

# REDWOOD SCHOOL

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### School Directory

<b>Ministry Number:</b>	2976
<b>Principal:</b>	Zac Mills
<b>School Address:</b>	71A Redwood Tce Tawa Wellington 5028
<b>School Postal Address:</b>	
<b>School Phone:</b>	04-232-7704
<b>School Email:</b>	<a href="mailto:office@redwood.school.nz">office@redwood.school.nz</a>

#### Members of the Board

<b>Position</b>	<b>Name</b>	<b>Term Expired/ Expires</b>
Presiding Member	Clint Schoultz	May-25
Principal ex Officio	Zac Mills	
Parent Representative	Alecia Salvador	May-25
Parent Representative	Kristy Wallace	May-25
Parent Representative	Brett Garner	May-25
Parent Representative	Andy Milne	May-25
Staff Representative	Kim Perkins	
Left office	Scott Cleeton	
Left office	Jessica McMillan	
	Belinda Evans	

**Accountant / Service Provider:** Davidson Dickson Ltd

# REDWOOD SCHOOL

Annual Report - For the year ended 31 December 2022

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# Redwood School

## Statement of Responsibility

For the year ended 31 December 2022

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 2022 fairly reflects the financial position and operations of the school.

The School's 2022 financial statements are authorised for issue by the Board.

Clint Schoellz.

Full Name of Presiding Member

MATTHEW ZACHARY MILLS

Full Name of Principal



Signature of Presiding Member



Signature of Principal

7/8/2023

Date:

7 / 8 / 2023

Date:

**Redwood School**  
**Statement of Comprehensive Revenue and Expense**  
For the year ended 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
<b>Revenue</b>				
Government Grants	2	3,268,647	585,128	2,809,652
Locally Raised Funds	3	158,221	84,500	173,293
Interest Income		7,525	8,000	2,967
<b>Total Revenue</b>		<b>3,434,393</b>	<b>677,628</b>	<b>2,985,912</b>
<b>Expenses</b>				
Locally Raised Funds	3	75,788	-	43,248
Learning Resources	4	2,402,199	355,148	2,239,043
Administration	5	148,036	142,515	125,765
Finance		1,852	-	3,168
Property	6	792,627	221,645	498,433
Loss on Disposal of Property, Plant and Equipment		1,032	-	1,411
		<b>3,421,534</b>	<b>719,308</b>	<b>2,911,068</b>
<b>Net Surplus / (Deficit) for the year</b>		<b>12,859</b>	<b>(41,680)</b>	<b>74,844</b>
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<b>12,859</b>	<b>(41,680)</b>	<b>74,844</b>

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

# Redwood School

## Statement of Changes in Net Assets/Equity

For the year ended 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
<b>Equity at 1 January</b>		717,651	717,651	633,444
Total comprehensive revenue and expense for the year		12,859	(41,680)	74,844
Contributions from the Ministry of Education Contribution - Furniture and Equipment Grant		-	-	9,363
<b>Equity at 31 December</b>		730,510	675,971	717,651
Accumulated comprehensive revenue and expense Reserves		730,510	675,971	717,651
<b>Equity at 31 December</b>		730,510	675,971	717,651

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.

# Redwood School

## Statement of Financial Position

As at 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	7	28,507	88,059	130,250
Accounts Receivable	8	221,296	150,000	140,273
GST Receivable		3,592	-	24,995
Prepayments		9,263	7,500	10,484
Inventories	9	-	2,500	2,674
Investments	10	377,342	370,000	372,517
Funds Receivable for Capital Works Projects	16	45,134	-	-
		685,134	618,059	681,193
<b>Current Liabilities</b>				
Accounts Payable	12	209,336	182,541	154,164
Revenue Received in Advance	13	-	-	225
Provision for Cyclical Maintenance	14	36,557	53,000	55,909
Finance Lease Liability	15	14,561	15,000	14,670
Funds held for Capital Works Projects	16	9,369	-	23,421
		269,823	250,541	248,389
<b>Working Capital Surplus</b>		415,311	367,518	432,804
<b>Non-current Assets</b>				
Property, Plant and Equipment	11	344,692	342,453	326,953
		344,692	342,453	326,953
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	21,974	19,000	31,454
Finance Lease Liability	15	7,519	15,000	10,652
		29,493	34,000	42,106
<b>Net Assets</b>		730,510	675,971	717,651
<b>Equity</b>		730,510	675,971	717,651

