



## INDEPENDENT AUDITOR'S REPORT

### TO THE READERS OF ST BERNARD'S COLLEGE'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

The Auditor-General is the auditor of St Bernard's College (the School). The Auditor-General has appointed me, Hamish Anton, using the staff and resources of Deloitte 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 17, that comprise the statement of financial position as at 31 December 2021, 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 2021; 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 Public Sector – Public Benefit Entity Standards, Reduced Disclosure Regime.

Our audit was completed on 5 August 2022. 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, 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.
- 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 of Trustees is responsible for the other information. Other Information has not been received by the auditor at the date the audit report is signed. Other information 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.



Hamish Anton,  
Deloitte Limited  
On behalf of the Auditor-General  
Wellington, New Zealand

# ST BERNARD'S COLLEGE

## ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### School Directory

**Ministry Number:** 260

**Principal:** Simon Stack

**School Address:** 183 Waterloo Road, Lower Hutt

**School Postal Address:** 183 Waterloo Road, Lower Hutt, 5010

**School Phone:** 04-560 9250

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

#### Members of the Board

Name	Position	How Position Gained	Term Expired/ Expires
Ray McMillan	Chair Person	Elected	May-22
Simon Stack	Principal ex Officio		
Reupena Ah Young	Parent Rep	Elected	May-22
John Dennehy	Parent Rep	Elected	May-22
Fintan Devine	Parent Rep	Elected	May-22
Louise Sziranyi	Parent Rep	Elected	May-22
Jamie Thompson	Parent Rep	Elected	May-22
George Collins	Proprietors Rep	Appointed	May-21
Kate Dominikovich	Proprietors Rep	Appointed	Feb-21
Paul O'Sullivan	Proprietors Rep	Appointed	May-22
Tino Smith	Proprietors Rep	Appointed	May-22
Emma Burns	Staff Rep	Elected	May-22
Benjamin Young	Student Rep	Elected	Sep-21
Joel Funganitao	Student Rep	Elected	Sep-22

# ST BERNARD'S COLLEGE

Annual Report - For the year ended 31 December 2021

## Index

Page	Statement
------	-----------

### Financial Statements

<a href="#">1</a>	Statement of Responsibility
<a href="#">2</a>	Statement of Comprehensive Revenue and Expense
<a href="#">3</a>	Statement of Changes in Net Assets/Equity
<a href="#">4</a>	Statement of Financial Position
<a href="#">5</a>	Statement of Cash Flows
<a href="#">6 - 17</a>	Notes to the Financial Statements

### Other Information

Kiwisport

# St Bernard's College

## Statement of Responsibility

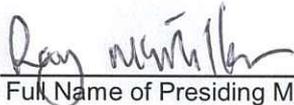
For the year ended 31 December 2021

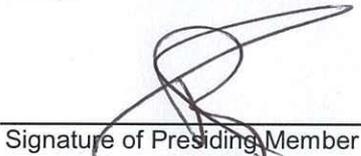
The Board accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

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 2021 fairly reflects the financial position and operations of the school.

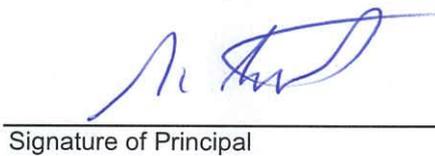
The School's 2021 financial statements are authorised for issue by the Board.

  
Full Name of Presiding Member

  
Signature of Presiding Member

5/8/2022.  
Date:

  
Full Name of Principal

  
Signature of Principal

5/8/2022  
Date:

# St Bernard's College

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Revenue</b>				
Government Grants	2	6,244,356	5,840,100	5,746,461
Locally Raised Funds	3	357,484	374,450	399,128
Use of Proprietor's Land and Buildings		887,850	-	1,420,560
Interest Income		1,812	3,000	2,031
International Students		8,465	14,700	50,778
		<u>7,499,967</u>	<u>6,232,250</u>	<u>7,618,958</u>
<b>Expenses</b>				
Locally Raised Funds	3	186,412	151,550	151,203
International Students	4	9,637	6,100	4,900
Learning Resources	5	5,426,447	5,221,550	5,147,869
Administration	6	374,189	396,570	358,615
Property	7	1,231,375	338,850	1,739,950
Depreciation	11	161,507	181,500	186,348
		<u>7,389,567</u>	<u>6,296,120</u>	<u>7,588,885</u>
<b>Net Surplus / (Deficit) for the year</b>		110,400	(63,870)	30,073
Other Comprehensive Revenue and Expense		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<u><u>110,400</u></u>	<u><u>(63,870)</u></u>	<u><u>30,073</u></u>

