

# BREAM BAY COLLEGE

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2019

#### School Directory

|                               |                                      |
|-------------------------------|--------------------------------------|
| <b>Ministry Number:</b>       | 20                                   |
| <b>Principal:</b>             | Wayne Buckland                       |
| <b>School Address:</b>        | Peter Snell Road, Ruakaka            |
| <b>School Postal Address:</b> | PO Box 111, Ruakaka, NORTHLAND, 0151 |
| <b>School Phone:</b>          | 09 432 8226                          |
| <b>School Email:</b>          | ksandford@breambaycollege.school.nz  |

#### Members of the Board of Trustees

| <b>Name</b>       | <b>Position</b> | <b>How<br/>Position<br/>Gained</b> | <b>Occupation</b> | <b>Term<br/>Expires/<br/>Expired</b> |
|-------------------|-----------------|------------------------------------|-------------------|--------------------------------------|
| Selina Gordon     | Chairperson     | Elected                            | Police            | May 2022                             |
| James Miller      | Chairperson     | Elected                            |                   | Jun 2019                             |
| Wayne Buckland    | Principal       | ex Officio                         |                   |                                      |
| Heather Jacobson  | Parent Rep      | Elected                            | Accountant        | May 2022                             |
| Nick Pirihi       | Parent Rep      | Elected                            | Police            | May 2022                             |
| Aaron Bird        | Parent Rep      | Elected                            | IT NZ Refinery    | May 2022                             |
| Karen Edwards     | Parent Rep      | Elected                            | Police            | May 2022                             |
| Penny Tipoki      | Parent Rep      | Elected                            | Homemaker         | May 2022                             |
| Ari Carrington    | Parent Rep      | Co-opted                           | Iwi employee      | May 2022                             |
| Tivaan Doak-Smith | Parent Rep      | Co-opted                           | Trainee teacher   | May 2022                             |
| Jane McQueen      | Parent Rep      | Elected                            |                   | Jun 2019                             |
| Derek Heiwari     | Parent Rep      | Elected                            |                   | Jun 2019                             |
| Mike Swords       | Parent Rep      | Elected                            |                   | Jun 2019                             |
| Ramari Pirihi     | Parent Rep      | Elected                            |                   | Jun 2019                             |
| John Cunningham   | Staff Rep       | Elected                            | Teacher           | May 2022                             |
| Jack Boakes       | Student Rep     | Elected                            | Student           | May 2022                             |

**Accountant / Service Provider:** Education Services Ltd

# BREAM BAY COLLEGE

Annual Report - For the year ended 31 December 2019

## Index

| <b>Page</b> | <b>Statement</b>                               |
|-------------|--|
|             | <b>Financial Statements</b>                    |
| 1           | Statement of Responsibility                    |
| 2           | Statement of Comprehensive Revenue and Expense |
| 3           | Statement of Changes in Net Assets/Equity      |
| 4           | Statement of Financial Position                |
| 5           | Statement of Cash Flows                        |
| 6 - 12      | Statement of Accounting Policies               |
| 13 - 23     | Notes to the Financial Statements              |
|             | <b>Other Information</b>                       |
|             | Analysis of Variance                           |
|             | Kiwisport                                      |

# Bream Bay College

## Statement of Responsibility

For the year ended 31 December 2019

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 2019 fairly reflects the financial position and operations of the school.

The School's 2019 financial statements are authorised for issue by the Board.

Selina Gordon

\_\_\_\_\_  
Full Name of Board Chairperson



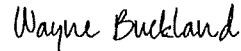
\_\_\_\_\_  
Signature of Board Chairperson

30 May 2020

\_\_\_\_\_  
Date:

Wayne Buckland

\_\_\_\_\_  
Full Name of Principal



\_\_\_\_\_  
Signature of Principal

30 May 2020

\_\_\_\_\_  
Date:

**Bream Bay College**  
**Statement of Comprehensive Revenue and Expense**  
For the year ended 31 December 2019

|   | Notes | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$   |
|---|-------|----------------------|-------------------------------------|------------------------|
| <b>Revenue</b>  |       |                      |                                     |                        |
| Government Grants   | 2     | 6,336,584            | 5,960,886                           | 6,088,249              |
| Locally Raised Funds  | 3     | 568,021              | 420,435                             | 367,691                |
| Interest income   |       | 10,793               | 12,000                              | 15,497                 |
| Gain on Sale of Property, Plant and Equipment               |       | 9,945                | -                                   | 285                    |
| International Students                                      | 4     | 23,538               | 24,000                              | 45,258                 |
|   |       | <u>6,948,881</u>     | <u>6,417,321</u>                    | <u>6,516,980</u>       |
| <b>Expenses</b>   |       |                      |                                     |                        |
| Locally Raised Funds  | 3     | 350,896              | 250,875                             | 235,953                |
| International Students                                      | 4     | 27,361               | 21,930                              | 45,804                 |
| Learning Resources  | 5     | 4,410,524            | 4,245,018                           | 4,135,792              |
| Administration  | 6     | 337,500              | 322,300                             | 338,312                |
| Finance   |       | 5,412                | 1                                   | 4,418                  |
| Property  | 7     | 1,541,075            | 1,503,737                           | 1,602,575              |
| Depreciation  | 8     | 202,755              | 140,437                             | 195,654                |
|   |       | <u>6,875,523</u>     | <u>6,484,298</u>                    | <u>6,558,508</u>       |
| <b>Net Surplus / (Deficit) for the year</b>                 |       | <b>73,358</b>        | <b>(66,977)</b>                     | <b>(41,528)</b>        |
| Other Comprehensive Revenue and Expenses                    |       | -                    | -                                   | -                      |
| <b>Total Comprehensive Revenue and Expense for the Year</b> |       | <u><u>73,358</u></u> | <u><u>(66,977)</u></u>              | <u><u>(41,528)</u></u> |

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



**Bream Bay College**  
**Statement of Changes in Net Assets/Equity**

For the year ended 31 December 2019

|   | Notes | Actual<br>2019<br>\$ | Budget<br>(Unaudited)<br>2019<br>\$ | Actual<br>2018<br>\$ |
|---|-------|----------------------|-------------------------------------|----------------------|
| <b>Balance at 1 January</b>   |       | 1,653,045            | 1,717,373                           | 1,694,573            |
| Total comprehensive revenue and expense for the year                    |       | 73,358               | (66,977)                            | (41,528)             |
| Capital Contributions from the Ministry of Education                    |       |                      |                                     |                      |
| Adjustment to Accumulated surplus/(deficit) from adoption of PBE IFRS 9 |       | -                    | -                                   | -                    |
| <b>Equity at 31 December</b>  | 25    | 1,726,403            | 1,650,396                           | 1,653,045            |
| Retained Earnings   |       | 1,726,403            | 1,650,396                           | 1,653,045            |
| <b>Equity at 31 December</b>  |       | 1,726,403            | 1,650,396                           | 1,653,045            |

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.



