

GLENBROOK SCHOOL

ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

School Directory

Ministry Number: 1292

Principal: Lysandra Stuart

School Address: 459 Glenbrook - Waiuku Rd, RD1, Waiuku 2681

School Postal Address: 459 Glenbrook - Waiuku Rd, RD1, Waiuku 2681

School Phone: 09 235 3888

School Email: admin@glenbrook.school.nz

Members of the Board:

Name	Position	How Position Gained	Term Expired/ Expires
Paul Blue	Presiding Member	Elected	Sep-25
Lysandra Stuart	Principal ex Officio		Sep-25
Craig Buckingham	Parent Representative	Elected	Sep-25
Luke Edmonds	Parent Representative	Elected	Nov-23
Alex Jones	Parent Representative	Elected	Sep-25
Chelsea Cameron	Parent Representative	Elected	Sep-25
Monique Shuker	Staff Representative	Elected	Sep-25

Accountant / Service Provider:

Edtech Financial Services Ltd

GLENBROOK SCHOOL

Annual Financial Statements - For the year ended 31 December 2023

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Glenbrook School

Statement of Responsibility

For the year ended 31 December 2023

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 2023 fairly reflects the financial position and operations of the school.

The School's 2023 financial statements are authorised for issue by the Board.

Paul Blue

Full Name of Presiding Member

Lysandra Stuart

Full Name of Principal

[Signature]

Signature of Presiding Member

[Signature]

Signature of Principal

28.5.24

Date:

28.5.24

Date:

Glenbrook School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2023

	Notes	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Revenue				
Government Grants	2	2,651,267	2,316,654	2,538,022
Locally Raised Funds	3	178,892	114,850	148,669
Interest		19,939	5,000	6,772
Total Revenue		2,850,098	2,436,504	2,693,463
Expense				
Locally Raised Funds	3	142,984	107,500	104,274
Learning Resources	4	1,931,779	1,746,925	1,763,081
Administration	5	193,688	159,120	159,915
Interest		867	1,000	751
Property	6	612,607	472,098	587,030
Loss on Disposal of Property, Plant and Equipment		1,035	-	6,690
Total Expense		2,882,960	2,486,643	2,621,741
Net Surplus / (Deficit) for the year		(32,862)	(50,139)	71,722
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		(32,862)	(50,139)	71,722

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

Glenbrook School

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2023

	Notes	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Equity at 1 January		1,216,922	1,216,922	1,145,200
Total comprehensive revenue and expense for the year		(32,862)	(50,139)	71,722
Contributions from / (Distributions to) the Ministry of Education				
Contribution - Furniture and Equipment Grant		21,985	-	-
Equity at 31 December		1,206,045	1,166,783	1,216,922
Accumulated comprehensive revenue and expense		1,206,045	1,166,783	1,216,922
Reserves		-	-	-
Equity at 31 December		1,206,045	1,166,783	1,216,922

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.

Glenbrook School

Statement of Financial Position

As at 31 December 2023

	Notes	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Current Assets				
Cash and Cash Equivalents	7	529,785	305,479	507,556
Accounts Receivable	8	120,091	121,500	121,021
GST Receivable		9,509	15,000	19,779
Prepayments		44,263	20,000	17,932
Inventories	9	4,856	4,000	3,889
Funds Receivable for Capital Works Projects	16	20,401	-	-
		728,905	465,979	670,177
Current Liabilities				
Accounts Payable	12	186,634	161,000	165,332
Revenue Received in Advance	13	101,094	85,000	88,323
Provision for Cyclical Maintenance	14	-	21,720	44,138
Finance Lease Liability	15	5,214	4,573	4,431
Funds held for Capital Works Projects	16	945	-	945
		293,887	272,293	303,169
Working Capital Surplus		435,018	193,686	367,008
Non-current Assets				
Property, Plant and Equipment	11	866,005	1,047,540	900,540
		866,005	1,047,540	900,540
Non-current Liabilities				
Provision for Cyclical Maintenance	14	87,219	67,026	50,176
Finance Lease Liability	15	7,759	7,417	450
		94,978	74,443	50,626
Net Assets		1,206,045	1,166,783	1,216,922
Equity		1,206,045	1,166,783	1,216,922

