

# BIRKENHEAD PRIMARY SCHOOL

## ANNUAL FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### School Directory

**Ministry Number:** 1231

**Principal:** Francis Naera

**School Address:** 77 Mokoia Road, Birkenhead, AUCKLAND

**School Postal Address:** 77 Mokoia Road, Birkenhead, AUCKLAND

**School Phone:** 09 480 7365

**School Email:** [office@bps.school.nz](mailto:office@bps.school.nz)

**Accountant / Service Provider:** J A Martin Accounting Services

#### Members of the Board:

Name	Position	How Position Gained	Term Expired/ Expires
Jo McDonald	Presiding Member	Re Elected Sept 2022	Sep-25
Francis Naera	Principal ex Officio	Appointed June 2023	
Naomi McRae	Parent Representative	Elected Sept 2022	Sep-25
Jared Honore	Parent Representative	Elected Sept 2022	Sep-25
Sarah McGregor	Parent Representative	Elected Nov 2023	Nov-26
Henry Taefu	Parent Representative	Resigned June 2024	
Honary Ng	Parent Representative	Elected June 2024	Nov-26
Alice Saunders	Staff Representative	Resigned May 2024	
Anna Robison	Staff Representative	Appointed May 2024	

# BIRKENHEAD PRIMARY SCHOOL

Annual Financial Statements - For the year ended 31 December 2024

## Index

Page	Statement
<a href="#"><u>1</u></a>	Statement of Responsibility
<a href="#"><u>2</u></a>	Statement of Comprehensive Revenue and Expense
<a href="#"><u>3</u></a>	Statement of Changes in Net Assets/Equity
<a href="#"><u>4</u></a>	Statement of Financial Position
<a href="#"><u>5</u></a>	Statement of Cash Flows
<a href="#"><u>6 - 19</u></a>	Notes to the Financial Statements
	Independent Auditor's Report

# Birkenhead Primary School

## Statement of Responsibility

For the year ended 31 December 2024

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

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

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2024 fairly reflects the financial position and operations of the School.

The School's 2024 financial statements are authorised for issue by the Board.

Jo McDonald

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Full Name of Presiding Member

*Jo McDonald*

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Signature of Presiding Member

2025-05-28

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Date:

Francis Naera

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Full Name of Principal

*F. Naera*

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Signature of Principal

28/5/2025

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Date:

# Birkenhead Primary School

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
<b>Revenue</b>				
Government Grants	2	4,599,850	2,881,789	3,913,692
Locally Raised Funds	3	524,263	472,725	457,264
Interest		28,444	20,000	23,015
<b>Total Revenue</b>		<b>5,152,557</b>	<b>3,374,514</b>	<b>4,393,971</b>
<b>Expense</b>				
Locally Raised Funds	3	346,974	314,150	326,508
Learning Resources	4	3,271,313	2,618,370	2,711,239
Administration	5	276,372	223,400	411,079
Interest		2,113	-	1,927
Property	6	1,168,904	233,925	1,058,453
Loss on Disposal of Property, Plant and Equipment		3,609	-	9,364
<b>Total Expense</b>		<b>5,069,285</b>	<b>3,389,845</b>	<b>4,518,570</b>
<b>Net Surplus / (Deficit) for the year</b>		<b>83,272</b>	<b>(15,331)</b>	<b>(124,599)</b>
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<b>83,272</b>	<b>(15,331)</b>	<b>(124,599)</b>

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

# Birkenhead Primary School

## Statement of Changes in Net Assets/Equity

For the year ended 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Equity at 1 January		1,243,171	1,180,000	1,354,265
Total comprehensive revenue and expense for the year		83,272	(15,331)	(124,599)
Contribution - Furniture and Equipment Grant	10	3,000	-	13,505
Equity at 31 December		1,329,443	1,164,669	1,243,171
Accumulated comprehensive revenue and expense		1,329,443	1,164,669	1,243,171
Equity at 31 December		1,329,443	1,164,669	1,243,171

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.