# Bream Bay College Statement of Financial Position

As at 31 December 2019

|   | Notes | 2019<br>Actual<br>\$    | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$    |
|---|-------|-------------------------|-------------------------------------|-------------------------|
| <b>Current Assets</b>                         |       |                         |                                     |                         |
| Cash and Cash Equivalents                     | 9     | 78,262                  | 705,355                             | 140,897                 |
| Accounts Receivable                           | 10    | 296,603                 | 260,885                             | 345,436                 |
| GST Receivable                                |       | 11,323                  | 133,125                             | -                       |
| Prepayments                                   |       | 63,537                  | 30,384                              | 13,285                  |
| Investments                                   | 11    | 151,350                 | 254,737                             | 200,000                 |
| Funds owed for Capital Works Projects         | 18    | 3,516                   | -                                   | 3,516                   |
|   |       | <u>604,591</u>          | <u>1,384,486</u>                    | <u>703,134</u>          |
| <b>Current Liabilities</b>                    |       |                         |                                     |                         |
| GST Payable                                   |       | -                       | -                                   | 7,180                   |
| Accounts Payable                              | 13    | 429,247                 | 391,201                             | 396,395                 |
| Revenue Received in Advance                   | 14    | 11,288                  | 39,801                              | 36,088                  |
| Provision for Cyclical Maintenance            | 15    | 29,289                  | 29,863                              | 29,289                  |
| Finance Lease Liability - Current Portion     | 16    | 24,109                  | 12,889                              | 20,514                  |
| Funds held in Trust                           | 17    | -                       | 32,750                              | 20,750                  |
| Funds held on behalf of Bream Bay TNG Cluster | 19    | 29                      | 54,102                              | 121,412                 |
|   |       | <u>493,962</u>          | <u>560,606</u>                      | <u>631,628</u>          |
| <b>Working Capital Surplus/(Deficit)</b>      |       | <b>110,629</b>          | <b>823,880</b>                      | <b>71,506</b>           |
| <b>Non-current Assets</b>                     |       |                         |                                     |                         |
| Investments (more than 12 months)             | 11    | 97,600                  | -                                   | -                       |
| Property, Plant and Equipment                 | 12    | 1,637,907               | 909,987                             | 1,693,554               |
|   |       | <u>1,735,507</u>        | <u>909,987</u>                      | <u>1,693,554</u>        |
| <b>Non-current Liabilities</b>                |       |                         |                                     |                         |
| Provision for Cyclical Maintenance            | 15    | 73,317                  | 54,168                              | 73,221                  |
| Finance Lease Liability                       | 16    | 46,416                  | 29,303                              | 38,794                  |
|   |       | <u>119,733</u>          | <u>83,471</u>                       | <u>112,015</u>          |
| <b>Net Assets</b>                             |       | <u><u>1,726,403</u></u> | <u><u>1,650,396</u></u>             | <u><u>1,653,045</u></u> |
| <b>Equity</b>                                 |       | <u><u>1,726,403</u></u> | <u><u>1,650,396</u></u>             | <u><u>1,653,045</u></u> |

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



**Bream Bay College**  
**Statement of Cash Flows**  
For the year ended 31 December 2019

|   |          | 2019             | 2019           | 2018             |
|---|----------|------------------|----------------|------------------|
|   | Note     | Actual           | Budget         | Actual           |
|   |          | \$               | (Unaudited)    | \$               |
|   |          | \$               | \$             | \$               |
| <b>Cash flows from Operating Activities</b>                 |          |                  |                |                  |
| Government Grants   |          | 1,554,442        | 1,401,312      | 1,484,286        |
| Locally Raised Funds  |          | 558,140          | 420,435        | 392,686          |
| International Students                                      |          | -                | 24,000         | 30,495           |
| Goods and Services Tax (net)                                |          | (18,503)         | -              | 140,305          |
| Payments to Employees                                       |          | (694,820)        | (707,543)      | (701,737)        |
| Payments to Suppliers                                       |          | (1,323,894)      | (1,035,310)    | (1,023,009)      |
| Cyclical Maintenance Payments in the year                   |          | (51,150)         | (34,170)       | (42,577)         |
| Interest Paid   |          | (5,412)          | (1)            | (4,418)          |
| Interest Received   |          | 12,421           | 12,000         | 14,897           |
| <b>Net cash from Operating Activities</b>                   |          | <b>31,224</b>    | <b>80,723</b>  | <b>290,928</b>   |
| <b>Cash flows from Investing Activities</b>                 |          |                  |                |                  |
| Proceeds from Sale of PPE (and Intangibles)                 |          | 2,479            | -              | 285              |
| Purchase of PPE (and Intangibles)                           |          | (105,399)        | -              | (917,567)        |
| Purchase of Investments                                     |          | (148,950)        | -              | -                |
| Proceeds from Sale of Investments                           |          | 100,000          | -              | 54,737           |
| <b>Net cash from Investing Activities</b>                   |          | <b>(151,870)</b> | <b>-</b>       | <b>(862,545)</b> |
| <b>Cash flows from Financing Activities</b>                 |          |                  |                |                  |
| Finance Lease Payments                                      |          | (16,655)         | -              | (10,770)         |
| Funds Administered on Behalf of Third Parties               |          | 128,882          | -              | 109,526          |
| Funds Held for Capital Works Projects                       |          | (54,216)         | -              | (10,874)         |
| <b>Net cash from Financing Activities</b>                   |          | <b>58,011</b>    | <b>-</b>       | <b>87,882</b>    |
| <b>Net increase/(decrease) in cash and cash equivalents</b> |          | <b>(62,635)</b>  | <b>80,723</b>  | <b>(483,735)</b> |
| Cash and cash equivalents at the beginning of the year      | 9        | 140,897          | 624,632        | 624,632          |
| <b>Cash and cash equivalents at the end of the year</b>     | <b>9</b> | <b>78,262</b>    | <b>705,355</b> | <b>140,897</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 Cash Flow Statement should be read in conjunction with the accompanying notes which form part of these financial statements.



# Bream Bay College

## Notes to the Financial Statements

### For the year ended 31 December 2019

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

Bream Bay College (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 2019 to 31 December 2019 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".

###### *Standard early adopted*

In line with the Financial Statements of the Government, the School has elected to early adopt PBE IFRS 9 Financial Instruments. PBE IFRS 9 replaces PBE IPSAS 29 Financial Instruments: Recognition and Measurement. Information about the adoption of PBE IFRS 9 is provided in Note 29.

###### *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 12.

#### ***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 15.

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

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

#### ***Classification of leases***

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

#### ***Recognition of grants***

The School reviews the grants monies received at the end of each reporting period and whether any require a provision to 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.

Use of land and buildings grants are recorded as revenue in the period the School uses the land and buildings. These are not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown.

#### ***Other Grants***

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



### **Donations, Gifts and Bequests**

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

### **Interest Revenue**

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

### **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**

Short-term receivables are recorded at the amount due, less an allowance for credit losses. The school applies the simplified expected credit loss model of recognising lifetime expected credit losses for receivables. In measuring expected credit losses, short-term receivables have been assessed on a collective basis as they possess shared credit risk characteristics. They have been grouped based on the days past due. Short-term receivables are written off when there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include the debtor being in liquidation.

### **Prior Year Policy**

*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) 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.

### **Prior Year Policy**

*Bank term deposits for periods exceeding 90 days are classified as investments and 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.*

*Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards. Share investments are recognised initially by the School at fair value plus transaction costs. At balance date the School has assessed whether there is any evidence that an investment is impaired. Any impairment, gains or losses are recognised in the Statement of Comprehensive Revenue and Expense.*

*After initial recognition any investments categorised as available for sale are measured at their fair value without any deduction for transaction costs the school may incur on sale or other disposal.*

## **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 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 \$1000 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 are depreciated over their estimated useful lives on a straight line basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

The estimated useful lives of the assets are:

|                               |               |
|-------------------------------|---------------|
| Buildings                     | 20 - 40 years |
| Building Improvements         | 20 - 40 years |
| Furniture and Equipment       | 5 - 20 years  |
| Information and Communication | 5 Years       |
| Motor Vehicles                | 5 Years       |
| Textbooks                     | 3 Years       |
| Leased Assets                 | 3-7 Years     |
| Library Resources             | 8 Years       |

Leased assets are depreciated over the 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 or licensing of software are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

Computer software licences with individual values under \$1,000 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

Computer software that the school receives from the Ministry of Education is normally acquired through a non-exchange transaction and is not of a material amount. Its fair value can be assessed at time of acquisition if no other methods lead to a fair value determination. Computer software purchased directly from suppliers at market rates are considered exchange transactions and the fair value is the amount paid for the software.

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.

## **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. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

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

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

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

## **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, annual leave earned to but not yet taken at balance date.

##### *Long-term employee entitlements*

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

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

#### **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.

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.

#### **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) Shared Funds**

Shared Funds are held on behalf of a cluster of participating schools as agreed with the Ministry of Education. The cluster of schools operate activities outside of school control. These amounts 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.

#### **r) 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).

#### **s) 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.

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards.

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



**t) 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.

Grants determined by the Minister of Education for operational activities includes all items (core components) included in the Operational Funding notice.