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

Glenbrook School

Statement of Cash Flows

For the year ended 31 December 2023

	Note	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Cash flows from Operating Activities				
Government Grants		741,066	618,855	872,112
Locally Raised Funds		213,244	114,679	183,702
Hostel		(1,811)	289	
International Students		877	183	
Goods and Services Tax (net)		10,270	4,779	(2,484)
Payments to Employees		(444,868)	(355,330)	(320,039)
Payments to Suppliers		(501,840)	(377,342)	(419,931)
Interest Paid		(867)	(1,000)	(751)
Interest Received		22,029	3,646	4,963
Net cash from Operating Activities		38,100	8,759	317,572
Cash flows from Investing Activities				
Proceeds from Sale of Property Plant & Equipment		(1,035)	-	(6,690)
Purchase of Property Plant & Equipment		(35,562)	(205,413)	(174,422)
Purchase of Investments		-	-	50,063
Net cash from/(to) Investing Activities		(36,597)	(205,413)	(131,049)
Cash flows from Financing Activities				
Furniture and Equipment Grant		21,985	-	(4,389)
Finance Lease Payments		(1,259)	(4,478)	(6,267)
Funds Administered on Behalf of Other Parties		-	(945)	(48,786)
Net cash from/(to) Financing Activities		20,726	(5,423)	(59,442)
Net increase/(decrease) in cash and cash equivalents		22,229	(202,077)	127,081
Cash and cash equivalents at the beginning of the year	7	507,556	507,556	380,475
Cash and cash equivalents at the end of the year	7	529,785	305,479	507,556

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

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

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

1. Statement of Accounting Policies

a) Reporting Entity

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

b) Basis of Preparation

Reporting Period

The financial statements have been prepared for the period 1 January 2023 to 31 December 2023 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 expense 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.

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

Critical Accounting Estimates And Assumptions

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

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

Cyclical maintenance

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

Useful lives of property, plant and equipment

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

Critical Judgements in Applying Accounting Policies

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

Classification of leases

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

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

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.

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

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.

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

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

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

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

Other Grants where conditions exist

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

Donations, Gifts and Bequests

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

Interest Revenue

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

d) 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.

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

e) Cash and Cash Equivalents

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

f) Accounts Receivable

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

g) Inventories

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

h) Property, Plant and Equipment

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

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

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

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

Finance Leases

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

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

Depreciation

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

The estimated useful lives of the assets are:

Building improvements	40 years
Furniture and equipment	15 years
Information and communication technology	5 years
Leased assets held under a Finance Lease	3 years
Library resources	8 years

i) 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. If such indication exists, the School estimates the asset's recoverable service amount. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

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

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

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in surplus or deficit.

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

j) Accounts Payable

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

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

k) Employee Entitlements

Short-term employee entitlements

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

l) Revenue Received in Advance

Revenue received in advance relates to fees received from international and hostel students and grants received where there are unfulfilled obligations for the School to provide services in the future. The fees or grants are recorded as revenue as the obligations are fulfilled and the fees or grants are earned.

The School holds sufficient funds to enable the refund of unearned fees in relation to international students, should the School be unable to provide the services to which they relate.

m) Funds Held for Capital Works

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

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

n) Provision for Cyclical Maintenance

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

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

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

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

o) Financial Instruments

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

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

p) Goods and Services Tax (GST)

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

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

Commitments and contingencies are disclosed exclusive of GST.

q) Budget Figures

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

r) 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.

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

2. Government Grants

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Government Grants - Ministry of Education	779,873	622,238	805,729
Teachers' Salaries Grants	1,436,045	1,367,168	1,355,865
Use of Land and Buildings Grants	435,349	327,248	376,428
	<u>2,651,267</u>	<u>2,316,654</u>	<u>2,538,022</u>

The School has opted in to the donations scheme for this year. Total amount received was \$43,308.

3. Locally Raised Funds

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

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
Revenue	\$	\$	\$
Donations & Bequests	23,373	7,000	19,396
Curriculum related Activities - Purchase of goods and services	105,693	98,350	78,575
Trading	26,790	9,500	18,316
Other Revenue	23,036	-	32,382
	<u>178,892</u>	<u>114,850</u>	<u>148,669</u>
Expense			
Extra Curricular Activities Costs	124,406	107,500	91,995
Trading	18,578	-	12,279
	<u>142,984</u>	<u>107,500</u>	<u>104,274</u>
Surplus for the year Locally Raised Funds	<u>35,908</u>	<u>7,350</u>	<u>44,395</u>

4. Learning Resources

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Curricular	53,851	28,100	92,079
Information and Communication Technology	14,329	12,600	11,888
Library Resources	1,400	1,600	1,400
Employee Benefits - Salaries	1,730,682	1,588,625	1,544,176
Staff Development	52,069	46,000	40,952
Depreciation	79,448	70,000	72,586
	<u>1,931,779</u>	<u>1,746,925</u>	<u>1,763,081</u>