# Birkenhead Primary School

## Statement of Financial Position

As at 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	7	566,871	119,026	71,359
Accounts Receivable	8	252,771	8,000	234,905
GST Receivable		19,080	(4,000)	17,858
Prepayments		16,269	-	17,481
Inventories	9	3,233	4,200	1,742
Investments	10	300,000	360,000	300,000
Funds Receivable for Capital Works Projects	16	12,500	-	90,206
		1,170,724	487,226	733,551
<b>Current Liabilities</b>				
Accounts Payable	12	586,041	36,000	293,939
Revenue Received in Advance	13	23,030	1,500	32,000
Finance Lease Liability	15	13,109	-	12,714
Funds held for Capital Works Projects	16	23,136	-	-
		645,316	37,500	338,653
<b>Working Capital Surplus/(Deficit)</b>		525,408	449,726	394,898
<b>Non-current Assets</b>				
Property, Plant and Equipment	11	863,806	769,800	903,972
		863,806	769,800	903,972
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	46,378	25,000	41,333
Finance Lease Liability	15	13,393	29,857	14,366
		59,771	54,857	55,699
<b>Net Assets</b>		1,329,443	1,164,669	1,243,171
<b>Equity</b>		1,329,443	1,164,669	1,243,171

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

# Birkenhead Primary School

## Statement of Cash Flows

For the year ended 31 December 2024

	Note	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
<b>Cash flows from Operating Activities</b>				
Government Grants		1,006,270	712,198	812,349
Locally Raised Funds		544,525	454,786	473,601
International Students		7,530	7,000	-
Goods and Services Tax (net)		(1,222)	21,858	17,011
Payments to Employees	10	(491,948)	(414,618)	(492,333)
Payments to Suppliers		(898,284)	(822,128)	(788,345)
Interest Paid		(2,113)	-	(1,927)
Interest Received		22,312	23,122	26,269
Net cash from/(to) Operating Activities		187,070	(17,782)	46,625
<b>Cash flows from Investing Activities</b>				
Purchase of Property Plant & Equipment (and Intangibles)		(55,898)	(15,239)	(93,453)
Purchase of Investments		-	(60,000)	-
Proceeds from Sale of Investments		-	-	100,000
Net cash from/(to) Investing Activities		(55,898)	(75,239)	6,547
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		3,000	(13,505)	13,505
Finance Lease Payments		(578)	63,986	(12,435)
Funds Administered on Behalf of Other Parties		361,918	90,206	(47,008)
Net cash from/(to) Financing Activities		364,340	140,687	(45,938)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>495,512</b>	<b>47,666</b>	<b>7,234</b>
Cash and cash equivalents at the beginning of the year	7	71,359	71,360	64,125
<b>Cash and cash equivalents at the end of the year</b>	<b>7</b>	<b>566,871</b>	<b>119,026</b>	<b>71,359</b>

The Statement of Cash Flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries, use of land and buildings grant and expense and other notional items have been excluded.

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

# Birkenhead Primary School

## Notes to the Financial Statements

### For the year ended 31 December 2024

#### 1. Statement of Accounting Policies

##### **a) Reporting Entity**

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

##### **b) Basis of Preparation**

###### ***Reporting Period***

The financial statements have been prepared for the period 1 January 2024 to 31 December 2024 and in accordance with the requirements of the Education and Training Act 2020.

###### ***Basis of Preparation***

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

###### ***Financial Reporting Standards Applied***

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

###### ***PBE Accounting Standards Reduced Disclosure Regime***

The School qualifies for Tier 2 as the School is not publicly accountable and is not considered large as it falls below the expense threshold of \$33 million per year. All relevant reduced disclosure concessions have been taken.

###### ***Measurement Base***

The financial statements are prepared on the historical cost basis unless otherwise noted in a specific accounting policy.

###### ***Presentation Currency***

These financial statements are presented in New Zealand dollars, rounded to the nearest dollar.

###### ***Specific Accounting Policies***

The accounting policies used in the preparation of these financial statements are set out below.

###### ***Critical Accounting Estimates And Assumptions***

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, revenue and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

###### ***Cyclical maintenance***

The School recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the School buildings. The estimate is based on the School's best estimate of the cost of painting the School and when the School is required to be painted, based on an assessment of the School's condition. During the year, the Board assesses the reasonableness of its painting maintenance plan on which the provision is based. Cyclical maintenance is disclosed at note 14.

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

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



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

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

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

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the School. A lease is classified as a finance lease if it transfers substantially all risks and rewards incidental to ownership of an underlying asset to the lessee. In contrast, an operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee.

Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised. Finance lease liability disclosures are contained in note 15. Future operating lease commitments are disclosed in note 21.

