

SPOTSWOOD COLLEGE

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

School Directory

Ministry Number:	173
Principal:	Nicola Ngarewa
School Address:	129 South Road, New Plymouth
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School Phone:	06 751 2416
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Members of the Board of Trustees

Name	Position	How Position Gained	Term Expires/ Expired
Mike Cole	Chairperson	Elected	Jun 2022
Nicola Ngarewa	Principal	ex Officio	
Kamanomano Mahu	Parent Rep	Elected	Jun 2022
Steven Parrish	Parent Rep	Elected	Jun 2022
Meryn Penno	Parent Rep	Elected	Jun 2022
Linda Whitehead	Parent Rep	Elected	Jun 2022
Julia Stephens	Staff Rep	Elected	Jun 2022
Riley Peters	Student Rep	Elected	Sep 2021
Yulan Imhasly	Student Rep	Elected	Sep 2020
Andrys Underwood	Other	Co-opted	Jun 2022

Accountant / Service Provider: Education Services Ltd



SPOTSWOOD COLLEGE

Annual Report - For the year ended 31 December 2020

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Spotswood College

Statement of Responsibility

For the year ended 31 December 2020

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 2020 fairly reflects the financial position and operations of the school.

The School's 2020 financial statements are authorised for issue by the Board.

MICHAEL COLE

Full Name of Board Chairperson



Signature of Board Chairperson

6 August 2021

Date:

Full Name of Principal



Signature of Principal

6 August 2021

Date:

Spotswood College
Statement of Comprehensive Revenue and Expense
For the year ended 31 December 2020

		2020	2020	2019
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Revenue				
Government Grants	2	9,951,309	8,233,312	8,615,654
Locally Raised Funds	3	482,454	796,050	553,307
Interest income		1,049	6,773	6,148
Gain on Sale of Property, Plant and Equipment		169	-	-
International Students	4	90,528	263,400	219,625
Other Revenue		8,482	-	81,837
		<u>10,533,991</u>	<u>9,299,535</u>	<u>9,476,571</u>
Expenses				
Locally Raised Funds	3	355,715	209,310	307,371
International Students	4	129,547	157,250	162,436
Learning Resources	5	7,178,884	6,706,111	6,655,090
Administration	6	532,917	556,623	751,949
Finance		18,681	15,946	32,204
Property	7	2,004,185	1,398,048	1,446,101
Depreciation	8	234,022	155,535	209,217
Loss on Disposal of Property, Plant and Equipment		6,036	-	-
Amortisation of Intangible Assets		3,761	-	5,217
		<u>10,463,748</u>	<u>9,198,823</u>	<u>9,569,585</u>
Net Surplus / (Deficit) for the year		70,243	100,712	(93,014)
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>70,243</u>	<u>100,712</u>	<u>(93,014)</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.

Spotswood College
Statement of Changes in Net Assets/Equity

For the year ended 31 December 2020

	Notes	Actual 2020 \$	Budget (Unaudited) 2020 \$	Actual 2019 \$
Balance at 1 January		1,514,136	1,330,147	1,582,411
Total comprehensive revenue and expense for the year		70,243	100,712	(93,014)
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		38,865	-	23,550
TAC Furniture & Equipment Grant		1,371	-	-
Net Movement in Trusts		2,034	-	1,189
Equity at 31 December	25	1,626,649	1,430,859	1,514,136
Retained Earnings		1,626,649	1,430,859	1,514,136
Equity at 31 December		1,626,649	1,430,859	1,514,136

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.

Spotswood College Statement of Financial Position

As at 31 December 2020

		2020	2020	2019
	Notes	Actual \$	Budget (Unaudited) \$	Actual \$
Current Assets				
Cash and Cash Equivalents	9	524,265	565,866	297,848
Accounts Receivable	10	409,765	369,586	507,689
GST Receivable		-	13,031	16,466
Prepayments		11,748	3,430	17,148
Inventories	11	119,043	54,466	69,774
Investments	12	124,798	116,968	56,000
		<u>1,189,619</u>	<u>1,123,347</u>	<u>964,925</u>
Current Liabilities				
GST Payable		2,480	-	-
Accounts Payable	15	603,415	611,048	565,009
Revenue Received in Advance	16	173,361	138,357	142,556
Provision for Cyclical Maintenance	17	74,746	57,801	80,050
Finance Lease Liability - Current Portion	18	92,608	91,891	113,707
Funds held in Trust	19	7,315	74,435	103,086
Funds held for Capital Works Projects	20	178,985	-	45,713
		<u>1,132,910</u>	<u>973,532</u>	<u>1,050,121</u>
Working Capital Surplus/(Deficit)		56,709	149,815	(85,196)
Non-current Assets				
Investments (more than 12 months)		-	-	63,828
Property, Plant and Equipment	13	1,643,967	1,360,390	1,635,330
Intangible Assets		9,035	8,157	12,796
Work in Progress		-	-	6,748
		<u>1,653,002</u>	<u>1,368,547</u>	<u>1,718,702</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	17	34,557	8,281	26,279
Finance Lease Liability	18	48,505	79,222	93,091
		<u>83,062</u>	<u>87,503</u>	<u>119,370</u>
Net Assets		<u>1,626,649</u>	<u>1,430,859</u>	<u>1,514,136</u>
Equity		<u>1,626,649</u>	<u>1,430,859</u>	<u>1,514,136</u>

