

WAITARA HIGH SCHOOL

ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023



Ministry Number:	170
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WAITARA HIGH SCHOOL

Annual Financial Statements - For the year ended 31 December 2023

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WAITARA HIGH SCHOOL

Statement of Responsibility For the year ended 31 December 2023

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

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

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2023 fairly reflects the financial position and operations of the School.

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

Full Name of Presiding Member

Full Name of Principal

Signature of Presiding Member

Signature of Principal

29 July 2024

Date:

29 July 2024

Date:

WAITARA HIGH SCHOOL

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2023

		2023	2023	2022
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Revenue				
Government Grants	2	7,346,677	6,632,756	6,525,222
Locally Raised Funds	3	207,586	40,500	151,961
Interest		23,923	1,350	6,068
		<u>7,578,186</u>	<u>6,674,606</u>	<u>6,683,251</u>
Expenses				
Locally Raised Funds	3	165,539	126,650	125,629
Learning Resources	4	4,625,495	4,352,646	4,063,376
Administration	5	1,101,035	1,131,969	1,053,632
Interest		4,009	1,900	1,469
Property	6	1,361,004	1,195,611	1,150,067
		<u>7,257,082</u>	<u>6,808,776</u>	<u>6,394,173</u>
Net Surplus / (Deficit) for the year		321,104	(134,170)	289,078
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>321,104</u>	<u>(134,170)</u>	<u>289,078</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.

WAITARA HIGH SCHOOL

Statement of Changes in Net Assets/Equity For the year ended 31 December 2023

	2023	2023	2022
Notes	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Balance at 1 January	1,096,806	1,096,806	807,728
Total comprehensive revenue and expense for the year	321,104	(134,170)	289,078
Capital Contributions from / (Distributions to) the Ministry of Education Contribution - Furniture and Equipment Grant	17,252	-	-
Equity at 31 December	1,435,162	962,636	1,096,806
Accumulated comprehensive revenue and expense	1,435,162	962,636	1,096,806
Equity at 31 December	1,435,162	962,636	1,096,806

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.

WAITARA HIGH SCHOOL
Statement of Financial Position
As at 31 December 2023

		2023	2023	2022
	Notes	Actual \$	Budget (Unaudited) \$	Actual \$
Current Assets				
Cash and Cash Equivalents	7	749,074	427,632	275,434
Accounts Receivable	8	809,404	74,000	333,649
GST Receivable		-	-	34,857
Prepayments		28,907	28,000	19,315
Inventories	9	12,709	13,000	13,183
Investments	10	-	-	200,000
Funds Due for Capital Works Projects	15	255,219	-	368,044
		1,855,313	542,632	1,244,482
Current Liabilities				
Accounts Payable	11	544,645	265,000	513,537
GST Payable		32,710	34,996	-
Revenue Received in Advance	12	76,921	75,000	10,811
Provision for Cyclical Maintenance	13	79,334	81,000	257,733
Finance Lease Liability	14	36,364	36,000	11,450
Funds Held for Capital Works Projects	15	465,067	-	13,184
		1,235,041	491,996	806,715
Working Capital Surplus/(Deficit)		620,272	50,636	437,767
Non-current Assets				
Property, Plant and Equipment	10	1,044,872	1,014,000	781,767
		1,044,872	1,014,000	781,767
Non-current Liabilities				
Provision for Cyclical Maintenance	13	179,666	50,000	112,599
Finance Lease Liability	14	50,316	52,000	10,129
		229,982	102,000	122,728
Net Assets		1,435,162	962,636	1,096,806
Equity		1,435,162	962,636	1,096,806