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

# St Bernard's College

## Statement of Changes in Net Assets/Equity

For the year ended 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Equity at 1 January</b>		1,336,501	1,200,000	1,282,117
Total comprehensive revenue and expense for the year		110,400	(63,870)	30,073
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		25,846	24,000	24,311
<b>Equity at 31 December</b>		1,472,747	1,160,130	1,336,501

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.

# St Bernard's College

## Statement of Financial Position

As at 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	8	827,278	850,000	684,682
Accounts Receivable	9	428,577	350,000	449,768
GST Receivable		22,128	50,000	15,878
Inventories	10	124,406	120,000	119,685
		<u>1,402,389</u>	<u>1,370,000</u>	<u>1,270,013</u>
<b>Current Liabilities</b>				
Accounts Payable	12	482,918	400,000	444,331
Revenue Received in Advance	13	34,416	20,000	43,591
Provision for Cyclical Maintenance	14	75,000	-	71,800
Finance Lease Liability	15	15,622	-	-
Funds held in Trust	16	53,054	-	49,633
		<u>661,010</u>	<u>420,000</u>	<u>609,355</u>
<b>Working Capital Surplus/(Deficit)</b>		741,379	950,000	660,658
<b>Non-current Assets</b>				
Property, Plant and Equipment	11	825,410	250,000	732,839
		<u>825,410</u>	<u>250,000</u>	<u>732,839</u>
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	76,800	-	36,500
Finance Lease Liability	15	17,234	-	20,496
		<u>94,034</u>	<u>-</u>	<u>56,996</u>
<b>Net Assets</b>		<u>1,472,754</u>	<u>1,200,000</u>	<u>1,336,501</u>
<b>Equity</b>		<u>1,472,747</u>	<u>1,160,130</u>	<u>1,336,501</u>

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

# St Bernard's College

## Statement of Cash Flows

For the year ended 31 December 2021

	Note	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Cash flows from Operating Activities</b>				
Government Grants		1,663,181	2,839,970	1,513,296
Locally Raised Funds		409,768	394,450	402,247
Homestay Fees in Advance		-	-	(7,558)
International Students		18,091	14,700	22,017
Goods and Services Tax (net)		(6,253)	(50,000)	(10,172)
Payments to Employees		(820,322)	(846,050)	(786,310)
Payments to Suppliers		(886,938)	(1,103,570)	(874,271)
Interest Received		1,812	3,000	(3,343)
Net cash from/(to) Operating Activities		379,339	1,252,500	255,906
<b>Cash flows from Investing Activities</b>				
Purchase of Property Plant & Equipment (and Intangibles)		(225,269)	(426,500)	(143,054)
Net cash from/(to) Investing Activities		(225,269)	(426,500)	(143,054)
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		1,535	24,000	24,311
Finance Lease Payments		(16,444)	-	(16,301)
Funds Administered on Behalf of Third Parties		3,421	-	(35,063)
Net cash from/(to) Financing Activities		(11,488)	24,000	(27,053)
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>142,582</b>	<b>850,000</b>	<b>85,799</b>
Cash and cash equivalents at the beginning of the year	8	684,682	-	598,881
<b>Cash and cash equivalents at the end of the year</b>	<b>8</b>	<b>827,278</b>	<b>850,000</b>	<b>684,682</b>

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

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

# St Bernard's College

## Notes to the Financial Statements

### For the year ended 31 December 2021

#### 1. Statement of Accounting Policies

##### a) Reporting Entity

St Bernard's 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 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 2021 to 31 December 2021 and in accordance with the requirements of the Education and Training Act 2020.

###### *Basis of Preparation*

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

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

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

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

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the 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 Proprietor'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 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. 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.

The property from which the School operates is owned by the Proprietor. Grants for the use of land and buildings are also not received in cash by the school however they equate to the deemed expense for using the land and buildings. This expense is based on an assumed market rental yield on the 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**

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) 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.

