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Newtown School  
Financial Statements  
For the year ended 31 December 2013

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Newtown School  
Statement of Responsibility  
For the year ended 31 December 2013

The Board of Trustees (the Board) of Newtown School (the School) accepts responsibility for the preparation of the annual financial statements and the judgements used in these statements.

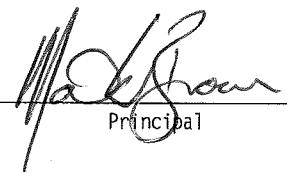
The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

In the opinion of the Board and management, the annual financial statements for the financial year fairly reflect the financial position and operations of the school.

During the 2012 year the Ministry of Education introduced a new payroll system, Novopay, which has resulted in many errors. To the best of our knowledge, all material matters are properly reflected in the financial statements.

The school's 2013 financial statements are authorised for issue by the Board Chairperson and Principal.

  
Chairperson

  
Principal

Dated 29/10/2014

Newtown School  
Statement of Comprehensive Income  
For the year ended 31 December 2013

|  | Notes | 2013<br>Actual   | 2013<br>Budget   | 2012<br>Actual   |
|--|-------|------------------|------------------|------------------|
| <b>Income</b>  |       |                  |                  |                  |
| Government Grants  | 2     | 1,987,013        | 1,923,112        | 1,780,736        |
| Investment income  |       | 5,655            | 4,000            | 5,726            |
| Local funds  | 3     | 91,047           | 58,700           | 82,106           |
| Gain on asset disposal                                   |       | 0                | 0                | 4,171            |
|  |       | <u>2,083,715</u> | <u>1,985,812</u> | <u>1,872,739</u> |
| <br><b>Expenditure</b>                                   |       |                  |                  |                  |
| Learning resources                                       | 4     | 1,497,713        | 1,432,654        | 1,315,563        |
| Administration   | 5     | 129,316          | 124,798          | 120,896          |
| Property maintenance                                     | 6     | 381,494          | 369,301          | 358,679          |
| Local Funds  | 3     | 3,473            | 2,500            | 3,610            |
| Depreciation   | 10    | 78,135           | 57,000           | 74,392           |
| Finance costs  |       | 780              | 0                | 780              |
| Loss on asset disposal                                   |       | 0                | 0                | 5,291            |
|  |       | <u>2,090,911</u> | <u>1,986,253</u> | <u>1,879,211</u> |
| <br>Net surplus (deficit) and total comprehensive income |       | <u>(7,196)</u>   | <u>(441)</u>     | <u>(6,472)</u>   |

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Newtown School  
Statement of Changes in Equity  
For the year ended 31 December 2013

|  | 2013<br>Actual | 2013<br>Budget | 2012<br>Actual |
|--|----------------|----------------|----------------|
| Equity at the start of the period                    | 616,651        | 616,651        | 623,123        |
| Net surplus (deficit) and total comprehensive income | (7,196)        | (441)          | (6,472)        |
| Equity at end of the period                          | 609,455        | 616,210        | 616,651        |

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Newtown School  
Statement of Financial Position  
As at 31 December 2013

