

# EAST OTAGO HIGH SCHOOL



## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### School Directory

<b>Ministry Number:</b>	371
<b>Principal:</b>	Marcus Cooper
<b>School Address:</b>	Stour Street, Palmerston, Otago
<b>School Postal Address:</b>	PO Box 58, Palmerston, 9443
<b>School Phone:</b>	03 465 1513
<b>School Email:</b>	<a href="mailto:office@eohs.school.nz">office@eohs.school.nz</a>

# EAST OTAGO HIGH SCHOOL

Annual Report - For the year ended 31 December 2021

## Index

Page	Statement
------	-----------

### Financial Statements

<a href="#">1</a>	Statement of Responsibility
<a href="#">2</a>	Members of the Board
<a href="#">3</a>	Statement of Comprehensive Revenue and Expense
<a href="#">4</a>	Statement of Changes in Net Assets/Equity
<a href="#">5</a>	Statement of Financial Position
<a href="#">6</a>	Statement of Cash Flows
<a href="#">7 - 18</a>	Notes to the Financial Statements

### Other Information

Analysis of Variance

Kiwisport

Independent Auditor's Report

# East Otago High School

## Statement of Responsibility

For the year ended 31 December 2021

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

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

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


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

Peggy Bridger  
Full Name of Presiding Member

  
Signature of Presiding Member

31/05/2022  
Date:

Murray Cooper  
Full Name of Principal

  
Signature of Principal

31/05/2022  
Date:

# East Otago High School

## Members of the Board

For the year ended 31 December 2021

<b>Name</b>	<b>Position</b>	<b>How Position Gained</b>	<b>Term Expired/ Expires</b>
Peggy Bridger	Presiding Member	Elected	Sep 2022
Marcus Cooper	Principal ex Officio		
Paul Paton	Parent Representative	Appointed	Sep 2022
Liz Walker	Parent Representative	Co-opted	Sep 2022
Ron Sheat	Parent Representative	Appointed	Sep 2022
Julia Rata-Te Raki	Parent Representative	Appointed	Sep 2022
Kirsty McLachlan	Staff Representative	Elected	Sep 2022
Rylie Keach	Student Representative	Elected	Sep 2022
Lily Blasby	Student Representative	Elected	Sep 2021
<b>In attendance</b>			
Lynn Murphy	BOT Secretary		

# East Otago High School

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Revenue</b>				
Government Grants	2	2,780,563	2,745,217	2,736,601
Locally Raised Funds	3	412,375	198,840	180,570
Interest Income		7,688	3,000	10,877
Gain on Sale of Property, Plant and Equipment		220,251	-	-
		<u>3,420,877</u>	<u>2,947,057</u>	<u>2,928,048</u>
<b>Expenses</b>				
Locally Raised Funds	3	105,999	117,718	108,825
Learning Resources	4	2,012,423	1,996,457	1,871,253
Administration	5	168,048	172,709	152,408
Finance		8,250	-	5,145
Property	6	512,383	567,379	528,924
Depreciation	11	90,958	98,710	95,718
Loss on Disposal of Property, Plant and Equipment		-	-	5,957
		<u>2,898,061</u>	<u>2,952,973</u>	<u>2,768,230</u>
<b>Net Surplus / (Deficit) for the year</b>		522,816	(5,916)	159,818
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u><u>522,816</u></u>	<u><u>(5,916)</u></u>	<u><u>159,818</u></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.

# East Otago High School

## Statement of Changes in Net Assets/Equity

For the year ended 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Equity at 1 January</b>		1,212,663	1,212,663	1,052,845
Total comprehensive revenue and expense for the year		522,816	(5,916)	159,818
Distribution of Equity - Funds added to 5YA on sale of surplus school property		(284,000)	-	-
<b>Equity at 31 December</b>	<b>26</b>	1,451,479	1,206,747	1,212,663
Retained Earnings	<b>26</b>	1,251,479	1,206,747	1,212,663
Reserved Equity - Thomas Estate	<b>26</b>	200,000	-	-
<b>Equity at 31 December</b>		1,451,479	1,206,747	1,212,663

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.