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

WAITARA HIGH SCHOOL

Statement of Cash Flows

For the year ended 31 December 2023

		2023	2023	2022
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Cash flows from Operating Activities				
Government Grants		2,558,692	2,632,756	2,705,642
Locally Raised Funds		268,042	195,009	99,889
International Students		-	(10,811)	-
Goods and Services Tax (net)		67,572	69,855	(4,872)
Payments to Employees		(1,158,207)	(1,217,844)	(1,126,837)
Payments to Suppliers		(1,691,491)	(1,769,092)	(1,220,383)
Interest Paid		(4,009)	(1,900)	(1,469)
Interest Received		25,538	178	3,954
Net cash from Operating Activities		66,137	(101,849)	455,924
Cash flows from Investing Activities				
Purchase of PPE (and Intangibles)		(336,718)	(367,234)	(67,743)
Proceeds from Sale of Investments		200,000	-	-
Net cash from Investing Activities		(136,718)	(367,234)	(67,743)
Cash flows from Financing Activities				
Furniture and Equipment Grant		17,252	-	-
Finance Lease Payments		(20,485)	66,421	(21,222)
Funds Held for Capital Works Projects		547,455	354,860	(224,363)
Net cash from Financing Activities		544,222	421,281	(245,585)
Net increase/(decrease) in cash and cash equivalents		473,640	(47,802)	142,596
Cash and cash equivalents at the beginning of the year	7	275,434	275,434	132,839
Cash and cash equivalents at the end of the year	7	749,074	227,632	275,434

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

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

a) Reporting Entity

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

b) Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2023 to 31 December 2023 and in accordance with the requirements of the Education and Training Act 2020.

Basis of Preparation

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

Financial Reporting Standards Applied

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

PBE Accounting Standards Reduced Disclosure Regime

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the 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.

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.

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

Cyclical maintenance provision

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.

Critical Judgements in applying accounting policies

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

Classification of leases

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the school. A lease is classified as a finance lease if it transfers substantially all risks and rewards incidental to ownership of an underlying asset to the lessee. In contrast, an operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee. Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised. Finance lease liability disclosures are contained in note 15. Future operating lease commitments are disclosed in note 21b.

Recognition of grants

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

c) Revenue Recognition

Government Grants

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

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

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

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

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

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

Other Grants where conditions exist

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

Donations, Gifts and Bequests

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

Interest Revenue

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

d) Operating Lease Payments

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

e) Finance Lease Payments

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

f) Cash and Cash Equivalents

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

g) Accounts Receivable

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

h) Inventories

Inventories are consumable items held for sale and 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.

i) Investments

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

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

j) Property, Plant and Equipment

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

Improvements (funded by the Board) to buildings owned by the Crown or directly by the board are recorded at cost, less accumulated depreciation and impairment losses.

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

Property, plant and equipment acquired with individual values under \$1,000 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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	20 - 40 Years
Furniture and equipment	5 - 22 Years
Information and communication technology	5 Years
Motor Vehicles	10 Years
Library resources	12.5% Diminishing value
Leased assets	Over Life of the Lease

k) Intangible Assets

Software costs

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

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

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

l) Impairment of property, plant, and equipment and intangible assets

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

Non cash generating assets

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

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

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

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

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

m) Accounts Payable

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

n) Employee Entitlements

Short-term employee entitlements

Employee 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 12 months after the end of the reporting period in which the employee provides the related service, such as retirement and long service leave, have been calculated on an actuarial basis.

The calculations are based on the likely future entitlements accruing to employees, based on years of service, years to entitlement, the likelihood that employees will reach the point of entitlement, and contractual entitlement information, and the present value of the estimated future cash flows. Remeasurements are recognised in surplus or deficit in the period in which they arise.

o) Revenue Received in Advance

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

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

p) Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

q) Funds held for Capital works

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

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

r) Shared Funds

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. In instances where funds are outside of the School's control, these amounts are not recorded in the Statement of 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 RTLB programme), all income and expenditure related to the provision of the service 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.

s) Provision for Cyclical Maintenance

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

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision is a reasonable estimate, based on the school's best estimate of the cost of painting the school and when the school is required to be painted, based on an assessment of the school's condition.

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

t) Financial Instruments

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are initially recognised at fair value and subsequently measured at amortised cost, using the effective interest method.

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

u) 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.

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

v) Budget Figures

The budget figures are extracted from the School budget that was approved by the Board at the start of the year.

w) 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.

WAITARA HIGH SCHOOL

Notes to the Financial Statements For the year ended 31 December 2023

2. Government Grants

	2023 Actual \$	2023 Budget \$	2022 Actual \$
Government Grants - Ministry of Education	2,989,260	2,632,756	2,687,429
Teachers' Salaries Grants	3,337,163	3,200,000	3,059,723
Use of Land and Buildings Grants	955,273	800,000	759,857
Other Government Grants	64,981	-	18,213
	<u>7,346,677</u>	<u>6,632,756</u>	<u>6,525,222</u>

The School has opted in to the donations scheme for this year. Total amount received was \$59,799 (2022: \$58,950).