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

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

### **c) Revenue Recognition**

#### ***Government Grants***

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

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

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

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

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

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

#### ***Other Grants where conditions exist***

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

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

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

#### ***Interest Revenue***

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

### **d) Operating Lease Payments**

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

### **e) Finance Lease Payments**

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

#### **f) Cash and Cash Equivalents**

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

#### **g) Accounts Receivable**

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

#### **h) Inventories**

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

#### **i) Investments**

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. A loss allowance for expected credit losses is recognised if the estimated loss allowance is material.

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

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

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

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

Gains and losses on disposals (i.e. sold or given away) are determined by comparing the proceeds received with the carrying amounts (i.e. the book value). The gain or loss arising from the disposal of an item of property, plant and equipment is recognised in the Statement of Comprehensive Revenue and Expense.

#### **Finance Leases**

A finance lease transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred. At the start of the lease term, finance leases are recognised as assets and liabilities in the statement of financial position at the lower of the fair value of the leased asset or the present value of the minimum lease payments. The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability. The amount recognised as an asset is depreciated over its useful life. If there is no reasonable certainty whether the School will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

#### **Depreciation**

Property, plant and equipment except for library resources are depreciated over their estimated useful lives on a straight line basis. Library resources are depreciated on a diminishing value basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

The estimated useful lives of the assets are:

Building Improvements	10–75 years
Board-owned Buildings	10–75 years
Furniture and Equipment	10–15 years
Information and Communication Technology	3–5 years
Leased Assets held under a Finance Lease	Term of Lease
Library Resources	12.5% Diminishing value

**k) Impairment of property, plant, and equipment**

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

*Non cash generating assets*

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

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

In determining fair value less costs to sell, the School engages an independent valuer to assess market value based on the best available information.

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 surplus or deficit.

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

**l) 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.

**m) Employee Entitlements***Short-term employee entitlements*

Employee entitlements that are expected to be settled within 12 months after the end of the reporting period in which the employees provide the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date and annual leave earned, by non teaching staff, but not yet taken at balance date.

*Long-term employee entitlements*

Employee benefits that are not expected to be settled wholly before 12 months after the end of the reporting period in which the employee provides the related service, such as retirement and long service leave, have been calculated on an actuarial basis.

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

**n) Revenue Received in Advance**

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

**o) 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 Comprehensive Revenue and Expense.

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

**p) Funds held for Capital works**

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

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

**q) Provision for Cyclical Maintenance**

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

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

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

**r) Financial Instruments**

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

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

**s) Goods and Services Tax (GST)**

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

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

Commitments and contingencies are disclosed exclusive of GST.

**t) Budget Figures**

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

**u) Services received in-kind**

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

## 2. Government Grants

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Government Grants - Ministry of Education	1,014,986	756,789	813,058
Teachers' Salaries Grants	2,684,026	2,100,000	2,298,172
Use of Land and Buildings Grants	900,838	25,000	802,462
	<u>4,599,850</u>	<u>2,881,789</u>	<u>3,913,692</u>

## 3. Locally Raised Funds

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

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
<b>Revenue</b>			
Donations and Bequests	115,698	106,000	103,748
Fees for Extra Curricular Activities	108,015	106,225	94,540
Trading	265,764	250,200	254,057
Fundraising and Community Grants	34,200	2,800	3,944
Other Revenue	586	500	975
International Student Fees	-	7,000	-
	<u>524,263</u>	<u>472,725</u>	<u>457,264</u>
<b>Expense</b>			
Extra Curricular Activities Costs	79,331	77,950	67,259
Trading	258,092	233,500	255,046
Fundraising and Community Grant Costs	5,296	100	1,041
Other Locally Raised Funds Expenditure	4,255	1,000	3,003
International Student - Other Expenses	-	1,600	159
	<u>346,974</u>	<u>314,150</u>	<u>326,508</u>
<b>Surplus/ (Deficit) for the year Locally Raised Funds</b>	<u>177,289</u>	<u>158,575</u>	<u>130,756</u>

Donations include \$15,000 to assist with Learning Support expenses; \$3,300 in donated books for the school Library; and \$2500 towards the Year Six Graduation Event.

