



Chapel Downs Primary School

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

Ministry Number: 1581

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CHAPEL DOWNS PRIMARY SCHOOL

Financial Statements - For the year ended 31 December 2017

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Chapel Downs Primary School Statement of Responsibility For the year ended 31 December 2017

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

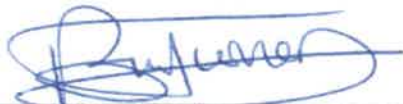
The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2017 fairly reflects the financial position and operations of the school.

The School's 2017 financial statements are authorised for issue by the Board.

Boyce Mathew Turner

Full Name of Board Chairperson



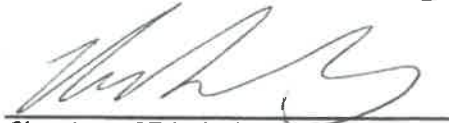
Signature of Board Chairperson

14/5/18.

Date:

V S van Rensburg

Full Name of Principal



Signature of Principal

14/5/18

Date:

Chapel Downs Primary School Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2017

	Notes	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Revenue				
Government Grants	2	4,998,130	4,714,101	4,754,625
Locally Raised Funds	3	252,678	229,850	238,592
Interest Earned		30,489	18,000	30,125
Gain on Sale of Property, Plant and Equipment		4,653	-	-
		<u>5,285,950</u>	<u>4,961,951</u>	<u>5,023,342</u>
Expenses				
Locally Raised Funds	3	107,656	102,674	115,164
Learning Resources	4	3,239,430	3,301,426	3,192,992
Administration	5	207,449	223,949	247,272
Finance Costs		9,458	9,480	8,233
Property	6	1,558,154	1,265,712	1,308,806
Depreciation	7	189,294	190,000	183,659
Loss on Disposal of Property, Plant and Equipment		2,265	-	578
		<u>5,313,706</u>	<u>5,093,241</u>	<u>5,056,704</u>
Net Surplus / (Deficit)		(27,756)	(131,290)	(33,362)
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>(27,756)</u>	<u>(131,290)</u>	<u>(33,362)</u>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes.

Chapel Downs Primary School
Statement of Changes in Net Assets/Equity
For the year ended 31 December 2017

	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Balance at 1 January	1,792,034	1,745,202	1,811,520
Total comprehensive revenue and expense for the year	(27,756)	(131,290)	(33,362)
Capital Contributions from the Ministry of Education	-	-	-
Contribution - Furniture and Equipment Grant	19,500	-	13,876
Equity at 31 December	1,783,778	1,613,912	1,792,034
Retained Earnings	1,783,778	1,613,912	1,792,034
Reserves	-	-	-
Equity at 31 December	1,783,778	1,613,912	1,792,034

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes.

Chapel Downs Primary School Statement of Financial Position As at 31 December 2017

	Notes	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Current Assets				
Cash and Cash Equivalents	8	186,452	53,166	115,341
Accounts Receivable	9	170,831	146,332	146,332
Prepayments		15,340	11,337	11,337
Inventories	10	26,837	29,844	29,844
Investments	11	926,303	661,462	761,462
		<u>1,325,763</u>	<u>902,141</u>	<u>1,064,316</u>
Current Liabilities				
GST Payable		30,211	13,141	13,141
Accounts Payable	13	296,986	238,380	230,390
Revenue Received in Advance	14	4,347	-	-
Provision for Cyclical Maintenance	15	57,275	43,794	26,786
Finance Lease Liability - Current Portion	16	32,600	30,089	29,593
Funds held in Trust	17	20,124	-	124
Funds held for Capital Works Projects	18	139,929	-	-
		<u>581,472</u>	<u>325,404</u>	<u>300,034</u>
Working Capital Surplus/(Deficit)		744,291	576,737	764,282
Non-current Assets				
Property, Plant and Equipment	12	1,238,021	1,200,574	1,223,864
		<u>1,238,021</u>	<u>1,200,574</u>	<u>1,223,864</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	15	124,781	125,096	128,890
Finance Lease Liability	16	73,753	38,303	67,222
		<u>198,534</u>	<u>163,399</u>	<u>196,112</u>
Net Assets		<u><u>1,783,778</u></u>	<u><u>1,613,912</u></u>	<u><u>1,792,034</u></u>
Equity		<u><u>1,783,778</u></u>	<u><u>1,613,912</u></u>	<u><u>1,792,034</u></u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Chapel Downs Primary School Statement of Cash Flows For the year ended 31 December 2017