# East Otago High School

## Statement of Financial Position

As at 31 December 2021

		2021	2021	2020
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Current Assets</b>				
Cash and Cash Equivalents	7	1,065,739	863,124	422,946
Accounts Receivable	8	150,021	135,607	135,607
GST Receivable		11,118	11,900	11,900
Prepayments		15,438	15,991	15,991
Inventories	9	-	2,558	2,558
Investments	10	27,738	27,557	353,428
		<u>1,270,054</u>	<u>1,056,737</u>	<u>942,430</u>
<b>Current Liabilities</b>				
Accounts Payable	12	210,144	171,324	171,324
Revenue Received in Advance	13	9,640	6,288	6,288
Provision for Cyclical Maintenance	14	27,000	79,500	49,500
Finance Lease Liability	15	20,531	13,551	13,551
Funds held for Capital Works Projects	16	33,047	15,146	15,146
		<u>300,362</u>	<u>285,809</u>	<u>255,809</u>
<b>Working Capital Surplus/(Deficit)</b>		969,692	770,928	686,621
<b>Non-current Assets</b>				
Property, Plant and Equipment	11	680,653	615,702	709,412
		<u>680,653</u>	<u>615,702</u>	<u>709,412</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	90,776	93,276	96,763
Finance Lease Liability	15	108,090	86,607	86,607
		<u>198,866</u>	<u>179,883</u>	<u>183,370</u>
<b>Net Assets</b>		<u>1,451,479</u>	<u>1,206,747</u>	<u>1,212,663</u>
<b>Equity</b>		<u>1,451,479</u>	<u>1,206,747</u>	<u>1,212,663</u>

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

# East Otago High School

## Statement of Cash Flows

For the year ended 31 December 2021

		2021	2021	2020
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
<b>Cash flows from Operating Activities</b>				
Government Grants		746,858	724,675	747,375
Locally Raised Funds		348,212	198,840	177,614
Goods and Services Tax (net)		782	-	(3,714)
Payments to Employees		(371,510)	(387,855)	(321,789)
Payments to Suppliers		(390,707)	(419,353)	(336,519)
Interest Received		7,389	3,000	11,269
Net cash from/(to) Operating Activities		341,024	119,307	274,236
<b>Cash flows from Investing Activities</b>				
Purchase of Property Plant & Equipment (and Intangibles)		(14,041)	(5,000)	(66,577)
Purchase of Investments		-	-	(8,879)
Proceeds from Sale of Investments		325,690	325,871	-
Net cash from/(to) Investing Activities		311,649	320,871	(75,456)
<b>Cash flows from Financing Activities</b>				
Finance Lease Payments		(22,102)	-	(21,925)
Funds Administered on Behalf of Third Parties		12,222	-	15,146
Net cash (to)/from Financing Activities		(9,880)	-	(6,779)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>642,793</b>	<b>440,178</b>	<b>192,001</b>
Cash and cash equivalents at the beginning of the year	7	422,946	422,946	230,945
<b>Cash and cash equivalents at the end of the year</b>	<b>7</b>	<b>1,065,739</b>	<b>863,124</b>	<b>422,946</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.



# East Otago High School

## Notes to the Financial Statements

### For the year ended 31 December 2021

#### 1. Statement of Accounting Policies

##### 1.1. Reporting Entity

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

##### 1.2. 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 14.

###### **Useful lives of property, plant and equipment**

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the significant accounting policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 11.

### **Critical Judgements in applying accounting policies**

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

#### **Classification of leases**

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

#### **Recognition of grants**

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

### **1.3. Revenue Recognition**

#### **Government Grants**

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

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

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

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.

### **1.4. Operating Lease Payments**

Payments made under operating leases are recognised in the Statement of Comprehensive Revenue and Expense on a straight line basis over the term of the lease.

### **1.5. Finance Lease Payments**

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

### **1.6. Cash and Cash Equivalents**

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

### **1.7. Accounts Receivable**

Short-term receivables are recorded at the amount due, less an allowance for credit losses (uncollectable debts). The School's 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.