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

Spotswood College
Statement of Cash Flows
For the year ended 31 December 2020

		2020	2020	2019
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Cash flows from Operating Activities				
Government Grants		3,520,150	2,769,186	2,903,549
Locally Raised Funds		564,793	696,050	616,465
International Students		11,495	263,400	195,316
Goods and Services Tax (net)		18,946	-	(3,435)
Funds Administered on Behalf of Third Parties		(97,426)	-	32,285
Payments to Employees		(2,521,281)	(1,837,063)	(2,040,617)
Payments to Suppliers		(1,253,868)	(1,715,853)	(1,787,815)
Cyclical Maintenance Payments in the year		-	(32,500)	-
Interest Paid		(18,681)	(15,946)	(32,204)
Interest Received		1,997	6,773	6,292
Net cash from/(to) Operating Activities		226,125	134,047	(110,164)
Cash flows from Investing Activities				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		690	-	-
Purchase of Property Plant & Equipment (and Intangibles)		(96,180)	-	(91,846)
Purchase of Investments		(4,969)	-	(2,861)
Net cash from/(to) Investing Activities		(100,459)	-	(94,707)
Cash flows from Financing Activities				
Furniture and Equipment Grant		38,865	-	23,550
Owners Contributions		3,405	-	-
Finance Lease Payments		(110,634)	(127,341)	(125,704)
Funds Held for Capital Works Projects		169,115	-	45,713
Net cash from/(to) Financing Activities		100,751	(127,341)	(56,441)
Net increase/(decrease) in cash and cash equivalents		226,417	6,706	(261,312)
Cash and cash equivalents at the beginning of the year	9	297,848	559,160	559,160
Cash and cash equivalents at the end of the year	9	524,265	565,866	297,848

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

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

Spotswood College

Notes to the Financial Statements

For the year ended 31 December 2020

1. Statement of Accounting Policies

a) Reporting Entity

Spotswood College (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 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 2020 to 31 December 2020 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 and Training Act 2020 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as "having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders".

PBE Accounting Standards Reduced Disclosure Regime

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken.

Measurement Base

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

Presentation Currency

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

Specific Accounting Policies

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

Critical Accounting Estimates And Assumptions

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

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

Cyclical maintenance

A school recognises its obligation to maintain the Ministry's buildings in a good state of repair as a provision for cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's 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 17.

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 13.

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 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.

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 (uncollectable debts). The schools receivables are largely made up of funding from the Ministry of Education, therefore the level of uncollectable debts is not considered to be material. However, short-term receivables are written off when there is no reasonable expectation of recovery.

i) Inventories

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

j) Investments

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

k) Property, Plant and Equipment

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

Improvements to buildings owned by the Crown are recorded at cost, less accumulated depreciation and impairment losses.

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

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:

Buildings	20-40 years
Building Improvements	20-40 years
Furniture and Equipment	5-10 years
Information and Communication	5 years
Motor Vehicles	5 years
Textbooks	6 years
Library Resources	8 years
Leased assets held under a Finance Lease	Term of Lease

l) 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 that the school receives from the Ministry of Education is normally acquired through a non-exchange transaction and is not of a material amount. It's 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.

m) 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.

n) 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.

o) Employee Entitlements

Short-term employee entitlements

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, and also annual leave earned, by non teaching staff, to but not yet taken at balance date.

Long-term employee entitlements

Employee benefits that are 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.

p) 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.

q) 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.

r) 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 the School's 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.

s) Provision for Cyclical Maintenance

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

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

t) Financial Instruments

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are categorised as 'financial assets measured at amortised cost' for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as 'financial assets at fair value through other comprehensive revenue and expense' for accounting purposes in accordance with financial reporting standards.

The School's financial liabilities comprise accounts payable, borrowings, finance lease liability, 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.

u) 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.

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

v) 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.

w) Budget Figures

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

x) 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

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operational Grants	2,535,232	2,091,889	2,086,495
Teachers' Salaries Grants	5,009,748	4,577,116	4,744,526
Use of Land and Buildings Grants	1,421,888	887,010	873,388
Resource Teachers Learning and Behaviour Grants	6,486	6,000	7,232
Other MoE Grants	925,584	664,097	858,169
Other Government Grants	52,371	7,200	45,844
	<u>9,951,309</u>	<u>8,233,312</u>	<u>8,615,654</u>

The school has opted in to the donations scheme for this year. Total amount received was \$106,350.

Other MOE Grants total includes additional COVID-19 funding totalling \$112,905 and MOE COVID devices of \$130,284 for the year ended 31 December 2020.

