



# Annual Report

2024





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## School Board Members

| Board Member Name     | Term Finish Date |
|-----------------------|------------------|
| Paul Vickery          | 12 Sept 2025     |
| Angela Hood           | 12 Sept 2025     |
| Belinda Johnston      | 12 Sept 2025     |
| Corey Busfield        | 12 Sept 2025     |
| Drew Hutchison        | 12 Sept 2025     |
| Megan Biddick         | 12 Sept 2025     |
| DJ Tuaru Temu         | 12 Sept 2025     |
| Michele Theron-Jansen | 12 Sept 2025     |



## Statement of Variance

### Progress Against Targets

#### Strategic Goal 1

Prepare 16+ learners and their whānau for life beyond Sommerville

#### Annual Target/Goal

| Actions  | Outcomes  | Evidence  | Variances  | Next Steps  |
|--|---|---|--|---|
| <i>List all the actions from your Annual Implementation Plan</i>                                     | What did we achieve?<br>What were the outcomes and impacts of our actions?  | The source of information the board used to determine those outcomes.   | Reasons for any variances between the target and the outcomes, both where you have exceeded your targets and not yet met them. | Planning for next year – where to next?<br>What do you need to do to address targets that were not achieved?<br>Do these need to be included in your next annual implementation plan?   |
| <i>Design coherent pathways through our local curriculum and give effect to Te Tiriti o Waitangi</i> | <p>New planning formats which align implemented across the school .</p> <p>PLD was given at workshops and staff meetings to build staff confidence and capacity with latest curriculum developments</p> | <p>3 Year cycle<br/>Unit plans<br/>Weekly planning - all monitored by Team leaders and Associate Principals.</p> <p>Curriculum annual plans, Meeting minutes.</p> | <p>Delayed Science PLD due to the timeline for implementation for English and Maths</p>  | <p>Focus on English and Maths in 2025 to increase staff confidence with new sequence and progression.</p> <p>Work with SEPANZ on developing relevant progressions.</p> <p>Plan and implement Science PLD and hold Science &amp; Tech fair</p> |



|   |  |   |   |  |
|---|--|---|---|--|
|   | Created opportunities to effect to Te Tiriti o Waitangi  | Kapa Haka - group<br>Ngati Paoa - korero and hui  | Whilst we recorded Kapa Haka and one of our Satellites was invited to join their host school group we did not collect individual examples within classes as teachers were uncomfortable with this method. | All recent PCTs will be asked to do this as they are familiar with recoding themselves.<br>APs and Pou to observe how Te Tiriti is implemented.  |
| <i>Ensure students have opportunities for an Enriched Learning Curriculum</i>               | Across the school an increase in EOTC has been recorded.   | EOTC calendar<br>Transport bookings<br>Participation at more community events                       | Limitations due to lack of drivers for school vehicles.   | Area to improve in 2025<br>Paperwork needs to be reviewed in order to ensure alignment with latest EONZ guidance including more safety considerations and details whilst being user friendly due to the volume of outings within our setting.  |
| <i>Establish and implement a Health and Physical Education Curriculum across the school</i> | Increased teacher capacity through planned Healthy Active Learning PLD<br>Developed a three year Health & PE Curriculum plan<br>Structured play activities organised daily at Base sites | 3 Year cycle<br>Unit plans<br>Weekly planning<br>PLD delivered by HAL<br>Observation in playgrounds | This has been successful at our base sites but needs to extend to our Satellites.<br>PLD on Puberty and sexual health areas still needed to increase staff capacity.                                      | Need to increase engagement across the school by perhaps focusing on a sport and building capabilities in supporting this.<br>Purchase new equipment based on Audit undertaken.<br>Puberty and sexual health a priority - included in curriculum and PLD plan.<br>Plan and organise community sporting opportunities for the whole year. |



## Strategic Goal 2

Develop a Sommerville transition curriculum that gives effect to the principal of Te Tiriti o Waitangi

### Annual Target/Goal

| Actions  | Outcomes   | Evidence  | Variances  | Next Steps   |
|--|--|---|--|--|
| <p>Action 1<br/>Develop a Sommerville transition curriculum that gives effect to the principal of Te Tiriti o Waitangi</p> | <p>The working party examined different senior curriculum models.</p> <p>A new curriculum was identified for trial in senior classes. Adaptations were implemented as part of the trial.</p> | <p>Draft transition curriculum chosen for trial with adaptations specific to Sommerville in 2025.</p>   | <p>The working party chose to use the Ferndale School Transition curriculum as a basis for adaptation for Sommerville.</p>   | <p>Selected Senior Classes will trial a single module with adoption in Term 1 2025. The teachers and working party will review the mid-term and then adapt further modules for teaching in Terms 2-4</p> |
| <p>Action 2<br/>Design a programme to support families to prepare their 16+ children for leaving Sommerville</p>           | <p>Families of senior students attended an information evening on curriculum and transitioning out of school.</p> <p>An information booklet has begun to be prepared for families.</p>       | <p>Survey to measure baseline understanding of the transition process.</p> <p>A social communication group was established for parents, although there was poor signup.</p> | <p>Only one meeting was held due to time constraints.</p> <p>The information booklet was only partially complete due to time constraints.</p> <p>The social communication group may not be the preferred platform.</p> | <p>Hold further and regular meetings/workshops in 2025 at Ko Tuitui Expo and other events.</p> <p>Finish the information booklet and give it to all families of Senior students.</p>                     |