## 1.8. 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.

## 1.9. 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.

## 1.10. 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	18-100 years
Furniture and equipment	10–15 years
Information and communication technology	4–8 years
Motor vehicles	5 years
Textbooks	3 years
Leased assets held under a Finance Lease	Term of Lease
Library resources	12.5% Diminishing value

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

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

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

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

### **1.12. Accounts Payable**

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

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

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

### **1.14. Revenue Received in Advance**

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

### **1.15. 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.

### **1.16. 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.

### **1.17. Borrowings**

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

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

### **1.18. Goods and Services Tax (GST)**

The financial statements have been prepared on a GST exclusive basis, with the exception of accounts receivable and accounts payable which are stated as GST inclusive.

The net amount of GST paid to, or received from, the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statements of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

**1.19. Budget Figures**

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

**1.20. Services received in-kind**

From time to time the School receives services in-kind, including the time of volunteers. The School has elected not to recognise services received in kind in the Statement of Comprehensive Revenue and Expense.

## 2. Government Grants

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operational Grants	658,269	646,592	612,806
Teachers' Salaries Grants	1,712,480	1,678,290	1,651,254
Use of Land and Buildings Grants	313,053	340,304	340,304
Other MoE Grants	32,929	28,779	86,293
Other Government Grants	63,832	51,252	45,944
	<u>2,780,563</u>	<u>2,745,217</u>	<u>2,736,601</u>

The School has opted in to the donations scheme for this year. Total amount received was \$24,750 (2020: \$22,950).

## 3. Locally Raised Funds

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

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
<b>Revenue</b>			
Donations & Bequests	243,405	53,800	11,459
Fees for Extra Curricular Activities	35,084	42,000	56,189
Trading	30,003	30,490	29,688
Fundraising & Community Grants	19,311	3,000	2,357
Other Revenue	47,322	30,550	31,752
House Rents	37,250	39,000	49,125
	<u>412,375</u>	<u>198,840</u>	<u>180,570</u>
<b>Expenses</b>			
Extra Curricular Activities Costs	41,156	55,452	60,936
Trading	42,440	43,046	31,901
Fundraising & Community Grant Costs	10,290	4,526	2,082
House Expenses	12,113	14,694	13,906
	<u>105,999</u>	<u>117,718</u>	<u>108,825</u>
	<u>306,376</u>	<u>81,122</u>	<u>71,745</u>

Surplus / (Deficit) for the year Locally raised funds

In 2021 the school received a bequest of \$200,000 from the estate of the late John Campbell Thomas for the establishment of two memorial scholarships, one for art & one for academic excellence. Students will be awarded the interest accrued on the \$200,000 annually or biennially at the Board's discretion. The School has received the funds for this specific purpose but there is no requirement to repay funds if not spent, and accordingly these funds are recorded as Reserved Equity - refer note 26.

## 4. Learning Resources

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Curricular	90,625	107,564	69,341
Equipment Repairs	162	960	-
Information and Communication Technology	10,941	10,500	8,678
Library Resources	725	1,350	694
Employee Benefits - Salaries	1,901,014	1,863,583	1,785,523
Staff Development	8,956	12,500	7,017
	<u>2,012,423</u>	<u>1,996,457</u>	<u>1,871,253</u>

## 5. Administration

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	6,963	5,570	5,570
Board Fees	3,350	4,120	3,110
Board Expenses	2,210	3,200	1,742
Communication	5,078	4,477	4,117
Consumables	13,449	18,370	7,434
Other	23,848	23,140	21,574
Employee Benefits - Salaries	99,601	98,616	94,256
Insurance	8,889	8,749	8,449
Service Providers, Contractors and Consultancy	4,660	6,467	6,156
	<u>168,048</u>	<u>172,709</u>	<u>152,408</u>

## 6. Property

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	15,490	16,500	13,787
Cyclical Maintenance Provision	10,145	26,513	9,763
Grounds	8,949	13,823	8,747
Heat, Light and Water	46,054	53,832	44,336
Rates	3,763	3,513	3,336
Repairs and Maintenance	17,047	7,000	12,133
Use of Land and Buildings	313,053	340,304	340,304
Employee Benefits - Salaries	97,882	105,894	96,518
	<u>512,383</u>	<u>567,379</u>	<u>528,924</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 schools. Accordingly in 2021, the use of land and buildings figure represents 5% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

## 7. Cash and Cash Equivalents

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Bank Accounts	535,563	537,253	422,946
Short-term Bank Deposits	530,176	325,871	-
Cash and cash equivalents for Statement of Cash Flows	<u>1,065,739</u>	<u>863,124</u>	<u>422,946</u>

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

Of the \$1,065,739 Cash and Cash Equivalents, \$86,450 is held by the School on behalf of the Ministry of Education. These funds have been provided for the Ministry as part of the school's 5 Year Agreement funding for upgrades to the school's buildings. The funds are required to be spent in 2022 on Crown owned school buildings.