3. Locally Raised Funds

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

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Revenue			
Donations	3,935	200	37,219
Bequests & Grants	34,289	300,000	67,349
Activities	211,428	184,150	211,339
Trading	221,067	297,200	146,290
Fundraising	11,735	14,500	22,018
Other Revenue	-	-	69,092
	<u>482,454</u>	<u>796,050</u>	<u>553,307</u>
Expenses			
Activities	61,339	-	101,701
Trading	288,293	209,310	191,207
Fundraising (Costs of Raising Funds)	6,083	-	14,463
	<u>355,715</u>	<u>209,310</u>	<u>307,371</u>
<i>Surplus for the year Locally raised funds</i>	<u>126,739</u>	<u>586,740</u>	<u>245,936</u>

4. International Student Revenue and Expenses

	2020 Actual Number	2020 Budget (Unaudited) Number	2019 Actual Number
International Student Roll	13	62	47
	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Revenue			
International Student Fees	90,528	263,400	219,625
Expenses			
Advertising	3,961	5,000	6,956
Commissions	3,637	25,000	26,393
International student levy	3,860	-	5,003
Employee Benefit - Salaries	110,232	118,500	112,718
Other Expenses	7,857	8,750	11,366
	129,547	157,250	162,436
<i>Surplus for the year International Students'</i>	(39,019)	106,150	57,189

5. Learning Resources

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Curricular	185,200	220,324	203,244
Library Resources	2,589	3,050	2,650
Employee Benefits - Salaries	6,191,114	5,839,179	5,628,807
Staff Development	3,637	16,000	9,849
Ict	65,941	85,000	68,009
Gateway	56,511	90,354	45,340
Star	23,926	72,252	34,745
Star Employee Benefits - Salaries	23,376	-	20,065
Orrs Consumables	4,858	-	14,670
Orrs Employee Benefits - Salaries	307,027	-	265,421
Taranaki Activity Centre	28,276	54,385	31,965
Taranaki Activity Centre Employee Benefits - Salaries	61,343	42,550	79,667
Alternative Education	172,981	242,866	200,249
Alternative Education Employee Benefits - Salaries	52,105	40,151	43,409
Extra Curricular Activities	-	-	7,000
	7,178,884	6,706,111	6,655,090

6. Administration

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Audit Fee	10,473	10,473	10,456
Board of Trustees Fees	5,270	5,150	5,535
Board of Trustees Expenses	11,419	20,100	24,485
Communication	22,213	26,000	38,245
Consumables	(4,498)	2,100	12,365
Operating Lease	21,181	8,000	39,691
Legal Fees	339	-	339
Other	132,356	99,700	254,307
Employee Benefits - Salaries	289,029	295,000	321,605
Insurance	20,421	25,000	20,581
Service Providers, Contractors and Consultancy	24,714	65,100	24,340
	532,917	556,623	751,949

7. Property

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	38,250	27,800	33,673
Cyclical Maintenance Expense	2,974	20,168	(21,810)
Grounds	8,556	17,000	26,685
Heat, Light and Water	110,128	93,820	128,895
Rates	8,928	9,500	14,442
Repairs and Maintenance	60,870	57,250	73,321
Use of Land and Buildings	1,421,888	887,010	873,388
Security	6,872	5,500	5,777
Employee Benefits - Salaries	345,719	280,000	311,730
	<u>2,004,185</u>	<u>1,398,048</u>	<u>1,446,101</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

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Building Improvements	26,519	17,921	24,106
Furniture and Equipment	52,493	36,525	49,132
Information and Communication Technology	31,938	10,646	14,320
Motor Vehicles	2,525	2,346	3,156
Leased Assets	115,567	84,354	113,468
Library Resources	4,980	3,743	5,035
	<u>234,022</u>	<u>155,535</u>	<u>209,217</u>

9. Cash and Cash Equivalents

	2020	2020	2019
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Cash on Hand	2,506	-	2,506
Bank Current Account	35,494	21,509	12,835
Bank Call Account	486,265	544,357	282,507
Cash and cash equivalents for Statement of Cash Flows	<u>524,265</u>	<u>565,866</u>	<u>297,848</u>

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

Of the \$524,265 Cash and Cash Equivalents \$178,985 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2021 on Crown owned school buildings under the School's Five Year Property Plan.

