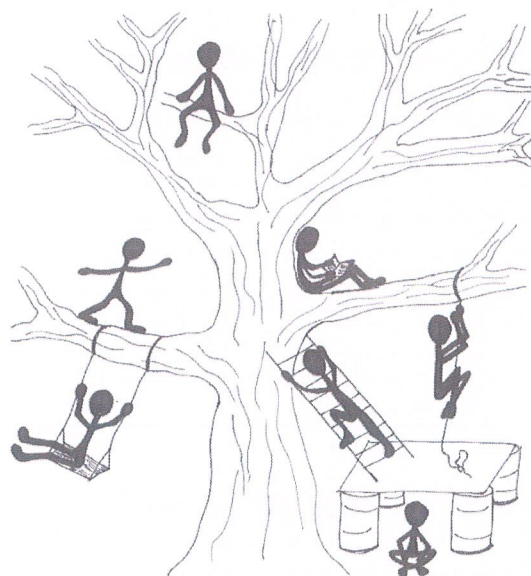


Financial and Service Statements *

Tamariki School Incorporated (Society)

For the Year Ended 31 December 2018



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* The Financial and Service Statements comprise the 'Performance Report' for Charity reporting purposes.

Tamariki School Incorporated (Society)

Statement of Resources and Commitments (Assets and Liabilities)

As At 31 December 2018

	2018		2017
	\$NZ		\$NZ
Schedule of Resources (Assets)			
<i>Bank Accounts and Cash</i>			
Cash at Bank	\$ 81,735	\$	58,312
<i>Money Owed to the Entity</i>			
Significant Accounts Receivable, excluding GST	\$ 2,968	\$	3,449
GST Receivable	\$ 2,996	\$	2,395
<i>Other Resources</i>			
Significant Fixed Assets at Cost (Note 3a)	\$ 17,150	\$	370
Significant Fixed Assets at Valuation (Note 3b)	\$ 1,150,000	\$	1,150,000
Schedule of Commitments (Liabilities)			
<i>Money Payable by the Entity</i>			
Significant Accounts Payable	\$ -	\$	-
<i>Other Commitments</i>			
Housing NZ Loans	\$ -	\$	-
Westpac Loan (Note 13)	\$ 170,974	\$	180,000
Schedule of Other Information			
Unexpended Grants (Note 4)	\$ 1,823	\$	-



Tamariki School Incorporated (Society)

Statement of Receipts and Payments (Cash Flows)

For the period 1 January 2018 to 31 December 2018

	2018	2017
	\$NZ	\$NZ
Operating Cash Received		
<i>Donations, Fundraising and other similar receipts</i>		
MOE Policy One Maintenance Grant (Note 8)	\$ 45,471	\$ 36,717
MOE Grant (Loan Write-Off) (Note 9)	\$ -	\$ 55,780
Grants (Note 8)	\$ 1,823	\$ -
Fundraising (Note 9)	\$ 61	\$ 2,690
<i>Fees, subscriptions and other receipts (including donations) from members</i>		
Special Character Donations from Parents (Note 7)	\$ 47,793	\$ 48,655
Attendance Dues (Note 6)	\$ 18,892	\$ 10,915
Membership Annual Fees (Note 9)	\$ 23	\$ 30
Recover share of Insurance premium ex BOT	\$ 3,449	\$ -
<i>Interest, dividends and other Investment Receipts</i>		
Interest (Notes 8, 9)	\$ 85	\$ 73
Total Operating Cash Received	\$ 117,599	\$ 154,860
Operating Cash Paid		
<i>Volunteer and employee-related payments</i>		
Administration Wages Contribution (Note 6)	\$ 2,400	\$ 2,400
<i>Expenses related to providing goods or services</i>		
Office and General Expenses (Notes 6,9)	\$ 3,327	\$ 3,898
Loan Interest	\$ 9,046	\$ 8,499
Main building - services	\$ 26,146	\$ -
<i>Grants and donations made</i>		
Donations to School (Notes 7,9)	\$ 43,499	\$ 37,160
Total Operating Cash Paid	\$ 84,418	\$ 51,957
Operating Cash Flow	\$ 33,181	\$ 102,904
Capital Cash Received (Investing/Financing)		
Loans	\$ -	\$ -
Total Capital Cash Received	\$ -	\$ -
Capital Cash Applied		
Advance to BOT	\$ -	\$ 3,449
Building Expenses (Notes 8,9)	\$ -	\$ 25,886
Loan Repayments (Notes 6,9)	\$ 9,027	\$ 63,056
Total Capital Cash Applied	\$ 9,027	\$ 92,391
Capital Cash Flow (Investing/Financing)	(\$ 9,027)	(\$ 92,391)
GST Movement (Note 10)	(\$ 731)	\$ 33,407
Net Cash Flow (Operating + Capital + GST Movement)	\$ 23,424	\$ 43,920
Add Opening Cash Balance	\$ 58,312	\$ 41,966
Closing Cash Balance	\$ 81,735	\$ 85,886
Represented by:		
Bank Accounts	\$ 81,735	\$ 58,312