	Notes	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Cash flows from Operating Activities				
Government Grants		1,187,173	1,152,167	1,185,965
Locally Raised Funds		252,633	231,555	240,297
Goods and Services Tax (net)		17,070	8,263	8,263
Payments to Employees		(716,101)	(771,171)	(678,146)
Payments to Suppliers		(513,758)	(449,701)	(547,365)
Interest Paid		(9,458)	(9,480)	(8,233)
Interest Received		30,489	18,000	30,125
Net cash from / (to) the Operating Activities		248,048	179,633	230,906
Cash flows from Investing Activities				
Proceeds from Sale of PPE (and Intangibles)		3,142	-	-
Purchase of PPE (and Intangibles)		(195,807)	(141,576)	(326,263)
Purchase of Investments		(164,841)	(12,006)	87,994
Net cash from / (to) the Investing Activities		(357,506)	(153,582)	(238,269)
Cash flows from Financing Activities				
Furniture and Equipment Grant		19,500	-	13,876
Finance Lease Payments		1,140	682	(20,729)
Funds Administered on Behalf of Third Parties		159,929	-	32,266
Net cash from Financing Activities		180,569	682	25,413
Net increase/(decrease) in cash and cash equivalents		71,111	26,733	18,050
Cash and cash equivalents at the beginning of the year	8	115,341	26,433	97,291
Cash and cash equivalents at the end of the year	8	186,452	53,166	115,341

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 omitted.

The above Cash Flow Statement should be read in conjunction with the accompanying notes.

Chapel Downs Primary School

Notes to the Financial Statements

1 Statement of Accounting Policies

For the year ended 31 December 2017

a) Reporting Entity

Chapel Downs Primary School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989. The Board of Trustees (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2017 to 31 December 2017 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation

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

Financial Reporting Standards Applied

The Education Act 1989 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.

Useful lives of property, plant and equipment

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 12.

Critical Judgements in applying accounting policies

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

Classification of leases

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 16.

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 Grants

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

Donations, Gifts and Bequests

Donations, gifts and bequests are recorded as revenue when their receipt is formally acknowledged by the School.

Interest Revenue

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

d) Use of Land and Buildings Expense

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes. This is a non-cash expense that is offset by a non-cash grant from the Ministry.

e) 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.

f) 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.

g) 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.

h) Accounts Receivable

Accounts Receivable represents items that the School has issued invoices for or accrued for, but has not received payment for at year end. Receivables are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A receivable is considered uncollectable where there is objective evidence the School will not be able to collect all amounts due. The amount that is uncollectable (the provision for uncollectibility) is the difference between the amount due and the present value of the amounts expected to be collected.

i) 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.

j) Investments

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance.

After initial recognition bank term deposits are measured at amortised cost using the effective interest method less impairment. The School has met the requirements under section 28 of Schedule 6 of the Education Act 1989 in relation to the acquisition of securities.

k) 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.

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.

Leased Assets

Leases where the School assumes substantially all the risks and rewards of ownership are classified as finance leases. The assets acquired by way of finance lease are measured at an amount equal to the lower of their fair value and the present value of the minimum lease payments at inception of the lease, less accumulated depreciation and impairment losses. Leased assets and corresponding liability are recognised in the Statement of Financial Position and leased assets are depreciated over the period the School is expected to benefit from their use or over the term of the lease.

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 – Crown	40 years
Furniture and equipment	10 years
Information and communication technology	3 years
Motor vehicles	20 years
Leased assets held under a Finance Lease	3-5 years
Library resources	12.5% Diminishing value

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.

Long-term employee entitlements

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

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

o) Revenue Received in Advance

Revenue received in advance relates to a commission received from Red Coats Cleaning. The commission is recorded as revenue across the term of the contract.