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

**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.

**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.



## 2. Government Grants

|   | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|---|----------------------|-------------------------------------|----------------------|
| Operational Grants                              | 1,136,276            | 1,147,686                           | 1,102,434            |
| Teachers' Salaries Grants                       | 3,725,719            | 3,459,574                           | 3,457,948            |
| Use of Land and Buildings Grants                | 1,110,169            | 1,100,000                           | 1,098,739            |
| Resource Teachers Learning and Behaviour Grants | 624                  | 2,000                               | 3,996                |
| Other MoE Grants                                | 188,603              | 101,626                             | 240,103              |
| Transport grants                                | 153,675              | 135,000                             | 152,298              |
| Other Government Grants                         | 21,518               | 15,000                              | 32,731               |
|   | <u>6,336,584</u>     | <u>5,960,886</u>                    | <u>6,088,249</u>     |

## 3. Locally Raised Funds

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

|  | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|--|----------------------|-------------------------------------|----------------------|
| <b>Revenue</b>                                   |                      |                                     |                      |
| Donations  | 25,965               | 12,700                              | 15,052               |
| Bequests & Grants                                | 84,892               | 91,500                              | 58,464               |
| Activities                                       | 378,208              | 295,435                             | 234,694              |
| Fundraising                                      | 456                  | -                                   | 193                  |
| Other Revenue                                    | 78,500               | 20,800                              | 59,288               |
|  | <u>568,021</u>       | <u>420,435</u>                      | <u>367,691</u>       |
| <b>Expenses</b>                                  |                      |                                     |                      |
| Activities                                       | 210,055              | 212,075                             | 175,501              |
| Fundraising (Costs of Raising Funds)             | -                    | 22,800                              | -                    |
| Other Locally Raised Funds Expenditure           | 19,680               | 16,000                              | 21,752               |
| Scholarships                                     | 48,900               | -                                   | 38,700               |
| International Travel                             | 72,261               | -                                   | -                    |
|  | <u>350,896</u>       | <u>250,875</u>                      | <u>235,953</u>       |
| <i>Surplus for the year Locally raised funds</i> | <u>217,125</u>       | <u>169,560</u>                      | <u>131,738</u>       |

### Panimals Australia Trip

During the year ended December 2019, 10 students, 6 parents and 2 staff members undertook a Music trip to Australia at a cost of \$36601 which included transport, accommodation, food, administration costs, festival expenses as well as a day at theme parks. The funds came from a combination of fundraising, receiving funding grants and payments from families.

The intention of the trip was primarily to compete in PANZfest 2019 which is where steelbands from Australia and New Zealand come together. It was an intensive 3 days of workshops, massband performances and being fully immersed in steelpan culture. This is an opportunity which pushes students and enables them to engage in activities with like-minded individuals which is not possible in New Zealand given that there are not many other students who play steelband at their level yet.

### Japan/Singapore Cultural Exchange 2019

During the year ended December 2019, 6 Students, 2 parents and one teacher went on a cultural exchange trip to Japan from 28th September, Saturday to Saturday 5th October and then Singapore until 9th October, at a cost of \$3600 per person. This cost included flights, travel insurance, transfers, local accommodation, food, transport, gifts to host school and activities at various places. The cost of relief was non-existent since the trip occurred during the school holidays. This trip occurs every second year. Bream Bay College has a long-standing relationship with its sister school, Higashi High School in Osaka, in Japan. It gives students a unique opportunity to build friendships and explore a culture very different from New Zealand's culture. It provides a once in a lifetime opportunity for deep learning about a culture which most learners are unaware of and to broaden their horizons. It also allows BBC students to maintain our friendship with our sister school. Our students were fully immersed in the culture for a week since they lived in the homes of students from Higashi High. We also observed Japanese students in various classes and their learning styles as learners. Since the trip is entirely optional and students that have opted in agreed to the cost, they and their supporting family members had decided that the cost is justified by the incredible opportunity that the trip provides.

Individual students covered their own costs for the trip entirely, therefore the trip is not in competition with other expenses.



#### 4. International Student Revenue and Expenses

|   | 2019<br>Actual<br>Number | 2019<br>Budget<br>(Unaudited)<br>Number | 2018<br>Actual<br>Number |
|---|--------------------------|---|--------------------------|
| International Student Roll                          | 2                        | 2                                       | 4                        |
|   | 2019<br>Actual<br>\$     | 2019<br>Budget<br>(Unaudited)<br>\$     | 2018<br>Actual<br>\$     |
| <b>Revenue</b>                                      |                          |   |                          |
| International Student Fees                          | 23,538                   | 24,000                                  | 45,258                   |
| <b>Expenses</b>                                     |                          |   |                          |
| Advertising   | -                        | 2,000                                   | -                        |
| Commissions   | 3,835                    | 4,400                                   | 4,427                    |
| Employee Benefit - Salaries                         | 19,609                   | 10,000                                  | 35,611                   |
| Other Expenses                                      | 3,917                    | 5,530                                   | 5,766                    |
|   | 27,361                   | 21,930                                  | 45,804                   |
| <i>Surplus for the year International Students'</i> | <i>(3,823)</i>           | <i>2,070</i>                            | <i>(546)</i>             |

#### 5. Learning Resources

|  | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|--|----------------------|-------------------------------------|----------------------|
| Curricular                             | 246,940              | 320,801                             | 223,292              |
| Library Resources                      | 108                  | 5,200                               | 163                  |
| Employee Benefits - Salaries           | 4,083,640            | 3,825,117                           | 3,831,249            |
| Staff Development                      | 27,242               | 36,500                              | 24,515               |
| Information & Communication Technology | 52,594               | 57,400                              | 48,926               |
| Overseas Travel                        | -                    | -                                   | 7,647                |
|  | 4,410,524            | 4,245,018                           | 4,135,792            |

#### 6. Administration

|  | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|--|----------------------|-------------------------------------|----------------------|
| Audit Fee                                      | 9,198                | 8,500                               | 8,660                |
| Board of Trustees Fees                         | 3,880                | 5,900                               | 4,700                |
| Board of Trustees Expenses                     | 9,737                | 3,900                               | 3,522                |
| Communication                                  | 7,934                | 8,300                               | 8,116                |
| Consumables                                    | 10,250               | 15,100                              | 12,789               |
| Operating Lease                                | -                    | 9,500                               | 4,003                |
| Other  | 62,555               | 48,900                              | 71,481               |
| Employee Benefits - Salaries                   | 209,660              | 205,000                             | 201,623              |
| Insurance                                      | 16,286               | 10,700                              | 17,418               |
| Service Providers, Contractors and Consultancy | 8,000                | 6,500                               | 6,000                |
|  | 337,500              | 322,300                             | 338,312              |

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## 7. Property

|                                     | 2019             | 2019             | 2018             |
|-------------------------------------|------------------|------------------|------------------|
|                                     | Actual           | Budget           | Actual           |
|                                     | \$               | (Unaudited)      | \$               |
| Caretaking and Cleaning Consumables | 27,164           | 26,800           | 26,374           |
| Cyclical Maintenance Expense        | 51,246           | 49,287           | 42,003           |
| Grounds                             | 21,203           | 25,100           | 25,228           |
| Heat, Light and Water               | 70,648           | 67,800           | 68,465           |
| Rates                               | 13,446           | 16,000           | 5,358            |
| Repairs and Maintenance             | 86,308           | 77,050           | 193,297          |
| Use of Land and Buildings           | 1,110,169        | 1,100,000        | 1,098,739        |
| Security                            | 22,403           | 4,700            | 3,705            |
| Employee Benefits - Salaries        | 138,488          | 137,000          | 139,406          |
|                                     | <u>1,541,075</u> | <u>1,503,737</u> | <u>1,602,575</u> |