|                                | Notes | 2013<br>Actual | 2013<br>Budget | 2012<br>Actual |
|--------------------------------|-------|----------------|----------------|----------------|
| <b>Total Equity</b>            |       | <u>609,455</u> | <u>616,210</u> | <u>616,651</u> |
| <b>Current Assets</b>          |       |                |                |                |
| Cash and Cash Equivalents      |       | 50,261         | 61,477         | 71,912         |
| Investments                    |       | 120,883        | 115,851        | 115,851        |
| Accounts Receivable            | 7     | 85,623         | 88,428         | 88,428         |
| Prepayments                    |       | 6,414          | 6,371          | 6,371          |
| GST Receivable                 |       | 7,980          | 6,823          | 6,823          |
| Inventories                    |       | 0              | 292            | 292            |
|                                |       | <u>271,161</u> | <u>279,242</u> | <u>289,677</u> |
| <b>Current Liabilities</b>     |       |                |                |                |
| Accounts Payable               | 8     | 123,320        | 126,228        | 126,228        |
| Finance Lease Liability        | 12    | 2,280          | 2,280          | 2,280          |
| Painting Contract Liability    |       | 11,994         | 11,994         | 11,994         |
|                                |       | <u>137,594</u> | <u>140,502</u> | <u>140,502</u> |
| <b>Working Capital</b>         |       | 133,567        | 138,740        | 149,175        |
| <b>Non Current Assets</b>      |       |                |                |                |
| Property, Plant and Equipment  | 10    | 519,512        | 514,231        | 514,231        |
|                                |       | <u>519,512</u> | <u>514,231</u> | <u>514,231</u> |
| <b>Non Current Liabilities</b> |       |                |                |                |
| Cyclical Maintenance Provision | 9     | 20,589         | 13,726         | 13,726         |
| Finance Lease Liability        | 12    | 4,180          | 4,180          | 6,460          |
| Painting Contract Liability    |       | 18,855         | 18,855         | 26,569         |
|                                |       | <u>43,624</u>  | <u>36,761</u>  | <u>46,755</u>  |
| <b>Net Assets</b>              |       | <u>609,455</u> | <u>616,210</u> | <u>616,651</u> |

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

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Newtown School  
Notes to the Financial Statements  
For the year ended 31 December 2013

**1. Statement of Significant Accounting Policies**

**a) Reporting Entity**

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

**b) Basis of Preparation**

**Financial reporting standards applied**

The Education Act 1989 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying New Zealand Equivalents to International Financial Reporting Standards (NZ IFRS) as appropriate to public benefit entities that qualify for differential reporting.

**Differential reporting**

The School qualifies for differential reporting exemptions because it is not publicly accountable as defined in the Framework for Differential Reporting (the Framework) and it is not large. Many of the reporting exemptions available under the Framework have been applied.

**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.

**Specific accounting policies**

The accounting policies used in the preparation of these financial statements are set out below. The policies have been consistently applied to all years presented.

**c) Income Recognition**

**Government grants**

Operational grants are recorded as income as received. Teachers' salaries grants are not received in cash by the school but are paid directly to teachers by the Ministry of Education (the Ministry). They are recorded as income in the salary period they relate to. Other grants are recorded as income as received 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 income as the conditions are fulfilled.

Grants for the use of land and buildings are also not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown. Use of land and building grants are recorded as income in the period the school uses the land and buildings.

## Donations

Donations, gifts and bequests are recorded as income when their receipt is formally acknowledged by the School.

## Interest income

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

## d) Use of Land and Buildings Expense

The property from which the School operates is owned by the Crown and managed by the Ministry on behalf of the Crown. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes. This is a non-cash expense that is offset by a non-cash grant received from the Ministry.

## e) Operating Lease Payments

Payments made under operating leases are recognised in the Statement of Comprehensive Income on a straight line basis over the term of the lease.

## f) Finance Lease Payments

Finance lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charge is allocated to each period during the lease term on an effective interest basis.

## g) Cash and Cash Equivalents

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

## h) Accounts Receivable

Accounts Receivable represents items that the School has issued invoices for, but has not received payment for at year end. They are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A provision for impairment of Accounts Receivable is established where there is objective evidence the School will not be able to collect all amounts due according to the original terms of the debt.

## i) Inventories

Inventories are consumable items held for sale. 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. The write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Income in the period of the write down.

## j) Investments

Investments are held with registered trading banks and are classified as current assets if they have maturities of between three months and one year. Those with maturities greater than 12 months after the balance date are classified as non-current assets. After initial recognition investments are measured at amortised cost using the effective interest method less impairment. At balance date the School assesses whether there is any objective evidence that an investment is impaired. Any impairment loss is recorded as an expense in the Statement of Comprehensive Income.

The School has met the requirements under section 73 of the Education Act 1989 in relation to the acquisition of securities.