### Strategic Goal 3

*As per the strategic plan*

Grow great staff who lead and collaborate to enrich learner outcomes

### Annual Target/Goal

| Actions  | Outcomes  | Evidence  | Variances  | Next Steps   |
|--|---|---|--|--|
| Action 1<br>Develop staff leadership capabilities                                | To grow the capability of teachers through focussed PLD for working with their TAs.<br>Establish a working party to identify focus areas for PLD when working with their TA team. | Class teachers as leaders were identified and formed a working party. This group hosted one workshop and one team-building activities.  | Internal and external PLD took place as planned  | Team leaders will continue to grow staff capabilities  |
| Action 2<br>Increase collaborative practices with staff, whānau and host schools | Stakeholders working together as a cohesive team to improve learner outcomes  | Termly opportunities planned to share knowledge and upskill external stakeholders (host schools, mainstream schools, Manaiakalani etc). Terms 1,2,3 completed. Attendees surveyed for PLD preferences etc for 2025.<br><br>Bi-annual host school meetings at Sommerville to strengthen relationships, | Three out of four workshops were held. A decision was made to not hold one in T4.<br><br>Two meetings were planned and both took place | Next step is planning 2025 in advance and sharing this early. Collab with MOE has started and will lead into 2025 planning.<br><br>Two meetings are planned for 2025, one in T1 the other T3 |



|   |   |  |   |   |
|---|---|--|---|---|
|   |   | share good practice and problem solving took place                                   |   |   |
| Action 3<br>Establish TA career pathways. | Increased TA retention as TAs view Sommerville as a long-term career pathway. | Consulted staff on opportunities for career pathway. This was approved by the board. | Career pathway for TAs proposed, drafted and job descriptions prepared. | Positions will be advertised in 2025, dependent on available budget |





## Evaluation and analysis of the school's students' progress and achievement

Using a bespoke assessment called P-Levels, the school tracks data for Mathematics and English for all students from ages 5 to 16 years old. P-Levels break down knowledge into fine-grained steps in three strands in both Mathematics and English. The assessment is done at the beginning and end of each year.

The data below shows the two-year trend across the six strands. All areas show a marked increase in progress achieved by students aged between 5 and 16 years.

| P Level cross-comparison     | % of all students who made 1 or more progress points during the year |      |      | Differential |
|------------------------------|--|------|------|--------------|
|                              | 2022   | 2023 | 2024 |              |
| Mathematics strands          |  |      |      |              |
| Number                       | 63   | 68   |      | x%<br>↑      |
| Using and Applying           | 39   | 50   |      | x%<br>↑      |
| Shape, Space and Measurement | 52   | 66   |      | x%<br>↑      |
| English strands              |  |      |      |              |
| Speaking and Listening       | 50   | 60   |      | x%<br>↑      |
| Writing                      | 48   | 60   |      | x%<br>↑      |
| Reading                      | 46   | 58   |      | x%<br>↑      |



## How we have given effect to Te Tiriti o Waitangi

- We participated in Te Whare Tāpere o te Waipuna o Rangiātea, hosted by Ngāti Pāoa. Two activation sessions were held at our base site. The Key Objective of the Ngāti Pāoa Iwi Trust Whānau Engagement Project (He Aute) is to engage with school leaders, kaiako, ākonga, and their whānau (and those who are from the Manaiakalani cluster, including those who are PB4L schools) The project aims to ensure school leaders and kaiako can identify, describe, and demonstrate with increased confidence how to implement Te Ao Māori perspectives into their day-to-day practices.
- At a Staff Only Day, Jerry Leaupepe, worked with staff on the 'Better Together' initiative. This is a commitment to an ongoing culture of collaboration, trust, and mutual respect that will empower our staff to better serve our students. The initiative emphasises the importance of caring for neighbouring classes, supporting each other as dedicated humans, and ensuring that no one is left behind. By embedding this ethos into our daily operations, we aim to create a school environment where every staff member feels valued, supported, and motivated to contribute to the success of our students.
- Collaborated with IHC and their Kapa Haka group to support our students in developing their skills. By incorporating regular workshops/tutorials, we are deepening our understanding of traditional Maori performing arts. Collaborating with other Kapa Haka groups helps provide valuable exposure and learning opportunities. This initiative was a wonderful chance to celebrate Maori culture within and beyond our community, fostering a deeper connection and cultural pride among our staff and students.



## Statement of compliance with employment policy

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?                            | <p>To meet our obligations, Sommerville School takes a number of steps, including:</p> <ul style="list-style-type: none"> <li>• Conducting regular risk assessments to identify potential hazards and take steps to mitigate them.</li> <li>• Providing appropriate training and supervision to employees to ensure they can perform their jobs safely.</li> <li>• Providing appropriate personal protective equipment (PPE) when necessary.</li> <li>• Maintaining equipment and machinery to ensure they are safe to use.</li> <li>• Ensuring that the workplace is clean and well-maintained.</li> <li>• Encouraging employees to report any hazards or safety concerns they encounter.</li> </ul>   |
| What is in your equal employment opportunities programme?<br>How have you been fulfilling this programme? | <p>Sommerville School's (EEO) programme is designed to ensure that all employees and job applicants are treated fairly and without discrimination.</p> <p>Through School Docs we have an EEO policy that emphasises Sommerville School's commitment to fairness and equal opportunities.</p> <p>The school has a system for employees to report discrimination or harassment, and we take complaints seriously and investigate them promptly.</p> <p>We do our best to ensure diversity in recruitment, while selecting the best candidate for the position. Recruitment practices are fair and inclusive, reaching out to a diverse pool of candidates and avoiding any bias or discrimination.</p> <p>All employees have equal opportunities for advancement.</p> |



