

Chaucer School

Annual Report for the year ended 31 December 2021

Ministry Number:	1243
Principal:	Michael Fletcher
School Address:	Chaucer Place, Auckland
School Postal Address:	2A Chaucer Place, Auckland, 0600
School Phone:	09-6266699
School Email:	admin@chaucer.school.nz
Service Provider:	Edtech Financial Services Ltd

Chaucer School

Members of the Board

For the year ended 31 December 2021

Name	Position	How position on Board gained	Term expired/expires
Michael Fletcher	Principal		
Taituha Kingi	Presiding Member	Re-Elected June 2019	April 2022
Frian Wadia	Parent Rep	Re-Elected June 2019	April 2022
Emma Robertson	Parent Rep	Elected June 2019	April 2022
Philip Sneddon	Parent Rep	Elected June 2019	April 2022
Monique Yandall	Parent Rep	Elected June 2019	April 2022
Kelly Simon	Staff Rep	Re-Elected June 2019	April 2022
Darren Kalka	Parent Rep	Co-opted June 2019	April 2022

Chaucer School

Annual Report

For the year ended 31 December 2021

Index

Page	Statement
	Financial Statements
1	Statement of Responsibility
2	Statement of Comprehensive Revenue and Expense
3	Statement of Changes in Net Assets/Equity
4	Statement of Financial Position
5	Statement of Cash Flows
6 - 17	Notes to the Financial Statements
	Other Information
18 - 22	Analysis of Variance
23	Kiwisport
24 - 26	Independent Auditor's Report

Chaucer School
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.

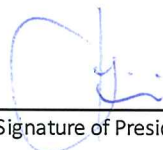
The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

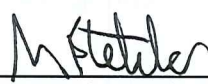
It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2021 fairly reflects the financial position and operations of the school.

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

Teitaha Kingi
Full Name of Presiding Member

MICHAEL FLETCHER
Full Name of Principal


Signature of Presiding Member


Signature of Principal

9-6-2022
Date:

9-6-22
Date:

Chaucer School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2021

		2021	2021	2020
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Revenue				
Government Grants	2	2,545,835	2,396,590	2,895,910
Locally Raised Funds	3	41,883	29,400	38,804
Interest Income		1,996	3,500	5,045
		<hr/>	<hr/>	<hr/>
		2,589,714	2,429,490	2,939,759
Expenses				
Locally Raised Funds	3	23,968	8,000	27,339
International Students		-	-	121
Learning Resources	4	1,523,407	1,136,641	1,553,572
Administration	5	130,362	122,950	124,792
Finance		1,291	3,000	1,459
Property	6	826,841	1,098,397	1,157,771
Depreciation	11	74,626	60,000	81,690
Loss on Disposal of Property, Plant and Equipment		23	-	248
		<hr/>	<hr/>	<hr/>
		2,580,518	2,428,988	2,946,992
Net Surplus / (Deficit) for the year		9,196	502	(7,233)
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		9,196	502	(7,233)

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

Chaucer School

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2021

	2021	2021	2020
Notes	Actual	Budget	Actual
	\$	(Unaudited)	\$
		\$	
Balance at 1 January	653,137	653,137	651,064
Total comprehensive revenue and expense for the year	9,196	502	(7,233)
Capital Contributions from the Ministry of Education			
Contribution - Furniture and Equipment Grant	-	-	9,306
Equity at 31 December	662,333	653,639	653,137
Retained Earnings	662,333	653,639	653,137
Equity at 31 December	662,333	653,639	653,137

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.