### **e) 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.

### **f) 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.

### **g) Inventories**

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

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

Land and buildings owned by the Proprietor 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 Proprietor 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:

Furniture and equipment	10 years
Information and communication technology	3 years
Motor vehicles	10 years
Textbooks	3 years
Leased assets held under a Finance Lease	Term of Lease
Library resources	5 years

## **i) 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.

## **j) 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.

## **k) Employee Entitlements**

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

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

**l) Revenue Received in Advance**

Revenue received in advance relates to fees received from International 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.

**m) 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.

**n) Provision for Cyclical Maintenance**

The property from which the school operates is owned by the Proprietor. The Board is responsible for maintaining the land, buildings and

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 an up to date 10 Year Property Plan (10YPP).

**o) 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.

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

**p) 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.

**q) 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

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Operational Grants	1,485,184	1,426,600	1,339,843
Teachers' Salaries Grants	4,581,175	4,240,000	4,233,165
Other MoE Grants	114,321	111,500	114,358
Establishment Grant	7,365	6,000	3,671
Other Government Grants	56,311	56,000	55,424
	<u>6,244,356</u>	<u>5,840,100</u>	<u>5,746,461</u>

The school has opted in to the donations scheme for this year. Total amount received was \$99,300.

## 3. Locally Raised Funds

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

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Revenue</b>			
Donations	21,070	19,950	87,647
Activities	70,022	63,000	90,586
Trading	133,024	124,000	123,266
Fundraising & Community Grants	34,805	44,000	-
Other Revenue	98,563	123,500	97,629
	<u>357,484</u>	<u>374,450</u>	<u>399,128</u>
<b>Expenses</b>			
Activities Costs	73,242	50,550	48,452
Trading	113,170	101,000	102,751
	<u>186,412</u>	<u>151,550</u>	<u>151,203</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>171,072</u>	<u>222,900</u>	<u>247,925</u>

## 4. International Student Revenue and Expenses

	2021 Actual Number	2021 Budget (Unaudited) Number	2020 Actual Number
International Student Roll	1	1	1
	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
<b>Revenue</b>			
International Student Fees	8,465	14,700	50,778
<b>Expenses</b>			
Recruitment and Employee Benefit - Salaries	9,637	6,100	4,900
	<u>9,637</u>	<u>6,100</u>	<u>4,900</u>
<i>Surplus/ (Deficit) for the year International Students</i>	<u>(1,172)</u>	<u>8,600</u>	<u>45,878</u>

## 5. Learning Resources

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Curricular	183,357	286,500	214,092
Information and Communication Technology	67,748	78,400	72,319
Library Resources	5,756	7,450	6,257
Employee Benefits - Salaries	5,117,033	4,797,000	4,815,079
Staff Development	52,553	52,200	40,122
	<u>5,426,447</u>	<u>5,221,550</u>	<u>5,147,869</u>

## 6. Administration

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Audit Fee	9,343	11,000	9,071
Board Fees	3,300	4,000	3,150
Board Expenses	5,894	7,800	7,232
Communication	9,876	14,850	12,721
Consumables	47,937	65,200	47,853
Other	28,671	19,470	17,680
Employee Benefits - Salaries	242,151	237,450	231,426
Insurance	26,993	31,800	29,482
Service Providers, Contractors and Consultancy	24	5,000	-
	<u>374,189</u>	<u>396,570</u>	<u>358,615</u>

## 7. Property

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Cleaning and Contract Services	146,639	161,000	149,479
Cyclical Maintenance Provision	43,500	10,000	4,100
Grounds	13,557	14,100	13,063
Heat, Light and Water	46,493	59,000	57,237
Rates	5,013	5,000	4,631
Repairs and Maintenance	43,021	44,250	31,166
Use of Land and Buildings	887,850	-	1,420,560
Employee Benefits - Salaries	45,302	45,500	59,714
	<u>1,231,375</u>	<u>338,850</u>	<u>1,739,950</u>

In 2021, the notional rent rate was revised from 8% to 5% to align it with the Government Capital charge rate. This is considered to be a reasonable proxy for the market rental yield on the value of land and buildings used by schools. Accordingly in 2021, the use of land and buildings figure represents 5% of the school's total property value.