|  |  |
|--|--|
| <p>How do you practise impartial selection of suitably qualified persons for appointment?</p>  | <p>Before beginning the recruitment process, we ensure that the job requirements and selection criteria are clearly defined and communicated to all candidates. This helps to ensure that all candidates are assessed against the same standards.</p> <p>We use objective and standardised assessment methods such as structured interviews to evaluate candidates' suitability for the role. These methods are based on the job requirements and selection criteria.</p> <p>We recognise and discuss unconscious bias and how it can affect the selection process, in order to avoid it. For example, we avoid making assumptions based on the candidate's gender, race, age, or other personal characteristics.</p> <p>Following our school appointment policies and procedures, we aim to select a diverse appointment panel to ensure that the selection process is fair and impartial. The panel includes a variety of members who represent different backgrounds and perspectives.</p> <p>We keep detailed records of the selection process, including the criteria used to assess candidates, referee comments and the reasons for any decisions made. This helps to ensure that the selection process can be reviewed and audited if necessary.</p> <p>Upon request, we provide feedback to unsuccessful candidates to help them to improve their skills and performance for future job applications.</p> |
| <p>How are you recognising</p> <ul style="list-style-type: none"> <li>- The aims and aspirations of Māori,</li> <li>- The employment requirements of Māori, and</li> <li>- Greater involvement of Māori in the Education service?</li> </ul> | <p>We struggle to increase diversity in our workforce due to the very few suitable candidates we have to select from, because of a low number of applications as we are a specialist school. This makes it challenging for the diversity in our workforce to reflect our student population.</p> <p>We develop policies and programmes that reflect Māori aspirations and needs by liaising closely with mana whenua (Ngati Paoa) and incorporating Māori language and culture into our curriculum to help ensure our Māori students have access to</p>  |



|  |  |
|--|--|
|  | culturally appropriate teaching and support.   |
| How have you enhanced the abilities of individual employees? | <p>We provide regular training and professional learning and development opportunities to help employees develop new skills and knowledge. This has included staff PLD, workshops, courses, and conferences.</p> <p>We provide mentoring and coaching to employees, especially new employees, to help them develop their skills and knowledge. This is done by pairing them with experienced staff members or external coaches.</p> <p>We provide regular feedback and recognition to employees for their work, including areas where they have excelled, and long service acknowledgment in areas where they can improve. This helps to motivate them and improve their performance. Our Professional Growth Cycle runs throughout the year for all staff members.</p> <p>We encourage collaboration and teamwork among employees to help them learn from each other and work more effectively together. This is done through team-building activities, collaborative projects, self reflections and assessments.</p> <p>We provide opportunities for employees to take on leadership roles and to advance in their careers. This includes providing opportunities for professional development and career advancement within the school or in external workshops.</p> <p>We foster a positive work environment that supports employee well-being and encourages open communication. This includes providing a safe and healthy work environment, offering flexible work arrangements, and encouraging employee feedback.</p> <p>We provide employees with the resources and tools they need to do their jobs effectively, such as up-to-date technology, instructional materials, and equipment.</p> |



|  |  |
|--|--|
| <p>How are you recognising the employment requirements of women?</p>                     | <p>We offer flexible work arrangements, such as part-time work or job sharing, to accommodate the needs of women with caregiving responsibilities.</p> <p>We implement family-friendly policies such as parental leave and flexible meeting schedules to support working parents, especially women.</p> <p>We address unconscious bias by providing training to staff and implementing policies that promote gender equality, such as gender-neutral job descriptions and recruitment processes.</p> <p>We promote work-life balance by encouraging employees to prioritise self-care and mental health. We have regular check-ins on each other and at times provide access to wellness programs, and offering flexible scheduling.</p> <p>We foster a culture of inclusivity by promoting diversity and inclusion, providing opportunities for feedback and collaboration, and encouraging open communication.</p> |
| <p>How are you recognising the employment requirements of persons with disabilities?</p> | <p>We currently employ a part time admin person with Autism Spectrum Disorder and we support her disability by allowing her to work from home regularly.</p>   |

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

| EEO Reporting Checklist  |                                     |  | Yes                                 | No                       |
|--|-------------------------------------|--|-------------------------------------|--------------------------|
| Do you operate an EEO programme/policy?  | <input checked="" type="checkbox"/> |  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Has this policy or programme been made available to staff?   | <input checked="" type="checkbox"/> |  | <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 checked="" type="checkbox"/> | <input type="checkbox"/> |
| Has your EEO programme/policy appointed someone to coordinate compliance with its requirements?                                  | <input checked="" type="checkbox"/> |  | <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 checked="" type="checkbox"/> | <input type="checkbox"/> |
| Does your EEO programme/policy set priorities and objectives?  | <input checked="" type="checkbox"/> |  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



## Statement of KiwiSport funding

KiwiSport is a Government funding initiative that promotes sport and increases students' participation in sport from Y1 to Y13. In 2024 the Ministry of Education provided direct funding to Sommerville School of \$7,439.24 for Kiwisport's objectives.