Chaucer School

Statement of Financial Position

As at 31 December 2021

		2021	2021	2020
	Notes	Actual	Budget (Unaudited)	Actual
		\$	\$	\$
Current Assets				
Cash and Cash Equivalents	7	107,243	102,519	79,082
Accounts Receivable	8	164,089	104,250	98,404
GST Receivable		-	2,500	2,460
Prepayments		4,338	12,000	11,101
Funds Due for Capital Works Projects	16	1,175	-	-
Inventories	9	814	500	734
Investments	10	231,665	270,000	260,450
		<u>509,324</u>	<u>491,769</u>	<u>452,231</u>
Current Liabilities				
GST Payable		2,976	-	-
Accounts Payable	12	116,061	123,000	156,470
Revenue Received in Advance	13	197	3,800	3,769
Provision for Cyclical Maintenance	14	133,622	115,000	105,987
Finance Lease Liability	15	5,871	1,344	8,817
		<u>258,727</u>	<u>243,144</u>	<u>275,043</u>
Working Capital Surplus/(Deficit)		250,597	248,625	177,188
Non-current Assets				
Property, Plant and Equipment	11	441,892	441,041	501,041
		<u>441,892</u>	<u>441,041</u>	<u>501,041</u>
Non-current Liabilities				
Provision for Cyclical Maintenance	14	23,667	25,400	22,200
Finance Lease Liability	15	6,489	10,627	2,892
		<u>30,156</u>	<u>36,027</u>	<u>25,092</u>
Net Assets		<u>662,333</u>	<u>653,639</u>	<u>653,137</u>
Equity		<u>662,333</u>	<u>653,639</u>	<u>653,137</u>

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

Chaucer School

Statement of Cash Flows

For the year ended 31 December 2021

	Note	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Cash flows from Operating Activities				
Government Grants		546,639	465,426	695,060
Locally Raised Funds		34,776	30,619	37,385
Goods and Services Tax (net)		5,436	(40)	(194)
Payments to Employees		(411,324)	(299,982)	(391,069)
Payments to Suppliers		(160,934)	(163,558)	(218,887)
Interest Paid		(1,291)	(3,000)	(1,459)
Interest Received		2,098	3,784	5,757
Net cash from/(to) Operating Activities		15,400	33,249	126,593
Cash flows from Investing Activities				
Purchase of Property Plant & Equipment		(4,834)	-	(71,564)
Purchase of Investments		-	(9,550)	(13,524)
Proceeds from Sale of Investments		28,785	-	-
Net cash from/(to) Investing Activities		23,951	(9,550)	(85,088)
Cash flows from Financing Activities				
Furniture and Equipment Grant		-	-	9,306
Finance Lease Payments		(10,015)	(262)	(5,585)
Funds Administered on Behalf of Third Parties		(1,175)	-	-
Net cash from/(to) Financing Activities		(11,190)	(262)	3,721
Net increase/(decrease) in cash and cash equivalents		28,161	23,437	45,226
Cash and cash equivalents at the beginning of the year	7	79,082	79,082	33,856
Cash and cash equivalents at the end of the year	7	107,243	102,519	79,082

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.

Notes to the Financial Statements

For the year ended 31 December 2021

1. Statement of Accounting Policies

Reporting Entity

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

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 Ministry's buildings in a good state of repair as a provision of cyclical maintenance. This provision relates mainly to the painting of the school buildings. The estimate is based on the school's long term maintenance plan which is prepared as part of its 10 Year Property Planning process. During the year, the Board assesses the reasonableness of its 10 Year Property Plan on which the provision is based. Cyclical maintenance is disclosed at note 15.

Useful lives of property, plant and equipment

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the significant accounting policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 12.

Chaucer School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

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.

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 Crown and managed by the Ministry of Education on behalf of the Crown. 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. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes.

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

Other Grants

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.

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.

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.

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

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.

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.

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.

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.

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:

Board owned buildings	10-40 years
Furniture and equipment	10-15 years
Information and communication technology	4-10 years
Leased assets held under a Finance Lease	Term of lease
Library resources	12.5% Diminishing value

Chaucer School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

Impairment of property, plant, and equipment

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

Non cash generating assets

Property, plant, and equipment 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.

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.

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.

Revenue Received in Advance

Revenue received in advance relates to other revenue where there are unfulfilled obligations for the School to provide services in the future. The funds 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 this revenue received in advance, should the School be unable to provide the services to which they relate.

Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Comprehensive Revenue and Expense.

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

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

Provision for Cyclical Maintenance

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

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision is a reasonable estimate, based on an up to date 10 Year Property Plan (10YPP) or another appropriate source of evidence.