10. Accounts Receivable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Receivables	33,222	16,714	69,919
Receivables from the Ministry of Education	6,635	-	86,341
Banking Staffing Underuse	-	17,960	-
Interest Receivable	42	1,134	990
Teacher Salaries Grant Receivable	369,866	333,778	350,439
	<u>409,765</u>	<u>369,586</u>	<u>507,689</u>
Receivables from Exchange Transactions	20,970	17,848	70,909
Receivables from Non-Exchange Transactions	388,794	351,738	436,780
	<u>409,764</u>	<u>369,586</u>	<u>507,689</u>

11. Inventories

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Canteen	494	361	450
Farm	32,230	6,690	12,400
Stationery	-	650	1,058
Uniforms	86,319	46,765	55,866
	<u>119,043</u>	<u>54,466</u>	<u>69,774</u>

12. Investments

The School's investment activities are classified as follows:

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Current Asset			
Short-term Bank Deposits	124,798	116,968	56,000
Non-current Asset			
Long-term Bank Deposits	-		63,828
Total Investments	<u>124,798</u>	<u>116,968</u>	<u>119,828</u>

13. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2020	\$	\$	\$	\$	\$	\$
Building Improvements	986,531	10,435	-	-	(26,519)	970,447
Furniture and Equipment	299,450	63,811	(71)	-	(52,493)	310,697
Information and Communication Tech	55,112	130,284	-	-	(31,938)	153,458
Motor Vehicles	12,624	-	-	-	(2,525)	10,099
Leased Assets	266,009	73,809	(35,609)	-	(115,567)	188,642
Library Resources	15,604	-	-	-	(4,980)	10,624
Balance at 31 December 2020	1,635,330	278,339	(35,680)	-	(234,022)	1,643,967

The net carrying value of equipment held under a finance lease is \$188,642 (2019: \$266,009)

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2020	\$	\$	\$
Building Improvements	1,502,264	(531,817)	970,447
Furniture and Equipment	1,369,592	(1,058,895)	310,697
Information and Communication	496,984	(343,526)	153,458
Motor Vehicles	109,341	(99,242)	10,099
Textbooks	178,025	(178,025)	-
Leased Assets	512,261	(323,619)	188,642
Library Resources	187,579	(176,955)	10,624
Balance at 31 December 2020	4,356,046	(2,712,079)	1,643,967

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2019	\$	\$	\$	\$	\$	\$
Building Improvements	962,864	47,773	-	-	(24,106)	986,531
Furniture and Equipment	321,082	27,500	-	-	(49,132)	299,450
Information and Communication Tech	60,364	9,068	-	-	(14,320)	55,112
Motor Vehicles	15,780	-	-	-	(3,156)	12,624
Leased Assets	199,976	179,501	-	-	(113,468)	266,009
Library Resources	20,639	-	-	-	(5,035)	15,604
Balance at 31 December 2019	1,580,705	263,842	-	-	(209,217)	1,635,330

The net carrying value of equipment held under a finance lease is \$266,009 (2018: \$199,976)

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2019	\$	\$	\$
Building Improvements	1,491,829	(505,298)	986,531
Furniture and Equipment	1,313,709	(1,014,259)	299,450
Information and Communication	366,700	(311,588)	55,112
Motor Vehicles	109,341	(96,717)	12,624
Textbooks	178,025	(178,025)	-
Leased Assets	539,420	(273,411)	266,009
Library Resources	187,579	(171,975)	15,604
Balance at 31 December 2019	4,186,603	(2,551,273)	1,635,330

14. Intangible Assets

The School's Intangible Assets are made up of acquired computer software.

	Acquired software	Internally generated software	Total \$
Cost			
Balance at 1 January 2019	8,156		8,156
Additions	9,856		9,856
Disposals			
Balance at 31 December 2019/1 January 2020	18,012	-	18,012
Additions			
Disposals			
Balance at 31 December 2020	18,012	-	18,012
Accumulated Amortisation and impairment losses			
Balance at 1 January 2019			
Amortisation expense	5,216		5,216
Disposals			
Impairment losses			
Balance at 31 December 2019/1 January 2020	5,216	-	5,216
Amortisation expense	3,760		3,760
Disposals			
Impairment losses			
Balance at 31 December 2020	8,976	-	8,976
Carrying amounts			
At 1 January 2019	2,940	-	2,940
At 31 December 2019/ 1 January 2020	12,796	-	12,796
At 31 December 2020	9,036	-	9,036

There are no restrictions over the title of the school's intangible assets, nor are any intangible assets pledged as security for liabilities.

Capital commitments

The amount of contractual commitments for the acquisition of intangible assets is \$nil (2019 \$nil)

15. Accounts Payable

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Operating Creditors	125,622	213,046	89,238
Accruals	10,474	9,584	10,168
Capital Accruals for PPE items	2,636	-	28,682
Banking Staffing Overuse	28,080	2,695	28,080
Employee Entitlements - Salaries	369,866	333,778	350,439
Employee Entitlements - Leave Accrual	66,737	51,945	58,402
	603,415	611,048	565,009
Payables for Exchange Transactions	603,414	611,048	565,009
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	603,414	611,048	565,009

The carrying value of payables approximates their fair value.