## 4. Learning Resources

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Curricular	117,448	114,970	92,366
Information and Communication Technology	16,673	21,100	15,350
Employee Benefits - Salaries	2,981,902	2,340,200	2,451,059
Staff Development	54,629	45,800	51,534
Depreciation	92,454	88,200	95,728
Other Learning Resources	8,207	8,100	5,202
	<u>3,271,313</u>	<u>2,618,370</u>	<u>2,711,239</u>

## 5. Administration

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Audit Fees	8,444	8,500	8,238
Board Fees and Expenses	14,140	11,400	14,092
Operating Leases	8,643	10,000	9,145
Legal Fees	383	350	7,696
Other Administration Expenses	64,132	62,350	69,336
Employee Benefits - Salaries	125,040	91,300	248,063
Insurance	7,919	7,500	7,370
Service Providers, Contractors and Consultancy	47,671	32,000	47,139
	<u>276,372</u>	<u>223,400</u>	<u>411,079</u>

## 6. Property

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Consultancy and Contract Services	48,909	51,800	44,390
Cyclical Maintenance	5,045	-	14,092
Heat, Light and Water	48,631	48,000	46,696
Rates	13	125	61
Repairs and Maintenance	50,001	36,500	62,777
Use of Land and Buildings	900,838	-	802,462
Employee Benefits - Salaries	67,775	72,000	62,133
Other Property Expenses	47,692	25,500	25,842
	<u>1,168,904</u>	<u>233,925</u>	<u>1,058,453</u>

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

## 7. Cash and Cash Equivalents

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Bank Accounts	566,871	119,026	71,359
Cash and cash equivalents for Statement of Cash Flows	<u>566,871</u>	<u>119,026</u>	<u>71,359</u>

Of the \$566,871 Cash and Cash Equivalents, \$23,136 is held by the School on behalf of the Ministry of Education. These funds have been provided by the Ministry as part of the school's 5 Year Agreement funding for upgrades to the school's buildings and include retentions on the projects, if applicable. The funds are required to be spent in 2025 on Crown owned school buildings.

Of the \$566,781 Cash and Cash Equivalents, \$11,000 of unspent grant funding is held by the School. This funding is subject to conditions which specify how the grant is required to be spent. If these conditions are not met, the funds will need to be returned.

## 8. Accounts Receivable

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Receivables	4,590	8,000	14,852
Receivables from the Ministry of Education	-	-	6,709
Interest Receivable	9,254	-	3,122
Banking Staffing Underuse	-	-	11,075
Teacher Salaries Grant Receivable	238,927	-	199,147
	<u>252,771</u>	<u>8,000</u>	<u>234,905</u>
Receivables from Exchange Transactions	13,844	8,000	17,974
Receivables from Non-Exchange Transactions	238,927	-	216,931
	<u>252,771</u>	<u>8,000</u>	<u>234,905</u>

## 9. Inventories

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
School Uniforms	3,233	4,200	1,742
	<u>3,233</u>	<u>4,200</u>	<u>1,742</u>

## 10. Investments

The School's investment activities are classified as follows:

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Current Asset			
Short-term Bank Deposits	300,000	360,000	300,000
Total Investments	<u>300,000</u>	<u>360,000</u>	<u>300,000</u>

## 11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2024	\$	\$	\$	\$	\$	\$
Building Improvements	416,927	-	-	-	(10,646)	<b>406,281</b>
Furniture and Equipment	298,249	6,855	(453)	-	(31,337)	<b>273,314</b>
Information and Communication Technology	111,114	23,780	(368)	-	(30,915)	<b>103,611</b>
Leased Assets	29,517	17,437	-	-	(13,802)	<b>33,152</b>
Library Resources	48,165	7,825	(2,788)	-	(5,754)	<b>47,448</b>
	<b>903,972</b>	<b>55,897</b>	<b>(3,609)</b>	<b>-</b>	<b>(92,454)</b>	<b>863,806</b>

The net carrying value of equipment held under a finance lease is \$25,536 (2023: \$26,381)