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

## 8. Depreciation

|  | 2019           | 2019           | 2018           |
|--|----------------|----------------|----------------|
|  | Actual         | Budget         | Actual         |
|  | \$             | (Unaudited)    | \$             |
| Buildings                                | 31,491         | 15,827         | 22,050         |
| Building Improvements                    | 16,158         | 11,497         | 16,018         |
| Furniture and Equipment                  | 60,674         | 42,895         | 59,759         |
| Information and Communication Technology | 52,344         | 37,601         | 52,385         |
| Motor Vehicles                           | 9,482          | 11,473         | 15,984         |
| Textbooks                                | -              | 908            | 1,265          |
| Leased Assets                            | 24,874         | 12,600         | 17,554         |
| Library Resources                        | 7,732          | 7,636          | 10,639         |
|  | <u>202,755</u> | <u>140,437</u> | <u>195,654</u> |

## 9. Cash and Cash Equivalents

|  | 2019          | 2019           | 2018           |
|--|---------------|----------------|----------------|
|  | Actual        | Budget         | Actual         |
|  | \$            | (Unaudited)    | \$             |
| Cash on Hand                             | 541           | -              | 200            |
| Bank Current Account                     | 44,872        | 615,754        | 9,410          |
| Bank Call Account                        | 32,849        | 89,601         | 131,287        |
| Cash equivalents for Cash Flow Statement | <u>78,262</u> | <u>705,355</u> | <u>140,897</u> |

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

Of the \$78,262 Cash and Cash Equivalents, \$6,554 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2020 on Crown owned school buildings under the School's Five Year Property Plan.



**10. Accounts Receivable**

|                                   | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|-----------------------------------|----------------------|-------------------------------------|----------------------|
| Receivables                       | 6,563                | 50,569                              | 85,085               |
| MOE Receivable                    | 10,115               | -                                   | -                    |
| Interest Receivable               | 3,109                | 4,137                               | 4,737                |
| Teacher Salaries Grant Receivable | 276,816              | 206,179                             | 255,614              |
|                                   | 296,603              | 260,885                             | 345,436              |

|  |         |         |         |
|--|---------|---------|---------|
| Receivables from Exchange Transactions     | 9,672   | 54,706  | 89,822  |
| Receivables from Non-Exchange Transactions | 286,931 | 206,179 | 255,614 |
|  | 296,603 | 260,885 | 345,436 |

**11. Investments**

The School's investment activities are classified as follows:

|                          | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|--------------------------|----------------------|-------------------------------------|----------------------|
| Current Asset            |                      |                                     |                      |
| Short-term Bank Deposits | 151,350              | 254,737                             | 200,000              |
| Non-current Asset        |                      |                                     |                      |
| Long-term Bank Deposits  | 97,600               | -                                   | -                    |
| Total Investments        | 248,950              | 254,737                             | 200,000              |



## 12. Property, Plant and Equipment

|                                    | Opening<br>Balance (NBV) | Additions      | Disposals       | Impairment | Depreciation     | Total (NBV)      |
|------------------------------------|--------------------------|----------------|-----------------|------------|------------------|------------------|
| 2019                               | \$                       | \$             | \$              | \$         | \$               | \$               |
| Land                               | 81,320                   | -              | -               | -          | -                | 81,320           |
| Buildings                          | 895,219                  | -              | -               | -          | (31,491)         | 863,728          |
| Building Improvements              | 93,525                   | -              | -               | -          | (16,158)         | 77,368           |
| Furniture and Equipment            | 425,221                  | 33,588         | -               | -          | (60,674)         | 398,135          |
| Information and Communication Tech | 107,782                  | 69,326         | -               | -          | (52,344)         | 124,764          |
| Motor Vehicles                     | 14,043                   | -              | -               | -          | (9,482)          | 4,561            |
| Leased Assets                      | 50,872                   | 52,935         | (11,228)        | -          | (24,874)         | 67,705           |
| Library Resources                  | 25,572                   | 2,486          | -               | -          | (7,732)          | 20,326           |
| <b>Balance at 31 December 2019</b> | <b>1,693,554</b>         | <b>158,335</b> | <b>(11,228)</b> | <b>-</b>   | <b>(202,755)</b> | <b>1,637,907</b> |

|                                    | Cost or<br>Valuation | Accumulated<br>Depreciation | Net Book<br>Value |
|------------------------------------|----------------------|-----------------------------|-------------------|
| 2019                               | \$                   | \$                          | \$                |
| Land                               | 81,320               | -                           | 81,320            |
| Buildings                          | 1,055,965            | (192,237)                   | 863,728           |
| Building Improvements              | 315,435              | (238,067)                   | 77,368            |
| Furniture and Equipment            | 1,208,309            | (810,174)                   | 398,135           |
| Information and Communication      | 939,815              | (815,051)                   | 124,764           |
| Motor Vehicles                     | 131,455              | (126,894)                   | 4,561             |
| Textbooks                          | 90,148               | (90,148)                    | -                 |
| Leased Assets                      | 104,295              | (36,590)                    | 67,705            |
| Library Resources                  | 171,223              | (150,897)                   | 20,326            |
| <b>Balance at 31 December 2019</b> | <b>4,097,965</b>     | <b>(2,460,058)</b>          | <b>1,637,907</b>  |

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| 2018  | Opening<br>Balance (NBV)<br>\$ | Additions<br>\$ | Disposals<br>\$ | Impairment<br>\$ | Depreciation<br>\$ | Total (NBV)<br>\$ |
|---|--------------------------------|-----------------|-----------------|------------------|--------------------|-------------------|
| Land  | 81,320                         | -               | -               | -                | -                  | 81,320            |
| Buildings                                   | 103,953                        | 813,316         | -               | -                | (22,050)           | 895,219           |
| Building Improvements                       | 106,357                        | 3,186           | -               | -                | (16,018)           | 93,525            |
| Furniture and Equipment                     | 395,712                        | 89,268          | -               | -                | (59,759)           | 425,221           |
| Information and Communication<br>Technology | 116,926                        | 43,241          | -               | -                | (52,385)           | 107,782           |
| Motor Vehicles                              | 30,027                         | -               | -               | -                | (15,984)           | 14,043            |
| Textbooks                                   | 1,265                          | -               | -               | -                | (1,265)            | -                 |
| Leased Assets                               | 35,245                         | 33,181          | -               | -                | (17,554)           | 50,872            |
| Library Resources                           | 32,777                         | 3,434           | -               | -                | (10,639)           | 25,572            |
| <b>Balance at 31 December 2018</b>          | <b>903,582</b>                 | <b>985,626</b>  | <b>-</b>        | <b>-</b>         | <b>(195,654)</b>   | <b>1,693,554</b>  |

| 2018  | Cost or<br>Valuation<br>\$ | Accumulated<br>Depreciation<br>\$ | Net Book<br>Value<br>\$ |
|---|----------------------------|-----------------------------------|-------------------------|
| Land  | 81,320                     | -                                 | 81,320                  |
| Buildings                                   | 1,055,965                  | (160,746)                         | 895,219                 |
| Building Improvements                       | 315,435                    | (221,910)                         | 93,525                  |
| Furniture and Equipment                     | 1,174,722                  | (749,501)                         | 425,221                 |
| Information and Communication<br>Technology | 870,489                    | (762,707)                         | 107,782                 |
| Motor Vehicles                              | 136,807                    | (122,764)                         | 14,043                  |
| Textbooks                                   | 90,148                     | (90,148)                          | -                       |
| Leased Assets                               | 99,355                     | (48,483)                          | 50,872                  |
| Library Resources                           | 168,737                    | (143,165)                         | 25,572                  |
| <b>Balance at 31 December 2018</b>          | <b>3,992,978</b>           | <b>(2,299,424)</b>                | <b>1,693,554</b>        |

### 13. Accounts Payable

|   | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|---|----------------------|-------------------------------------|----------------------|
| Operating Creditors   | 107,055              | 160,354                             | 95,691               |
| Accruals  | 7,358                | 6,420                               | 6,820                |
| Banking Staffing Overuse  | -                    | -                                   | 9,735                |
| Employee Entitlements - Salaries  | 276,816              | 206,179                             | 255,614              |
| Employee Entitlements - Leave Accrual                                   | 38,018               | 18,248                              | 28,535               |
|   | <b>429,247</b>       | <b>391,201</b>                      | <b>396,395</b>       |
| Payables for Exchange Transactions                                      | 429,247              | 391,201                             | 396,395              |
| Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates) | -                    | -                                   | -                    |
| Payables for Non-exchange Transactions - Other                          | -                    | -                                   | -                    |
|   | <b>429,247</b>       | <b>391,201</b>                      | <b>396,395</b>       |

The carrying value of payables approximates their fair value.