## 8. Cash and Cash Equivalents

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Bank Accounts	827,278	850,000	684,682
Cash and cash equivalents for Statement of Cash Flows	<u>827,278</u>	<u>850,000</u>	<u>684,682</u>

## 9. Accounts Receivable

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Receivables	-	-	41,184
Prepayments	35,751	-	41,349
Banking Staffing Underuse	7,037	-	15,530
Teacher Salaries Grant Receivable	385,789	350,000	351,705
	<u>428,577</u>	<u>350,000</u>	<u>449,768</u>
Receivables from Exchange Transactions	35,751	-	82,533
Receivables from Non-Exchange Transactions	392,826	350,000	367,235
	<u>428,577</u>	<u>350,000</u>	<u>449,768</u>

## 10. Inventories

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
School Uniforms	124,406	120,000	119,685
	<u>124,406</u>	<u>120,000</u>	<u>119,685</u>

## 11. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
<b>2021</b>						
Building Improvements	217,574	75,243			(7,041)	<b>285,776</b>
Furniture and Equipment	314,066	66,783			(78,306)	<b>302,543</b>
Information and Communication Technology	105,723	64,419			(38,691)	<b>131,451</b>
Motor Vehicles	30,695	303			(8,020)	<b>22,978</b>
Textbooks	16,681	10,403			(3,905)	<b>23,179</b>
Leased Assets	22,103	28,804			(17,655)	<b>33,252</b>
Library Resources	25,997	8,121			(7,889)	<b>26,229</b>
<b>Balance at 31 December 2021</b>	<u>732,839</u>	<u>254,078</u>	<u>-</u>	<u>-</u>	<u>(161,507)</u>	<u><b>825,410</b></u>

The net carrying value of equipment held under a finance lease is \$33,252 (2020: \$22,103)

	2021	2021	2021	2020	2020	2020
	Cost or	Accumulated	Net Book	Cost or	Accumulated	Net Book
	Valuation	Depreciation	Value	Valuation	Depreciation	Value
	\$	\$	\$	\$	\$	\$
Building Improvements	301,671	(15,896)	<b>285,776</b>	226,429	(8,855)	<b>217,574</b>
Furniture and Equipment	1,029,260	(726,717)	<b>302,543</b>	962,477	(648,411)	<b>314,066</b>
Information and Communication T	720,950	(589,500)	<b>131,451</b>	656,531	(550,808)	<b>105,723</b>
Motor Vehicles	259,977	(237,000)	<b>22,977</b>	259,674	(228,979)	<b>30,695</b>
Textbooks	84,235	(61,056)	<b>23,178</b>	73,832	(57,151)	<b>16,681</b>
Leased Assets	117,229	(83,978)	<b>33,252</b>	88,425	(66,322)	<b>22,103</b>
Library Resources	72,348	(46,119)	<b>26,229</b>	64,227	(38,230)	<b>25,997</b>
<b>Balance at 31 December</b>	<b>2,585,670</b>	<b>(1,760,266)</b>	<b>825,410</b>	<b>2,331,595</b>	<b>(1,598,756)</b>	<b>732,839</b>

## 12. Accounts Payable

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
Creditors	42,310	50,000	41,940
Employee Entitlements - Salaries	385,789	350,000	351,246
Employee Entitlements - Leave Accrual	54,819	-	51,145
	<b>482,918</b>	<b>400,000</b>	<b>444,331</b>
Payables for Exchange Transactions	482,918	400,000	444,331
	<b>482,918</b>	<b>400,000</b>	<b>444,331</b>

The carrying value of payables approximates their fair value.

## 13. Revenue Received in Advance

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
	\$	\$	\$
International Student Fees in Advance	-	-	14,677
Other revenue in Advance	34,416	20,000	28,914
	<b>34,416</b>	<b>20,000</b>	<b>43,591</b>

#### 14. Provision for Cyclical Maintenance

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Provision at the Start of the Year	108,300	108,300	104,200
Increase/ (decrease) to the Provision During the Year	43,500	10,000	4,100
Provision at the End of the Year	151,800	118,300	108,300
Cyclical Maintenance - Current	75,000	-	71,800
Cyclical Maintenance - Term	76,800	-	36,500
	151,800	-	108,300

