

ROLLESTON CHRISTIAN SCHOOL

Annual Report For the year ended 31 December 2018

Ministry Number:	710
Principal:	Elizabeth Horn
School Address:	571-575 Springston Rolleston Road, Rolleston
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Members of the Board of Trustees

Name	Ceased
Rebekah Wain	
Nih McKay	
Sam Broughton	
Zane Elliott	Dec-18
Grant Galloway	Dec-18
Fiona Gurevin	
Mark Larson	
Lynda Siave	
Liz Horn - Principal	

The term finishes, except for the principal, in May 2019.

Accountant / Service Provider:

Geoff Gillam Consultants

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Rolleston Christian School
Statement of Responsibility

For the year ended 31 December 2018

The Board of Trustees (the Board) has pleasure in presenting the annual report of Rolleston Christian School incorporating the financial statements and the auditor's report, for the year ended 31 December 2018.

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 2018 fairly reflects the financial position and operations of the school.

The School's 2018 financial statements are authorised for issue by the Board Chairperson and the principal.

MARK LARSON

Full Name of Board Chairperson

[Signature]

Signature of Board Chairperson

28/05/2019

Date:

[Signature]

Elizabeth Horn

Full Name of Principal

[Signature]

Signature of Principal

28/05/2017

Date:

Rolleston Christian School
Statement of Comprehensive Revenue and Expense
For the year ended 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Revenue				
Government Grants	2	888,511	726,776	828,447
Locally Raised Funds	3	69,050	33,596	47,871
Use of Land and Buildings Integrated		209,600	209,600	192,400
Interest Earned		3,530	3,000	2,788
		<u>1,170,691</u>	<u>972,972</u>	<u>1,071,506</u>
Expenses				
Locally Raised Funds	3	23,094	-	15,115
Learning Resources	4	788,247	625,453	716,747
Administration	5	76,518	79,543	68,433
Finance Costs		742	-	70
Property	6	260,190	259,541	244,158
Depreciation	7	23,856	10,000	17,890
		<u>1,172,647</u>	<u>974,537</u>	<u>1,062,413</u>
Net Surplus / (Deficit)		(1,956)	(1,565)	9,093
Other Comprehensive Revenue and Expenses		-	-	-
Total Comprehensive Revenue and Expense for the Year		<u>(1,956)</u>	<u>(1,565)</u>	<u>9,093</u>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes



Rolleston Christian School
Statement of Changes in Net Assets/Equity
For the year ended 31 December 2018

	Actual 2018 \$	Budget (Unaudited) 2018 \$	Actual 2017 \$
Balance at 1 January	209,979	209,979	200,886
Total comprehensive revenue and expense for the year	(1,956)	(1,565)	9,093
Equity at 31 December	208,023	208,414	209,979
Retained Earnings	208,023	208,414	209,979
Reserves	-	-	-
Equity at 31 December 2018	208,023	208,414	209,979

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes



Rolleston Christian School Statement of Financial Position

As at 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Assets				
Cash and Cash Equivalents	8	10,030	26,273	22,723
Accounts Receivable	9	55,770	45,000	45,499
GST Receivable		3,945	4,000	4,349
Inventories		13,210	10,000	19,285
Investments	10	100,815	100,000	97,222
		<u>183,770</u>	<u>185,273</u>	<u>189,078</u>
Current Liabilities				
Accounts Payable	12	54,689	53,500	61,075
Revenue Received in Advance	13	3,410	8,000	8,216
Finance Lease Liability - Current Portion	14	6,437	2,500	3,043
		<u>64,536</u>	<u>64,000</u>	<u>72,334</u>
Working Capital Surplus or (Deficit)		119,234	121,273	116,744
Non-current Assets				
Property, Plant and Equipment	11	99,263	95,891	97,891
		<u>99,263</u>	<u>95,891</u>	<u>97,891</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	14	4,500	5,000	-
Finance Lease Liability	14	5,974	3,750	4,656
		<u>10,474</u>	<u>8,750</u>	<u>4,656</u>
Net Assets		<u>208,023</u>	<u>208,414</u>	<u>209,979</u>
Equity		<u>208,023</u>	<u>208,414</u>	<u>209,979</u>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes



