by the Board of Trustees.

### 29 Breach of Legislation – Analysis of Variance

The Board of Trustees did not prepare an Analysis of Variance of the year ended 31 December 2020 as required by Section 87(2)(e) of the Education Act 1989 and acknowledge that this is a breach of legislation. The Analysis of Variance was not prepared due to the period of time the students spent out of school due to Covid-19 lockdowns. As a consequence gaining reliable assessment information was challenging.



## INDEPENDENT AUDITOR'S REPORT

### TO THE READERS OF OTAHUHU INTERMEDIATE SCHOOL'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

The Auditor-General is the auditor of Otahuhu Intermediate School (the School). The Auditor-General has appointed me, Matt Laing, using the staff and resources of Deloitte 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 19, that comprise the statement of financial position as at 31 December 2020, 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 2020 and
  - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector – Public Benefit Entity Standards, Reduced Disclosure Regime.

Our audit was completed on 23 November 2023. This is the date at which our opinion is expressed. Our audit was delayed due to the disruption of COVID-19 and auditor shortages in New Zealand.

The basis for our qualified 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 qualified opinion – Omission of Budgeted Figures

The Board has not provided budgeted figures for the financial year in the statements of financial position, cash flows and, such other statements as are necessary to fairly reflect the financial operations of the Board for the financial year and its financial position at the end of the financial year. This is a departure from the statutory reporting requirements in terms of section 87(3)(i) of the Education Act 1989. Further information about this departure is disclosed in note 28 of the financial statements on page 19.

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

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

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



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

The Board is responsible on behalf of the School for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand.

The Board 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 including List of Board of Trustees, Statement of Responsibility and KiwiSport Report, but does not include the financial statements, and our auditor's report thereon.

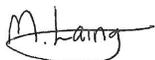
Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

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

## Independence

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

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



## Matt Laing

Partner

for Deloitte Limited

On behalf of the Auditor-General

Hamilton, New Zealand