Financial Instruments

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets 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.

Borrowings

Borrowings on normal commercial terms are initially recognised at the amount borrowed plus transaction costs. Interest due on the borrowings is subsequently accrued and added to the borrowings balance. Borrowings are classified as current liabilities unless the school has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

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

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

Goods and Services Tax (GST)

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

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

Commitments and contingencies are disclosed exclusive of GST.

Budget Figures

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

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.

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

2 Government Grants

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Operational Grants	466,146	430,785	469,546
Teachers' Salaries Grants	1,223,946	920,000	1,262,037
Use of Land and Buildings Grants	681,933	970,397	970,397
Other MoE Grants	153,663	75,408	163,725
Other Government Grants	20,147	-	30,205
	<u>2,545,835</u>	<u>2,396,590</u>	<u>2,895,910</u>

The School has opted in to the donations scheme for this year. Total amount received was \$36,600. (2020 : \$35,100 was received)

3 Locally Raised Funds

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

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Revenue			
Donations & Bequests	477	-	120
Fees for Extra Curricular Activities	34,042	24,400	30,649
Trading	7,364	-	8,035
Fundraising & Community Grants	-	5,000	-
	<u>41,883</u>	<u>29,400</u>	<u>38,804</u>
Expenses			
Extra Curricular Activities Costs	16,966	8,000	18,753
Trading	7,002	-	8,586
	<u>23,968</u>	<u>8,000</u>	<u>27,339</u>
<i>Surplus/ (Deficit) for the year Locally Raised Funds</i>	<u>17,915</u>	<u>21,400</u>	<u>11,465</u>

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

4 Learning Resources

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Curricular	28,175	32,791	38,012
Information and Communication Technology	6,662	10,000	5,485
Library Resources	199	250	199
Employee Benefits - Salaries	1,473,183	1,080,600	1,498,294
Staff Development	15,188	13,000	11,582
	<u>1,523,407</u>	<u>1,136,641</u>	<u>1,553,572</u>

5 Administration

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	6,979	7,000	5,816
Board Fees	4,343	4,000	4,575
Board Expenses	13,178	14,100	9,129
Communication	2,213	2,500	2,085
Consumables	7,195	10,000	9,947
Other	2,959	4,750	2,649
Employee Benefits - Salaries	86,409	75,600	83,455
Insurance	2,082	-	2,228
Service Providers, Contractors and Consultancy	5,004	5,000	4,908
	<u>130,362</u>	<u>122,950</u>	<u>124,792</u>

6 Property

	2021	2021	2020
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	6,640	8,400	8,041
Cyclical Maintenance Expense	29,102	8,000	12,213
Grounds	4,428	5,000	2,426
Heat, Light and Water	11,919	18,500	11,887
Repairs and Maintenance	13,071	16,600	75,015
Use of Land and Buildings	681,933	970,397	970,397
Security	4,293	8,000	7,186
Employee Benefits - Salaries	75,455	63,500	70,606
	<u>826,841</u>	<u>1,098,397</u>	<u>1,157,771</u>

In 2021, the Ministry of Education revised the notional rent rate 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. 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.

Chaucer School

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

7 Cash and Cash Equivalents

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Bank Accounts	68,453	102,519	79,082
Short-term Bank Deposits	38,790	-	-
Cash and cash equivalents for Statement of Cash Flows	<u>107,243</u>	<u>102,519</u>	<u>79,082</u>

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

8 Accounts Receivable

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Receivables	8,723	4,000	5,188
Interest Receivable	432	250	534
Bank Staffing Underuse	52,550	-	-
Teacher Salaries Grant Receivable	102,384	100,000	92,682
	<u>164,089</u>	<u>104,250</u>	<u>98,404</u>
Receivables from Exchange Transactions	9,155	4,250	5,722
Receivables from Non-Exchange Transactions	154,934	100,000	92,682
	<u>164,089</u>	<u>104,250</u>	<u>98,404</u>

9 Inventories

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Stationery	814	500	734
	<u>814</u>	<u>500</u>	<u>734</u>