Rolleston Christian School

Cash Flow Statement

For the year ended 31 December 2018

		2018	2018	2017
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Cash flows from Operating Activities				
Government Grants		230,233	222,776	228,336
Locally Raised Funds		71,144	32,745	48,092
Goods and Services Tax (net)		404	349	(1,114)
Payments to Employees		(133,164)	(110,833)	(95,474)
Payments to Suppliers		(154,777)	(133,073)	(154,958)
Interest Paid		(742)	-	(70)
Interest Received		3,124	4,029	1,759
Funds Administered on Behalf of Third Parties		(4,806)	(216)	(234)
Net cash from / (to) the Operating Activities		11,416	15,777	26,337
Cash flows from Investing Activities				
Proceeds from Sale of PPE (and Intangibles)		-	-	-
Purchase of PPE (and Intangibles)		(14,995)	(8,000)	(20,218)
Purchase of Investments		(3,593)	(2,778)	(56,590)
Proceeds from Sale of Investments		-	-	-
Net cash from / (to) the Investing Activities		(18,588)	(10,778)	(76,808)
Cash flows from Financing Activities				
Finance Lease Payments		(5,521)	(1,449)	(1,051)
Net cash from Financing Activities		(5,521)	(1,449)	(1,051)
Net increase/(decrease) in cash and cash equivalents		(12,693)	3,550	(51,522)
Cash and cash equivalents at the beginning of the year	8	22,723	22,723	74,245
Cash and cash equivalents at the end of the year	8	10,030	26,273	22,723

The above Cash Flow Statement should be read in conjunction with the accompanying notes.



Rolleston Christian School

Notes to the Financial Statements

1. Statement of Accounting Policies

For the year ended 31 December 2018

a) Reporting Entity

Rolleston Christian School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989. The Board of Trustees (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2018 to 31 December 2018 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation

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

Financial Reporting Standards Applied

The Education Act 1989 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying PBE Accounting Standards (PBE IPSAS) 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 publically accountable and is not considered large as it falls below the expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken.

Measurement Base

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

Presentation Currency

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

Specific Accounting Policies

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

Critical Accounting Estimates And Assumptions

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

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

Useful lives of property, plant and equipment

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

Critical Judgements in applying accounting policies

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

Classification of leases

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 14



Recognition of grants

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

c) Revenue Recognition

Government Grants

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

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

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

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.

Grants for the use of land and buildings are also 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 Proprietor. Use of land and building grants are recorded as revenue in the period the school uses the land and buildings.

Donations

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 Proprietor. The expense represents 8% of the school's total property value. This is used as a 'proxy' for the market rental of the property as advised by the Christian School's Trust. This is a non-cash expense that is offset by a non-cash grant from the Proprietor.

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 three months or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.

h) Accounts Receivable

Accounts Receivable represents items that the School has issued invoices for, but has not received payment for at year end. They are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A provision for impairment of Accounts Receivable is established where there is objective evidence the School will not be able to collect all amounts due according to the original terms of the debt. This impairment loss is the difference between the carrying amount of the receivable and the present value of the amounts expected to be collected and has been included under Other Expenditure in the Statement of Comprehensive Revenue and Expense, if not otherwise shown separately.

i) Investments

Investments are held with registered trading banks and are classified as current assets if they have maturities greater than three months and less than one year. Those with maturities greater than 12 months after the balance date are classified as non-current assets.

After initial recognition investments are measured at amortised cost using the effective interest method less impairment.

Share investments held by the School are measured at fair value plus transaction costs. Any gains and losses are recognised in other comprehensive revenue and expense.

At balance date the School assesses whether there is any objective evidence that an investment is impaired. Any impairment loss is recorded as an expense through surplus or deficit.

The School has met the requirements under schedule 6 section 28 of the Education Act 1989 in relation to the acquisition of securities.

j) 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.