**14. Revenue Received in Advance**

|                                   | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|-----------------------------------|----------------------|-------------------------------------|----------------------|
| International Students in Advance | -                    | 39,801                              | 23,538               |
| MoE Income in Advance             | 11,189               | -                                   | -                    |
| Revenue Received In Advance       | 99                   | -                                   | 12,550               |
|                                   | <u>11,288</u>        | <u>39,801</u>                       | <u>36,088</u>        |

**15. Provision for Cyclical Maintenance**

|   | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|---|----------------------|-------------------------------------|----------------------|
| Provision at the Start of the Year        | 102,510              | 34,744                              | 103,084              |
| Increase to the Provision During the Year | 51,246               | 49,287                              | 42,003               |
| Use of the Provision During the Year      | (51,150)             | -                                   | (42,577)             |
| Provision at the End of the Year          | <u>102,606</u>       | <u>84,031</u>                       | <u>102,510</u>       |
| Cyclical Maintenance - Current            | 29,289               | 29,863                              | 29,289               |
| Cyclical Maintenance - Term               | 73,317               | 54,168                              | 73,221               |
|   | <u>102,606</u>       | <u>84,031</u>                       | <u>102,510</u>       |

**16. Finance Lease Liability**

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

|  | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|--|----------------------|-------------------------------------|----------------------|
| No Later than One Year                           | 26,367               | 12,889                              | 22,747               |
| Later than One Year and no Later than Five Years | 50,477               | 29,303                              | 41,634               |
|  | <u>76,844</u>        | <u>42,192</u>                       | <u>64,381</u>        |

**17. Funds held in Trust**

|  | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|--|----------------------|-------------------------------------|----------------------|
| Funds Held in Trust on Behalf of Third Parties - Current     | -                    | 32,750                              | 20,750               |
| Funds Held in Trust on Behalf of Third Parties - Non-current | -                    | -                                   | -                    |
|  | <u>-</u>             | <u>32,750</u>                       | <u>20,750</u>        |

These funds are held where the school is acting as an agent. These amounts are not revenue or expenditure of the school therefore are not included in the Statement of Comprehensive Revenue and Expense.



### 18. Funds Owed (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:

|                      | 2019               | Opening Balances<br>\$ | Receipts from MoE<br>\$ | Payments<br>\$ | BOT Contribution/<br>(Write-off to R&M) | Closing Balances<br>\$ |
|----------------------|--------------------|------------------------|-------------------------|----------------|---|------------------------|
| Fume Cabinet Project | <i>in progress</i> | (2,442)                | -                       | -              | -                                       | (2,442)                |
| In-Line Heating      | <i>in progress</i> | (4,112)                | -                       | -              | -                                       | (4,112)                |
| Sewer & Stormwater   | <i>in progress</i> | 10,070                 | -                       | -              | -                                       | 10,070                 |
| <b>Totals</b>        |                    | <b>3,516</b>           | <b>-</b>                | <b>-</b>       | <b>-</b>                                | <b>3,516</b>           |

#### Represented by:

|   |              |
|---|--------------|
| Funds Held on Behalf of the Ministry of Education | (6,554)      |
| Funds Due from the Ministry of Education          | 10,070       |
|   | <b>3,516</b> |

|                      | 2018               | Opening Balances<br>\$ | Receipts from MoE<br>\$ | Payments<br>\$ | BOT Contribution/<br>(Write-off to R&M) | Closing Balances<br>\$ |
|----------------------|--------------------|------------------------|-------------------------|----------------|---|------------------------|
| Fume Cabinet Project | <i>in progress</i> | (2,442)                | -                       | -              | -                                       | (2,442)                |
| In-Line Heating      | <i>in progress</i> | (4,112)                | -                       | -              | -                                       | (4,112)                |
| Sewer & Stormwater   | <i>in progress</i> | 10,070                 | -                       | -              | -                                       | 10,070                 |
| <b>Totals</b>        |                    | <b>3,516</b>           | <b>-</b>                | <b>-</b>       | <b>-</b>                                | <b>3,516</b>           |

### 19. Funds held on behalf of Bream Bay TNG Cluster

Bream Bay College is the lead school and holds funds on behalf of the Bream Bay Transport Network Cluster, a group of schools funded by the Ministry of Education to share transport routes.

|                                      | 2019<br>Actual<br>\$ | 2019<br>Budget<br>(Unaudited)<br>\$ | 2018<br>Actual<br>\$ |
|--------------------------------------|----------------------|-------------------------------------|----------------------|
| Funds Held at Beginning of the Year  | 121,410              | 54,102                              | 54,103               |
| Funds Received from MOE              | 887,969              | -                                   | 846,292              |
| Funds Spent on Behalf of the Cluster | 1,009,350            | -                                   | 778,983              |
| <b>TNG Distribution of Funds</b>     |                      |                                     |                      |
| Bream Bay College                    | -                    | -                                   | 66,256               |
| One Tree Point School                | -                    | -                                   | 834                  |
| Ruakaka Primary                      | -                    | -                                   | 30,383               |
| Waipu Primary                        | -                    | -                                   | 23,939               |
| <b>Funds Held at Year End</b>        | <b>29</b>            | <b>54,102</b>                       | <b>121,412</b>       |

These assets and liabilities form part of the school's assets and liabilities and are presented on the school's statement of financial position.

#### Current Assets

|                   |        |   |         |
|-------------------|--------|---|---------|
| Cash at bank      | 23,470 | - | 129,058 |
| Other receivables | 1,500  | - | 46,570  |
| GST Receivable    | 33,141 | - | -       |

#### Current Liabilities

|                     |        |   |         |
|---------------------|--------|---|---------|
| Operating Creditors | 58,140 | - | 175,628 |
|---------------------|--------|---|---------|

#### Equity

-



## 20. 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.

## 21. Remuneration

### Key management personnel compensation

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

|   | 2019<br>Actual<br>\$ | 2018<br>Actual<br>\$ |
|---|----------------------|----------------------|
| <i>Board Members</i>                        |                      |                      |
| Remuneration                                | 3,880                | 4,700                |
| Full-time equivalent members                | 0.31                 | 0.35                 |
| <i>Leadership Team</i>                      |                      |                      |
| Remuneration                                | 1,671,986            | 1,608,892            |
| Full-time equivalent members                | 17.00                | 17.00                |
| Total key management personnel remuneration | 1,675,866            | 1,613,592            |
| Total full-time equivalent personnel        | 17.31                | 17.35                |

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:

|  | 2019<br>Actual<br>\$000 | 2018<br>Actual<br>\$000 |
|--|-------------------------|-------------------------|
| Salaries and Other Short-term Employee Benefits: |                         |                         |
| Salary and Other Payments                        | 150 - 160               | 140 - 150               |
| Benefits and Other Emoluments                    | 4 - 5                   | 4 - 5                   |
| Termination Benefits                             | -                       | -                       |

### Other Employees

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

| Remuneration<br>\$000 | 2019<br>FTE Number | 2018<br>FTE Number |
|-----------------------|--------------------|--------------------|
| 110 - 120             | 1.00               | -                  |
| 100 - 110             | 3.00               | 3.00               |
|                       | 4.00               | 3.00               |

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



## 22. 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:

|                  | 2019<br>Actual | 2018<br>Actual |
|------------------|----------------|----------------|
| Total            | -              | -              |
| Number of People | -              | -              |

## 23. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2019 (Contingent liabilities and assets at 31 December 2018: nil).

### Holidays Act Compliance – schools payroll

The Ministry of Education performs payroll processing and payments on behalf of school boards of trustees, through payroll service provider Education Payroll Limited.