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

# Redwood School

## Statement of Cash Flows

For the year ended 31 December 2022

		2022	2022	2021
	Note	Actual	Budget (Unaudited)	Actual
		\$	\$	\$
<b>Cash flows from Operating Activities</b>				
Government Grants		778,372	727,779	643,029
Locally Raised Funds		156,977	84,500	177,629
Goods and Services Tax (net)		21,404	-	(17,267)
Payments to Employees		(467,308)	(299,148)	(297,659)
Payments to Suppliers		(424,749)	(379,619)	(365,818)
Interest Paid		(1,852)	-	(3,168)
Interest Received		5,916	8,000	2,938
Net cash from/(to) Operating Activities		68,760	141,512	139,684
<b>Cash flows from Investing Activities</b>				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		(166)	-	-
Purchase of Property Plant & Equipment (and Intangibles)		(92,623)	(159,854)	(27,033)
Purchase of Investments		(4,825)	(118,168)	(127,070)
Net cash from/(to) Investing Activities		(97,614)	(278,022)	(154,103)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		-	-	9,363
Finance Lease Payments		(13,704)	-	(14,766)
Loans Received		-	-	(248)
Funds Administered on Behalf of Third Parties		(59,185)	-	-
Net cash from/(to) Financing Activities		(72,889)	-	(5,651)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>(101,743)</b>	<b>(136,510)</b>	<b>(20,070)</b>
Cash and cash equivalents at the beginning of the year	7	130,250	224,569	150,320
<b>Cash and cash equivalents at the end of the year</b>	<b>7</b>	<b>28,507</b>	<b>88,059</b>	<b>130,250</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.

# Redwood School

## Notes to the Financial Statements

### For the year ended 31 December 2022

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

Redwood 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 statements have been prepared for the period 1 January 2022 to 31 December 2022 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 expense 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 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. During the year, the Board assesses the reasonableness of its painting maintenance 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. 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 carry forward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

### **c) Revenue Recognition**

#### **Government Grants**

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

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

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

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.

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

#### **i) Investments**

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

#### **j) Property, Plant and Equipment**

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

Improvements (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.

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:

Board Owned Buildings	20-50 years
Furniture and equipment	5-10 years
Information and communication technology	3-5 years
Leased assets held under a Finance Lease	Term of Lease
Library resources	12.5% Diminishing value

#### **k) 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.

#### **l) Employee Entitlements**

##### *Short-term employee entitlements*

Employee entitlements that are expected to be settled within 12 months after the end of the reporting period in which the employees provide the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, 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.

**m) 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.

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

**n) 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.

**o) 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.

**p) 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.

**q) 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.

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. On initial recognition of an equity investment that is not held for trading, the School may irrevocably elect to present subsequent changes in the investment's fair value in other comprehensive revenue and expense. This election has been made for investments that are shares. Subsequent to initial recognition, these assets are measured at fair value. Dividends are recognised as income in surplus or deficit unless the dividend clearly represents a recovery of part of the cost of the investment. Other net gains and losses are recognised in other comprehensive revenue and expense and are never reclassified to surplus or deficit.

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.

**r) 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.

**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.

**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

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Government Grants - Ministry of Education	818,670	585,128	649,786
Teachers' Salaries Grants	1,845,076	-	1,857,796
Use of Land and Buildings Grants	604,901	-	298,827
Other Government Grants	-	-	3,243
	<u>3,268,647</u>	<u>585,128</u>	<u>2,809,652</u>

## 3. Locally Raised Funds

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

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
<b>Revenue</b>			
Donations & Bequests	56,619	45,000	62,791
Fees for Extra Curricular Activities	31,932	-	42,290
Trading	336	-	259
Fundraising & Community Grants	68,936	39,500	67,665
Other Revenue	398	-	288
	<u>158,221</u>	<u>84,500</u>	<u>173,293</u>
<b>Expenses</b>			
Extra Curricular Activities Costs	55,941	-	26,214
Fundraising and Community Grant Costs	19,847	-	17,034
	<u>75,788</u>	<u>-</u>	<u>43,248</u>
<i>Surplus for the year Locally raised funds</i>	<u>82,433</u>	<u>84,500</u>	<u>130,045</u>