3. Locally Raised Funds

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

	2023 Actual \$	2023 Budget \$	2022 Actual \$
Revenue			
Donations & Bequests	882	-	-
Fees for Extra Curricular Activities	75,742	-	55,243
Trading	5,493	500	19,213
Fundraising and Community Grants	47,255	22,000	26,890
Other Revenue	78,214	18,000	50,615
	<u>207,586</u>	<u>40,500</u>	<u>151,961</u>
Expenses			
Extra Curricular Activities Costs	140,017	58,500	88,785
Trading	3,280	-	5,405
Fundraising & Community Grants Costs	11,122	65,150	26,890
School House Expenses	11,120	3,000	4,549
	<u>165,539</u>	<u>126,650</u>	<u>125,629</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>42,047</u>	<u>(86,150)</u>	<u>26,332</u>

4. Learning Resources

	2023 Actual \$	2023 Budget \$	2022 Actual \$
Curricular	215,724	245,425	156,621
Depreciation	184,786	135,000	152,580
Library Resources	4,299	5,000	559
Employee Benefits - Salaries	4,142,679	3,918,721	3,734,784
Resource/Attached Teacher costs	77,067	47,000	17,912
Staff Development	940	1,500	920
	<u>4,625,495</u>	<u>4,352,646</u>	<u>4,063,376</u>

WAITARA HIGH SCHOOL

Notes to the Financial Statements For the year ended 31 December 2023

5. Administration

	2023 Actual \$	2023 Budget \$	2022 Actual \$
Audit Fee	7,014	6,810	6,807
Board of Trustees Fees	6,000	6,000	2,780
Board of Trustees Expenses	3,672	4,500	4,581
Communication	16,285	16,000	12,809
Consumables	30,864	29,200	23,138
Employee Benefits - Salaries	220,292	163,784	221,447
Insurance	12,800	13,000	9,068
Lunches in Schools	641,596	700,750	652,034
Other	115,581	152,425	81,820
Principals Expenses	30,813	23,500	22,729
Service Providers, Contractors and Consultancy	16,118	16,000	16,419
	<u>1,101,035</u>	<u>1,131,969</u>	<u>1,053,632</u>

6. Property

	2023 Actual \$	2023 Budget \$	2022 Actual \$
Caretaking and Cleaning Consumables	105,145	92,500	102,294
Cyclical Maintenance Provision	(38,172)	40,000	25,132
Employee Benefits - Salaries	106,191	94,200	92,272
Grounds	11,577	12,500	16,193
Heat, Light and Water	62,051	66,000	61,348
Rates	8,469	9,000	8,513
Repairs and Maintenance	142,524	77,411	79,802
Use of Land and Buildings	955,273	800,000	759,857
Security	7,946	4,000	4,656
	<u>1,361,004</u>	<u>1,195,611</u>	<u>1,150,067</u>

The use of land and buildings figure represents 5% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

7. Cash and Cash Equivalents

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Cash on Hand	-	200	200
Bank Current Account	103,546	127,432	70,828
Bank On Call Savings	445,528	100,000	204,406
Short-term Bank Deposits	200,000	200,000	200,000
Cash and cash equivalents for Cash Flow Statement	<u>749,074</u>	<u>427,632</u>	<u>275,434</u>

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

Of the \$549,074 Cash and Cash Equivalents, \$467,603 is held by the School on behalf of the Ministry of Education. These funds have been provided by the Ministry as part of the school's 5 Year Agreement funding for upgrades to the school's buildings. The funds are required to be spent in 2024 on Crown owned school buildings.

WAITARA HIGH SCHOOL

Notes to the Financial Statements For the year ended 31 December 2023

8. Accounts Receivable

	2023 Actual \$	2023 Budget \$	2022 Actual \$
Receivables	34,012	20,000	10,712
Receivables from the Ministry of Education	508,645	10,000	10,438
Interest Receivable	4,443	4,000	2,828
Teacher Salaries Grant Receivable	262,304	40,000	309,671
	<u>809,404</u>	<u>74,000</u>	<u>333,649</u>
Receivables from Exchange Transactions	38,455	24,000	13,540
Receivables from Non-Exchange Transactions	770,949	50,000	320,109
	<u>809,404</u>	<u>74,000</u>	<u>333,649</u>