10 Investments

The School's investment activities are classified as follows:

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Current Asset			
Short-term Bank Deposits	231,665	270,000	260,450
Total Investments	<u>231,665</u>	<u>270,000</u>	<u>260,450</u>

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

11 Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2021	\$	\$	\$	\$	\$	\$
Buildings	184,202	-	-	-	(6,796)	177,406
Furniture and Equipment	239,256	2,435	-	-	(38,494)	203,197
Information and Communication Technology	59,442	2,400	-	-	(18,821)	43,021
Leased Assets	10,673	10,665	-	-	(9,584)	11,754
Library Resources	7,468	-	(23)	-	(931)	6,514
Balance at 31 December 2021	501,041	15,500	(23)	-	(74,626)	441,892

	2021	2021	2021	2020	2020	2020
	Cost or Valuation	Accumulated Depreciation	Net Book Value	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$	\$	\$	\$
Buildings	237,616	(60,210)	177,406	237,616	(53,414)	184,202
Furniture and Equipment	623,949	(420,752)	203,197	621,515	(382,259)	239,256
Information and Communication Technology	225,735	(182,714)	43,021	223,335	(163,893)	59,442
Leased Assets	37,926	(26,172)	11,754	27,260	(16,587)	10,673
Library Resources	47,023	(40,509)	6,514	47,167	(39,699)	7,468
Balance at 31 December	1,172,249	(730,357)	441,892	1,156,893	(655,852)	501,041

The net carrying value of equipment held under a finance lease is \$11,754 (2020: \$10,673).

12 Accounts Payable

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Creditors	639	11,000	10,923
Accruals	6,979	6,000	5,816
Banking Staffing Overuse	-	-	40,767
Employee Entitlements - Salaries	102,384	100,000	93,948
Employee Entitlements - Leave Accrual	6,059	6,000	5,016
	116,061	123,000	156,470
Payables for Exchange Transactions	116,061	123,000	156,470
	116,061	123,000	156,470

The carrying value of payables approximates their fair value.

13 Revenue Received in Advance

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Other Revenue in Advance	197	3,800	3,769
	197	3,800	3,769

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

14 Provision for Cyclical Maintenance

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Provision at the Start of the Year	128,187	128,187	115,974
Increase/(decrease) to the Provision During the Year	29,102	12,213	12,213
Provision at the End of the Year	157,289	140,400	128,187
Cyclical Maintenance - Current	133,622	115,000	105,987
Cyclical Maintenance - Term	23,667	25,400	22,200
	157,289	140,400	128,187

15 Finance Lease Liability

The school has entered into a number of finance lease agreements for computer equipment and photocopiers.
Minimum lease payments payable (includes interest portion):

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
No Later than One Year	6,716	-	9,483
Later than One Year and no Later than Five Years	7,008	-	3,054
Future Finance Charges	(1,364)	-	(828)
	12,359	-	11,709
Represented by			
Finance lease liability - Current	5,871	1,344	8,817
Finance lease liability - Term	6,489	10,627	2,892
	12,359	11,971	11,709

16 Funds Held for Capital Works Projects

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

2021	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Small Hall/Library	-	-	(1,175)	-	(1,175)
Totals	-	-	(1,175)	-	(1,175)

Represented by:

Funds Held on Behalf of the Ministry of Education	-
Funds Due from the Ministry of Education	(1,175)
	(1,175)

2020	Opening Balances \$	Receipts from MoE \$	Payments \$	BOT Contribution/ (Write-off to R&M)	Closing Balances \$
Middle School Upgrade	(35,749)	-	-	(35,749)	-
Totals	(35,749)	-	-	(35,749)	-

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

17 Related Party Transactions

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

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

18 Remuneration

Key management personnel compensation

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

	2021 Actual \$	2020 Actual \$
<i>Board Members</i>		
Remuneration	4,343	4,575
<i>Leadership Team</i>		
Remuneration	542,793	418,967
Full-time equivalent members	5.00	4.00
Total key management personnel remuneration	547,136	423,542

There are 8 members of the Board excluding the Principal. The Board had held 8 full meetings of the Board in the year. 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:

	2021 Actual \$000	2020 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	135-140	140-145
Benefits and Other Emoluments	0-5	0-5
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2021 FTE Number	2020 FTE Number
110-120	1	-
100-110	2	-
	3	-

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

Notes to the Financial Statements (cont.)