The Ministry has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance. The Ministry has recognised an estimated provision based on the analysis of sample data, which may not be wholly representative of the total dataset for Teacher and Support Staff Entitlements. A more accurate estimate will be possible after further analysis of non-compliance has been completed, and this work is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis has been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2019, a contingent liability for the school may exist.

## 24. Commitments

### (a) Capital Commitments

As per note 19, the Board has entered into contract agreements for capital works projects as agents for the Ministry of Education. The projects are fully funded by the Ministry of Education. The School has paid \$25,375 in deposits toward an educational trip to Mexico in 2020. This is disclosed within prepayments. It is anticipated that the funds will be refunded on the basis that the trip is unlikely to proceed due to Covid restrictions. (Capital commitments at 31 December 2018: as in 2019 for capital works only)

### (b) Operating Commitments

There are no operating commitments as at 31 December 2019 (Operating commitments at 31 December 2018: nil).

## 25. 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.





## 26. 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 (2018: Loans and receivables)

|   | 2019           | 2019             | 2018           |
|---|----------------|------------------|----------------|
|   | Actual         | Budget           | Actual         |
|   | \$             | (Unaudited)      | \$             |
| Cash and Cash Equivalents                         | 78,262         | 705,355          | 140,897        |
| Receivables                                       | 296,603        | 260,885          | 345,436        |
| Investments - Term Deposits                       | 248,950        | 254,737          | 200,000        |
| Total Financial assets measured at amortised cost | <u>623,815</u> | <u>1,220,977</u> | <u>686,333</u> |

### Financial liabilities measured at amortised cost

|  |                |                |                |
|--|----------------|----------------|----------------|
| Payables   | 429,247        | 391,201        | 396,395        |
| Borrowings - Loans                                     | -              | -              | -              |
| Finance Leases   | 70,525         | 42,192         | 59,308         |
| Painting Contract Liability                            | -              | -              | -              |
| Total Financial Liabilities Measured at Amortised Cost | <u>499,772</u> | <u>433,393</u> | <u>455,703</u> |

## 27. Events After Balance Date

On March 11, 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March, New Zealand increased its COVID-19 alert level to level 4 and a nationwide lockdown commenced. As part of this lockdown all schools were closed. Subsequently all schools and kura reopened on the 18th of May 2020.

At the date of issuing the financial statements, the school has been able to absorb the majority of the impact from the nationwide lockdown as it was decided to start the annual Easter School holidays early. In the periods the school is open for tuition, the school has switched to alternative methods of delivering the curriculum, so students can learn remotely.

At this time the full financial impact of the COVID-19 pandemic is not able to be determined, but it is not expected to be significant to the school. The school will continue to receive funding from the Ministry of Education, even while closed.

## 28. Comparatives

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

## 29. Adoption of PBE IFRS 9 Financial Instruments

In accordance with the transitional provisions of PBE IFRS 9, the school has elected not to restate the information for previous years to comply with PBE IFRS 9. Adjustments arising from the adoption of PBE IFRS 9 are recognised in opening equity at 1 January 2019. Accounting policies have been updated to comply with PBE IFRS 9. The main updates are:

- Note 10 Receivables: This policy has been updated to reflect that the impairment of short-term receivables is now determined by applying an expected credit loss model.

- Note 11 Investments:

Term deposits: This policy has been updated to explain that a loss allowance for expected credit losses is recognised only if the estimated loss allowance is not trivial.

Upon transition to PBE IFRS9 there were no material adjustments to these financial statements.



# 2019 Annual Plan

## Learning Targets

|                    | 2014        | 2015      | 2016 | 2017 | 2018 | Target | Comment                                  |
|--------------------|-------------|-----------|------|------|------|--------|--|
|                    |             |           |      |      | 94.7 | 90%    | Yr 8: T1-96.3 T2 -98.1 T3 -97.2 T4 -93.5 |
|                    |             |           |      |      | 97.3 | 90%    | Yr 9: T1-89.4 T2 -91.6 T3 -89.7 T4 -86.6 |
|                    |             |           |      |      | 81.1 | 90%    | Yr 10: T1-90.5 T2 -90.3 T3 -95 T4 -94.9  |
| Yr 11 NCEA Level 1 | 84.6% (+6)  | 90.9 (+8) | 84.3 | 86.8 | 84.3 | 80%    | T1- 84.5 T2 -89.3 T3 -78.2 T4 -75.5      |
| Yr 12 NCEA Level 2 | 92.5% (+11) | 87.0 (+3) | 85.1 | 85   | 82.2 | 80%    | T1-93.7 T2 -95 T3 -96.4 T4 -89.1         |
| Yr 13 NCEA Level 3 | 62.5% (+2)  | 67.4 (+2) | 65.8 | 76.5 | 61.9 | 70%    | T2 -75 T3 -69.4 T4 -65.9                 |

## Other Targets

|            | 2018    | 2019 Target                    | Action   | Target Date | Evaluation  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
|------------|---------|--------------------------------|--|-------------|---|--|--------|--------|--------|--------|------|---------|------|------|------|------|------|------|------|------|----|------|------|-------|------|------|------|------|------|--------|------|------|------|------|------|--------|------|------|------|------|------|--------|------|------|------|------|------|---------|------|------|------|------|------|---------|------|------|------|------|------|---------|------|------|------|------|------|---------|------|------|------|------|------|
| Attendance | 250>90% | 65% (350) above 90% attendance | DPs / Deans will ensure that all attendance issues are followed up and sorted<br><br>The target will be monitored quarterly<br><br>Absences of at-risk students will be text to parents<br><br>The stripe incentive for attendance will be continued | EOY and EOT | <p>Term 1: #= 513, #212 &gt;90: 57%, 90&gt; #213 ≥ 80: 40%, 80&lt; 88: 17%</p> <p>Term 2: #=526, #157 &gt;90: 30%, 90&gt; #215 ≥ 80: 41%, 80&lt; 152: 29%</p> <p>Term 3: #=533, #246 &gt;90: 46%, 90&gt; #153 ≥ 80: 29%, 80&lt; 134: 25%</p> <p>Term 4: #= 534, #270 &gt;90: 50.6%, 90&gt; #160 &gt;= 80: 30%, 80&gt; #103: 19%</p> <p>Summary of overall attendance rates</p> <table border="1"> <thead> <tr> <th></th> <th>Term 1</th> <th>Term 2</th> <th>Term 3</th> <th>Term 4</th> <th>Year</th> </tr> </thead> <tbody> <tr> <td>Overall</td> <td>88.3</td> <td>83.0</td> <td>84.9</td> <td>87.3</td> <td>85.1</td> </tr> <tr> <td>Boys</td> <td>87.8</td> <td>83.0</td> <td>85</td> <td>86.7</td> <td>84.5</td> </tr> <tr> <td>Girls</td> <td>88.8</td> <td>83.0</td> <td>84.8</td> <td>87.8</td> <td>85.6</td> </tr> <tr> <td>Year 7</td> <td>93.2</td> <td>86.0</td> <td>88.8</td> <td>89.8</td> <td>89.5</td> </tr> <tr> <td>Year 8</td> <td>90.0</td> <td>84.6</td> <td>87.4</td> <td>87.0</td> <td>86.3</td> </tr> <tr> <td>Year 9</td> <td>85.9</td> <td>80.1</td> <td>82.1</td> <td>85.6</td> <td>82.8</td> </tr> <tr> <td>Year 10</td> <td>86.8</td> <td>80.7</td> <td>83.0</td> <td>78.9</td> <td>81.9</td> </tr> <tr> <td>Year 11</td> <td>87.1</td> <td>82.6</td> <td>84.7</td> <td>92.3</td> <td>85.1</td> </tr> <tr> <td>Year 12</td> <td>86.0</td> <td>83.9</td> <td>84.7</td> <td>91.2</td> <td>85.2</td> </tr> <tr> <td>Year 13</td> <td>84.4</td> <td>80.3</td> <td>77.8</td> <td>89.0</td> <td>81.8</td> </tr> </tbody> </table> |  | Term 1 | Term 2 | Term 3 | Term 4 | Year | Overall | 88.3 | 83.0 | 84.9 | 87.3 | 85.1 | Boys | 87.8 | 83.0 | 85 | 86.7 | 84.5 | Girls | 88.8 | 83.0 | 84.8 | 87.8 | 85.6 | Year 7 | 93.2 | 86.0 | 88.8 | 89.8 | 89.5 | Year 8 | 90.0 | 84.6 | 87.4 | 87.0 | 86.3 | Year 9 | 85.9 | 80.1 | 82.1 | 85.6 | 82.8 | Year 10 | 86.8 | 80.7 | 83.0 | 78.9 | 81.9 | Year 11 | 87.1 | 82.6 | 84.7 | 92.3 | 85.1 | Year 12 | 86.0 | 83.9 | 84.7 | 91.2 | 85.2 | Year 13 | 84.4 | 80.3 | 77.8 | 89.0 | 81.8 |
|            | Term 1  | Term 2                         | Term 3   | Term 4      | Year  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Overall    | 88.3    | 83.0                           | 84.9   | 87.3        | 85.1  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Boys       | 87.8    | 83.0                           | 85   | 86.7        | 84.5  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Girls      | 88.8    | 83.0                           | 84.8   | 87.8        | 85.6  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Year 7     | 93.2    | 86.0                           | 88.8   | 89.8        | 89.5  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Year 8     | 90.0    | 84.6                           | 87.4   | 87.0        | 86.3  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Year 9     | 85.9    | 80.1                           | 82.1   | 85.6        | 82.8  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Year 10    | 86.8    | 80.7                           | 83.0   | 78.9        | 81.9  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Year 11    | 87.1    | 82.6                           | 84.7   | 92.3        | 85.1  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Year 12    | 86.0    | 83.9                           | 84.7   | 91.2        | 85.2  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |
| Year 13    | 84.4    | 80.3                           | 77.8   | 89.0        | 81.8  |  |        |        |        |        |      |         |      |      |      |      |      |      |      |      |    |      |      |       |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |        |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |         |      |      |      |      |      |