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

q) Provision for Cyclical Maintenance

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

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the Board's ten year property plan (10YPP).

r) Financial Assets and Liabilities

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 "loans and receivables" 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.

s) 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.

t) Budget Figures

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

u) 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

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Operational grants	1,031,410	1,007,167	1,008,951
Teachers' salaries grants	2,560,920	2,596,774	2,596,774
Use of Land and Buildings grants	1,211,195	965,160	965,160
Other MoE Grants	194,605	145,000	183,740
	<u>4,998,130</u>	<u>4,714,101</u>	<u>4,754,625</u>

3 Locally Raised Funds

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

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Revenue			
Donations	23,859	35,000	29,182
Fundraising	87,402	61,350	75,430
Trading	119,472	113,000	114,071
Activities	21,945	20,500	19,909
	<u>252,678</u>	<u>229,850</u>	<u>238,592</u>
Expenses			
Activities	21,945	20,500	26,917
Trading	85,374	82,174	85,138
Fundraising (costs of raising funds)	337	-	3,109
	<u>107,656</u>	<u>102,674</u>	<u>115,164</u>
<i>Surplus for the year Locally raised funds</i>	<u>145,022</u>	<u>127,176</u>	<u>123,428</u>

4 Learning Resources

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Curricular	82,236	94,658	83,070
Equipment repairs	-	200	87
Information and communication technology	43,593	33,844	39,780
Library resources	3,173	4,900	3,361
Employee benefits - salaries	3,092,820	3,150,824	3,048,792
Staff development	17,608	17,000	17,902
	<u>3,239,430</u>	<u>3,301,426</u>	<u>3,192,992</u>

5 Administration

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Audit Fee	6,060	6,160	5,970
Board of Trustees Fees	3,075	5,060	4,095
Board of Trustees Expenses	5,277	4,800	9,491
Communication	8,660	8,400	10,867
Consumables	2,212	2,500	6,808
Operating Lease	839	4,000	25,819
Other	19,722	23,550	24,666
Employee Benefits - Salaries	134,744	141,479	131,826
Insurance	11,610	13,000	12,480
Service Providers, Contractors and Consultancy	15,250	15,000	15,250
	<u>207,449</u>	<u>223,949</u>	<u>247,272</u>

6 Property

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Caretaking and Cleaning Consumables	54,615	33,616	38,890
Consultancy and Contract Services	3,089	-	5,736
Cyclical Maintenance Provision	44,755	40,000	61,633
Grounds	13,769	13,400	6,302
Heat, Light and Water	61,519	42,000	49,263
Repairs and Maintenance	33,861	43,521	43,137
Use of Land and Buildings - Non Integrated	1,211,195	965,160	965,160
Employee Benefits - Salaries	135,351	128,015	138,685
	<u>1,558,154</u>	<u>1,265,712</u>	<u>1,308,806</u>

The use of land and buildings figure represents 8% of the school's total property value. This is used as a 'proxy' for the market rental of the property. 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 Depreciation of Property, Plant and Equipment

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Building Improvements - Crown	26,105	31,288	30,244
Furniture and Equipment	61,813	68,819	66,522
Information and Communication Technology	73,800	60,723	58,696
Motor Vehicles	176	-	-
Leased Assets	23,366	24,514	23,696
Library Resources	4,034	4,656	4,501
	<u>189,294</u>	<u>190,000</u>	<u>183,659</u>

8 Cash and Cash Equivalents

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Bank Current Account	185,179	53,166	64,964
Bank Call Account	1,273	-	50,377
Net cash and cash equivalents and bank overdraft for Cash Flow Statement	<u>186,452</u>	<u>53,166</u>	<u>115,341</u>

Of the \$186,452 Cash and Cash Equivalents, \$139,928 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2018 on Crown owned school buildings under the School's Five Year Property Plan.

Of the \$186,452 Cash and Cash Equivalents, \$20,000 of unspent grant funding is held by the School. This funding is subject to restrictions which specify how the grant is required to be spent in providing specified deliverables of the grant arrangement.