#### k) Property, Plant and Equipment

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

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

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

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

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 Income.

#### Leased Assets

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

#### Depreciation

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

The estimated useful lives of the assets are:

|   |          |
|---|----------|
| Equipment, Computers                                      | 10 years |
| Furniture, Fittings                                       | 15 years |
| Library Books   | 8 years  |
| Leasehold Improvements                                    | 20 years |
| Leased assets are depreciated over the life of the lease. |          |

#### l) Accounts Payable

Accounts Payable represent 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.

#### m) Employee Entitlements

##### Salary Accruals

Salary accruals mainly reflect annual leave owing to teachers and ancillary staff and are recognised in respect of employees' services to balance date and are measured at the amounts expected to be paid when the liabilities are settled. There is a corresponding teacher's salaries grant receivable from the Ministry to fund the liability.

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#### Leave Accruals

No provision is required to be recognised for sick leave for any teachers, irrespective of whether a School is above its teaching entitlement, as in practice most teachers' sick leave is grant funded by the Ministry. For non-teaching staff, the school is required to report a liability in dollar terms for the relevant leave types, where this information is readily available. Any liability is reported in the school's Current Accounts Payable note to the Financial Statements.

#### n) Income Received in Advance

Income received in advance relates to money that has been received by the School for services it has yet to provide. The money will be shown as income as the obligations are fulfilled.

#### o) Shared funds

Where shared funds are held on behalf of third parties, these funds are recognised as a liability until they are used for their intended purpose. The School holds sufficient funds to enable these funds to be used for their intended purpose.

#### p) 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 School, makes up the most significant part of the Board's responsibilities outside the day-to-day maintenance. The provision for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the Board's 10-year property plan.

#### q) Financial Assets and Liabilities

The School's financial assets comprise cash and cash equivalents, accounts receivable and investments. All of these financial assets are categorised as 'loans and receivables' for accounting purposes in accordance with financial reporting standards.

The School's financial liabilities comprise accounts payable, funds held on behalf of the Ministry of Education, and painting contract liability (if applicable). All of these financial liabilities are categorised as 'financial liabilities measured at amortised cost' for accounting purposes in accordance with financial reporting standards.

#### r) 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.

#### s) Budget figures

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

|                                 | 2013<br>Actual   | 2013<br>Budget      | 2012<br>Actual      |
|---------------------------------|------------------|---------------------|---------------------|
| <b>2 Government Grants</b>      |                  |                     |                     |
| Operational grants              | 404,212          | 365,183             | 342,478             |
| Other government grants         | 134,872          | 110,000             | 136,384             |
| Teachers salaries grant         | 1,231,414        | 1,231,414           | 1,095,808           |
| Use of land and buildings grant | 216,515          | 216,515             | 206,066             |
|                                 | <u>1,987,013</u> | <u>1,923,112</u>    | <u>1,780,736</u>    |
|                                 |                  |                     |                     |
|                                 | 2013<br>Income   | 2013<br>Expenditure | 2012<br>Income      |
| <b>3 Local Funds</b>            |                  |                     | 2012<br>Expenditure |
| Trading                         | 4,757            | 3,473               | 4,009               |
| Fundraising                     | 13,179           | 0                   | 14,409              |
| Activities                      | 73,111           | 0                   | 63,688              |
|                                 | <u>91,047</u>    | <u>3,473</u>        | <u>82,106</u>       |
|                                 |                  |                     | <u>3,610</u>        |
|                                 |                  |                     |                     |
| <b>4 Learning Resources</b>     |                  |                     |                     |
| Professional Development        | 6,084            | 13,000              | 7,466               |
| Library                         | 664              | 3,000               | 560                 |
| Teaching Resources              | 55,128           | 43,500              | 36,848              |
| Personnel                       | 1,408,041        | 1,355,254           | 1,250,806           |
| Rtm                             | 5,676            | 6,000               | 5,819               |
| Extra Curricular Activities     | 22,120           | 11,900              | 14,064              |
|                                 | <u>1,497,713</u> | <u>1,432,654</u>    | <u>1,315,563</u>    |
|                                 |                  |                     |                     |
| <b>5 Administration</b>         |                  |                     |                     |
| Communication Expenses          | 8,184            | 9,400               | 7,458               |
| Board Of Trustee Expenses       | 10,320           | 5,100               | 6,007               |
| Audit Costs                     | 5,724            | 6,000               | 5,681               |
| Consumables                     | 22,002           | 22,500              | 15,885              |
| Staff Expenses                  | 54,380           | 53,398              | 54,177              |
| General                         | 28,706           | 28,400              | 31,688              |
|                                 | <u>129,316</u>   | <u>124,798</u>      | <u>120,896</u>      |
|                                 |                  |                     |                     |
| <b>6 Property Maintenance</b>   |                  |                     |                     |
| Cleaning & Sanitation           | 10,863           | 9,000               | 10,385              |
| Energy                          | 45,969           | 33,900              | 43,054              |
| Rates                           | 1,338            | 1,300               | 1,363               |
| Grounds                         | 6,072            | 2,000               | 221                 |
| Repairs & Maintenance           | 40,567           | 36,973              | 35,353              |
| Use of Land and Buildings       | 216,515          | 216,515             | 206,066             |
| Staff Wages                     | 53,307           | 57,613              | 55,374              |
| Cyclical Maintenance            | 6,863            | 12,000              | 6,863               |
|                                 | <u>381,494</u>   | <u>369,301</u>      | <u>358,679</u>      |