## 4. Learning Resources

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Curricular	44,192	50,500	43,958
Equipment Repairs	6,417	3,000	1,362
Information and Communication Technology	9,538	7,500	5,400
Library Resources	1,844	3,000	2,639
Employee Benefits - Salaries	2,238,217	215,148	2,080,999
Staff Development	17,511	16,000	24,679
Depreciation	84,480	60,000	80,006
	<u>2,402,199</u>	<u>355,148</u>	<u>2,239,043</u>

## 5. Administration

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Audit Fee	6,925	6,925	6,723
Board Fees	1,380	4,000	1,865
Board Expenses	5,113	7,750	8,292
Communication	4,101	4,850	4,450
Consumables	7,206	8,500	4,888
Other	21,201	11,690	10,593
Employee Benefits - Salaries	86,957	84,000	74,559
Insurance	9,411	9,500	9,095
Service Providers, Contractors and Consultancy	5,742	5,300	5,300
	<u>148,036</u>	<u>142,515</u>	<u>125,765</u>

## 6. Property

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Caretaking and Cleaning Consumables	19,301	19,500	16,802
Consultancy and Contract Services	118,077	119,700	114,242
Cyclical Maintenance Provision	(9,226)	10,000	7,363
Grounds	3,508	7,000	2,530
Heat, Light and Water	31,509	25,296	26,668
Rates	1,753	2,000	1,887
Repairs and Maintenance	13,005	28,149	21,160
Use of Land and Buildings	604,901	-	298,827
Security	9,799	10,000	8,954
	<u>792,627</u>	<u>221,645</u>	<u>498,433</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

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
ASB Cheque account	20,080	-	44,399
ASB 01 account	8,195	88,059	85,620
Reunion Bank	232	-	231
Cash and cash equivalents for Statement of Cash Flows	<u>28,507</u>	<u>88,059</u>	<u>130,250</u>

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

Of the \$28,507 Cash and Cash Equivalents, \$9,369 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 2023 on Crown owned school buildings.

**8. Accounts Receivable**

	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>(Unaudited)</b>	<b>\$</b>
Receivables	3,594	-	2,573
Receivables from the Ministry of Education	40,298	-	-
Interest Receivable	2,328	-	719
Teacher Salaries Grant Receivable	175,076	150,000	136,981
	<u>221,296</u>	<u>150,000</u>	<u>140,273</u>
Receivables from Exchange Transactions	5,922	-	3,292
Receivables from Non-Exchange Transactions	215,374	150,000	136,981
	<u>221,296</u>	<u>150,000</u>	<u>140,273</u>

**9. Inventories**

	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>(Unaudited)</b>	<b>\$</b>
Stationery	-	2,500	2,674
	<u>-</u>	<u>2,500</u>	<u>2,674</u>

**10. Investments**

The School's investment activities are classified as follows:

	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>(Unaudited)</b>	<b>\$</b>
Current Asset			
Short-term Bank Deposits	377,342	370,000	372,517
Total Investments	<u>377,342</u>	<u>370,000</u>	<u>372,517</u>

## 11. Property, Plant and Equipment

	Opening Balance	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2022	\$	\$	\$	\$	\$	\$
Building Improvements	147,155	-	-	-	(10,488)	136,667
Furniture and Equipment	84,795	72,501	-	-	(39,383)	117,913
Information and Communication Technology	36,267	11,678	-	-	(13,770)	34,175
Leased Assets	19,108	13,359	-	-	(16,033)	16,434
Library Resources	39,628	5,879	(1,198)	-	(4,806)	39,503
<b>Balance at 31 December 2022</b>	<b>326,953</b>	<b>103,417</b>	<b>(1,198)</b>	<b>-</b>	<b>(84,480)</b>	<b>344,692</b>

### Restrictions

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.