Tamariki School Incorporated (Society)

Statement of Service Activity

Mandatory disclosures according to s.4 of PBE SFR-C (NFP)

Outputs

2018

The school roll at the end of 2018 was 52 children. The maximum roll allowed by the Ministry of Education is 60 children. Society members continued to support school activities during 2018, by participating in working bees, supporting the school community and increasing online exposure of our school and philosophy.

2017

2017 was the 50th anniversary of the opening of Tamariki School and a Jubilee was held to celebrate this milestone on 13th & 14th October 2017.

The school roll has been trending upwards in recent years and reached its maximum capacity of 60 children. This is expected to continue as evidenced by the families that have listed their pre-schoolers on the waiting list. Members of the Society have been working with the Principal to prepare an application to the Ministry to increase the maximum roll to 65 children.

During 2017, the Tamariki School Incorporated (Society) renegotiated its Integration Agreement with the Ministry of Education to incorporate the 2016 extension to the main building and the existing multipurpose hall. These areas are now considered to be Integrated buildings, and can be maintained by the MOE Policy One funding.

The Suspensory Loans received from the Ministry of Education in the early 1990s to build the school buildings at St Johns Street, were fully cleared in 2017.

Society members continued to support activities of the school, participated in working bees, supported the school community and increased online exposure of our school and philosophy.



Tamariki School Incorporated (Society)

Entity Information

Mandatory disclosures according to s.3 of PBE SFR-C (NFP)

Type of Organisation

Tamariki School Incorporated (Society) is a Society under the Incorporated Societies Act 1908.

Purpose of Organisation

The Tamariki Society has an Agreement with the Ministry of Education to operate a state-integrated primary school with a Special Character. Our Special Character focuses on providing an environment and education that enables children to learn and develop through their ideas, interests and interactions.

The school's Special Character is based on the following principles and beliefs about education for children...

- Emotional well-being is the basis for cognitive, social and physical development
- Children learn best when given the freedom to learn through play
- Democracy can be experienced by the children through involvement in decision making and dispute resolution
- Individual learning patterns, priorities and self-examination should be accommodated and encouraged
- Co-operation, respect and trust should be fostered

The Tamariki Society has a responsibility to maintain and preserve the Special Character, and does this through a variety of support activities and events. It also owns the buildings and is responsible for the large scale maintenance and development of the school property. The school itself (Tamariki School) is a different entity and is governed by a Board of Trustees. The Board and staff are responsible for the day-to-day operation of the school and general property maintenance, on the site owned by Tamariki School Incorporated.

Organisation Structure

Parents and guardians of the children currently enrolled at Tamariki are members of the Society, as are current staff. Other people, such as past parents and students, are welcome to become members to support the school. The Society elects a Chairperson, Treasurer and Secretary each year, and may also elect other Executive members. Society meetings are held at least once a term.

The Society Executive appoints two Proprietors Representatives to the Board of Trustees of Tamariki School, to be active participants in governing the school, and to ensure that the Special Character of the school is delivered.