## 8. Accounts Receivable

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Receivables	4,509	743	743
Receivables from the Ministry of Education	-	1,725	1,725
Interest Receivable	396	97	97
Teacher Salaries Grant Receivable	145,116	133,042	133,042
	<u>150,021</u>	<u>135,607</u>	<u>135,607</u>
Receivables from Exchange Transactions	4,905	840	840
Receivables from Non-Exchange Transactions	145,116	134,767	134,767
	<u>150,021</u>	<u>135,607</u>	<u>135,607</u>

## 9. Inventories

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
School Uniforms	-	2,558	2,558
	<u>-</u>	<u>2,558</u>	<u>2,558</u>

## 10. Investments

The School's investment activities are classified as follows:

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Current Asset			
Short-term Bank Deposits	27,738	27,557	353,428
Total Investments	<u>27,738</u>	<u>27,557</u>	<u>353,428</u>

## 11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
	\$	\$	\$	\$	\$	\$
<b>2021</b>						
Land	51,000	-	(17,000)	-	-	<b>34,000</b>
Building Improvements	406,357	8,291	(45,523)	-	(21,361)	<b>347,764</b>
Furniture and Equipment	50,578	56,156	-	-	(13,197)	<b>93,537</b>
Information and Communication Technology	90,679	11,812	-	-	(32,241)	<b>70,250</b>
Motor Vehicles	1,003	-	-	-	(219)	<b>784</b>
Leased Assets	98,111	48,158	-	-	(22,441)	<b>123,828</b>
Library Resources	11,684	1,531	(1,226)	-	(1,499)	<b>10,490</b>
<b>Balance at 31 December 2021</b>	<b>709,412</b>	<b>125,948</b>	<b>(63,749)</b>	<b>-</b>	<b>(90,958)</b>	<b>680,653</b>

The net carrying value of equipment held under a finance lease is \$123,828 (2020: \$98,111)

	2021 Cost or Valuation	2021 Accumulated Depreciation	2021 Net Book Value	2020 Cost or Valuation	2020 Accumulated Depreciation	2020 Net Book Value
	\$	\$	\$	\$	\$	\$
Land	34,000	-	<b>34,000</b>	51,000	-	<b>51,000</b>
Building Improvements	732,546	(384,782)	<b>347,764</b>	793,755	(387,398)	<b>406,357</b>
Furniture and Equipment	389,861	(296,324)	<b>93,537</b>	333,705	(283,127)	<b>50,578</b>
Information and Communication Technology	243,814	(173,564)	<b>70,250</b>	232,002	(141,323)	<b>90,679</b>
Motor Vehicles	105,916	(105,132)	<b>784</b>	105,916	(104,913)	<b>1,003</b>
Leased Assets	158,207	(34,379)	<b>123,828</b>	117,913	(19,802)	<b>98,111</b>
Library Resources	41,886	(31,396)	<b>10,490</b>	45,086	(33,402)	<b>11,684</b>
<b>Balance at 31 December</b>	<b>1,706,230</b>	<b>(1,025,577)</b>	<b>680,653</b>	<b>1,679,377</b>	<b>(969,965)</b>	<b>709,412</b>

## 12. Accounts Payable

	2021 Actual	2021 Budget (Unaudited)	2020 Actual
	\$	\$	\$
Creditors	21,128	7,707	7,707
Accruals	10,005	7,455	7,455
Banking Staffing Overuse	7,926	1,948	1,948
Employee Entitlements - Salaries	160,325	143,690	143,690
Employee Entitlements - Leave Accrual	10,760	10,524	10,524
	<b>210,144</b>	<b>171,324</b>	<b>171,324</b>
Payables for Exchange Transactions	210,144	171,324	171,324
	<b>210,144</b>	<b>171,324</b>	<b>171,324</b>

The carrying value of payables approximates their fair value.