The use of land and buildings figure represents 8% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education year-end reporting purposes. Following consultation, certain changes to the revaluation methodology were adopted as part of the 30 June 2012 revaluation exercise. These changes improved the previous revaluation methodology, and have resulted in an improvement to the quality of calculations. These improvements will be carried forward into future revaluations.

|   | 2013<br>Actual | 2012<br>Actual |
|---|----------------|----------------|
| <b>7 Accounts Receivable</b>                |                |                |
| Debtors                                     | 2,299          | 5,498          |
| Teachers salaries accrual                   | 83,324         | 82,930         |
|   | <u>85,623</u>  | <u>88,428</u>  |
| <b>8 Accounts Payable</b>                   |                |                |
| Creditors                                   | 17,886         | 32,213         |
| Staff banking overuse                       | 11,025         | 0              |
| Teachers salaries accrual                   | 83,324         | 82,930         |
| Leave accrual                               | 11,085         | 11,085         |
|   | <u>123,320</u> | <u>126,228</u> |
| <b>9 Provision for Cyclical Maintenance</b> |                |                |
| Provision at the start of the year          | 13,726         | 6,863          |
| Increase in the provision during the year   | 6,863          | 6,863          |
|   | <u>20,589</u>  | <u>13,726</u>  |

The amount recognised as a provision is the best estimate of the expenditure required to settle the present obligations at the balance sheet date. Present obligations are identified in the school's current 10-year property plan. The provision has not been adjusted for inflation and the effect of the time value of money.

## 10 Property, Plant and Equipment

|                        | 31 December 2013 |                  |                |               | 31 December 2012 |                |                |               |
|------------------------|------------------|------------------|----------------|---------------|------------------|----------------|----------------|---------------|
|                        | Cost/<br>Value   | Accum<br>Depn    | Book<br>Value  | 2013<br>Depn  | Cost/<br>Value   | Accum<br>Depn  | Book<br>Value  | 2012<br>Depn  |
| Equipment, Computers   | 390,012          | 274,558          | 115,454        | 26,456        | 359,389          | 248,101        | 111,288        | 20,611        |
| Furniture, Fittings    | 495,980          | 312,576          | 183,404        | 21,303        | 445,690          | 291,273        | 154,417        | 18,327        |
| Library Books          | 67,966           | 60,515           | 7,451          | 3,269         | 65,463           | 57,247         | 8,216          | 8,177         |
| Leasehold Improvements | 568,304          | 361,716          | 206,588        | 24,827        | 568,304          | 336,889        | 231,415        | 25,034        |
| Leased Assets          | 11,400           | 4,785            | 6,615          | 2,280         | 11,400           | 2,505          | 8,895          | 2,243         |
|                        | <u>1,533,662</u> | <u>1,014,150</u> | <u>519,512</u> | <u>78,135</u> | <u>1,450,246</u> | <u>936,015</u> | <u>514,231</u> | <u>74,392</u> |