	2022	2022	2022	2021	2021	2021
	Cost or Valuation	Accumulated Depreciation	Net Book Value	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$	\$	\$	\$
Building Improvements	337,917	(201,250)	136,667	337,917	(190,762)	147,155
Furniture and Equipment	548,910	(430,997)	117,913	476,879	(392,084)	84,795
Information and Communication Technology	135,137	(100,962)	34,175	133,339	(97,072)	36,267
Leased Assets	69,880	(53,446)	16,434	59,418	(40,310)	19,108
Library Resources	151,188	(111,685)	39,503	149,835	(110,207)	39,628
<b>Balance at 31 December</b>	<b>1,243,032</b>	<b>(898,340)</b>	<b>344,692</b>	<b>1,157,388</b>	<b>(830,435)</b>	<b>326,953</b>

## 12. Accounts Payable

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
	\$	\$	\$
Creditors	8,902	14,041	4,736
Accruals	4,155	5,000	4,034
Banking Staffing Overuse	11,722	-	-
Employee Entitlements - Salaries	180,895	160,000	143,037
Employee Entitlements - Leave Accrual	3,662	3,500	2,357
	<b>209,336</b>	<b>182,541</b>	<b>154,164</b>
Payables for Exchange Transactions	209,336	182,541	154,164
	<b>209,336</b>	<b>182,541</b>	<b>154,164</b>

The carrying value of payables approximates their fair value.

**13. Revenue Received in Advance**

	<b>2022 Actual \$</b>	<b>2022 Budget (Unaudited) \$</b>	<b>2021 Actual \$</b>
Other revenue in Advance	-	-	225
	-	-	225

**14. Provision for Cyclical Maintenance**

	<b>2022 Actual \$</b>	<b>2022 Budget (Unaudited) \$</b>	<b>2021 Actual \$</b>
Provision at the Start of the Year	87,363	87,363	80,000
Increase to the Provision During the Year	-	10,000	7,363
Use of the Provision During the Year	(19,606)	-	-
Other Adjustments	(9,226)	-	-
Provision at the End of the Year	58,531	97,363	87,363
Cyclical Maintenance - Current	36,557	53,000	55,909
Cyclical Maintenance - Non current	21,974	19,000	31,454
	58,531	72,000	87,363

The schools cyclical maintenance schedule details annual painting to be undertaken, the costs associated to this annual work will vary dependent on the requirements during the year. This plan is based on the schools 10 Year Property plan and quoted work price schedule.



## 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:

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
No Later than One Year	13,425		13,102
Later than One Year and no Later than Five Years	6,807		10,383
Future Finance Charges	1,848		1,837
	<u>22,080</u>	<u>-</u>	<u>25,322</u>
<b>Represented by</b>			
Finance lease liability - Current	14,561		14,670
Finance lease liability - Non current	7,519		10,652
	<u>22,080</u>	<u>-</u>	<u>25,322</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. The amount of cash held on behalf of the Ministry for capital works project is included under cash and cash equivalents in note 7.

	2022	Opening Balances \$	Receipts from MoE \$	Payments \$	Board Contributions \$	Closing Balances \$
SiP Block A and office	<i>ongoing</i>	23,421	13,202	(81,757)		(45,134)
Roofing Project 231875	<i>ongoing</i>	-	22,508	(20,339)		2,169
Heating Project 231873	<i>ongoing</i>	-	47,700	(40,500)		7,200
Totals		<u>23,421</u>	<u>83,410</u>	<u>(142,596)</u>	<u>-</u>	<u>(35,765)</u>

### Represented by:

Funds Held on Behalf of the Ministry of Education	9,369
Funds Receivable from the Ministry of Education	45,134

	2021	Opening Balances \$	Receipts from MoE \$	Payments \$	Board Contributions \$	Closing Balances \$
SiP Block A and office		23,669	211,226	(211,474)		23,421
Totals		<u>23,669</u>	<u>211,226</u>	<u>(211,474)</u>	<u>-</u>	<u>23,421</u>

### Represented by:

Funds Held on Behalf of the Ministry of Education	23,421
Funds Receivable from the Ministry of Education	-

## 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 Board members, Principal, Deputy Principals and Heads of Departments.