This funding enabled 100% of our students, within the above year levels, to participate in a variety of physical activities suited to their diverse and complex needs, including swimming, basketball and hip-hop classes. Resources were also purchased for at school activities including balls, nets and trampolines.





## Financial statements

# Sommerville School

## Statement of Responsibility

For the year ended 31 December 2024

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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 2024 fairly reflects the financial position and operations of the School.

The School's 2024 financial statements are authorised for issue by the Board.

Paul Vickery

Full Name of Presiding Member



Signature of Presiding Member

22 May 2025

Date:

Belinda Johnston

Full Name of Principal



Signature of Principal

22 May 2025

Date:

# Sommerville School

## Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2024

|   | Notes | 2024<br>Actual<br>\$ | 2024<br>Budget<br>(Unaudited)<br>\$ | 2023<br>Actual<br>\$ |
|---|-------|----------------------|-------------------------------------|----------------------|
| <b>Revenue</b>  |       |                      |                                     |                      |
| Government Grants   | 2     | 19,594,789           | 17,830,766                          | 18,281,559           |
| Locally Raised Funds  | 3     | 73,219               | 11,000                              | 16,215               |
| Interest  |       | 384,486              | 142,000                             | 319,559              |
| <b>Total Revenue</b>  |       | 20,052,494           | 17,983,766                          | 18,617,333           |
| <b>Expense</b>  |       |                      |                                     |                      |
| Locally Raised Funds  | 3     | 22,011               | 36,300                              | 16,284               |
| Learning Resources  | 4     | 17,574,159           | 15,548,415                          | 16,110,602           |
| Administration  | 5     | 970,422              | 831,390                             | 892,413              |
| Interest  |       | 6,681                | 8,000                               | 8,077                |
| Property  | 6     | 1,642,448            | 1,641,876                           | 1,633,415            |
| Loss on Disposal of Property, Plant and Equipment           |       | -                    | -                                   | 3,852                |
| <b>Total Expense</b>  |       | 20,215,721           | 18,065,981                          | 18,664,643           |
| <b>Net Surplus / (Deficit) for the year</b>                 |       | (163,227)            | (82,215)                            | (47,310)             |
| Other Comprehensive Revenue and Expense                     |       | -                    | -                                   | -                    |
| <b>Total Comprehensive Revenue and Expense for the Year</b> |       | (163,227)            | (82,215)                            | (47,310)             |

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

# Sommerville School

## Statement of Changes in Net Assets/Equity

For the year ended 31 December 2024

|   | Notes | 2024<br>Actual<br>\$ | 2024<br>Budget<br>(Unaudited)<br>\$ | 2023<br>Actual<br>\$ |
|---|-------|----------------------|-------------------------------------|----------------------|
| <b>Equity at 1 January</b>                                  |       | 6,760,781            | 6,581,088                           | 6,663,601            |
| Total comprehensive revenue and expense for the year        |       | (163,227)            | (82,215)                            | (47,310)             |
| Contributions from the Ministry of Education Te Mana Tuhono |       | -                    | -                                   | 50,699               |
| Contribution - Furniture and Equipment Grant                |       | 327,539              | -                                   | 91,538               |
| Equity Adjustment   |       | -                    | -                                   | 2,253                |
| <b>Equity at 31 December</b>                                |       | 6,925,093            | 6,498,873                           | 6,760,781            |
| Accumulated comprehensive revenue and expense               |       | 6,925,093            | 6,498,873                           | 6,763,034            |
| Reserves  |       | -                    | -                                   | (2,253)              |
| <b>Equity at 31 December</b>                                |       | 6,925,093            | 6,498,873                           | 6,760,781            |

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.

# Sommerville School

## Statement of Financial Position

As at 31 December 2024

|   | Notes | 2024<br>Actual<br>\$ | 2024<br>Budget<br>(Unaudited)<br>\$ | 2023<br>Actual<br>\$ |
|---|-------|----------------------|-------------------------------------|----------------------|
| <b>Current Assets</b>                       |       |                      |                                     |                      |
| Cash and Cash Equivalents                   | 7     | 340,954              | 72,278                              | 109,996              |
| Accounts Receivable                         | 8     | 1,071,490            | 845,000                             | 1,239,532            |
| GST Receivable                              |       | 31,088               | 30,000                              | 28,320               |
| Prepayments                                 |       | 62,703               | 50,000                              | 45,175               |
| Investments                                 | 9     | 5,848,935            | 5,903,571                           | 5,903,571            |
| Funds Receivable for Capital Works Projects | 15    | 61,845               | -                                   | 11,233               |
|   |       | 7,417,015            | 6,900,849                           | 7,337,827            |
| <b>Current Liabilities</b>                  |       |                      |                                     |                      |
| Accounts Payable                            | 11    | 1,525,902            | 1,255,500                           | 1,414,539            |
| Revenue Received in Advance                 | 12    | -                    | 78,000                              | 77,241               |
| Provision for Cyclical Maintenance          | 13    | -                    | 20,000                              | 25,000               |
| Finance Lease Liability                     | 14    | 39,400               | 48,092                              | 44,695               |
| Funds held for Capital Works Projects       | 15    | 136,647              | 185,519                             | 191,495              |
|   |       | 1,701,949            | 1,587,111                           | 1,752,970            |
| <b>Working Capital Surplus/(Deficit)</b>    |       | 5,715,066            | 5,313,738                           | 5,584,857            |
| <b>Non-current Assets</b>                   |       |                      |                                     |                      |
| Property, Plant and Equipment               | 10    | 1,275,618            | 1,253,981                           | 1,236,117            |
|   |       | 1,275,618            | 1,253,981                           | 1,236,117            |
| <b>Non-current Liabilities</b>              |       |                      |                                     |                      |
| Provision for Cyclical Maintenance          | 13    | 21,640               | 26,812                              | 26,812               |
| Finance Lease Liability                     | 14    | 43,951               | 42,034                              | 33,381               |
|   |       | 65,591               | 68,846                              | 60,193               |
| <b>Net Assets</b>                           |       | 6,925,093            | 6,498,873                           | 6,760,781            |
| <b>Equity</b>                               |       | 6,925,093            | 6,498,873                           | 6,760,781            |