16. Revenue Received in Advance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Income In Advance	1,479	138,357	-
Prov for Sport Unif Replcmt	6,018	-	6,018
Grants In advance MOE	97,982	-	-
Other Income In Advance	53,435	-	35,673
Students / Other	1,460	-	21,832
International Student Fees	12,987	-	79,033
	<u>173,361</u>	<u>138,357</u>	<u>142,556</u>

17. Provision for Cyclical Maintenance

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Provision at the Start of the Year	106,329	45,914	128,139
Increase/(decrease) to the Provision During the Year	15,333	20,168	(21,810)
Adjustment to the Provision	(12,359)	-	-
Provision at the End of the Year	<u>109,303</u>	<u>66,082</u>	<u>106,329</u>
Cyclical Maintenance - Current	74,746	57,801	80,050
Cyclical Maintenance - Term	34,557	8,281	26,279
	<u>109,303</u>	<u>66,082</u>	<u>106,329</u>

18. Finance Lease Liability

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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
No Later than One Year	100,715	91,891	127,138
Later than One Year and no Later than Five Years	53,395	79,222	96,855
	<u>154,110</u>	<u>171,113</u>	<u>223,993</u>

19. Funds held in Trust

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	7,315	74,435	103,086
Funds Held in Trust on Behalf of Third Parties - Non-current	-	-	-
	<u>7,315</u>	<u>74,435</u>	<u>103,086</u>

These funds are held where the school is agent for representative amounts and therefore these are not included in the Statement of Comprehensive Revenue and Expense.

20. Funds Held (Owed) for Capital Works Projects

During the year the School received and applied funding from the Ministry of Education for the following capital works projects:

	2020	Opening Balances	Receipts from MoE	Payments	BOT Contribution/ (Write-off to R&M)	Closing Balances
		\$	\$	\$		\$
Security Camera System	<i>completed</i>	-	45,471	(45,471)	-	-
AMS T Block	<i>in progress</i>	-	95,400	(18,895)	-	76,505
SIP Market Garden Upgrade	<i>in progress</i>	-	18,000	(16,487)	-	1,513
SIP Uniform Shop	<i>completed</i>	-	29,808	(29,808)	-	-
Building WOF	<i>in progress</i>	-	27,000	(26,173)	-	827
Pool / Top Shed Changing Rooms	<i>in progress</i>	-	94,860	-	-	94,860
SIP Bike Shed / Shelter	<i>in progress</i>	-	12,031	(8,751)	-	3,280
TAC Block A Autex Replacement	<i>completed</i>	713	287	(1,000)	-	-
TAC Artificial Turf	<i>completed</i>	-	19,476	(19,476)	-	-
TAC Re Roof	<i>completed</i>	45,000	11,302	(56,302)	-	-
TAC Fencing	<i>in progress</i>	-	18,549	(16,549)	-	2,000
Totals		45,713	372,184	(238,912)	-	178,985

Represented by:

Funds Held on Behalf of the Ministry of Education	178,985
Funds Due from the Ministry of Education	-
Totals	178,985

	2019	Opening Balances	Receipts from MoE	Payments	BOT Contribution/ (Write-off to R&M)	Closing Balances
		\$	\$	\$		\$
TAC Block A Autex Replacement	<i>in progress</i>	-	5,596	(4,883)	-	713
TAC Re Roof	<i>in progress</i>	-	45,000	-	-	45,000
Totals		-	50,596	(4,883)	-	45,713

21. 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.

22. Remuneration

Key management personnel compensation

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

	2020 Actual \$	2019 Actual \$
<i>Board Members</i>		
Remuneration	5,270	5,535
Full-time equivalent members	0.23	0.24
<i>Leadership Team</i>		
Remuneration	1,726,073	1,715,493
Full-time equivalent members	17.39	18.00
Total key management personnel remuneration	<u>1,731,343</u>	<u>1,721,028</u>
Total full-time equivalent personnel	<u>17.62</u>	<u>18.24</u>

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:

	2020 Actual \$000	2019 Actual \$000
<i>Salaries and Other Short-term Employee Benefits:</i>		
Salary and Other Payments	170 - 180	160 - 170
Benefits and Other Emoluments	5 - 6	4 - 5
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2020 FTE Number	2019 FTE Number
100 - 110	7.00	3.00
110 - 120	4.00	-
120 - 130	1.00	-
	<u>12.00</u>	<u>3.00</u>

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

23. 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:

	2020 Actual	2019 Actual
Total	-	-
Number of People	-	-

24. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2020 (Contingent liabilities and assets at 31 December 2019: 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's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. The current phase of this review is to design potential solutions for any compliance breaches discovered in the initial phase of the Programme. Final calculations and potential impact on any specific individual will not be known until further detailed analysis and solutions have been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2020, a contingent liability for the school may exist.