	<b>2022 Actual \$</b>	<b>2021 Actual \$</b>
<i>Board Members</i>		
Remuneration	1,380	1,865
<i>Leadership Team</i>		
Remuneration	264,268	253,314
Full-time equivalent members	2	2
Total key management personnel remuneration	265,648	255,179

There are 6 members of the Board excluding the Principal. The Board had held 8 full meetings of the Board in the year. The Board also has Finance meetings and Property meetings. 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:

	<b>2022 Actual \$000</b>	<b>2021 Actual \$000</b>
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	140-150	140-150
Benefits and Other Emoluments	0-5	0-5
Termination Benefits	-	-

### *Other Employees*

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

<b>Remuneration \$000</b>	<b>2022 FTE Number</b>	<b>2021 FTE Number</b>
100 - 110	2.00	1.00
110-120	1.00	1.00
	3.00	2.00

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 board members, committee members, 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:

	2022 Actual	2021 Actual
Total	-	-
Number of People	-	-

## 20. Contingencies

There are no contingent liabilities and no contingent assets (except as noted below) as at 31 December 2022 (Contingent liabilities and assets at 31 December 2021: 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 2022, a contingent liability for the school may exist.

### Contingent Asset: Additional funding washup payment.

The Ministry of Education provided additional funding for both the Support staff in Schools' Collective Agreement (CA) Settlement and the Teacher Aide Pay Equity Settlement. The School has not been notified of the final wash up calculation relating to 31 December 2022. The final calculations impact on the financial statements is unable to be determined as the date of reporting.

## 21. Commitments

### (a) Capital Commitments

As at 31 December 2022 the Board had not entered into contract agreements for capital works:

(a) \$302,9060 contract for A Block refurbish and office development to be completed in 2023. \$237,654 has been received of which \$214,258 has been spent on the project to date;

(b) \$53,000 contract for Replacement of heaters to be completed in 2023. \$47,700 has been received of which \$40,500 has been spent on the project to date;

(c) \$25,009 contract for Replacement of Translucent roofing to be completed in 2023. \$22,508 has been received of which \$20,339 has been spent on the project to date;

As at 31 December 2021 the Board has entered into contract agreements for capital works as follows:

(a) \$302,906 contract for A Block refurbish and office development to be completed in 2023. \$250,855 has been received of which \$290,014 has been spent on the project to date;

**(b) Operating Commitments**

As at 31 December 2022 the Board had no operating contracts:

(2021: Nil).

## 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

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Cash and Cash Equivalents	28,507	88,059	130,250
Receivables	221,296	150,000	140,273
Investments - Term Deposits	377,342	370,000	372,517
Total Financial assets measured at amortised cost	<u>627,145</u>	<u>608,059</u>	<u>643,040</u>

### Financial liabilities measured at amortised cost

Payables	209,336	182,541	154,164
Finance Leases	22,080	30,000	25,322
Total Financial Liabilities Measured at Amortised Cost	<u>231,416</u>	<u>212,541</u>	<u>179,486</u>

## 23. Events After Balance Date

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

## 24. Comparatives

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

## **Kiwisport Funding 2022**

In 2022 Redwood School was allocated \$5,390.61 for Kiwisport Funding.

Over the course of the year we have spent this funding in a variety of ways to support Redwood School students to be healthy, active and involved in sport.

A significant proportion of the money went towards our aquatic safety programme. We used Kiwisport money to significantly reduce the cost of swimming for all students. Approximately 97% of all students took part in our sessions using two local facilities. We use a smaller pool with low student-teacher ratios for our Year 1, 2, and 3 students. Our Year 4 - 6 students used a larger pool enabling a greater range of aquatic survival skills to be taught.

We maintain a 'trolley' of sports equipment which goes out into the playground each lunchtime for all students to access. This equipment is varied and the trolley enables students to have easy access to equipment to play with and develop their sporting skills. Gear needs to be regularly replaced due to breakages and loss of items such as tennis balls. Soccer balls and netballs were considered a priority this year. Students really enjoy having this equipment available.

We upgraded our netball posts and added an additional basketball post. This involved new installation involving digging up our courts and concreting work. The majority of the costs were covered by local fundraising, but a contribution was also taken from our KiwiSport funding. These posts have been extremely well received by our students, and will be invaluable for next year's Netball and Miniball seasons.

We continue to pay the membership for Primary Sport Wellington. This cost has more than doubled in the last two years, despite covid having an impact on the number of the events held during the year.

Zac Mills  
Tumuaki

Redwood School  
71A Redwood Ave

P O Box 51142  
Tawa  
Wellington 5028  
Email: [office@redwood.school.nz](mailto:office@redwood.school.nz)  
Phone: (04) 232 7704



## **Statement of Compliance with Employment Policy**

For the year ended 31st December 2022 the Redwood 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 practice.
- Is a good employer and complies with the conditions contained in the employment contracts 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.