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

5. Administration

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Audit Fees	8,605	8,200	8,382
Board Fees	3,280	3,500	3,060
Board Expenses	17,444	10,500	11,399
Communication	4,883	5,100	4,996
Consumables	11,158	10,000	10,241
Other	14,129	7,520	9,816
Employee Benefits - Salaries	115,707	97,000	95,111
Insurance	10,171	9,300	9,103
Service Providers, Contractors and Consultancy	8,311	8,000	7,807
	<u>193,688</u>	<u>159,120</u>	<u>159,915</u>

6. Property

	2023 Actual \$	2023 Budget (Unaudited) \$	2022 Actual \$
Caretaking and Cleaning Consumables	11,524	9,950	10,720
Consultancy and Contract Services	29,742	28,000	29,295
Cyclical Maintenance	28,010	17,000	66,349
Grounds	24,258	12,500	24,717
Heat, Light and Water	33,847	28,000	26,450
Repairs and Maintenance	8,701	11,000	15,087
Use of Land and Buildings	435,349	327,248	376,428
Security	556	2,400	2,213
Employee Benefits - Salaries	40,620	36,000	35,771
	<u>612,607</u>	<u>472,098</u>	<u>587,030</u>

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

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

7. Cash and Cash Equivalents

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Bank Accounts	481,785	305,479	107,556
Short-term Bank Deposits	48,000	-	400,000
Cash and cash equivalents for Statement of Cash Flows	<u>529,785</u>	<u>305,479</u>	<u>507,556</u>

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

Of the \$529,785 Cash and Cash Equivalents, \$945 is held by the School on behalf of the Ministry of Education. These funds have been provided by the Ministry as part of the School's 5 Year Agreement funding for upgrades to the School's buildings. The funds are required to be spent in 2024 on Crown owned School buildings.

Of the \$529,785 Cash and Cash Equivalents, \$40,350 of unspent grant funding is held by the School. This funding is subject to conditions which specify how the grant is required to be spent. If these conditions are not met, the funds will need to be returned.

8. Accounts Receivable

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Receivables	1,000	3,000	3,241
Interest Receivable	56	3,500	2,146
Teacher Salaries Grant Receivable	119,035	115,000	115,634
	<u>120,091</u>	<u>121,500</u>	<u>121,021</u>
Receivables from Exchange Transactions	1,056	6,500	5,387
Receivables from Non-Exchange Transactions	119,035	115,000	115,634
	<u>120,091</u>	<u>121,500</u>	<u>121,021</u>

9. Inventories

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Stationery	2,595	2,000	2,024
School Uniforms	2,261	2,000	1,865
	<u>4,856</u>	<u>4,000</u>	<u>3,889</u>

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

11. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2023	\$	\$	\$	\$	\$	\$
Building Improvements	681,037	-	-	-	(27,874)	653,163
Furniture and Equipment	146,916	8,331	-	-	(16,576)	138,671
Information and Communication Technology	56,764	20,229	(863)	-	(26,956)	49,174
Leased Assets	6,029	14,900	-	-	(6,528)	14,401
Library Resources	9,794	2,488	(172)	-	(1,514)	10,596
Balance at 31 December 2023	900,540	45,948	(1,035)	-	(79,448)	866,005

The net carrying value of furniture and equipment held under a finance lease is \$14,401 (2022: \$6,029)

Restrictions

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

	2023	2023	2023	2022	2022	2022
	Cost or Valuation	Accumulated Depreciation	Net Book Value	Cost or Valuation	Accumulated Depreciation	Net Book Value
	\$	\$	\$	\$	\$	\$
Building Improvements	1,145,123	(491,960)	653,163	1,145,123	(464,086)	681,037
Furniture and Equipment	307,123	(168,452)	138,671	299,558	(152,642)	146,916
Information and Communication Technology	273,744	(224,570)	49,174	298,664	(241,900)	56,764
Motor Vehicles	11,000	(11,000)	-	11,000	(11,000)	-
Leased Assets	27,764	(13,363)	14,401	18,413	(12,384)	6,029
Library Resources	64,077	(53,481)	10,596	62,691	(52,897)	9,794
Balance at 31 December	1,828,831	(962,826)	866,005	1,835,449	(934,909)	900,540

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

12. Accounts Payable

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Creditors	49,246	35,000	37,769
Accruals	6,884	6,500	6,556
Employee Entitlements - Salaries	120,154	115,000	116,650
Employee Entitlements - Leave Accrual	10,350	4,500	4,357
	<u>186,634</u>	<u>161,000</u>	<u>165,332</u>
Payables for Exchange Transactions	186,634	161,000	165,332
	<u>186,634</u>	<u>161,000</u>	<u>165,332</u>

The carrying value of payables approximates their fair value.