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

Property, plant and equipment acquired with individual values under \$500 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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

Leased Assets

Leases where the School assumes substantially all the risks and rewards of ownership are classified as finance leases. The assets acquired by way of finance lease are measured at an amount equal to the lower of their fair value and the present value of the minimum lease payments at inception of the lease, less accumulated depreciation and impairment losses. Leased assets and corresponding liability are recognised in the Statement of Financial Position and leased assets are depreciated over the period the School is expected to benefit from their use or over the term of the lease.

Depreciation

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

The estimated useful lives of the assets are:	Years
Furniture and equipment	10
Information and communication technology	3-5
Plant	10
Library resources	10

k) Accounts Payable

Accounts Payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts Payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

l) Employee Entitlements

Short-term employee entitlements

Employee 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.

m) Revenue Received in Advance

Revenue received in advance relates to fees received from 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, should the School be unable to provide the services to which they relate.

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, building 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).

m) Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose. The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

n) Financial Assets and Liabilities

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are categorised as "loans and receivables" for accounting purposes in

accordance with financial reporting standards.

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

The School’s financial liabilities comprise accounts payable, funds held on behalf of the Ministry of Education, 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.

o) 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.

p) Budget Figures

The budget figures are extracted from the School budget that was approved by the Board at the start of the year.

q) 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.

r) Statement of cash flows

For the purpose of the cash flow statement, 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 following terms are used in the statement of cash flows:

Operating activities: the principle revenue producing activities of the School and other activities that are not investing or financing act

Investing activities: the acquisition and disposal of long term assets and other investments not included in cash and cash equivalents.

Financing activities: the activities that result in changes in the size and composition of the contributed equity and borrowings of the School.

s) PBE IFRS 9 Financial Instruments

The School has early adopted PBE IFRS 9 Financial Instruments from the year ended 31 December 2018 (although not mandatory until periods beginning on or after 1 January 2022). This accounting standard introduces new requirements for the classification and measurement of financial assets and financial liabilities, impairment of financial assets, and rules for hedge accounting. The Board of Trustees is of the view that there is no material impact to the recognition or measurement of financial instruments and disclosure of the school’s financial assets and liabilities for the current period and each prior period presented.



2. Government Grants

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operational grants	226,858	222,776	228,336
Teachers' salaries grants	647,223	504,000	600,111
Other government grants	14,430	-	-
	888,511	726,776	828,447

3. Locally Raised Funds

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<i>Revenue</i>			
Donations	26,891	14,000	10,452
Activities	6,230	-	4,309
Trading	35,929	19,596	33,110
	69,050	33,596	47,871
<i>Expenses</i>			
Activities	5,723	-	5,734
Trading	17,371	-	9,381
	23,094	-	15,115
<i>Surplus for the year Locally raised funds</i>	45,956	33,596	32,756

4. Learning Resources

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Curricular	34,842	34,548	46,143
Employee Benefits - Salaries	734,644	571,705	659,503
Staff Development	18,761	19,200	11,101
	788,247	625,453	716,747

5. Administration

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Audit Fee	4,381	3,600	3,689
Board of Trustees Fees	4,747	3,000	3,239
Board of Trustees Expenses	-	-	-
Communication	9,493	9,196	10,569
Consumables	5,246	7,900	3,944
Staff Expenses	3,170	3,489	3,174
Other	8,680	15,358	7,371
Employee Benefits - Salaries	40,801	37,000	36,447
	76,518	79,543	68,433



6. Property

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Caretaking and Cleaning Consumables	3,896	3,104	2,196
Consultancy and Contract Services	17,640	18,337	24,829
Cyclical Maintenance Provision	4,500	5,000	-
Grounds	4,100	2,004	1,735
Heat, Light and Water	9,132	10,500	8,091
Repairs and Maintenance	5,737	5,496	14,907
Use of Land and Buildings - Integrated	209,600	209,600	192,400
Employee Benefits - Salaries	5,585	5,500	-
	<u>260,190</u>	<u>259,541</u>	<u>244,158</u>