|                     |  |  |               |  |             |   |
|---------------------|--|--|---------------|--|-------------|---|
| Behaviour incidents |  |  | 20% reduction | Students with more than 15 behaviour notes will have a future directions conference including Vocational guidance<br><br>A star behaviour notes system will be implemented and reported on | EOY and EOT | The pastoral team has been dealing with all students with more than 5 negative behavioural notes. Conferencing was not for all students and the vocational guidance has not happened.<br><br>The STAR awards system has operated over the year. The number of positive notes decreased in term 2 but was higher in term 3 than in term 1. The number of students receiving positive notes has increased overall. The provision of prizes from the school (budget \$2000) and from the PTA – a chrome book per term has been well received by the students. Below are tables showing the number of positive and negative behaviour notes in term 1, 2 and 3. |
|---------------------|--|--|---------------|--|-------------|---|

#### Term 1

#### Positive Notes

| Number of students with incidents between | 1-5 | 6-10 | >10 | Total |
|---|-----|------|-----|-------|
| Year 7                                    | 44  | 31   | 5   | 80    |
| Year 8                                    | 45  | 33   | 16  | 94    |
| Year 9                                    | 28  | 29   | 12  | 69    |
| Year 10                                   | 46  | 20   | 4   | 70    |
| Year 11                                   | 28  | 17   | 3   | 48    |
| Year 12                                   | 30  | 12   | 1   | 43    |
| Year 13                                   | 22  | 6    | 1   | 29    |
| Total                                     | 243 | 148  | 42  | 433   |

#### Term 1

#### Negative Notes

| Number of students with incidents between | 1-5 | 6-10 | >10 | Total |
|---|-----|------|-----|-------|
| Year 7                                    | 21  | 2    | 1   | 24    |
| Year 8                                    | 17  | 2    | 7   | 26    |
| Year 9                                    | 13  | 11   | 17  | 41    |
| Year 10                                   | 22  | 5    | 8   | 35    |
| Year 11                                   | 13  | 7    | 4   | 24    |
| Year 12                                   | 9   | 3    | 8   | 20    |
| Year 13                                   | 21  | 0    | 0   | 21    |
| Total                                     | 116 | 30   | 45  | 191   |

Term 2

Positive Notes

| Number of students with incidents between | 1-5 | 6-10 | >10 | Total |
|---|-----|------|-----|-------|
| Year 7                                    | 53  | 7    | 1   | 61    |
| Year 8                                    | 38  | 17   | 3   | 58    |
| Year 9                                    | 64  | 12   | 0   | 76    |
| Year 10                                   | 46  | 2    | 0   | 48    |
| Year 11                                   | 41  | 2    | 0   | 43    |
| Year 12                                   | 40  | 2    | 0   | 42    |
| Year 13                                   | 24  | 1    | 0   | 25    |
| Total                                     | 306 | 43   | 4   | 353   |

Term 2

Negative Notes

| Number of students with incidents between | 1-5 | 6-10 | >10 | Total |
|---|-----|------|-----|-------|
| Year 7                                    | 29  | 1    | 0   | 30    |
| Year 8                                    | 33  | 6    | 3   | 42    |
| Year 9                                    | 20  | 16   | 7   | 43    |
| Year 10                                   | 32  | 7    | 4   | 43    |
| Year 11                                   | 24  | 5    | 3   | 32    |
| Year 12                                   | 26  | 6    | 2   | 34    |
| Year 13                                   | 11  | 0    | 0   | 11    |
| Total                                     | 175 | 41   | 19  | 235   |

Term 3

Positive Notes

| Number of students with incidents between | 1-5 | 6-10 | >10 | Total |
|---|-----|------|-----|-------|
| Year 7                                    | 56  | 33   | 5   | 94    |
| Year 8                                    | 51  | 23   | 16  | 90    |
| Year 9                                    | 54  | 18   | 5   | 77    |
| Year 10                                   | 51  | 19   | 1   | 71    |
| Year 11                                   | 40  | 5    | 0   | 45    |
| Year 12                                   | 44  | 6    | 0   | 50    |
| Year 13                                   | 29  | 4    | 0   | 33    |
| Total                                     | 325 | 108  | 27  | 460   |

Term 3

Negative Notes

| Number of students with incidents between | 1-5 | 6-10 | >10 | Total |
|---|-----|------|-----|-------|
| Year 7                                    | 32  | 5    | 4   | 41    |
| Year 8                                    | 25  | 6    | 6   | 37    |
| Year 9                                    | 22  | 12   | 19  | 53    |
| Year 10                                   | 20  | 6    | 3   | 29    |
| Year 11                                   | 18  | 11   | 4   | 33    |
| Year 12                                   | 22  | 2    | 2   | 26    |
| Year 13                                   | 12  | 0    | 0   | 12    |
| Total                                     | 151 | 42   | 38  | 231   |

Strategic Goal 1: The school fosters a culture centred on respect, citizenship and achievement; students are actively involved in learning and its application and take pride in their communities.