13. Revenue Received in Advance

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Grants in Advance - Ministry of Education	47,977	63,000	66,383
International Student Fees in Advance	2,194	1,500	1,317
Hostel Fees in Advance	3,400	5,500	5,211
Other revenue in Advance	47,523	15,000	15,412
	<u>101,094</u>	<u>85,000</u>	<u>88,323</u>

14. Provision for Cyclical Maintenance

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Provision at the Start of the Year	94,314	50,176	69,470
Increase to the Provision During the Year	28,010	17,000	66,349
Use of the Provision During the Year	(15,605)	-	(41,505)
Provision at the End of the Year	<u>106,719</u>	<u>67,176</u>	<u>94,314</u>
Cyclical Maintenance - Current	-	21,720	44,138
Cyclical Maintenance - Non current	87,219	67,026	50,176
	<u>87,219</u>	<u>88,746</u>	<u>94,314</u>

Per the cyclical maintenance schedule, the School is next expected to undertake painting works during 2026. This plan is based on the Schools 10 Year Property plan.

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

15. Finance Lease Liability

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

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
No Later than One Year	5,214	4,573	4,431
Later than One Year and no Later than Five Years	7,759	7,417	450
	<u>12,973</u>	<u>11,990</u>	<u>4,881</u>
Represented by			
Finance lease liability - Current	5,214	4,573	4,431
Finance lease liability - Non current	7,759	7,417	450
	<u>12,973</u>	<u>11,990</u>	<u>4,881</u>

16. Funds Held for Capital Works Projects

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

2023	Opening Balances	Receipts from MOE	Payments	Board Contributions	Closing Balances
	\$	\$	\$	\$	\$
Fire System Replacement	945	-	-	-	945
Drainage	-	-	(2,850)	-	(2,850)
Flood	-	-	(17,551)	-	(17,551)
Totals	<u>945</u>	<u>-</u>	<u>(20,401)</u>	<u>-</u>	<u>(19,456)</u>

Represented by:

Funds Held on Behalf of the Ministry of Education	945
Funds Receivable from the Ministry of Education	(20,401)

2022	Opening Balances	Receipts from MOE	Payments	Board Contributions	Closing Balances
	\$	\$	\$	\$	\$
Fire System Replacement	-	104,828	(103,883)	-	945
Block Upgrade	49,731	-	(49,731)	-	-
Totals	<u>49,731</u>	<u>104,828</u>	<u>(153,614)</u>	<u>-</u>	<u>945</u>

Represented by:

Funds Held on Behalf of the Ministry of Education	945
Funds Receivable from the Ministry of Education	-

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

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.

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

18. Remuneration

Key management personnel compensation

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

	2023 Actual \$	2022 Actual \$
<i>Board Members</i>		
Remuneration	3,280	3,060
<i>Leadership Team</i>		
Remuneration	415,687	392,181
Full-time equivalent members	3	3
Total key management personnel remuneration	418,967	395,241

There are 6 members of the Board excluding the Principal. The Board has held 10 full meetings of the Board in the year. The Board also has Finance (3 members) and Property (3 members) committees that meet monthly and quarterly respectively. As well as these regular meetings, including preparation time, the Presiding member and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.

Principal

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

	2023 Actual \$000	2022 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	180 - 190	150 - 160
Benefits and Other Emoluments	5 -10	0 - 5

Other Employees

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

Remuneration \$000	2023 FTE Number	2022 FTE Number
130 - 140	1.00	0.00
110 - 120	0.00	2.00
	1.00	2.00

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

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

19. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2023 (Contingent liabilities and assets at 31 December 2022: nil).

Holidays Act Compliance – Schools Payroll

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

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

Pay Equity Settlement Wash-up Amounts

In 2023 the Ministry of Education provided additional funding for non-teaching collective and pay equity agreements. The school is yet to receive a final wash-up that adjusts the estimated quarterly instalments for the actual eligible staff members employed in 2023. The Ministry is in the process of determining wash-up payments or receipts for the year ended 31 December 2023. However, as at the reporting date, this amount had not been calculated and is therefore not recorded in these financial statements.