The Society Treasurer is a member of the Property Team, along with members of the school staff and Board, and ensures that large scale maintenance and key capital works are planned for and carried out. The Property Team is responsible for developing a 10 year Property Plan in consultation with the Society and Board.



Main Sources of Funds

The Main Sources of funds for the organisation are Ministry of Education funding for property capital maintenance and development, and attendance dues and donations from the parents and caregivers of the enrolled children.

Main Methods of Fundraising

The Society usually runs specific fundraising events throughout the year; alongside other fundraising done (under the Board of Trustees), by the children and their families for camps and other special activities. The Society also applies for grants for particular expenditure.

Volunteers and in-kind Donations

All Society members are volunteers, including the Society Officers. School families and other Society members are involved in providing and supporting extra activities within the school, including Special Character events and helping out in working bees to maintain the school property.



Tamariki School Incorporated (Society)

Notes

1 Basis of Preparation

Tamariki School Incorporated (Society) is permitted by law to apply standard SFR-C(NFP) and has elected to do so.

Transactions are reported on the basis of cash received and spent in the Statement of Receipts and Payments. Significant amounts owed or owing are accrued in the Statement of Resources and Commitments.

2 Taxation

As a Registered Charity the organisation is exempt from Income Tax.

The organisation is registered for GST, and all figures are shown exclusive of GST with the exception of Accounts Payable or Receivable in the Statement of Resources and Commitments (Assets and Liabilities).

3 Schedule of Fixed Assets

Land and Buildings are shown at Government Valuation (for rating purposes)

Items of Property, Plant and Equipment are shown at Cost. Applying depreciation is not permitted under this Reporting Standard.

a. Significant Purchased Assets (Historical)

Asset	2018		2017	
	Cost			
Plant & Equipment	\$	10,040	\$	10,040
Furniture and Fittings	\$	6,740	\$	6,740
Office Equipment	\$	370	\$	370
Total	\$	17,150	\$	370
			\$	370
		2018	2017	
Land and Buildings	\$	1,150,000	Quotable Value (CCC 1/8/16)	\$ 1,150,000

4 Grants

The following table shows grants received during the year, and any money not yet spent:

2018			
Grantmaker	Purpose	Received	Unspent as at Balance Date
CERT	Upholstery in Dining Alcove	\$ 1,823	\$ 1,823

2017: Nil

5 Related Parties

The following significant financial transactions have occurred with related parties during the reporting year:

2018	
Relationship with Related Party	Transaction amount and type
Tamariki School (controlled entity)	Donations and administrative payments totalling \$45,899

2017	
Relationship with Related Party	Transaction amount and type
Tamariki School (controlled entity)	Donations and administrative payments totalling \$39,560

6 Analysis of Attendance Dues Account

	2018	2017
Opening Balance as at 1 January	\$ 42	(\$ 1,451)
Receipts		



Attendance Dues Received	\$ 18,892	\$ 10,915
Transfer from Untagged Funds Account	\$ -	\$ 11,000
Transfer from SCD Account	\$ -	\$ 10,000
Total Receipts	\$ 18,892	\$ 31,915
Payments		
Annual Building Warrant Of Fitness	\$ 1,337	\$ 901
Audit Fee /Accounting Support	\$ 692	\$ 598
Bank Fees	\$ 60	\$ 60
Charities Comm. Annual Report	\$ 44	\$ 44
Insurance - Integrated Property	\$ 13,846	\$ 17,502
Insurance - Liability	\$ 300	\$ 300
Insurance, Property Valuation	\$ 1,100	\$ 1,100
Insurance - Business Interruption	\$ 400	\$ -
MOE Loan Maintenance costs	\$ -	\$ 7,276
MYOB Subscription	\$ 277	\$ 242
Wages - Administration	\$ 2,400	\$ 2,400
Total Payments	\$ 20,456	\$ 30,422
Surplus (Deficit) from Attendance Dues	(\$ 1,563)	\$ 1,493
Closing Balance as at 31 December 2018	(\$ 1,521)	\$ 42