### Restrictions

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

	2024 Cost or Valuation	2024 Accumulated Depreciation	2024 Net Book Value	2023 Cost or Valuation	2023 Accumulated Depreciation	2023 Net Book Value
	\$	\$	\$	\$	\$	\$
Building Improvements	678,300	(272,019)	<b>406,281</b>	678,300	(261,373)	<b>416,927</b>
Furniture and Equipment	535,989	(262,675)	<b>273,314</b>	530,387	(232,138)	<b>298,249</b>
Information and Communication Technology	308,639	(205,028)	<b>103,611</b>	287,219	(176,105)	<b>111,114</b>
Leased Assets	59,929	(26,777)	<b>33,152</b>	61,209	(31,692)	<b>29,517</b>
Library Resources	114,094	(66,646)	<b>47,448</b>	115,417	(67,252)	<b>48,165</b>
	<b>1,696,951</b>	<b>(833,145)</b>	<b>863,806</b>	<b>1,672,532</b>	<b>(768,560)</b>	<b>903,972</b>

## 12. Accounts Payable

	2024 Actual	2024 Budget (Unaudited)	2023 Actual
	\$	\$	\$
Creditors	330,809	28,000	78,136
Accruals	6,444	8,000	5,538
Employee Entitlements - Salaries	238,927	-	199,147
Employee Entitlements - Leave Accrual	9,861	-	11,118
	<b>586,041</b>	<b>36,000</b>	<b>293,939</b>
Payables for Exchange Transactions	579,033	36,000	282,008
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	7,008	-	11,931
	<b>586,041</b>	<b>36,000</b>	<b>293,939</b>

The carrying value of payables approximates their fair value.

## 13. Revenue Received in Advance

	2024 Actual	2024 Budget (Unaudited)	2023 Actual
	\$	\$	\$
Grants in Advance - Ministry of Education	4,500	-	6,000
International Student Fees in Advance	7,530	-	-
Other revenue in Advance	11,000	1,500	26,000
	<b>23,030</b>	<b>1,500</b>	<b>32,000</b>



#### 14. Provision for Cyclical Maintenance

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Provision at the Start of the Year	41,333	41,333	32,532
Increase to the Provision During the Year	5,045	-	14,092
Use of the Provision During the Year	-	(16,333)	(5,291)
Other Adjustments	-	-	-
Provision at the End of the Year	46,378	25,000	41,333
Cyclical Maintenance - Non current	46,378	25,000	41,333
	46,378	25,000	41,333

Per the cyclical maintenance schedule, the School is next expected to undertake painting works during 2027. This plan is based on other external evidence (quotes and invoices), adjusted for inflation.

#### 15. Finance Lease Liability

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

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
No Later than One Year	13,109	-	12,714
Later than One Year and no Later than Five Years	13,393	29,857	14,366
	26,502	29,857	27,080
<b>Represented by</b>			
Finance lease liability - Current	13,109	-	12,714
Finance lease liability - Non current	13,393	29,857	14,366
	26,502	29,857	27,080

## 16. Funds Held for Capital Works Projects

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

	2024	Opening Balances \$	Receipts from MOE \$	Payments \$	Board Contributions \$	Closing Balances \$
Electrical Works #248086		-	23,000	(31,150)	8,150	-
Pool Changing Rooms #222069		(12,500)	-	-	-	(12,500)
Weather Tightness - Block 10 #221182		(77,706)	984,760	(883,918)	-	23,136
Totals		(90,206)	1,007,760	(915,068)	8,150	10,636

### Represented by:

Funds Held on Behalf of the Ministry of Education	23,136
Funds Receivable from the Ministry of Education	(12,500)

	2023	Opening Balances \$	Receipts from MOE \$	Payments \$	Board Contributions \$	Closing Balances \$
Toilet Refurb #222071		(15,453)	6,709	-	8,744	-
Shade Sails #222067		(2,048)	3,000	-	(952)	-
Pool Changing Rooms #222069		(9,024)	-	(8,583)	5,107	(12,500)
Weather Tightness - Block 10 #221182		(16,673)	-	(61,033)	-	(77,706)
Totals		(43,198)	9,709	(69,616)	12,899	(90,206)

### Represented by:

Funds Held on Behalf of the Ministry of Education	-
Funds Receivable from the Ministry of Education	(90,206)

## 17. Related Party Transactions

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

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

## 18. Remuneration

### Key management personnel compensation

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

	2024 Actual \$	2023 Actual \$
<i>Board Members</i> Remuneration	3,865	4,730
<i>Leadership Team</i> Remuneration Full-time equivalent members	771,635 7	653,287 6
Total key management personnel remuneration	775,500	658,017

There are 6 members of the Board excluding the Principal. The Board has held 9 full meetings of the Board in the year. As well as these regular meetings, including preparation time, the Presiding member and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