## 13. Revenue Received in Advance

	2021 Actual	2021 Budget (Unaudited)	2020 Actual
	\$	\$	\$
Other Revenue in Advance	9,640	6,288	6,288
	<b>9,640</b>	<b>6,288</b>	<b>6,288</b>

## 14. Provision for Cyclical Maintenance

	2021 Actual	2021 Budget (Unaudited)	2020 Actual
	\$	\$	\$
Provision at the Start of the Year	146,263	146,263	136,500
Increase/ (decrease) to the Provision During the Year	26,513	26,513	55,026
Adjustment to the Provision	(16,368)	-	(45,263)
Use of the Provision During the Year	(38,632)	-	-
Provision at the End of the Year	<b>117,776</b>	<b>172,776</b>	<b>146,263</b>
Cyclical Maintenance - Current	27,000	79,500	49,500
Cyclical Maintenance - Term	90,776	93,276	96,763
	<b>117,776</b>	<b>172,776</b>	<b>146,263</b>



## 15. 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	28,288	19,713	19,713
Later than One Year and no Later than Five Years	87,577	54,918	54,918
Later than Five Years	43,014	55,919	55,919
Future Finance Charges	(30,258)	(30,392)	(30,392)
	<u>128,621</u>	<u>100,158</u>	<u>100,158</u>
<b>Represented by:</b>			
Finance lease liability - Current	20,531	13,551	13,551
Finance lease liability - Term	108,090	86,607	86,607
	<u>128,621</u>	<u>100,158</u>	<u>100,158</u>

## 16. 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 \$	Board Contributions \$	Closing Balances \$
Boiler & Gym Heating Upgrade - 217312	905	-	(905)	-	-
B Block Upgrade - 217314	14,241	577,993	(632,119)	-	(39,885)
C Block re roof - design fees - 229639	-	103,000	(22,229)	-	80,771
B Block Windows - 234934	-	-	(7,839)	-	(7,839)
Totals	<u>15,146</u>	<u>680,993</u>	<u>(663,092)</u>	<u>-</u>	<u>33,047</u>

### Represented by:

Funds Held on Behalf of the Ministry of Education	80,771
Funds Due from the Ministry of Education	(47,724)
	<u>33,047</u>

2020	Opening Balances \$	Receipts from MoE \$	Payments \$	Board Contributions \$	Closing Balances \$
Boiler & Gym Heating Upgrade - 217312	-	52,446	(51,541)	-	905
B Block Upgrade - 217314	-	59,550	(45,309)	-	14,241
Totals	<u>-</u>	<u>111,996</u>	<u>(96,850)</u>	<u>-</u>	<u>15,146</u>

## 17. 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.

## 18. Remuneration

### Key management personnel compensation

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

	2021 Actual \$	2020 Actual \$
<i>Board Members</i>		
Remuneration	3,350	3,110
<i>Leadership Team</i>		
Remuneration	306,831	259,337
Full-time equivalent members	2.50	2.00
Total key management personnel remuneration	310,181	262,447

There are eight members of the Board excluding the Principal. The Board had held eight full meetings of the Board in the year. The Board also has Finance (three members) excluding the Principal that meet a minimum of twice a term. As well as these regular meetings, including preparation time, the Chair and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

### Principal

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

	2021 Actual \$000	2020 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	130 - 140	130-140
Benefits and Other Emoluments	4 - 5	3-4
Termination Benefits	0 - 0	0 - 0

### Other Employees

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

Remuneration \$000	2021 FTE Number	2020 FTE Number
100 -110	6.00	5.00
110 -120	-	1.00
120 - 130	1.00	-
	7.00	6.00

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

## 19. 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	\$ -	\$ -
Number of People	-	-

## 20. 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 boards, through payroll service provider Education Payroll Limited.

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

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

In January 2022 the Board signed a contract for the lease a school van. This lease is for a 3 year period with payments of \$8,256 per annum. The Board received a donation from Oceana for \$8,300 in the 2021 year, with a commitment from Oceana to donate a further \$8,300 in both 2022 & 2023.