7 Analysis of Special Character Donations Account

Opening Balance as at 1 January 2018	\$ 1,547	\$ 52
Receipts		
Donations from Parents	\$ 47,793	\$ 48,655
Payments		
Donations from Parents transferred to Board	\$ 43,499	\$ 37,160
Transfer to Attendance Dues Account	\$ -	\$ 10,000
Total Payments	\$ 43,499	\$ 47,160
Surplus (Deficit)	\$ 4,294	\$ 1,495
Closing Balance as at 31 December 2018	\$ 5,841	\$ 1,547

8 Analysis of MOE Policy One Account

Opening Balance as at 1 January 2018	\$ 22,753	\$ 1,912
Receipts		
MOE Policy One Maintenance Grant	\$ 38,625	\$ 29,857
MOE Historical Settlement	\$ 6,846	\$ 6,860
Grant - Upholstery in dining alcove	\$ 1,823	\$ -
Interest Received	\$ -	\$ -
Total Receipts	\$ 47,295	\$ 36,717
Payments		
Loan - Interest payments	\$ 9,046	\$ 8,499
Maintenance - Sports Court marking	\$ 640	\$ -
Maintenance - Buildings - General	\$ -	\$ 3,104
Total Payments	\$ 9,686	\$ 11,603
Capital Payments		
Loan - Principal repayments	\$ 9,027	\$ -
Strengthening Work on Main Building	\$ -	\$ 4,273
Total Capital Payments	\$ 9,027	\$ 4,273
Surplus (Deficit)	\$ 28,583	\$ 20,841
Closing Balance as at 31 December 2018	\$ 51,335	\$ 22,753

Detailed list of MOE Policy One Expenditure:		
08/02/17 Repair of leak in roof	\$ -	\$ 1,672
20/02/17 Hire Scaffolding for access to roof	\$ -	\$ 1,433
20/03/17 Final payment for strengthening works	\$ -	\$ 4,273
Monthly Westpac loan interest & principal payments	\$ 18,072	\$ 8,499



9 Analysis of Untagged Funds Account

Opening Balance as at 1 January 2018	\$ 37,014	\$ 74,456
Operating Receipts		
Fundraising	\$ 61	\$ 565
Grants	\$ -	\$ -
Donations	\$ -	\$ -
Interest	\$ 85	\$ 73
Jubilee Registrations	\$ -	\$ 2,125
Membership Annual Fees	\$ 23	\$ 30
Total Receipts	\$ 170	\$ 2,793
Operating Payments		
Advertising	\$ -	\$ -
APIS /AIS Subscriptions	\$ 489	\$ 427
Transfers to Board of Trustees	\$ -	\$ -
Transfer to Attendance Dues Account	\$ -	\$ 11,000
Fundraising - Seed funding	\$ -	\$ 25
Gifts	\$ 111	\$ -
Insurance - non-integrated properties	\$ -	\$ -
Jubilee Costs	\$ -	\$ 1,093
Childrens Event	\$ -	\$ 68
Library Resources Donated	\$ -	\$ -
Phones Donated	\$ -	\$ -
Gym Mural	\$ -	\$ -
Maintenance Gym - General	\$ -	\$ 3,136
Main Building - Lawyer	\$ 3,868	\$ -
Main Building - City Council & Fire Engineers	\$ 2,097	\$ -
Main Building - Rebuild Garden Box	\$ 445	\$ -
Main Building - Repairs & Maintenance	\$ -	\$ 2,432
Trailer	\$ 317	\$ 440
Total Payments	\$ 7,328	\$ 18,622
Operating Surplus (Deficit)	(\$ 7,159)	(\$ 15,829)
Capital Receipts and Payments		
Receipts from Borrowings	\$ -	\$ -
MOE Loan Forgiveness	\$ -	\$ 55,780
Main Building Extension	\$ -	(\$ 21,613)
Reusable Verandah	\$ -	\$ -
Repayment of Borrowings (MOE Loan)	\$ -	(\$ 55,780)
Total Capital Surplus (Deficit)	\$ -	(\$ 21,613)
Net Cash Flow		
Net Cash Flow	(\$ 7,159)	(\$ 37,442)
Add Opening Balance to Net Cash Flow	\$ 29,855	\$ 37,014
Less Koa Wilkes Term Deposit	\$ -	\$ -
Less items previously accrued	\$ -	\$ -
Closing Balance as at 31 December 2018	\$ 29,855	\$ 37,014