|  |                |                |
|--|----------------|----------------|
| <b>Net book value reconciliation</b>   | 2013           | 2012           |
| Net book value at start of year        | 514,231        | 577,559        |
| Less: Disposals at book value          | 0              | 8,035          |
| Less: Depreciation charge for the year | 78,135         | 74,392         |
| Add: Asset acquisition at cost         | 83,416         | 19,099         |
|  | <u>519,512</u> | <u>514,231</u> |

## 11 Funds held (owed) for Capital Works Projects

|                      | 2011     | 2012   | 2012        | 2012    | 2013   | 2013        | 2013    |
|----------------------|----------|--------|-------------|---------|--------|-------------|---------|
|                      | Balance  | Income | Expenditure | Balance | Income | Expenditure | Balance |
| Classroom Relocation | (11,913) | 10,819 | (1,094)     | 0       | 0      | 0           | 0       |
| Earthquake Upgrade   | 0        | 6,970  | 6,970       | 0       | 0      | 0           | 0       |
|                      | (11,913) | 17,789 | 5,876       | 0       | 0      | 0           | 0       |

## 12 Finance Lease Liability

2013 Actual      2012 Actual

The School has entered into a number of finance lease agreements. Finance lease liabilities are payable as follows:

|  |       |       |
|--|-------|-------|
| Not later than one year                              | 2,280 | 2,280 |
| Later than one year & not later than five years      | 4,180 | 6,460 |
| Total (Current Liability plus Non Current Liability) | 6,460 | 8,740 |

## 13 Commitments

### (a) Operating Commitments

The School has the following obligations for non-cancellable leases at balance date:

|  |       |       |
|--|-------|-------|
| No later than one year                           | 3,794 | 3,499 |
| Later than one year and no later than five years | 2,959 | 3,341 |
|  | 6,753 | 6,840 |

The School has entered into an agreement with Programmed Property Services Ltd for painting of the School's buildings. The amount committed on the contract is:

|  |        |        |
|--|--------|--------|
| No later than one year                           | 11,994 | 11,994 |
| Later than one year and no later than five years | 35,982 | 47,976 |
|  | 47,976 | 59,970 |

### (b) Capital Commitments

There are no capital commitments. (2012 Nil)

## 14 Contingencies

There are no contingent assets or contingent liabilities. (2012 Nil)

## 15 Failure to comply with section 87 of the Education Act 1989

The Board of Trustees has failed to comply with Section 87 of the Education Act 1989 in that the Board did not report by 31 May 2014, the date fixed by the Minister of Education, by which Schools were required to have sent their financial statements to the Ministry of Education. The failure to comply was caused solely by Novopay payroll issues.

## 16 Related Party Transactions

The school is an entity controlled by 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.

Teacher Sarah Taverner is related to BOT Chairman Matthew Stone.  
Ancillary staff member Maioha McKinley is related to Principal Rhys McKinley.  
Ancillary staff member Rochelle Pukete is related to BOT Member Trish Pukete.