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

# Sommerville School

## Statement of Cash Flows

For the year ended 31 December 2024

|   | Note     | 2024<br>Actual<br>\$ | 2024<br>Budget<br>(Unaudited)<br>\$ | 2023<br>Actual<br>\$ |
|---|----------|----------------------|-------------------------------------|----------------------|
| <b>Cash flows from Operating Activities</b>                 |          |                      |                                     |                      |
| Government Grants   |          | 10,040,109           | 8,700,235                           | 8,950,015            |
| Locally Raised Funds  |          | 73,219               | 13,462                              | 15,983               |
| Goods and Services Tax (net)                                |          | (2,770)              | (1,679)                             | (31,136)             |
| Payments to Employees                                       |          | (8,842,837)          | (7,435,113)                         | (7,450,172)          |
| Payments to Suppliers                                       |          | (1,375,667)          | (1,397,863)                         | (1,249,080)          |
| Interest Paid   |          | (6,681)              | (8,000)                             | (8,077)              |
| Interest Received   |          | 383,311              | 148,034                             | 290,556              |
| Net cash from/(to) Operating Activities                     |          | 268,684              | 19,076                              | 518,089              |
| <b>Cash flows from Investing Activities</b>                 |          |                      |                                     |                      |
| Purchase of Property Plant & Equipment (and Intangibles)    |          | (263,193)            | (13,959)                            | (460,746)            |
| Purchase of Investments                                     |          | -                    | -                                   | (158,857)            |
| Proceeds from Sale of Investments                           |          | 54,636               | -                                   | -                    |
| Net cash from/(to) Investing Activities                     |          | (208,557)            | (13,959)                            | (619,603)            |
| <b>Cash flows from Financing Activities</b>                 |          |                      |                                     |                      |
| Furniture and Equipment Grant                               |          | 327,539              | -                                   | 91,538               |
| Contribution - te Mana Tuhono                               |          | -                    | -                                   | 50,699               |
| Finance Lease Payments                                      |          | (51,250)             | (48,092)                            | (50,806)             |
| Funds Administered on Behalf of Other Parties               |          | (105,458)            | 5,257                               | (13,682)             |
| Net cash from/(to) Financing Activities                     |          | 170,831              | (42,835)                            | 77,749               |
| <b>Net increase/(decrease) in cash and cash equivalents</b> |          | <b>230,958</b>       | <b>(37,718)</b>                     | <b>(23,765)</b>      |
| Cash and cash equivalents at the beginning of the year      | 7        | 109,996              | 109,996                             | 133,761              |
| <b>Cash and cash equivalents at the end of the year</b>     | <b>7</b> | <b>340,954</b>       | <b>72,278</b>                       | <b>109,996</b>       |

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.

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

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### 1. Statement of Accounting Policies

#### a) Reporting Entity

Sommerville 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 2024 to 31 December 2024 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 with reference to generally accepted accounting practice. The financial statements have been prepared with reference to 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 \$33 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.

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

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### ***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***

The 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 13.

#### ***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 10.

### ***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 14. Future operating lease commitments are disclosed in note 20.

#### ***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.



# **Sommerville School**

## **Notes to the Financial Statements**

For the year ended 31 December 2024

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### **c) Revenue Recognition**

#### **Government Grants**

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

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

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

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.

# **Sommerville School**

## **Notes to the Financial Statements**

For the year ended 31 December 2024

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### **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 School's 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) Investments**

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. A loss allowance for expected credit losses is recognised if the estimated loss allowance is material.

### **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.

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

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### **Depreciation**

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

The estimated useful lives of the assets are:

|  |               |
|--|---------------|
| Board-owned Buildings                    | 10-33 Years   |
| Furniture and Equipment                  | 5-15 Years    |
| Information and Communication Technology | 3-5 Years     |
| Motor Vehicles                           | 10 years      |
| Leased Assets held under a Finance Lease | Term of Lease |

### **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 and intangible assets 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.

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

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### **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.

#### *Long-term employee entitlements*

Employee benefits that are not expected to be settled wholly before 12 months after the end of the reporting period in which the employee provides the related service, such as retirement and long service leave, have been calculated on an actuarial basis.

The calculations are based on the likely future entitlements accruing to employees, based on years of service, years to entitlement, the likelihood that employees will reach the point of entitlement, and contractual entitlement information, and the present value of the estimated future cash flows. Remeasurements are recognised in surplus or deficit in the period in which they arise.