20. Commitments

(a) Capital Commitments

At 31 December 2023, the Board had capital commitments of \$945 (2022:\$NIL) as a result of entering the following contracts:

Contract Name	Contract Amount	Spend To Date	Remaining Capital Commitment
	\$	\$	\$
Fire System Replacement	104,828	103,883	945

(b) Operating Commitments

As at 31 December 2023, the Board has entered into no new contracts:

Glenbrook School

Notes to the Financial Statements

For the year ended 31 December 2023

21. Financial Instruments

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

Financial assets measured at amortised cost

	2023 Actual	2023 Budget (Unaudited)	2022 Actual
	\$	\$	\$
Cash and Cash Equivalents	529,785	305,479	507,556
Receivables	120,091	121,500	121,021
Total financial assets measured at amortised cost	<u>649,876</u>	<u>426,979</u>	<u>628,577</u>

Financial liabilities measured at amortised cost

Payables	186,634	161,000	165,332
Finance Leases	12,973	11,990	4,881
Total financial liabilities measured at amortised cost	<u>199,607</u>	<u>172,990</u>	<u>170,213</u>

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 GLENBROOK SCHOOL'S FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

The Auditor-General is the auditor of Glenbrook School (the School). The Auditor-General has appointed me, Junita Sen, 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 22, that comprise the statement of financial position as at 31 December 2023, 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 2023; 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 28 May 2024, This is the date at which our opinion is expressed.

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

Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the Board for the financial statements

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

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

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

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

Responsibilities of the auditor for the audit of the financial statements

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

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

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

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

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

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

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

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

Our responsibilities arise from the Public Audit Act 2001.

Other information

The Board is responsible for the other information. The other information comprises the information included in the annual report, 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 (including International Independence Standards) (New Zealand) (PES 1)* issued by the New Zealand Auditing and Assurance Standards Board.

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



Junita Sen
BDO Auckland
On behalf of the Auditor-General
Auckland, New Zealand



Glenbrook School

Compliance with Education and Training Act 2020 requirements to be a good employer for the year ending 31 December 2023.

The following questions address key aspects of compliance with a good employer policy:

Reporting on the principles of being a Good Employer	
How have you met your obligations to provide good and safe working conditions?	We ensure our applicants and employees are treated according to their skills, qualifications, abilities and aptitudes without bias or discrimination. We realise their potential.
What is in your equal employment opportunities programme? How have you been fulfilling this programme?	As the EEO officer, we show a commitment to all aspects of EEO including recruitment, training, PLD, promotion, conditions of service with evidence from PGC. We recognise the value of diversity and staffing and work hard in this space.
How do you practise impartial selection of suitably qualified persons for appointment?	<i>We select the person most suited to the position based upon their skills, qualifications, experience and aptitude ensuring all practices are fair and free of bias.</i>
How are you recognising, <ul style="list-style-type: none"> - The aims and aspirations of Maori, - The employment requirements of Maori, and - Greater involvement of Maori in the Education service? 	<p><i>Our Charter and professional standards are guided by Te Tiriti o Waitangi and this is reviewed and accounted for through our culturally responsive korowai.</i></p> <p><i>We select the person most suited to the position based upon their skills, qualifications, experience and aptitude ensuring all practices are fair and free of bias.</i></p>
How have you enhanced the abilities of individual employees?	<i>We provide regular and timely PLD based upon the vision and needs of all our learners.</i>
How are you recognising the employment requirements of women?	<i>We select the person most suited to the position based upon their skills, qualifications, experience and aptitude ensuring all practices are fair and free of bias.</i>
How are you recognising the employment requirements of persons with disabilities?	<i>We select the person most suited to the position based upon their skills, qualifications, experience and aptitude ensuring all practices are fair and free of bias.</i>

Good employer policies should include provisions for an Equal Employment Opportunities (EEO) programme/policy . The Ministry of Education monitors these policies:

Reporting on Equal Employment Opportunities (EEO) Programme/Policy	YES	NO
Do you operate an EEO programme/policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has this policy or programme been made available to staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does your EEO programme/policy include training to raise awareness of issues which may impact EEO?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has your EEO programme/policy appointed someone to coordinate compliance with its requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does your EEO programme/policy provide for regular reporting on compliance with the policy and/or achievements under the policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does your EEO programme/policy set priorities and objectives?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Signed : 

Name : Lysandra Stuart

Date: : 1/3/24



KIWISPORT REPORT – GLENBROOK SCHOOL 2023

The school received \$4409.64 (exGST) for Kiwisport for 2023. The funding was allocated as per the following:-

Transport to and from interschool events (Rip, Soccer, Netball, Cross Country, Hockey, Orienteering, Sailing, AIMS)	\$2909.64
Additional sport equipment (all codes)	\$1500.00

Lysandra Stuart

Principal