For the year ended 31 December 2021

19 Contingencies

There are no contingent liabilities except as noted below and no contingent assets as at 31 December 2021.

(Contingent liabilities and assets as at 31 December 2020: 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. 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 entered into no contract agreements for capital works.

(Capital commitments as at 31 December 2020: nil)

(b) Operating Commitments

As at 31 December 2021 the School has no operating commitments (2020: nil)

21 Financial Instruments

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

	2021	2021	2020
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Financial assets measured at amortised cost			
Cash and Cash Equivalents	107,243	102,519	79,082
Receivables	164,089	104,250	98,404
Investments - Term Deposits	231,665	270,000	260,450
Total Financial assets measured at amortised cost	<u>502,997</u>	<u>476,769</u>	<u>437,936</u>
Financial liabilities measured at amortised cost			
Payables	116,061	123,000	156,470
Finance Leases	12,360	11,971	11,709
Total Financial Liabilities Measured at Amortised Cost	<u>128,421</u>	<u>134,971</u>	<u>168,179</u>

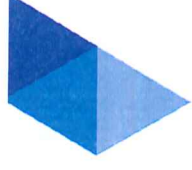
22 Events After Balance Date

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.

24 Chaucer School submitted all documentation on time. Responsibility for any delay in submission of the final audit report does not lie with Chaucer School.



School Name:	Chaucer	School Number:	1243
Strategic Aim:	Chaucer students to be empowered, confident learners. This to be achieved through a focus on: Rangiratanga-Student led learning-Ahua; Whanaungatanga-Co-laboration-Aroha; Manaakitanga-Respect-Awhi.		
Annual Aim:	To increase the number of students independently modelling our Chaucer Values.		
Target:	All year 5 & 6 students independently model our Chaucer Values.		
Baseline Data:	Our four Chaucer Values (Respect; Responsibility; Safety; 100% effort) are well embedded. Behaviour incidents (minor & serious) have been reducing over time.		

Actions <i>What did we do?</i>	Outcomes <i>What happened?</i>	Reasons for the variance <i>Why did it happen?</i>	Evaluation <i>Where to next?</i>
<ol style="list-style-type: none"> 1. Covid-19 affected 2. Strategic goals embedded with continued integration of e.g. Manaakitanga and Awhi 3. 'The Chaucer Family - Who are we?' - Further communication of harakeke image/metaphor [see Strat plan] 4. Target continues to include expectation that all year 5 & year 6 students independently model our Chaucer Values. 5. Celebration of a different language(s) every week from those spoken @ Chaucer. 6. Cultural Day - Organised & run by yr 5/6 students. 7. Student leaders lead the induction of new students and their families. 	<ul style="list-style-type: none"> - Covid-19 affected - Year 5 and Year 6 students were surveyed, asking them to assess their own ability to independently model each of our Chaucer Values. - Range of adult voice was collected, related to what they were seeing around school. This was fed back to staff & BOT. - Parents & caregivers were surveyed post lockdown and asked, '<i>Did our Chaucer Values [Respect; Responsibility; Safety; 100% Effort] help your child deal with this challenging situation and if so how?</i>' Vast majority responded, 'Yes' with examples. - The continued schoolwide termly focus on one of the values supported a common language and deepened the understanding around the particular aspects of our Chaucer Values. - All students had the opportunity to be active first thing in the 	<p>Covid-19 affected New students and their families are introduced to the Chaucer Values by the student leaders and principal at the first induction visit. This supports the process of being 'Chaucerised' i.e. being welcomed into the Chaucer Family and immersed in the values and expectations of our school. COVID-19 lockdowns/moving to distance learning provided an opportunity for our students to demonstrate our values. Feedback from them and from parents was that they helped them during this difficult time. Consistent, regular positive reinforcement of our four Chaucer Values is school wide. The values are explicitly taught and also integrated into e.g. whole school assembly stories, the performing arts programme, communications with parents & whanau.</p>	<ul style="list-style-type: none"> - Extra signage to be installed around school, displaying the Values. - Cultural Day - Whole school takes ownership of this event. - Identify excellent practice both within our own school and at other schools within our Kahui Ako. Share ideas and reflections with, and learn from, the other 8 schools. - The harakeke/flax image that represents the 'Chaucer Family' to be shown & explained at every induction meeting for new families.