### **l) 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.

### **m) 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.

# **Sommerville School**

## **Notes to the Financial Statements**

For the year ended 31 December 2024

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### **n) 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, borrowings, finance lease liability, and painting contract 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.

### **o) Goods and Services Tax (GST)**

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

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

Commitments and contingencies are disclosed exclusive of GST.

### **p) Budget Figures**

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

### **q) Services Received In-kind**

From time to time the School receives services in-kind, including the time of volunteers. The School has elected not to recognise services received in kind in the Statement of Comprehensive Revenue and Expense.

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 2. Government Grants

|   | 2024<br>Actual    | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual    |
|---|-------------------|-------------------------------|-------------------|
|   | \$                | \$                            | \$                |
| Government Grants - Ministry of Education | 9,564,646         | 8,541,615                     | 8,872,407         |
| Teachers' Salaries Grants                 | 8,741,210         | 8,166,055                     | 8,217,499         |
| Use of Land and Buildings Grants          | 1,127,295         | 1,066,096                     | 1,066,096         |
| Other Government Grants                   | 161,638           | 57,000                        | 125,557           |
|   | <u>19,594,789</u> | <u>17,830,766</u>             | <u>18,281,559</u> |

### 3. Locally Raised Funds

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

|   | 2024<br>Actual | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual |
|---|----------------|-------------------------------|----------------|
| <b>Revenue</b>  | \$             | \$                            | \$             |
| Donations and Bequests                                      | 46,774         | 1,000                         | 1,000          |
| Fundraising and Community Grants                            | 11,146         | -                             | 280            |
| Other Revenue   | 15,299         | 10,000                        | 14,935         |
|   | <u>73,219</u>  | <u>11,000</u>                 | <u>16,215</u>  |
| <b>Expense</b>  |                |                               |                |
| Extra Curricular Activities Costs                           | 22,011         | 36,300                        | 16,089         |
| Trading   | -              | -                             | 195            |
|   | <u>22,011</u>  | <u>36,300</u>                 | <u>16,284</u>  |
| <i>Surplus/ (Deficit) for the year Locally Raised Funds</i> | <u>51,208</u>  | <u>(25,300)</u>               | <u>(69)</u>    |

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 4. Learning Resources

|  | 2024<br>Actual    | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual    |
|--|-------------------|-------------------------------|-------------------|
|  | \$                | \$                            | \$                |
| Curricular                               | 243,812           | 261,250                       | 318,874           |
| Information and Communication Technology | 10,749            | 25,500                        | 15,053            |
| Employee Benefits - Salaries             | 16,911,384        | 14,780,455                    | 15,383,503        |
| Staff Development                        | 124,364           | 155,595                       | 107,017           |
| Depreciation                             | 280,217           | 322,615                       | 283,676           |
| Other Learning Resources                 | 3,633             | 3,000                         | 2,479             |
|  | <u>17,574,159</u> | <u>15,548,415</u>             | <u>16,110,602</u> |

### 5. Administration

|  | 2024<br>Actual | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual |
|--|----------------|-------------------------------|----------------|
|  | \$             | \$                            | \$             |
| Audit Fees                                     | 14,990         | 8,500                         | 8,025          |
| Board Fees and Expenses                        | 5,729          | 6,162                         | 5,424          |
| Legal Fees                                     | 776            | 5,000                         | 1,781          |
| Other Administration Expenses                  | 430,503        | 373,630                       | 453,764        |
| Employee Benefits - Salaries                   | 474,645        | 397,000                       | 389,457        |
| Insurance                                      | 34,002         | 31,820                        | 23,610         |
| Service Providers, Contractors and Consultancy | 9,777          | 9,278                         | 10,352         |
|  | <u>970,422</u> | <u>831,390</u>                | <u>892,413</u> |

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 6. Property

|                                   | 2024<br>Actual   | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual   |
|-----------------------------------|------------------|-------------------------------|------------------|
|                                   | \$               | \$                            | \$               |
| Consultancy and Contract Services | 207,463          | 205,000                       | 201,207          |
| Cyclical Maintenance              | (30,172)         | 20,000                        | -                |
| Heat, Light and Water             | 75,436           | 60,000                        | 60,981           |
| Rates                             | -                | 940                           | 405              |
| Repairs and Maintenance           | 96,954           | 113,840                       | 111,604          |
| Use of Land and Buildings         | 1,127,295        | 1,066,096                     | 1,066,096        |
| Employee Benefits - Salaries      | 85,716           | 103,000                       | 89,555           |
| Other Property Expenses           | 79,756           | 73,000                        | 103,567          |
|                                   | <u>1,642,448</u> | <u>1,641,876</u>              | <u>1,633,415</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.

### 7. Cash and Cash Equivalents

|   | 2024<br>Actual | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual |
|---|----------------|-------------------------------|----------------|
|   | \$             | \$                            | \$             |
| Bank Accounts   | 340,954        | 72,278                        | 109,996        |
| Cash and cash equivalents for Statement of Cash Flows | <u>340,954</u> | <u>72,278</u>                 | <u>109,996</u> |

Of the \$336,686 Cash and Cash Equivalents, \$136,647 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 and include retentions on the projects, if applicable. The funds are required to be spent in 2025 on Crown owned school buildings.



# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 8. Accounts Receivable

|  | 2024<br>Actual   | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual   |
|--|------------------|-------------------------------|------------------|
|  | \$               | \$                            | \$               |
| Receivables                                | 88,478           | 100,000                       | 102,462          |
| Receivables from the Ministry of Education | 10,783           | -                             | 357,865          |
| Interest Receivable                        | 77,209           | 70,000                        | 76,034           |
| Banking Staffing Underuse                  | -                | -                             | 30,000           |
| Teacher Salaries Grant Receivable          | 895,020          | 675,000                       | 673,171          |
|  | <u>1,071,490</u> | <u>845,000</u>                | <u>1,239,532</u> |
| Receivables from Exchange Transactions     | 165,687          | 170,000                       | 178,496          |
| Receivables from Non-Exchange Transactions | 905,803          | 675,000                       | 1,061,036        |
|  | <u>1,071,490</u> | <u>845,000</u>                | <u>1,239,532</u> |

### 9. Investments

The School's investment activities are classified as follows:

|                          | 2024<br>Actual   | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual   |
|--------------------------|------------------|-------------------------------|------------------|
|                          | \$               | \$                            | \$               |
| Current Asset            |                  |                               |                  |
| Short-term Bank Deposits | 5,848,935        | 5,903,571                     | 5,903,571        |
|                          |                  |                               |                  |
| Total Investments        | <u>5,848,935</u> | <u>5,903,571</u>              | <u>5,903,571</u> |

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 10. Property, Plant and Equipment

|   | Opening<br>Balance<br>(NBV) | Additions      | Disposals | Impairment | Depreciation     | Total (NBV)      |
|---|-----------------------------|----------------|-----------|------------|------------------|------------------|
| 2024  | \$                          | \$             | \$        | \$         | \$               | \$               |
| Buildings                                   | 36,825                      | -              | -         | -          | (2,646)          | 34,179           |
| Building Improvements                       | 56,632                      | -              | -         | -          | (3,226)          | 53,406           |
| Furniture and Equipment                     | 525,550                     | 141,375        | -         | -          | (84,079)         | 582,846          |
| Information and Communication<br>Technology | 233,140                     | 4,529          | -         | -          | (86,627)         | 151,042          |
| Motor Vehicles                              | 304,023                     | 117,301        | -         | -          | (52,735)         | 368,589          |
| Leased Assets                               | 72,886                      | 56,513         | -         | -          | (50,021)         | 79,378           |
| Library Resources                           | 7,061                       | -              | -         | -          | (883)            | 6,178            |
|   | <u>1,236,117</u>            | <u>319,718</u> | <u>-</u>  | <u>-</u>   | <u>(280,217)</u> | <u>1,275,618</u> |

The net carrying value of furniture and equipment held under a finance lease is \$79,378 (2023: \$72,886)

#### 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.

|   | 2024                 | 2024                        | 2024              | 2023                 | 2023                        | 2023              |
|---|----------------------|-----------------------------|-------------------|----------------------|-----------------------------|-------------------|
|   | Cost or<br>Valuation | Accumulated<br>Depreciation | Net Book<br>Value | Cost or<br>Valuation | Accumulated<br>Depreciation | Net Book<br>Value |
|   | \$                   | \$                          | \$                | \$                   | \$                          | \$                |
| Buildings                                   | 85,123               | (50,944)                    | 34,179            | 85,123               | (48,298)                    | 36,825            |
| Building Improvements                       | 61,962               | (8,556)                     | 53,406            | 61,962               | (5,330)                     | 56,632            |
| Furniture and Equipment                     | 1,180,802            | (597,956)                   | 582,846           | 1,164,118            | (638,568)                   | 525,550           |
| Information and Communication<br>Technology | 568,276              | (417,234)                   | 151,042           | 563,747              | (330,607)                   | 233,140           |
| Motor Vehicles                              | 687,702              | (319,113)                   | 368,589           | 570,401              | (266,378)                   | 304,023           |
| Leased Assets                               | 162,977              | (83,599)                    | 79,378            | 229,043              | (156,157)                   | 72,886            |
| Library Resources                           | 49,776               | (43,598)                    | 6,178             | 49,776               | (42,715)                    | 7,061             |
|   | <u>2,796,618</u>     | <u>(1,521,000)</u>          | <u>1,275,618</u>  | <u>2,724,170</u>     | <u>(1,488,053)</u>          | <u>1,236,117</u>  |

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 11. Accounts Payable

|                                       | 2024<br>Actual   | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual   |
|---------------------------------------|------------------|-------------------------------|------------------|
|                                       | \$               | \$                            | \$               |
| Creditors                             | 294,049          | 300,000                       | 299,419          |
| Accruals                              | 12,490           | 5,500                         | 5,304            |
| Employee Entitlements - Salaries      | 1,107,934        | 850,000                       | 1,010,814        |
| Employee Entitlements - Leave Accrual | 111,429          | 100,000                       | 99,002           |
|                                       | <u>1,525,902</u> | <u>1,255,500</u>              | <u>1,414,539</u> |
| Payables for Exchange Transactions    | 1,525,902        | 1,255,500                     | 1,414,539        |
|                                       | <u>1,525,902</u> | <u>1,255,500</u>              | <u>1,414,539</u> |

The carrying value of payables approximates their fair value.