10 Reconciliation of Movement of Funding Areas (Notes 6-9) with Cash Flow

Net Cash Flow	\$	23,424
Add Advance to BOT	\$	-
Less GST Movement		-
GST-exclusive Cash Flow	\$	<u>23,424</u>
Cash Movements in...		
Attendance Dues Account	(\$	1,563)
Special Character Donations	\$	4,294
MOE Policy One Account	\$	28,583
Untagged Funds Account	(\$	7,159)
Less GST Movement	(\$	731)
Movements in Funding Areas	\$	<u>23,423</u>

11 Reconciliation of Closing Balances of Funding Area Balances with Cash Assets

Cash Assets

Bank Accounts	\$	81,735
Add Advance to BOT	\$	-
GST Component	\$	-
Total Cash	\$	<u>81,735</u>

Funding Area Balances (Notes 6-9)

Attendance Dues Account	(\$	1,521)
Special Character Donations	\$	5,841
MOE Policy One Account	\$	51,335
Untagged Funds Account	\$	29,855
GST movement	(\$	731)
Total Balances	\$	<u>84,779</u>

12 Contingency Asset - Compensation Claim

The Society has been preparing a compensation claim from the architect involved in managing the 2016 building works. This claim had not yet been resolved as at Balance Date.

13 Westpac Loan

The Society has a 15-year mortgage, secured over the Society's building, of \$180,000, commencing 2016 and expiring on 6 December 2031.

Repayments against the principal started in January 2018. The interest rate at Balance Date was fixed at 5.15% p.a. until December 2019 when it will revert to a floating rate.

14 Changes in Accounting Policies

There have been no changes to accounting policies compared to the previous year.



AUDITOR'S REPORT

Opinion

I have audited the Financial and Service Statements of **Tamariki School Incorporated**, an Incorporated Society and Registered Charity, for the year ended 31 December 2018. These statements include the Statement of Receipts and Payments, Statement of Resources and Commitments, Statement of Service Activity and the Notes.

In my opinion, the Financial and Service Statements provide a true and fair view of the cash flows of Tamariki School Incorporated for the year ended 31 December 2018 and their assets and liabilities at that date in accordance with the financial reporting framework for Registered Charities. The activities disclosed in the Statement of Service Performance provide a fair representation of those activities.

My audit was completed on 3 May 2019 and my opinion is expressed as at that date.

Opinion on Fundraising Accounts

Section 37(4) of the Private Schools Conditional Integration Act (1975) requires an audit opinion on the accounts of monies raised through fundraising activities including (but not limited to) suggested donations from parents of attending children. The total receipts from fundraising activities from all sources according to Notes 7 and 9 accompanying the Financial Statements were \$47,854 (2017: \$49,220).

In my opinion this figure fairly reflects the funds received from the fundraising efforts of the Society covered by s 37(4) of the Act.

Opinion on Statement of Attendance Dues

Section 36(8) of the above Act requires an audit opinion on the Statement of Attendance Dues. A separate audit report has been issued by me to this effect on 3 May 2019.

Basis for Opinion

I have been guided by New Zealand auditing standards ISA (NZ) in performing this audit in as much as they are applicable to small not-for-profit entities. The auditor's responsibilities with respect to such audits can be accessed here:

https://xrb.govt.nz/Site/Auditing_Assurance_Standards/Current_Standards/Page8.aspx

An audit involves collecting and examining evidence that the information presented in the Financial and Service Statement correctly represents the actual financial activities and position of the organisation to a high degree of certainty and accuracy. This also means that the information given in the Statements must be complete with no significant omissions that may mislead the reader of the Statements.