9. Inventories

	2023 Actual \$	2023 Budget \$	2022 Actual \$
Farm	11,290	12,500	12,360
Uniforms	1,419	500	823
	<u>12,709</u>	<u>13,000</u>	<u>13,183</u>

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

10. Property, Plant and Equipment

	Opening	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2023	\$	\$	\$	\$	\$	\$
Buildings	54,325	22,725	-	-	(4,623)	72,427
Building Improvements	220,561	173,319	-	-	(20,755)	373,125
Furniture and Equipment	303,278	55,085	-	-	(57,707)	300,656
ICT	109,262	73,384	-	-	(63,358)	119,289
Motor Vehicles	6,062	11,488	-	-	(1,359)	16,191
Lunches in Schools Equipment	39,295	17,252	-	-	(2,461)	54,087
Leased Assets	17,143	93,922	-	-	(25,715)	85,350
Library Resources	31,841	714	-	-	(8,808)	23,747
Balance at 31 December 2023	781,767	447,889	-	-	(184,786)	1,044,872

The net carrying value of equipment held under a finance lease is \$85,350 (2022: \$17,143).

With the exception of the contractual restrictions related to the above noted finance leases, there are no restrictions over the title of the school's property, plant and equipment, nor are any property, plant and equipment pledged as security for liabilities.

	2023	2023	2023	2022	2022	2022
	Cost or	Accumulated	Net Book	Cost or	Accumulated	Net Book
	Valuation	Depreciation	Value	Valuation	Depreciation	Value
	\$	\$	\$	\$	\$	\$
Buildings	121,091	(48,664)	72,427	98,366	(44,041)	54,325
Building Improvements	432,786	(59,661)	373,125	259,467	(38,905)	220,561
Furniture and Equipment	968,722	(668,066)	300,656	913,636	(610,358)	303,278
ICT	765,402	(646,113)	119,289	692,018	(582,756)	109,262
Motor Vehicles	18,987	(2,796)	16,191	7,500	(1,438)	6,062
Lunches in Schools Equipment	60,712	(6,625)	54,087	43,460	(4,165)	39,295
Leased Assets	158,096	(72,746)	85,350	113,533	(96,389)	17,143
Library Resources	122,312	(98,565)	23,747	121,597	(89,757)	31,841
Balance at 31 December	2,648,108	(1,603,236)	1,044,872	2,249,577	(1,467,809)	781,767

11. Accounts Payable

	2023	2023	2022
	Actual	Budget	Actual
	\$	\$	\$
Creditors	142,068	121,500	94,188
Accruals	33,317	3,500	4,539
Employee Entitlements - Salaries	338,278	125,000	388,481
Employee Entitlements - Leave Accrual	30,982	15,000	26,329
	544,645	265,000	513,537
Payables for Exchange Transactions	544,645	265,000	513,537
	544,645	265,000	513,537

The carrying value of payables approximates their fair value.

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

12. Revenue Received in Advance

	2023	2023	2022
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Grants in Advance - Ministry of Education	18,996	12,000	8,000
Other Revenue Received in Advance	57,925	63,000	2,811
	<u>76,921</u>	<u>75,000</u>	<u>10,811</u>

13. Provision for Cyclical Maintenance

	2023	2023	2022
	Actual	Budget	Actual
	\$	\$	\$
Provision at the Start of the Year	370,332	370,332	345,200
Increase to the Provision During the Year	(38,172)	40,000	25,132
Other Adjustments	(73,160)	(279,332)	-
Provision at the End of the Year	<u>259,000</u>	<u>131,000</u>	<u>370,332</u>
Cyclical Maintenance - Current	79,334	81,000	257,733
Cyclical Maintenance - Non Current	179,666	50,000	112,599
	<u>259,000</u>	<u>131,000</u>	<u>370,332</u>

Per the cyclical maintenance schedule the school is next expected to undertake painting works during 2024. This plan is based on the schools 10 Year Property plan.