#### 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:

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
No Later than One Year	15,622		
Later than One Year and no Later than Five Years	17,234		20,496
	32,856	-	20,496
<b>Represented by</b>			
Finance lease liability - Current	15,622		
Finance lease liability - Term	17,234		20,496
	32,856	-	20,496

#### 16. Funds held in Trust

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	53,054	-	49,633
	53,054	-	49,633

## 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.

The Proprietor of the School, Archdiocese of Wellington is a related party of the Board because the proprietor appoints representatives to the Board, giving the proprietor significant influence over the Board. Any services or contributions between the Board and Proprietor have been disclosed appropriately, if the proprietor collects fund on behalf of the school (or vice versa) the amounts are disclosed.

The Proprietor provides land and buildings free of charge for use by the Board as noted in Note 1(c). The estimated value of this use during the current period is included in the Statement of Comprehensive Revenue and Expense as 'Use of Land and Buildings'.

## 18. Remuneration

### *Key management personnel compensation*

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

	<b>2021</b> <b>Actual</b> <b>\$</b>	<b>2020</b> <b>Actual</b> <b>\$</b>
<i>Board Members</i> Remuneration	3,300	3,150
<i>Leadership Team</i> Remuneration	844,000	820,000
Full-time equivalent members	7	7
Total key management personnel remuneration	<u>847,300</u>	<u>823,150</u>

There are **11** members of the Board excluding the Principal. The Board had held **ten** full meetings of the Board in the year. The Board also has two Finance and four Property **committee members** that meet monthly. As well as these regular meetings, including preparation time, the Chair and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

### Principal

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

	<b>2021</b>	<b>2020</b>
	<b>Actual</b>	<b>Actual</b>
	<b>\$000</b>	<b>\$000</b>
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	150-160	150-160
Benefits and Other Emoluments	2-3	1-2
Termination Benefits	-	-

### Other Employees

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

<b>Remuneration</b>	<b>2021</b>	<b>2020</b>
<b>\$000</b>	<b>FTE Number</b>	<b>FTE Number</b>
100 - 110	12.00	5.00
110 - 120	3.00	5.00
120-130	2.00	
	<u>17.00</u>	<u>10.00</u>

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

## 19. Contingencies

There are no contingent liabilities and no contingent assets as at 31 December 2021 (Contingent liabilities and assets at 31 December 2020: nil).

### Holidays Act Compliance – schools payroll

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

The Ministry's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis and solutions have been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2021, a contingent liability for the school may exist.

## 20. Commitments

### (a) Capital Commitments

As at 31 December 2021 the Board has not entered into contract agreements for capital works.

(Capital commitments at 31 December 2020: \$0.00)

## 21. 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

	<b>2021</b>	<b>2021</b>	<b>2020</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>(Unaudited)</b>	<b>\$</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Cash and Cash Equivalents	827,278	850,000	684,682
Receivables	428,577	350,000	449,768
Total Financial assets measured at amortised cost	<u>1,255,855</u>	<u>1,200,000</u>	<u>1,134,450</u>

**Financial liabilities measured at amortised cost**

Payables	482,918	400,000	444,331
Finance Leases	32,856	-	20,496
Total Financial Liabilities Measured at Amortised Cost	<u>515,774</u>	<u>400,000</u>	<u>464,827</u>

**22. Events After Balance Date**

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

**23. Comparatives**

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

## **Statement for Annual Report with regards to KIWI Sports (2021)**

The college is a Year 7 to Year 13 School offering a wide range of sports across all year levels.

The funding received from the Ministry of Education that is earmarked for Kiwi Sport amounted to \$14,780.00

The College in 2021 budgeted and spent over \$160,000.00 on sports activities, resources and personnel.

The Kiwi Sport funding was used to partially offset the salary of the Director of Sport.

In 2021 68% of our students (approx.440) participated in sport. St Bernard's College offered 24 different sporting codes. Individuals and teams of students competed at local, regional and national levels and were encouraged to strive to be the very best that they could and to compete at the highest level. The College annual Sports Honours Awards continues to be one of the College highlights with a small but significant number of students recognized for sporting excellence and for service to sport.

School leavers were also provided with information regarding sporting opportunities that exist outside the college umbrella and encouraged to further commit to physical exercise and sport by joining sports club or taking out membership to a fitness centre or gym.