Note that the requirement of completeness does not extend to the Statement of Service Activity, and the assurance in respect of this Statement is limited to the fair representation of information given there and does not contain an acknowledgment that this information represents all significant activities of the organisation.



I selected audit procedures relevant to the not-for-profit nature, size and type of organisation and considered the information needs of the likely users of the Statements predominantly in financial respects in doing so. These procedures involved, but were not restricted to:

- Gathering evidence that both cash receipts and cash payments are accurately represented and include all money received and paid by the organisation. Such evidence may include the organisation's internal processes and analysis of the organisation's transaction patterns.
- Gathering evidence that the presentation of the organisation's assets and liabilities is complete and, where dollar-values are available, that these are disclosed as required.
- Verifying compliance with accounting standard PBE SFR-C (NFP).
- Gathering evidence supporting the assertions made in the Statement of Service Activities.

I have received sufficient and appropriate evidence to form an audit opinion. Other than in my capacity as auditor I have no relationship with or financial interest in the Society, according to the Professional and Ethics Standard 1 issued by the NZ Auditing and Assurance Standards Board.

Responsibilities of Those Charged with Governance for the Financial Statements

It is the responsibility of the organisation's Managing Committee to ensure that Financial and Service Statements are prepared, that give a true and fair view in accordance with PBE SFR-C (NFP), and to ensure that appropriate processes and procedures are in place to prevent misstatements from occurring through error or fraud.



Harald Breiding-Buss, MSc, NZDipBus
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Christchurch Community Accounting

Tamariki School Incorporated
Statement of Attendance Dues
For the Year Ended 31 December 2018

	Notes	2018 Actual	2018 Budget	2017 Actual
Income				
Attendance dues		18,850	22,000	10,915
		18,850	22,000	10,915
Expenditure				
Attendance dues administration	1	3,473	3,568	3,344
Insurance & valuation		15,646	10,850	18,902
Building Warrants of Fitness		1,337	950	901
Debt servicing		9,046	8,640	7,276
		29,501	24,008	30,423
Net Surplus / (Deficit)		(10,651)	(2,008)	(19,508)

Proprietor's contribution to cover deficit

The above statement should be read in conjunction with the accompanying notes.



Notes to the Statement of Attendance Dues

For the year ended 31 December 2018

	2018	2018	2017
	Actual	Budget	Actual
1. Attendance Dues Administration			
Dues collection expenses	2,781	2,768	2,746
Auditors fee	692	800	598
	<u>3,473</u>	<u>3,568</u>	<u>3,344</u>



AUDITOR'S REPORT

Statement of Attendance Dues

I have audited the Statement of Attendance Dues for the year ending 31 December 2018 prepared by **Tamariki School Incorporated**, an Incorporated Society and registered Charity. This statement provides information about attendance dues collected from parents of children attending Tamariki School (Christchurch) during 2018 and expenditure paid from this revenue.

Opinion

In my opinion the Statement of *Attendance* Dues provides a true and fair view of attendance dues collected and allowable expenditure paid from them for the year ending 31 December 2018.

My audit was completed on 3 May 2019 and my opinion is expressed as at that date.

Basis of Opinion

I have been guided by New Zealand auditing standards IAS(NZ) in performing this audit. A thorough substantive testing regime was applied as the most appropriate method for this type of audit, although compliance (internal control) methods were also examined to add confidence in figures stated.

The Ministry of Education prescribes the types of expenditure allowable to be paid from attendance dues for the purpose of reporting to them in line with the Private Schools Conditional Integration Act 1975. My audit testing included:

- verifying that the Statement complies with this Act;
- verifying that expenditure items are allowable to be paid from attendance dues according to Ministry guidelines;
- as the volume of transactions was low, examining source documents for *all* expenditure items.
- analytical testing of attendance dues collected, including examining the potential for undisclosed income.

Other than in my capacity as auditor I have no relationship with or interest in the organisation.



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