25. Commitments

(a) Capital Commitments

As at 31 December 2020 the Board has entered into contract agreements for capital works as follows:

\$106,000 contract for the AMS T Block as agent for the Ministry of Education. This project is fully funded by the Ministry and \$95,400 has been received of which \$18,895 has been spent on the project to balance date. This project has been approved by the Ministry; and

\$20,000 contract for the SIP Market Garden Upgrade as agent for the Ministry of Education. This project is fully funded by the Ministry and \$18,000 has been received of which \$16,487 has been spent on the project to balance date. This project has been approved by the Ministry; and

\$30,000 contract for the Building WOF as agent for the Ministry of Education. This project is fully funded by the Ministry and \$27,000 has been received of which \$26,173 has been spent on the project to balance date. This project has been approved by the Ministry; and

\$105,400 contract for the Pool / Top Shed Changing Rooms as agent for the Ministry of Education. This project is fully funded by the Ministry and \$94,860 has been received of which \$0 has been spent on the project to balance date. This project has been approved by the Ministry; and

\$14,479 contract for the SIP Bike Shed / Shelter as agent for the Ministry of Education. This project is fully funded by the Ministry and \$12,031 has been received of which \$8,751 has been spent on the project to balance date. This project has been approved by the Ministry; and

\$21,049 contract for the TAC Fencing as agent for the Ministry of Education. This project is fully funded by the Ministry and \$18,549 has been received of which \$16,549 has been spent on the project to balance date. This project has been approved by the Ministry.

(Capital commitments as at 31 December 2019: Nil).

(b) Operating Commitments

As at 31 December 2020 the Board has entered into the following contracts:

(a) operating lease of photocopiers;

	2020 Actual \$	2019 Actual \$
No later than One Year	3,768	2,379
Later than One Year and No Later than Five Years	5,966	-
Later than Five Years	-	-
	<u>9,734</u>	<u>2,379</u>

26. 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.

27. 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

	2020 Actual \$	2020 Budget (Unaudited) \$	2019 Actual \$
Cash and Cash Equivalents	524,265	565,866	297,848
Receivables	409,765	369,586	507,689
Investments - Term Deposits	124,798	116,968	-
Total Financial assets measured at amortised cost	<u>1,058,828</u>	<u>1,052,420</u>	<u>805,537</u>

Financial liabilities measured at amortised cost

Payables	603,415	611,048	565,009
Borrowings - Loans	-	-	-
Finance Leases	141,113	171,113	206,798
Painting Contract Liability	-	-	-
Total Financial Liabilities Measured at Amortised Cost	<u>744,528</u>	<u>782,161</u>	<u>771,807</u>

28. Events After Balance Date

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

29. 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 SPOTSWOOD COLLEGE SCHOOLS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

The Auditor-General is the auditor of Spotswood College (the School). The Auditor-General has appointed me, Cameron Town, using the staff and resources of Silks Audit Chartered Accountants 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 23, that comprise the statement of financial position as at 31 December 2020, 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 2020; 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 Tier 2 PBE Accounting Standards (PBE IPSAS) Reduced Disclosure Regime

Our audit was completed on 6 August 2021. 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.



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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 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 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, in terms of the requirements of the Education and Training Act 2020, arise from section 87 of 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.



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- 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 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 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 is responsible for the other information. The other information comprises the Board of Trustees schedule included under the School Directory page, Analysis of Variance and Kiwisport Statement, included as appendices 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.



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

Cameron Town
Silks Audit Chartered Accountants Ltd
Whanganui, New Zealand

Date: 6 August 2021



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Our Mission

**We Connect
We Strengthen and
We Inspire each other.**

Our Vision

To achieve personal excellence and build a better world for tomorrow.

Our Values

- Students at the centre
- Community at the heart
- Contributing to local and global communities
- Global Goals



- Deep, visible and inclusive learning

- Agility and responsive

And in everything we do we honour the unique place of Maori as tangata whenua of Aotearoa New Zealand.

Annual Plan (Draft) 2019



	1. Akonga Student Success	2. Rangatiratanga Leaders of Learning	3. Whanaungatanga Powerful Partnerships	4. Future Focused
	<i>We will strengthen each other to achieve personal excellence.</i>	<i>We will inspire each other to create our futures.</i>	<i>We will connect with each other to build a better world for tomorrow.</i>	<i>We will ALWAYS be a future focused school.</i>
Goal	1.1 Teaching and learning is visible, deep, inclusive and culturally responsive to assist student learning progression in Core competencies, Literacy, Numeracy, STEAM and the framework of Impact Inquiry and Design Thinking.	2.1 To introduce the new curriculum to further develop practice of leaders of learning to improve Attendance, Retention, Engagement and Achievement of students.	3.1 To enhance practice in Learning Advisory so as to improve student success and engagement. 3.2 To grow student, staff, whanau, local and global community partnerships. 3.3 To promote the Sustainable Development Goals	4.1 To build leadership capability of middle leaders to rigorously inquire with their teachers so as to enhance teacher practice and student success. 4.2 To build student leadership capability 4.3 To enhance BOT leadership
Actions	1.1.1 Staff and students work to co-design strategies to develop visible, deep, inclusive and culturally responsive practices. through Core Competencies Literacy Numeracy STEAM And the framework of Impact Inquiry and Design Thinking Graduate Profile 1.1.2 Staff and students use E-learning platforms, tools and strategies so as to	2.1.1 Staff and students co-develop task development, assigning, evaluating and reporting. 2.1.2 Staff implement the Core Competencies Literacy Numeracy STEAM And the framework of Impact Inquiry and Design Thinking to support visible, deep and inclusive learning. 2.1.3 SLT monitor Attendance,	3.1.1. The Learning Advisory curriculum is developed focusing on - Growing respectful learning relationships, planning for success, getting future ready and understanding and managing self 3.1.2 Learning Advisors develop tracking process for student coverage of the curriculum and connectedness to future pathways 3.2.1 Connections are established to support staff, students, whanau, local and global communities.	4.1.1 All middle leaders will use Leadership Strategy 4.1.2 SLT work with middle leaders to develop interpersonal skills and strategies for understanding teachers' thinking around challenges of practice 4.1.3 SLT meet with middle leaders weekly to maintain focus on annual plan and targets. 4.2.1 SLT meet with student leaders weekly to support and develop their leadership