9 Accounts Receivable

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Receivables	10,832	6,440	6,440
Teacher Salaries Grant Receivable	159,999	139,892	139,892
	<u>170,831</u>	<u>146,332</u>	<u>146,332</u>
Receivables from Exchange Transactions	10,832	6,440	6,440
Receivables from Non-Exchange Transactions	159,999	139,892	139,892
	<u>170,831</u>	<u>146,332</u>	<u>146,332</u>

10 Inventories

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Stationery	3,717	4,791	4,791
School Uniforms	23,120	25,053	25,053
	<u>26,837</u>	<u>29,844</u>	<u>29,844</u>

11 Investments

The School's investment activities are classified as follows:

	2017	2017 Budget	2016
	Actual	(Unaudited)	Actual
	\$	\$	\$
Current Asset			
Short-term Bank Deposits	926,303	661,462	761,462
Non-current Asset			
Long-term Bank Deposits	-	-	-

The carrying value of long term deposits longer than 12 months approximates their fair value at 31 December 2017.

12 Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2017	\$	\$	\$	\$	\$	\$
Building Improvements	580,934	41,777	(2,406)	-	(26,105)	594,200
Furniture and Equipment	347,560	31,925	-	-	(61,813)	317,672
Information and Communication Technology	171,157	47,709	(1,980)	-	(73,800)	143,086
Motor Vehicles	-	39,075	-	-	(176)	38,899
Leased Assets	92,710	93,234	(46,660)	-	(23,366)	115,918
Library Resources	31,503	1,062	(285)	-	(4,034)	28,246
Balance at 31 December 2017	1,223,864	254,782	(51,331)	-	(189,294)	1,238,021

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2017	\$	\$	\$
Building Improvements	1,066,170	(471,970)	594,200
Furniture and Equipment	1,224,466	(906,794)	317,672
Information and Communication Technology	412,552	(269,466)	143,086
Motor Vehicles	39,075	(176)	38,899
Leased Assets	135,188	(19,270)	115,918
Library Resources	102,073	(73,827)	28,246
Balance at 31 December 2017	2,979,524	(1,741,503)	1,238,021

The net carrying value of equipment held under a finance lease is **\$115,918**.

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2016	\$	\$	\$	\$	\$	\$
Building Improvements	483,771	127,407	-	-	(30,244)	580,934
Furniture and Equipment	326,142	87,955	(15)	-	(66,522)	347,560
Information and Communication Technology	124,926	105,220	(293)	-	(58,696)	171,157
Leased Assets	84,348	32,058	-	-	(23,696)	92,710
Library Resources	30,593	5,680	(269)	-	(4,501)	31,503
Balance at 31 December 2016	1,049,780	358,320	(577)	-	(183,659)	1,223,864

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2016	\$	\$	\$
Building Improvements	1,026,799	(445,865)	580,934
Furniture and Equipment	1,194,853	(847,293)	347,560
Information and Communication Technology	382,420	(211,263)	171,157
Leased Assets	126,790	(34,080)	92,710
Library Resources	101,932	(70,429)	31,503
Balance at 31 December 2016	2,832,794	(1,608,930)	1,223,864

The net carrying value of equipment held under a finance lease is **\$92,710**.

13 Accounts Payable

	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Operating creditors	26,304	33,027	26,957
Accruals	6,160	-	6,070
Banking staffing overuse	93,852	46,832	38,842
Employee Entitlements - salaries	159,999	139,892	139,892
Employee Entitlements - leave accrual	10,671	18,629	18,629
	<u>296,986</u>	<u>238,380</u>	<u>230,390</u>
Payables for Exchange Transactions	296,986	238,380	230,390
	<u>296,986</u>	<u>238,380</u>	<u>230,390</u>

The carrying value of payables approximates their fair value.