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

7. Depreciation of Property, Plant and Equipment

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Furniture and Equipment	8,170	4,000	7,676
Information and Communication Technology	8,612	3,500	6,298
Plant	962	500	925
Leased Assets	5,791	2,000	2,831
Library Resources	321	-	160
	<u>23,856</u>	<u>10,000</u>	<u>17,890</u>

8. Cash and Cash Equivalents

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash on Hand	50	50	50
Bank Current Account	8,771	21,223	18,169
Bank Call Account	1,209	5,000	4,504
Net cash and cash equivalents and bank overdraft for Cash Flow Statement	<u>10,030</u>	<u>26,273</u>	<u>22,723</u>

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

9. Accounts Receivable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Debtors	2,055	5,000	4,149
Debtor Ministry of Education	11,055	-	-
Interest Accrued	1,435	-	1,029
Teacher Salaries Grant Receivable	41,225	40,000	40,321
	<u>55,770</u>	<u>45,000</u>	<u>45,499</u>
Receivables from Exchange Transactions	3,490	5,000	5,178
Receivables from Non-Exchange Transactions	52,280	40,000	40,321
	<u>55,770</u>	<u>45,000</u>	<u>45,499</u>



10. Investments

The School's investment activities are classified as follows:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Current Asset			
Short-term Bank Deposits with Maturities Greater than Three Months and No Greater than One Year	100,815	100,000	97,222

The carrying value of long term deposits longer than 12 months approximates their fair value at 31 December 2018.

11. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
2018						
Furniture and Equipment	57,958	7,528	-	-	(8,170)	57,316
Information and Communication	23,176	6,903	-	-	(8,612)	21,467
Plant	6,089	564	-	-	(962)	5,691
Leased Assets	7,623	10,233	-	-	(5,791)	12,065
Library Resources	3,045	-	-	-	(321)	2,724
Balance at 31 December 2018	97,891	25,228	-	-	(23,856)	99,263

	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
Furniture and Equipment	85,286	(27,970)	57,316
Information and Communication	44,482	(23,015)	21,467
Plant	8,589	(2,898)	5,691
Leased Assets	24,437	(12,372)	12,065
Library Resources	3,205	(481)	2,724
Balance at 31 December 2018	165,999	(66,736)	99,263

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
2017						
Furniture and Equipment	56,988	8,646	-	-	(7,676)	57,958
Information and Communication	23,385	6,089	-	-	(6,298)	23,176
Plant	6,440	574	-	-	(925)	6,089
Leased Assets	8,750	1,704	-	-	(2,831)	7,623
Library Resources	-	3,205	-	-	(160)	3,045
Balance at 31 December 2017	95,563	20,218	-	-	(17,890)	97,891

	Cost or Valuation \$	Accumulated Depreciation \$	Net Book Value \$
Furniture and Equipment	77,758	(19,800)	57,958
Information and Communication	37,579	(14,403)	23,176
Plant	8,025	(1,936)	6,089
Leased Assets	14,204	(6,581)	7,623
Library Resources	3,205	(160)	3,045
Balance at 31 December 2017	140,771	(42,880)	97,891



12. Accounts Payable

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Operating Creditors	11,693	13,000	19,626
Banking Staffing Overuse	-	-	-
Employee Benefits Payable - Salaries	41,225	40,000	40,321
Employee Benefits Payable - Leave Accrual	1,771	500	1,128
	<u>54,689</u>	<u>53,500</u>	<u>61,075</u>
Payables for Exchange Transactions	54,689	53,500	61,075
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	<u>54,689</u>	<u>53,500</u>	<u>61,075</u>

The carrying value of payables approximates their fair value.