	<p>ensure learning is visible, deep and as inclusive as possible.</p> <p>1.13 Staff and students to strengthen formative assessment opportunities and negotiate assessments so as to maximise opportunities for student success.</p> <p>1.14 Staff continue to develop culturally responsive practices.</p>	<p>Retention, Engagement and Achievement of students and develop proactive responses with LA, Deans, staff, whanau and the wider community to engage students.</p>	<p>3.3.1 Sustainable Development Goals are included in the overall the curriculum.</p>	<p>4.2.3 BOT will focus on the strategic focus.</p>
Outcomes	<p>Rates of L1, L2 and L3 NCEA Certificate merit and excellence endorsements are improved. UE pass rate is improved.</p> <p>Literacy and Numeracy progression</p> <p>Staff and students understand and can explain learning competency progression,</p> <p>Learning is visible, deep and inclusive.</p> <p>Assessment practices are negotiated, agile, responsive and inclusive.</p>	<p>Staff are upskilled through an aligned PLD Plan,</p> <p>Supported with lesson observations and the Performance Appraisal Process</p> <p>AREA data in programs and across the school are raised.</p>	<p>Learning Advisors provide responsive personalised support and learning for students - growing respectful learning relationships, planning for success, getting future ready and understanding and managing self.</p> <p>Students experience responsive and personalised learning and support for learning.</p> <p>Whanau connect database is developed</p> <p>Expert partnership platform is developed</p> <p>The sustainable goals are embedded into the curriculum</p>	<p>Middle leaders feel confident to use Leadership Framework</p> <p>Middle leaders continue to develop solution focused strategies supporting and challenging areas of practice needing to be improved with their teams.</p> <p>Middle leaders feel supported by the Senior Leadership Team.</p> <p>Teacher practice improves and results in improved student outcomes.</p> <p>BOT will progress the strategic focus.</p>
Targets	<p>>50% Level one certificates are gained with merit or excellence endorsement.</p> <p>>50% Level two certificates</p>	<p>>95% of students are actively engaged in their programs of learning</p> <p>>95% of junior students</p>	<p>100% Learning Advisors deliver and track the Learning Advisor Curriculum.</p> <p>>80% of tutees agree/strongly</p>	<p>100% of middle leaders will have engaged with and reflected on leadership framework, setting appropriate goals to develop their capability</p>

<p>are gained with merit or excellence endorsement.</p> <p>>50% Level three certificates are gained with merit or excellence endorsement.</p> <p>>40 UE %</p> <p>100% of teachers and students can explain their learning progression towards the Learning Dispositions Literacy Numeracy STEAM And the process of Impact Inquiry and Design Thinking</p> <p>>95% of students negotiated assessment opportunities.</p>	<p>understand and use elements of the Impact Inquiry/ Design Thinking framework.</p> <p>100% of staff and students develop the ability to develop, assign and evaluate tasks.</p> <p>100% of staff are reflective, agile and responsive to student learning needs.</p>	<p>agree that their Learning Advisor helps them with their learning at school and for the future.</p> <p>80% families are engaged in community connect points</p> <p>>100 Expert partnerships on the platform.</p>	<p>100% of middle leaders are solution focused supporting and challenging areas of practice needing to be improved with their teams. .</p> <p>100% of middle leaders feel supported by the Senior Leadership Team.</p> <p>100% of student leaders feel supported by the Senior Leadership Team.</p> <p>100% BOT will have engaged in the strategic focus.</p>
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Strategic Focus 1

Learning and Teaching

To deliver a curriculum for Spotswood College that empowers students to co-construct their learning in a dynamic learning community.

Strategic Focus 2

Self Review and Reporting

To develop and implement a strategic plan effecting the National Education Guidelines through policies, plans and programmes that reflect the vision and values of Spotswood College allowing for constant reflection, review and refinement of the processes to ensure the school is constantly seeking to be the best it can.

Strategic Focus 3

Human Resources

To ensure that high quality staff are appointed who are committed to the values and visions of Spotswood College and to design professional learning for all staff that empowers them to co-construct their learning in a dynamic learning community.

Strategic Focus 4

Finance and Property

To ensure a model of resource allocation that provides the greatest opportunities for students and staff, which will remain sustainable over the long term.

Strategic Focus 5

Health and Safety

To maintain a mutually respectful learning community where individuals are valued.