<p>8. Chaucer Values integrated into the Performing Arts programme.</p> <p>9. Student led learning [SLL] approach continued to be implemented in classes. Teachers utilised self-reflection rubric to gauge the progress of their practice in this area. SLL self reflection rubric used by students.</p> <p>10. A schoolwide skills development programme, linked to our Chaucer Values, continued to be taught in every class.</p> <p>11. A termly focus on one of the four Chaucer Values+an aspect of that value continued schoolwide. This was reviewed at the 'Chaucer Family Professional day' at start of the year.</p> <p>12. Student Leader Chaucer Values Achievement (CVA's) with an enviro focus, designed & awarded by student leaders.</p>	<p>morning due to the whole school fitness sessions.</p> <p>- Behaviour incidents (minor and major) continued to decline.</p>	<p>Teachers facilitate & support student projects/activities e.g. trips, Chaucer Family Night, visiting farm etc.</p> <p>Improved attendance at 'Chaucer Family nights' - range of contributing factors including students proactively promoting this at home.</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



MINISTRY OF EDUCATION

Te Kaitiaki Takekōwhiri

Tātaritanga raraunga

- | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| <p>13. Stories shared at whole school assembly, focusing on the particular term's Chaucer Values theme.</p> <p>14. Expectation that everyone is treated with the same high level of respect, including guest teachers (relievers & student teachers are described as 'guest teachers' to reinforce the level of respect expected).</p> <p>15. 'Chaucer Family - Meet the teacher', Day 1 of term 1 continued – parents & whanau booked a slot to meet with their child's new teacher. Purpose: Build whanaungatanga, empowers students & parents to lead the discussions, strengthens the learning partnership between home and school. Contributes positively to the wellbeing of students.</p> <p>16. 'Flipped classroom' approach continued to operate in the yr 5/6</p> | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|



MINISTRY OF EDUCATION

Te Kaitiaki Take Kōwhiri
Ministry of Education

Tātaritanga raraunga

<p>classes, supporting 24/7 learning. This came into its own during lockdowns.</p> <p>17. Whole school fitness, Mon - Thurs.</p>		
----------------------------------------------------------------------------------------------------------------------------------	--	--

Planning for next year:

- School wide focus on Te Ao Maori to continue, including collaborative inquiries.
- Continued promotion and teaching of how our Chaucer Values can help during lockdowns/distance learning.
- Signage installed around the school, displaying the Chaucer Values.
- Lynfield Kahui Ako expertise accessed.



Empowering confident learners

Kiwisport Report – 2021

Kiwisport is a Government funding initiative to support students' participation in organised sport. In 2021, the school received total Kiwisport funding of \$3480.63 (excluding GST). Covid-19 had a significant impact on the programme. The funding was spent on facilitated coaching sessions in the following: Futsal. These sessions were facilitated/organised by Sport Waitakere. These programmes ensured that all classes, for Years 1-6, benefited from the funding.

INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF CHAUCER SCHOOL'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

The Auditor-General is the auditor of Chaucer School (the School). The Auditor-General has appointed me, Matthew Coulter, using the staff and resources of BDO Auckland, 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 as applicable to entities that qualify as tier 2.

Our audit was completed on 20 June 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 arise from the Public Audit Act 2001.

Other information

The Board is responsible for the other information. The other information comprises the members of the board listing and the information included on pages 18 to 23, but does not include the financial statements, and our auditor's report thereon.

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

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

Independence

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

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



Matthew Coulter
BDO Auckland
On behalf of the Auditor-General
Auckland, New Zealand