13. Revenue Received in Advance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Funds Held on Behalf of Third Parties	3,410	8,000	8,216
	<u>3,410</u>	<u>8,000</u>	<u>8,216</u>

14. Provision for Cyclical Maintenance

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Provision at the Start of the Year	-	-	-
Increase to the Provision During the Year	4,500	5,000	-
Adjustment to the Provision	-	-	-
Use of the Provision During the Year	-	-	-
Provision at the End of the Year	<u>4,500</u>	<u>5,000</u>	<u>-</u>
Cyclical Maintenance - Current	-	-	-
Cyclical Maintenance - Term	4,500	5,000	-
	<u>4,500</u>	<u>5,000</u>	<u>-</u>

The Board has a cash management plan to ensure that sufficient cash is available to meet all maintenance obligations as they fall due over the next 10 years. The amount recognised as a provision is the best estimate of the expenditure required to settle the present obligations at 31 December 2018. Present obligations are identified in the school's current 10-year property plan approved by the Ministry of Education. The provision has not been adjusted for inflation and the time value of money.

15. Finance Lease Liability

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

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
No Later than One Year	6,437	2,500	3,043
Later than One Year and no Later than Five Years	5,974	3,750	4,656
Later than Five Years	-	-	-
	<u>12,411</u>	<u>6,250</u>	<u>7,699</u>

15. Related Party Transactions

The School is a controlled entity of the Crown.

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 (Christian Schools Trust) , 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 are disclosed appropriately with an indication of the amount where relevant.

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 year is included in the notes of the Statement of Comprehensive Income as "Use of land and buildings ".



16. Remuneration

Key management personnel compensation

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

	2018 Actual \$	2017 Actual \$
<i>Board Members</i>		
Remuneration	4,747	3,239
Full-time equivalent members	0.25	0.32
<i>Leadership Team</i>		
Remuneration	285,058	285,644
Full-time equivalent members	3	3
Total key management personnel remuneration	289,805	288,883
Total full-time equivalent personnel	3.25	3.32

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:

	2018 Actual \$000	2017 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	100-110	100-110
Benefits and Other Emoluments	1-10	-
Termination Benefits	-	-

Other Employees

No other employee received total remuneration over \$100,000 (2017: nil).

17. 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:

	2018 Actual \$0	2017 Actual \$0
Total	-	-
Number of People	-	-

18. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2018 (Contingent liabilities and assets at 31 December 2017: nil).

Holidays Act Compliance – schools payroll

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

The Ministry has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance, however the potential impact on any specific school or individual and any associated historical liability will not be known until further detailed analysis has been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2018, a contingent liability for the school may exist.



19. Commitments

(a) Capital Commitments

As at 31 December 2018, the School has no capital commitments.

(Capital commitments at 31 December 2017: nil)

(b) Operating Commitments

As at 31 December 2018, the Board has entered into the following contracts:

(a) operating lease of laptops

	2018 Actual \$	2017 Actual \$
No later than One Year	-	1,127
Later than One Year and No Later than Five Years	-	-
Later than Five Years	-	-
	-	1,127

20. 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 generate a small surplus from year to year.

21. Financial Instruments

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

Cash and receivables

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Cash and Cash Equivalents	10,030	26,273	22,723
Receivables	55,770	45,000	45,499
Investments - Term Deposits	100,815	100,000	97,222
Total Cash and Receivables	166,615	171,273	165,444

Financial liabilities measured at amortised cost

Payables	54,689	53,500	61,075
Finance Leases	5,974	6,250	4,656
Total Financial Liabilities Measured at Amortised Cost	60,663	59,750	65,731

22. Events After Balance Date

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





**INDEPENDENT AUDITOR'S REPORT
TO THE READERS OF ROLLESTON CHRISTIAN SCHOOL'S FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

The Auditor-General is the auditor of Rolleston Christian School (the School). The Auditor-General has appointed me, Mike Hoshek 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 16, that comprise the statement of financial position as at 31 December 2018, the statement of comprehensive revenue and expense, statement of changes in 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 2018; 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 28 May 2019. 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 of Trustees 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 of Trustees for the financial statements

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

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

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

Responsibilities of the auditor for the audit of the financial statements

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

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

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

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

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

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Trustees.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the School to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We assess the risk of material misstatement arising from the Novopay payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

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

Our responsibilities arises from the Public Audit Act 2001.

Other information

The Board of Trustees is responsible for the other information. The 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 (Revised): *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.



Mike Hoshek
Deloitte Limited
On behalf of the Auditor-General

Christchurch, New Zealand