Strategic Focus 6

Compliance

To fully comply with all regulatory, legislative and school policy requirements as they pertain to school operations, and to ensure that policies and practices reflect NZ's cultural diversity and the unique position of Maori.

Strategic Focus 7

Building School Community

To communicate a school identity that reflects our values and vision, our unique character and our community.

Strategic Focus 8

Digital Fluency

To ensure information systems support the development of an effective learning community.

Strategic Focus 1 – Learning and Teaching

Refine and seek to sustain Spotswood College's pedagogy based on its values and vision and current research that promotes quality learning.

Implement curriculum and assessment procedures that reflect the school's vision and values and provides clear direction and guidance.

Manage the NZQA accreditation process and ongoing management of data.

Establish a research base that informs learning and promotes continuous improvement.

Collaboratively establish forums that enable students to participate as citizens in the life of the school and to contribute to and initiate improved practice.

Design and implement systems of accountability that ensure that what is espoused is practiced.

Strategic Focus 2 – Self Review and Reporting

The Charter is reviewed and updated annually.

Clear policies, procedures and supporting documentation will provide a framework for responsibilities for trustees and staff.

As policies are due for renewal the board of trustees will ensure that the opportunity for consultation is provided to the school community.

Ensure the policies reflect the unique character and needs of Spotswood College.

The board will comply with legislation through regular consultation with local iwi/ hapu and whanau..

Ensure that all faculty leaders, teams and significant areas of school functioning undertake an annual self review to ensure goals are aligned with the schools strategic focus and to report their findings to the board. The report will include the following:

- *review of goals and strategies for the year including analysis of variance;*
- *an annual plan for the following year;*
- *comment as appropriate (highlights and concerns) with regard to reviews*
- *undertaken, personnel, resourcing, health and safety, administrative.*

The principal and board chair will undertake an annual compliance review, using the ERO Board Assurance Statement and Self-Audit Checklist, and report the results to the board.

Reporting procedures of student achievement to students and their parents/caregivers are timely and meaningful and targets are set to enable individuals to improve on their achievement.

Strategic Focus 3 – Human Resources

Continue to refine and develop personnel policies and procedures.

Ensure the school meets the legislative requirements that will ensure it is an Equal Employment Opportunities employer.

Continue refinement of the employee appraisal system.

Continue refinement of Health and Safety Policies for staff.

Continue to refine the process/vision/values for a professional learning community.

Strategic Focus 4 – Finance and Property

Refine and review finance policies.

Prepare the annual budget each year ensuring a positive cash flow situation.

Prepare a 3-5 year financial projection to ensure the financial stability of the school.

Build a well designed, long term strategic sponsorship / partnership program with local business.

Ensure the management of the school property meets all legislative requirements.

Strategic Focus 5 – Health and Safety

Develop a school culture that promotes wellness and learning for all.

Develop policies and procedures to ensure the physical, mental, spiritual and social health of our learning community.

Strategic Focus 6 - Compliance

Develop policies and procedures that align with our strategic directions while meeting our legislative and contractual obligations.

Be open for instruction for the number of half days prescribed by the Minister of Education.

Develop systems to maintain attendance records and take steps to ensure students who are required to attend, do so.

Add strategic activities

Strategic Focus 7 – Building School Community

Develop regular and transparent ways of communicating with the school community and within the school community to ensure a shared understanding.

Prepare an annual report to feedback to the community to show to what extent strategic priorities have been met through measurement against performance indicators identified in the school's annual plan.

Strategic Focus 8 – ICT Information

Our vision for ICTs:

Engage ICT rich, relevant, multi-modal media, located within the student's paradigm

Ensure a caring and challenging learning community: openness and transparency, free exchange of information

Make a contribution to the world-tools, and to have access to information

Our Challenge

Maintain a cost effective, flexible and sustainable ICT structure

Kiwisport Report Year Ending 31 December 2020

Spotswood College received from the Ministry of Education Operational Funding for Kiwisport Y9-Y13 for a total of \$18,287.16. (Refer to the attached Operations Grant Entitlement Notice – Quarter 4) previously provided.

The grant was expensed by employing Spots Co-ordinators Lara Read. Wages to facilitate and co-ordinate all sports codes available within the Taranaki Region and also at National Competitions for currently enrolled students.

Income

Term 1 Quarterly Instalment	\$4,645.15	\$4,645.15
Term 2 Quarterly Instalment	\$4,645.15	\$9,290.30
Term 3 Quarterly Instalment	\$4,570.23	\$13,860.53
Term 4 Quarterly Instalment	\$4,426.63	\$18,287.16

Expensed

20/09/19 Jan to Aug Wages L Read	\$6,170.83	\$6,170.83
31/12/19 Sep to Dec Wages L Read	\$18,800.79	\$18,800.79

December 2020 Journal adjustment required as follows:

Dr 3422 – To correctly code Kiwi Sports Co-ordinator Wages	\$513.63	
Cr 3420 – To correctly code Kiwi Sports Co-ordinator Wages		\$513.63