14. Finance Lease Liability

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

	2023	2023	2022
	Actual	Budget	Actual
	\$	\$	\$
No Later than One Year	40,453	36,000	12,782
Later than One Year and no Later than Five Years	53,087	52,000	10,970
Future Finance Charges	(6,860)	-	(2,173)
	<u>86,680</u>	<u>88,000</u>	<u>21,579</u>
Represented By			
Finance Lease - Current	36,364	36,000	11,450
Finance Lease - Non Current	50,316	52,000	10,129
	<u>86,680</u>	<u>88,000</u>	<u>21,579</u>

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

15. Funds Held for Capital Works Projects

During the year the School received and applied funding from the Ministry of Education for the following capital works projects. The amount of cash held on behalf of the Ministry for capital works project is included under cash and cash equivalents in note 7.

Project	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions \$	Closing Balances \$	
Central Courtyard Upgrade	211956	(195,612)	149,291	(15,208)	(61,529)	
P: Cladding & EQR Structural Strengthening	211951	(108,733)	-	(23,098)	(131,831)	
C & J BLK ILE & Electrical (Stage 2)	224697	(35,953)	35,953	-	-	
LSM Site: Visual Aids	232291	13,184	9,867	(23,051)	-	
Roofing Remediation	233534	(21,148)	-	(31,953)	(53,101)	
J-Block LSPM	238726	(6,598)	384,300	(147,183)	230,519	
Theory Classroom	233536			(1,313)	(1,313)	
Student Toilet Refurbishment	233537			(6,050)	(6,050)	
F: FLS Alterations	233538			(1,395)	(1,395)	
Heating System Replacement	233535	-	250,000	(15,452)	234,548	
Totals		(354,860)	829,411	(264,702)	-	209,848

Represented by:

Funds Held on Behalf of the Ministry of Education
Funds Due from the Ministry of Education

465,067
(255,219)
209,848

Project	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contributions \$	Closing Balances \$	
Central Courtyard Replacement	211956	(10,356)	225,421	(470,677)	60,000	
Roofing & Cladding & EQR Structural Strengthening	211951	(12,476)	-	(96,257)	-	
Wharenui Refurbishment	222094	(5,669)	8,734	(3,065)	-	
(Stage 2) - C & J BLK ILE & Electrical	224697	(101,996)	71,915	(5,872)	-	
LSM Site: Visual Aids	232291	-	37,219	(24,035)	-	
Roofing, Theory Access, F Block	233534	-	-	(21,148)	-	
Block LSPM - (LRC Bathroom, Fencing etc)	238726	-	-	(6,598)	-	
Totals		(130,497)	343,289	(627,652)	60,000	(354,860)

Represented by:

Funds Held on Behalf of the Ministry of Education
Funds Due from the Ministry of Education

13,184
(368,044)
(354,860)

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

16. 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.

A staff member occupied the School house during the 2023 year for \$375 per week. Daryl Warburton's (Principal) wife was employed in an administration role and his son was employed in a property role. There was also \$1,007 paid to North Taranaki Sport and Recreation for facility hire and the annual carpark hire, Daryl Warburton is a Trustee.

17. Remuneration

Key management personnel compensation

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

	2023 Actual \$	2022 Actual \$
<i>Board Members</i>		
Remuneration	6,000	2,780
<i>Leadership Team</i>		
Remuneration	1,792,430	1,158,357
Total key management personnel remuneration	1,792,430	1,161,137
Total full-time equivalent personnel	15.00	10.00

There are 10 members of the Board excluding the Principal. The Board had held 8 full meetings of the Board in the year. As well as these regular meetings, including preparation time, the Presiding Member and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

Principal

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

	2023 Actual \$000	2022 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	180 - 190	160 - 170
Benefits and Other Emoluments	5 - 6	4 - 5
Termination Benefits	-	-

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

17. Remuneration (cont.)

Other Employees

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

Remuneration \$000	2023 FTE's	2022 FTE's
100 - 110	5	10
110 - 120	13	-
120 - 130	1	3
	<u>19</u>	<u>13</u>

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

18. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be board, 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:

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

19. Contingencies

There are no contingent liabilities and no contingent assets (except as noted below) as at 31 December 2023 (Contingent liabilities and assets at 31 December 2022: 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 of Education continues to review the School Sector Payroll to ensure compliance with the Holidays Act 2003. An initial remediation payment has been made to some current school employees. The Ministry is continuing to perform detailed analysis to finalise calculations and the potential impacts of specific individuals, as such, this is expected to resolve the liability for school boards.