14 Revenue Received in Advance

	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Other	4,347	-	-
	<u>4,347</u>	<u>-</u>	<u>-</u>

15 Provision for Cyclical Maintenance

	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Provision at the Start of the Year	155,676	155,676	138,229
Increase to the Provision During the Year	44,755	40,000	36,405
Adjustment to the Provision	-	-	-
Use of the Provision During the Year	(18,375)	(26,786)	(18,958)
Provision at the End of the Year	<u>182,056</u>	<u>168,890</u>	<u>155,676</u>
Cyclical Maintenance - Current	57,275	43,794	26,786
Cyclical Maintenance - Term	124,781	125,096	128,890
	<u>182,056</u>	<u>168,890</u>	<u>155,676</u>

16 Finance Lease Liability

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

	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
No Later than One Year	32,600	30,089	29,593
Later than One Year and no Later than Five Years	73,753	38,303	67,222
Later than Five Years	-	-	-
	<u>106,353</u>	<u>68,392</u>	<u>96,815</u>

17 Funds held in Trust

	2017 Actual \$	2017 Budget (Unaudited) \$	2016 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	20,124	-	124
Funds Held in Trust on Behalf of Third Parties - Non-current	-	-	-
	<u>20,124</u>	<u>-</u>	<u>124</u>

These funds are held in trust for the MOE Assistive Technology programme and for construction of the School's new playground.

18 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:

	2017	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M) \$	Closing Balances \$
MOE Class Upgrade Blk 3,4,7 <i>in progress</i>		-	67,662	(2,047)	-	65,615
MOE Class Upgrade Blk 2 <i>in progress</i>		-	61,823	(2,047)	-	59,776
MOE Heat Pump Project <i>in progress</i>		-	14,538	-	-	14,538
Totals		<u>-</u>	<u>144,023</u>	<u>(4,094)</u>	<u>-</u>	<u>139,929</u>

Represented by:

Funds Held on Behalf of the Ministry of Education	139,929
Funds Due from the Ministry of Education	-
	<u>139,929</u>

	2016	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M) \$	Closing Balances \$
Electrical Upgrade <i>completed</i>		-	28,658	(28,658)	-	-
Roof/Ceiling Upgrade <i>completed</i>		-	74,807	(74,807)	-	-
Safety Matting/Decking <i>completed</i>		-	27,884	(27,884)	-	-
Site Subfloor Upgrade <i>completed</i>		(32,142)	57,783	(25,641)	-	-
Totals		<u>(32,142)</u>	<u>189,132</u>	<u>(156,990)</u>	<u>-</u>	<u>-</u>

19 Related Party Transactions

The School is a controlled entity of the Crown, and the Crown provides the major source of revenue to the school. The school enters into transactions with other entities also controlled by the Crown, such as government departments, state-owned enterprises and other Crown entities. Transactions with these entities are not disclosed as they occur on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted if dealing with that entity at arm's length.

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and condition no more or less favourable than those that it is reasonable to expect the school would have adopted in dealing with the party at arm's length in the same circumstances. Further, transactions with other government agencies (for example, Government departments and Crown entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements between government agencies and undertaken on the normal terms and conditions for such transactions.

The Chapel Downs Family Service Centre Trust (The FSC) is a pre-school facility operating on school land and incorporated as a charitable trust. The FSC is considered a controlled entity of Chapel Downs School for the purposes of the Public Audit Act 2001 as the school Board has the power to appoint and remove trustees of the FSC by virtue of the FSC's trust deed. However, the school does not have any direct rights to benefit from the FSC's activities, nor has the school obtained any direct benefit from the FSC in the past. After careful consideration, the school believes it does not satisfy the control definition under the applicable accounting standard NZ IAS 27: *Consolidated and Separate Financial Statements* which requires both the control and benefits test to be met for consolidation to be required. Therefore the financial statements of the FSC and the school are not consolidated.

As a registered charity, the FSC prepares separate financial statements for their year-end which is 30 June. These have been audited by RSM Hayes Audit. The financial statements and founding documents of the FSC are available for public viewing on the Charities Register (Registered Charity Number CC47382).

The FSC is also considered as a related party due to the above and the fact that the school's Principal is a member of the key management personnel of both entities. During the year the FSC reimbursed the school \$54,314 for site rental and reimbursement of operational costs of the FSC paid on their behalf (2016: \$62,208). Any transactions with the FSC are on an arm's length basis. There were no amounts outstanding at year end (2016: nil).

The Board of Trustees considers that there are no other related party transactions in 2017 (2016: nil).