### Principal 1

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

	2024 Actual \$000	2023 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	150 - 160	130 - 140
Benefits and Other Emoluments	3 - 4	4 - 5
Termination Benefits	-	-

### Other Employees

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

Remuneration \$000	2024 FTE Number	2023 FTE Number
100 - 120	6.00	6.00
120 - 140	1.00	1.00
140 - 150	-	1.00
	7.00	8.00

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

## 19. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be board members, committee members, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable was as follows:

	2024 Actual	2023 Actual
Total	\$0	\$85,334
Number of People	0	3

20. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2024 (Contingent liabilities and assets at 31 December 2023: nil).

Holidays Act Compliance – Schools Payroll

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

The Ministry continues to review the Schools Sector Payroll to ensure compliance with the Holidays Act 2003. An initial remediation payment has been made to some current school employees. The Ministry is continuing to perform detailed analysis to finalise calculations and the potential impacts of specific individuals. As such, this is expected to resolve the liability for school boards.

Pay Equity and Collective Agreement Funding Wash-up

In 2024 the Ministry of Education provided additional funding for both the Support Staff in Schools' Collective Agreement (CA) Settlement and the Teacher Aide Pay Equity Settlement. At the date of signing the financial statements the School's final entitlement for the year ended 31 December 2024 has not yet been advised. The School has therefore not recognised an asset or a liability regarding this funding wash-up, which is expected to be settled in July 2025.

21. Commitments

(a) Capital Commitments

At 31 December 2024, the Board had capital commitments of \$72,261 (2023:\$NIL) as a result of entering the following contracts:

Contract Name	2024 Capital Commitment
Block 10 Weathertightenss	\$ 72,261
Total	<u><u>72,261</u></u>

The Board receives funding from the Ministry of Education for Capital Works which is disclosed in note 16.

(b) Operating Commitments

As at 31 December 2024, the Board has entered into the following contracts:

(a) operating lease of a EFTPOS Machine;

	2024 Actual \$	2023 Actual \$
No later than One Year	-	202
	<u><u>-</u></u>	<u><u>202</u></u>

The total lease payments incurred during the period were \$202 (2023: \$485).

## 22. Financial Instruments

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

### Financial assets measured at amortised cost

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Cash and Cash Equivalents	566,871	119,026	71,359
Receivables	252,771	8,000	234,905
Investments - Term Deposits	300,000	360,000	300,000
Total financial assets measured at amortised cost	<u>1,119,642</u>	<u>487,026</u>	<u>606,264</u>

### Financial liabilities measured at amortised cost

Payables	579,033	36,000	282,008
Finance Leases	26,502	29,857	27,080
Total financial liabilities measured at amortised cost	<u>605,535</u>	<u>65,857</u>	<u>309,088</u>

## 23. Events After Balance Date

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

## 24. Comparatives

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

## Independent Auditor's Report

### To the Readers of Birkenhead Primary School's Financial Statements

For the Year Ended 31 December 2024

The Auditor-General is the auditor of Birkenhead Primary School (the School). The Auditor-General has appointed me, Myriam Gros, using the staff and resources of William Buck Audit (NZ) Limited, to carry out the audit of the financial statements of the School on his behalf.

#### Opinion

We have audited the financial statements of the School on pages 2 to 19, that comprise the statement of financial position as at 31 December 2024, 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 2024; 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 (PBE IPSAS) Reduced Disclosure Regime.

Our audit was completed on 30 May 2025. This is the date at which our opinion is expressed.

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

#### Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board.

Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report. We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

The Board is responsible on behalf of the School for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand.

The Board is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.

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

The Board's responsibilities, arise from section 134 of the Education and training Act 2020.

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

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

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

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

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

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

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

opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the School to cease to continue as a going concern.

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

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

Our responsibilities arises from the Public Audit Act 2001.

### **Other information**

The Board of Trustees is responsible for the other information. The other information comprises the information included in the annual report being the Birkenhead Primary School Analysis of Variance Reporting EOY 2024, Kiwisport Funding Statement, Statement of Compliance with Employment Policy, Giving Effect to Tiriti o Waitangi and Members of the Board of, 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.



**Myriam Gros**  
**William Buck Audit (NZ) Limited**  
On behalf of the Auditor-General  
Auckland, New Zealand