In 2023 the Ministry of Education provided additional funding for non-teaching collective and pay equity agreements. The school is yet to receive a final wash-up that adjusts the estimated quarterly instalments for the actual eligible staff members employed in 2023. The Ministry is in the process of determining wash-up payments or receipts for the year ended 31 December 2023. However, as at the reporting date, this amount had not been calculated and therefore is not recorded in these financial statements.

WAITARA HIGH SCHOOL

Notes to the Financial Statements

For the year ended 31 December 2023

20. Commitments

(a) Capital Commitments

As at 31 December 2023, the Board has capital commitments of \$524,244 (2022: -\$13,847) as a result of entering into the following contracts:

Contract Name	Contract Amount	Spend To Date	Remaining Capital Commitment
	\$	\$	\$
Cladding & EQR Structural Strengthening	432,762	172,843	259,919
Central Courtyard Replacement	449,712	511,241	(61,529)
Roofing & Cladding Remediation	432,762	172,843	259,919
Block LSPM - Income (LRC Bathroom, Fencing etc)	215,556	153,781	61,775
Heating System Replacement	0	12,917	12,917
Theory Classroom Project	0	1,313	(1,313)
Student Toilet Refurbishment	0	6,050	(6,050)
F: FLS Alterations	0	1,395	(1,395)
Total	1,530,792	1,032,383	524,244

(b) Operating Commitments

As at 31 December 2023 the Board has not entered into any operating contracts (31 December 2022: nil).

21. Financial Instruments

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

	2023 Actual	2023 Budget	2022 Actual
	\$	\$	\$
Financial assets measured at amortised cost			
Cash and Cash Equivalents	749,074	427,632	275,434
Receivables	809,404	74,000	333,649
Investments - Term Deposits	-	-	200,000
Total Financial assets measured at amortised cost	<u>1,558,478</u>	<u>501,632</u>	<u>809,083</u>
Financial liabilities measured at amortised cost			
Payables	544,645	265,000	513,537
Finance Leases	86,680	88,000	21,579
Total Financial Liabilities Measured at Amortised Cost	<u>631,325</u>	<u>353,000</u>	<u>535,116</u>

22. Events After Balance Date

In February 2024, the School purchased a van for \$69,190 to be used for the lunches in schools programme.

WAITARA HIGH SCHOOL

Members of the Board

For the year ended 31 December 2023

Name	Position	How position on Board gained	Term expired/expires
Melissa Stevenson	Presiding Member	Re-elected Aug 22	Sep-25
Daryl Warburton	Principal	ex Officio	
Telina Barrett	Parent Rep	Re-elected Aug 22	Resigned 28/3/23
Lavinia Makaea	Student Rep	Elected Sept 22	Sep-24
Chantelle Cornwall	Board Secretary	Re-elected Aug 22	Sep-25
Marie Gill	Parent Rep	Elected Aug 22	Sep-25
Toumairangi Marsh	Parent Rep	Re-elected Aug 22	Sep-25
Julie Mischewski	Staff Rep	Re-elected Aug 22	Sep-25
Lita Wilson	Student Rep	Re-elected Aug 22	Sep-23
Flynn Crowskey	Student Rep	Elected Sept 23	Sep-26
Bradley Clark	Selected Rep	Selected Nov 22	Sep-25
Ngahiti-Mae Wright	Staff Rep	Elected Aug 22	Sep-25

WAITARA HIGH SCHOOL

Kiwisport / Statement of Compliance with Employment Policy For the year ended 31 December 2023

Kiwisport is a Government funding initiative to support student's participation in organised sport. In 2023, the school received total Kiwisport funding of \$9,613 (2022: \$9,398).

The funding was spent on lunchtime and after school sporting activities, and competitions run through Taranaki Secondary Schools Sporting Association across multiple sports codes.

Statement of Compliance with Employment Policy

For the year ended 31 December 2023 the Waitara High School Board:

- Has developed and implemented personnel policies, within policy and procedural frameworks to ensure the fair and proper treatment of employees in all aspects of their employment.

- Has reviewed its compliance against both its personnel policy and procedures and can report that it meets all requirements and identified best practices.

- Is a good employer and complies with the conditions contained in the employment contract of all staff employed by the Board.

- Ensures all employees and applicants for employment are treated according to their skills, qualifications, and abilities, without bias or discrimination.

- Meets all Equal Employment Opportunities requirements.