## 17 Remuneration

Board of Trustee and Committee members

The total value of the remuneration paid or payable to trustees of the Board and Committee members was as follows:

|                   | 2013<br>Actual | 2012<br>Actual |
|-------------------|----------------|----------------|
| Board of Trustees | 2,205          | 1,485          |
| Committee members | 0              | 0              |
|                   | -----          | -----          |
|                   | 2,205          | 1,485          |

Principal

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

|                               | 2013<br>Actual<br>\$000 | 2012<br>Actual<br>\$000 |
|-------------------------------|-------------------------|-------------------------|
| Salary and other payments     | 110-120                 | 120-130                 |
| Benefits and other emoluments | -                       | -                       |
| Termination benefits          | -                       | -                       |

Other Employees

No other employees received total remuneration over \$100,000. (2012 Nil)

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

## 18 Compensation and other Benefits upon leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be trustees, committee members, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was as follows:

|                  | 2013<br>Actual | 2012<br>Actual |
|------------------|----------------|----------------|
| Total value      | -              | -              |
| Number of people | -              | -              |

**INDEPENDENT AUDITOR'S REPORT  
TO THE READERS OF  
NEWTOWN SCHOOL'S  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

The Auditor-General is the auditor of Newtown School (the School). The Auditor-General has appointed me, Henry McClintock, using the staff and resources of BDO Wellington, to carry out the audit of the financial statements of the School on her behalf.

We have audited the financial statements of the School on pages 2 to 12 that comprise the statement of financial position as at 31 December 2013, the statement of comprehensive income, statement of changes in equity for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

### **Opinion**

In our opinion the financial statements of the School on pages 2 to 12:

- comply with generally accepted accounting practice in New Zealand; and
- fairly reflect the School's:
  - financial position as at 31 December 2013; and
  - financial performance for the year ended on that date.

Our audit was completed on 29 October 2014. This is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Board of Trustees and our responsibilities, and we explain our independence.

### **Basis of opinion**

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and carry out our audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

Material misstatements are differences or omissions of amounts and disclosures that, in our judgement, are likely to influence readers' overall understanding of the financial statements. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

An audit involves carrying out procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgement, including our assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the School's preparation of financial statements that fairly reflect the matters to which they relate. We consider internal control 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.

An audit also involves evaluating:

- the appropriateness of accounting policies used and whether they have been consistently applied;
- the reasonableness of the significant accounting estimates and judgements made by the Board of Trustees;
- the adequacy of all disclosures in the financial statements; and
- the overall presentation of the financial statements.





We did not examine every transaction, nor do we guarantee complete accuracy of the financial statements. Also we did not evaluate the security and controls over the electronic publication of the financial statements.

During our audit we assessed the risk of material misstatement arising from the Novopay payroll system that was introduced by the Ministry of Education in August 2012. Our assessment of risk acknowledges that the financial statements may contain errors arising from the Novopay payroll system, but that the cumulative effect of the errors is unlikely to influence readers' overall understanding of the financial statements. We performed audit procedures that included:

- assessing the extent to which school staff, and the Board of Trustees, have examined the year end Novopay payroll reports to satisfy themselves that the payroll total for the year, and the associated payroll related disclosures that are included in the financial statements, are materially correct; and
- carrying out other independent audit tests and procedures to examine the payroll total for the year, and the associated payroll related disclosures, as reported in the financial statements.

As a result of these audit tests and procedures we have obtained all the information and explanations we have required, including obtaining sufficient information about the payroll totals and the associated payroll related disclosures, and we believe we have obtained sufficient and appropriate audit evidence to provide a basis for our opinion.

#### **Responsibilities of the Board of Trustees**

The Board of Trustees is responsible for preparing financial statements that:

- comply with generally accepted accounting practice in New Zealand; and
- fairly reflect the School's financial position, financial performance.

The Board of Trustees is also responsible for such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. The Board of Trustees is also responsible for the publication of the financial statements, whether in printed or electronic form.

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

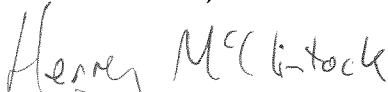
#### **Responsibilities of the Auditor**

We are responsible for expressing an independent opinion on the financial statements and reporting that opinion to you based on our audit. Our responsibility arises from section 15 of the Public Audit Act 2001 and the Education Act 1989.

#### **Independence**

When carrying out the audit, we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the External Reporting Board.

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



Henry McClintock  
BDO Wellington  
On behalf of the Auditor-General  
Wellington, New Zealand