## 21. Commitments

### (a) Capital Commitments

As at 31 December 2021 the Board has entered into the following contract agreements for capital works.

a) The school has contracted for B Block upgrades. The total cost of this project is estimated to be \$748,381, of which the Ministry has released \$637,543. The school has contracted with several contractors in relation to this project. The project is funded by the Ministry and the Board of Trustees up to \$40,000, and has been approved by the Ministry. The Board of Trustees have approved the contribution of up to \$40,000, however at present this contribution is estimated to be approximately \$22,000 only. Amounts of \$637,543 have been received from the Ministry for this project, of which \$677,428 has been spent on the project to date.

b) The school has contracted for C Block roof design fees, this design work is for a replacement roof. The total cost of this project is estimated to be \$1,030,001, of which the Ministry has released \$103,000. The school has contracted with several contractors as agent for the Ministry of Education in relation to the amount released to date only. The design phase is fully funded and approved by the Ministry. An amount of \$103,000 has been received from the Ministry for this project, of which \$22,229 has been spent on the project to date.

c) The school has contracted for B Block window replacements design work. The total cost of this design phase is estimated to be \$28,500. The school has contracted with several contractors as agent for the Ministry of Education in relation to the amount approved to date only. The design phase is fully funded and approved by the Ministry. An amount of \$7,839 has been spent on the project to balance date.

(Capital commitments in relation to Ministry projects at 31 December 2020: \$15,146)

### (b) Operating Commitments

As at 31 December 2021 the Board has entered into the following contracts.

(a) operating lease of a photocopier - non cancellable portion;

	2021 Actual \$	2020 Actual \$
No later than One Year	742	-
Later than One Year and No Later than Five Years	2,410	-
	<u>3,152</u>	<u>-</u>

## 22. 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 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Cash and Cash Equivalents	1,065,739	863,124	422,946
Receivables	150,021	135,607	135,607
Investments - Term Deposits	27,738	27,557	353,428
Total Financial assets measured at amortised cost	<u>1,243,498</u>	<u>1,026,288</u>	<u>911,981</u>

### Financial liabilities measured at amortised cost

Payables	210,144	171,324	171,324
Finance Leases	128,621	100,158	100,158
Total Financial liabilities measured at amortised Cost	<u>338,765</u>	<u>271,482</u>	<u>271,482</u>

## 23. Events After Balance Date

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

In January 2022 the Board signed a contract for the lease a school van. This lease is for a 3 year period with payments of \$8,256 per annum. The Board received a donation from Oceana for \$8,300 in the 2021 year, with a commitment from Oceana to donate a further \$8,300 in both 2022 & 2023.

## 24. Comparatives

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

## 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 levels 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 Tāhuhu o te Mātauranga | Ministry to 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 compromised. 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.

## 26. Equity

### Retained Earnings

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Balance at 1 January</b>	1,212,663	-	1,052,845
Total comprehensive revenue and expense for the year	522,816	-	159,818
Distribution of Equity - Funds added to 5YA on sale of surplus school property	(284,000)	-	-
Transfers to Reserved Equity	(200,000)	-	-
<b>Total Retained Earnings at 31 December</b>	<b>1,251,479</b>	<b>-</b>	<b>1,212,663</b>

### Reserved Equity - Thomas Estate

In 2021 the school received a bequest of \$200,000 from the estate of the late John Campbell Thomas for the establishment of two memorial scholarships, one for art & one for academic excellence. Students will be awarded the interest accrued on the \$200,000 annually or biennially at the Board's discretion.

### Scholarship Funds

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Balance at 1 January</b>	-	-	-
Recognition of bequest	200,000	-	-
<b>Balance at 31 December</b>	<b>200,000</b>	<b>-</b>	<b>-</b>
<b>Total Reserved Equity</b>	<b>200,000</b>	<b>-</b>	<b>-</b>

## INDEPENDENT AUDITOR'S REPORT

### TO THE READERS OF EAST OTAGO HIGH SCHOOL'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

The Auditor-General is the auditor of East Otago High School (the School). The Auditor-General has appointed me, Mike Hawken, 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 3 to 18, that comprise the statement of financial position as at 31 December 2021, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

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

Our audit was completed on 31 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.

#### 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 Novopay payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising

from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

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

Our responsibilities arise from the Public Audit Act 2001.

## Other information

The Board is responsible for the other information. The other information comprises the information included on pages accompanying the financial statements 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.



Mike Hawken  
For Deloitte Limited  
On behalf of the Auditor-General  
Dunedin, New Zealand