Base Line Data:

The College fosters citizenship through the 6Cs, the stripes system and recognises these through the Junior Diploma, Stripes assemblies and Prize giving's. A culture of respect is intentionally taught through the 6Cs at junior levels. The Leaders of Learning are designing programmes to actively involve students in learning through their work on Deep

| Learning and NPD. The curriculum areas are constantly looking for authentic opportunities for students to interact with the community. A new rewards / recognition system has been designed called the Stars system. |   |  |                                  |             |          |   |
|--|---|--|----------------------------------|-------------|----------|---|
| Area / focus (Objectives)  | Intervention \ Actions (How)  | Outcomes \ Targets (The measure)   | Responsible                      | Target Date | Date Ach | 5. Evaluation of effectiveness (Mid-Year review and End of Year review)   |
| The school fosters a culture centred on <ul style="list-style-type: none"> <li>• Respect, Citizenship, achievement</li> </ul>  | All curriculum areas<br><br>and all aspects of the college have a focus on citizenship and character for the year<br><br>Prizegiving citizenship awards are used each term to identify students who need support. | Maori Boys citizenship and character quality averages in year 7 to 10 above 65% average (up 10% average)<br><br>Accelerated learning targeted interventions are successful   | All staff<br><br>BucW<br><br>DPS |             |          | Character: 2018 = 44.4, 2019 = 56.7, a gain of 12.3<br>Citizenship: 2018 = 53.7, 2019 = 51.4, a gain of -2.3<br>Collaboration: 2018 = 45.2, 2019 = 63.7, a gain of 18.5<br>Communication: 2018 = 28.9, 2019 = 50.6, a gain of 21.7<br>Creativity: 2018 = 43.9, 2019 = 44.5, a gain of 0.6<br>Critical thinking: 2018 = 44.5, 2019 = 48.9, a gain of 4.4<br><br>Of our 16 Maori boys in years 8 to 10, 6 students have gone down, 3 have stayed the same and 6 have gone up. Only 3 of these students are at risk of failing their Junior Diploma. All in all, a successful year.<br><br>Deans and DPs organise the awards to identify students they needed to work with |
| Students are actively involved in learning and its application   | Junior school cross curricular collaboration projects<br><br>Staff collaborative inquiry groups   | Collaboration between subject areas are further developed<br><br>Heroic events such as the cross curricular movie projects are further developed<br><br>All staff participate in inquiry groups and the results are used | LOLs<br><br>LOLs<br><br>Staff    |             |          | Year 9/10 movie project<br>Year 7 to 10 trip to Waitangi<br>Year 10 passion projects are going well<br><br>Staff inquiry groups are progressing well and staff are reporting positive gains from their investigations.  |

|  |  |  |                            |  |  |  |  |  |  |
|--|--|--|----------------------------|--|--|--|--|--|--|
|  |  |  |                            |  |  |  |  |  |  |
|  |  |  | to improve learning at BBC |  |  |  |  |  |  |

**Strategic Goal 2: Staff and students will confidently use a range of technologies**

**Base Line Data:**  
 All course work is available online. There continue to be issues with students not bringing their devices in 2018 cause device use to drop off. We will need to make a concerted effort in 2019 to alleviate this and to make sure device use is appropriate.

| Area / focus (Objectives)                                       | Intervention \ Actions (How)  | Outcomes \ Targets (The measure)                                   | Responsible      | Target Date | Date Ach | Evaluation of effectiveness (Mid-Year review and End of Year review)  |
|---|---|--|------------------|-------------|----------|---|
| Staff and students will confidently use a range of technologies | A PD focus is leveraging digital to enhance \ support learning<br><br>Staff will formulate a set of guidelines for device use | Technology to enhance learning is used on a lesson by lesson basis | Staff<br><br>LoL | Ongoing     |          | We looked at rearranging the junior classes into device classes and non device classes. In the end this proved not to be necessary and all junior classes had access to devices for the students who did to have a device.<br><br>We have done a major piece of work on phone use and we now have an agreement that phones will be off or silent in a students' pocket or bag while in class unless they have specifically asked permission to use it and this permission has been granted.<br>Device use at breaks and lunchtime is still an issue for some parents. |

**Strategic Goal 3: Maintain and invest in property and facilities that allow all staff, students and caregivers to take pride in the school and provide an environment that creates high expectations**

**Base Line Data:**  
 Community members are reporting that the College looks good. The new mower is doing a great job on the fields. We have instigated Chem washing for 2 days each holiday's which is giving a fresh look to all paintwork. Our 5ya has been approved and we are now in the process of implementing the plan.

| Area / focus (Objectives)   | Intervention \ Actions (How)           | Outcomes \ Targets (The measure) | Responsible | Target Date | Date Ach | Evaluation of effectiveness (Mid-Year review and End of Year review) |
|---|--|----------------------------------|-------------|-------------|----------|--|
| To take pride in the school and provide an environment that creates high expectations | Continue to improve the school grounds |                                  | BucW / SprM | EOY         |          | Board walk around meeting 6pm  |

| Strategic Goal 4: Provision the school with Modern Learning Environment (MLE) furniture, equipment and use future 'property' funding to convert buildings to MLE configurations. |   |                                  |              |             |          |   |
|--|---|----------------------------------|--------------|-------------|----------|---|
| Base Line Data:<br>ILE furniture has been purchased for all classrooms. The ILE furniture for the Whare has been purchased and is in use in the auditorium.                      |   |                                  |              |             |          |   |
| Area / focus (Objectives)  | Intervention \ Actions (How)                      | Outcomes \ Targets (The measure) | Responsible  | Target Date | Date Ach |   |
| <i>MLE buildings</i>   | Implement the 5ya plan and build the year 7 block |                                  | BucW / Board | EOY         |          | We are now working on a redevelopment plan for the whole site and the year 7 block has been put on hold to allow this to happen. The expectation is building will start late 2020 |

Strategic Goal 5: To promote the school as a positive, innovative learning environment, through sharing successes that support students to reach their goals.

Base Line Data:

The College's web site is highly rated. The college's newsletter is published online fortnightly. The College produces an electronic school magazine for all students. Prizegiving's continue to be improved. The college is showcased at regular community type evenings.

| Area / focus (Objectives) | Intervention \ Actions (How) | Outcomes \ Targets (The measure) | Responsible | Target Date | Date Ach | 5. Evaluation of effectiveness (Mid Year review and End of Year review) |
|---------------------------|------------------------------|----------------------------------|-------------|-------------|----------|---|
|                           |                              |                                  |             |             |          |   |
|                           |                              |                                  |             |             |          |   |



Bream Bay College

## **Kiwisport Statement**

As at 31 December 2019

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2019, the school received total Kiwisport funding of \$10,909.00 (excluding GST). The funding was spent in the following ways;

1. Sport co-ordinator's: 22 hours
2. Kiwisport contribution: 9 hours



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## INDEPENDENT AUDITOR'S REPORT

### TO THE READERS OF BREAM BAY COLLEGE'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

The Auditor-General is the auditor of Bream Bay College (the School). The Auditor-General has appointed me, Adelle Allbon, using the staff and resources of BDO Northland, to carry out the audit of the financial statements of the School on his behalf.

#### Opinion

We have audited the financial statements of the School on pages 2 to 23, that comprise the statement of financial position as at 31 December 2019, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
  - its financial position as at 31 December 2019; and
  - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with PBE Accounting Standards Reduced Disclosure Regime.

Our audit was completed on 30 May 2020. This is the date at which our opinion is expressed.

The basis for our opinion is explained below and we draw your attention to other matters. In addition, we outline the responsibilities of the Board of Trustees and our responsibilities relating to the financial statements, we comment on other information, and we explain our independence.

#### Emphasis of Matter - COVID-19

Without modifying our opinion, we draw attention to the disclosures in note 27 on page 23 which outline the possible effects of the Alert Level 4 lockdown as a result of the COVID-19 pandemic.

#### Basis for our opinion

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

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

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

PARTNERS: Adelle Allbon Greg Atkins Angela Edwards Scott Kennedy Robyn Terlesk

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

The Board of Trustees is responsible on behalf of the School for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board of Trustees is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board of Trustees is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board of Trustees is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to close or merge the School, or there is no realistic alternative but to do so.

The Board of Trustees' responsibilities arise from the Education Act 1989.

### **Responsibilities of the auditor for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements.

For the budget information reported in the financial statements, our procedures were limited to checking that the information agreed to the School's approved budget.

We did not evaluate the security and controls over the electronic publication of the financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Trustees.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required

to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the School to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We assess the risk of material misstatement arising from the Novopay payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

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

Our responsibilities arise from the Public Audit Act 2001.

#### Other information

The Board of Trustees is responsible for the other information. The other information comprises the Analysis of Variance (2019 Annual Plan), the Kiwi Sport Statement, the List of Trustees and Statement of Responsibility which form part of the Annual Report, but does not include the financial statements, and our auditor's report thereon.

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

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

#### Independence

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

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



Adelle Allbon  
BDO Northland  
On behalf of the Auditor-General  
Whangarei, New Zealand