20 Remuneration

Key management personnel compensation

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

	2017 Actual \$	2016 Actual \$
<i>Board Members</i>		
Remuneration	3,075	4,095
Full-time equivalent members	0.07	0.07
<i>Leadership Team</i>		
Remuneration	354,451	341,179
Full-time equivalent members	3.00	3.00
Total key management personnel remuneration	357,526	345,274
Total full-time equivalent personnel	3.07	3.07

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

Principal

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

	2017 Actual \$000	2016 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	140-150	140-150
Benefits and Other Emoluments	0-10	0-10
Termination Benefits	0	0

Other Employees

Two employees received total remuneration over \$100,000 (2016: nil).

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

21 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:

	2017 Actual	2016 Actual
Total	\$0	\$0
Number of People	0	0

22 Contingencies

There are no contingent liabilities and no contingent assets as at 31 December 2017 (Contingent liabilities and assets at 31 December 2016: nil).

23 Commitments

(a) Capital Commitments

As at 31 December 2017 the Board has entered into the following capital commitments.

- (a) Contract for classroom upgrades (Blocks 3, 4, 7) to be completed in 2018, which will be fully funded by the Ministry of Education. \$67,663 has been received of which \$2,048 has been spent on the project to date; and
- (b) Contract for classroom upgrades (Block 2) to be completed in 2018, which will be fully funded by the Ministry of Education. \$61,824 has been received of which \$2,048 has been spent on the project to date; and
- (a) Contract for heat pumps to be completed in 2018, which will be fully funded by the Ministry of Education. \$14,538 has been received of which \$0 has been spent on the project to date.

(Capital commitments at 31 December 2016: nil)

(b) Operating Commitments

As at 31 December 2017 the Board has entered into the following contracts:

- (a) 4 operating leases of computer equipment; and
- (b) 1 operating lease of an eftpos terminal/pinpad.

	2017 Actual \$	2016 Actual \$
No later than One Year	959	13,640
Later than One Year and No Later than Five Years	-	666
Later than Five Years	-	-
	959	14,306

24 Managing Capital

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

25 Financial Instruments

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

Loans and receivables

	2017	2017	2016
	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Cash and Cash Equivalents	186,452	53,166	115,341
Receivables	170,831	146,332	146,332
Investments - Term Deposits	926,303	661,462	761,462
Total Cash and Receivables	<u>1,283,586</u>	<u>860,960</u>	<u>1,023,135</u>

Financial liabilities measured at amortised cost

Payables	296,986	238,380	230,390
Finance Leases	106,353	68,392	96,815
Total Financial Liabilities Measured at Amortised Cost	<u>403,339</u>	<u>306,772</u>	<u>327,205</u>

26 Events After Balance Date

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

Chapel Downs Primary School Members of the Board of Trustees

For the year ended 31 December 2017

Name	Position	How position on Board gained	Term expires
Bryce Turner	Chairperson	Elected May 2016	May 2019
Shirley Chapman	Parent Representative	Elected Sep 2016	May 2019
Jason Papali'i	Parent Representative	Elected May 2016	May 2019
Tipaleia Sioeli	Parent Representative	Elected June 2016	May 2019
Gillian Roberts-York	Staff Representative	Elected May 2016	May 2019
Vaughan Van Rensburg	Principal	Appointed	



KIWI SPORT REPORT 2017

Target	<ul style="list-style-type: none">● Physical Education/Sports● Kiwi Sports funding delivery
Action	<ul style="list-style-type: none">● Run swimming programme for Years 3 to 6 in conjunction with Learn to Swim and Field of Dreams● Run junior sports programme.● PALs programme● Senior Sports programme● Otara Sports<ul style="list-style-type: none">- Touch Rugby- Netball- Rugby (boys & girls teams)- Soccer
Delegation (Lead in bold)	Leadership Team Hannes Louw Sarah Want Counties Manukau Sports Primary Team
Analysis of Variance	<ul style="list-style-type: none">● Throughout the year MoE Kiwi Sport funding \$8125.84 based on 616 students was used to support junior and senior PE & Sports programme● Staffing was allocated to sports and PE programmes across the junior and senior teams● Counties Manukau Sport provided support for touch rugby, rugby, soccer and netball● The seven week Learn to Swim programme was completed in Term 1, 2017