### 12. Revenue Received in Advance

|   | 2024<br>Actual | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual |
|---|----------------|-------------------------------|----------------|
|   | \$             | \$                            | \$             |
| Grants in Advance - Ministry of Education | -              | 78,000                        | 77,241         |
|   | <u>-</u>       | <u>78,000</u>                 | <u>77,241</u>  |

### 13. Provision for Cyclical Maintenance

|   | 2024<br>Actual | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual |
|---|----------------|-------------------------------|----------------|
|   | \$             | \$                            | \$             |
| Provision at the Start of the Year        | 51,812         | 26,812                        | 51,812         |
| Increase to the Provision During the Year | (30,172)       | 20,000                        | -              |
| Provision at the End of the Year          | <u>21,640</u>  | <u>46,812</u>                 | <u>51,812</u>  |
| Cyclical Maintenance - Current            | -              | 20,000                        | 25,000         |
| Cyclical Maintenance - Non current        | 21,640         | 26,812                        | 26,812         |
|   | <u>21,640</u>  | <u>46,812</u>                 | <u>51,812</u>  |

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

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 14. Finance Lease Liability

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

|  | 2024<br>Actual | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual |
|--|----------------|-------------------------------|----------------|
|  | \$             | \$                            | \$             |
| No Later than One Year                           | 45,074         | 56,092                        | 49,635         |
| Later than One Year and no Later than Five Years | 48,348         | 42,034                        | 35,751         |
| Future Finance Charges                           | (11,071)       | (8,000)                       | (7,310)        |
|  | 82,351         | 90,126                        | 78,076         |
| <b>Represented by</b>                            |                |                               |                |
| Finance lease liability - Current                | 39,400         | 48,092                        | 44,695         |
| Finance lease liability - Non current            | 43,951         | 42,034                        | 33,381         |
|  | 83,351         | 90,126                        | 78,076         |

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 15. 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, and includes retentions on the projects, if applicable.

| 2024                                 | Opening<br>Balances | Receipts<br>from MOE | Payments  | Board<br>Contributions | Closing<br>Balances |
|--------------------------------------|---------------------|----------------------|-----------|------------------------|---------------------|
|                                      | \$                  | \$                   | \$        | \$                     | \$                  |
| Portacom Refurbishment               | 250                 | -                    | (250)     | -                      | -                   |
| Heating/Lighting/Electrical Upgrade  | 6,007               | -                    | (6,007)   | -                      | -                   |
| Playground Equipment Project         | (891)               | -                    | -         | -                      | (891)               |
| Roof Replacement                     | 185,238             | -                    | (135,895) | -                      | 49,343              |
| Blocks 1,3,9 & 11 Storm Damage       | (10,342)            | 28,634               | (14,681)  | -                      | 3,611               |
| Blocks 1,3,3a,9,11 Mould Remediation | -                   | 495,524              | (495,524) | -                      | -                   |
| Block 9 Convert Gym to Learning Area | -                   | 86,221               | (2,528)   | -                      | 83,693              |
| 5YA Heat Pumps 2025 1484-25-08       | -                   | -                    | (3,260)   | -                      | (3,260)             |
| 5YA Block 5 Refurbishment            | -                   | -                    | (5,169)   | -                      | (5,169)             |
| 5YA Block 9 Refurbishment 1484-25-05 | -                   | -                    | (3,000)   | -                      | (3,000)             |
| 5YA Roof Project 1484-25-01          | -                   | -                    | (49,525)  | -                      | (49,525)            |
| Totals                               | 180,262             | 610,379              | (715,839) | -                      | 74,802              |

#### Represented by:

|   |          |
|---|----------|
| Funds Held on Behalf of the Ministry of Education | 136,647  |
| Funds Receivable from the Ministry of Education   | (61,845) |

| 2023  | Opening<br>Balances | Receipts<br>from MOE | Payments  | Board<br>Contributions | Closing<br>Balances |
|---|---------------------|----------------------|-----------|------------------------|---------------------|
|   | \$                  | \$                   | \$        | \$                     | \$                  |
| Convert Laundry to Sensory Room               | 10,886              | -                    | (10,886)  | -                      | -                   |
| Convert Sensory Room to Classroom             | 7,018               | -                    | (7,018)   | -                      | -                   |
| Partial Conversion of Library to Classroom    | 1,509               | -                    | (1,509)   | -                      | -                   |
| Alarm System Upgrade                          | 19,312              | -                    | -         | (19,312)               | -                   |
| Portacom Refurbishment                        | (3,537)             | -                    | -         | 3,787                  | 250                 |
| Tripoli Site Fence                            | 9,043               | 334                  | (9,897)   | 520                    | -                   |
| Heating/Lighting/Electrical Upgrade           | 159,634             | -                    | (164,222) | 10,595                 | 6,007               |
| Playground Equipment Project                  | (891)               | -                    | -         | -                      | (891)               |
| Replacement of Floor/Wall Coverings, Plumbing | 9,845               | -                    | -         | (9,845)                | -                   |
| Hall Project                                  | (9,507)             | -                    | -         | 9,507                  | -                   |
| Roof Replacement                              | (383)               | 394,872              | (209,251) | -                      | 185,238             |
| Project Block 1-9 Redevelopment               | (8,985)             | -                    | -         | 8,985                  | -                   |
| Blocks 1,3,9 & 11 Storm Damage                | -                   | -                    | (10,342)  | -                      | (10,342)            |
| Block 9 Elevator Repairs                      | -                   | 16,856               | (16,856)  | -                      | -                   |
| Totals  | 193,944             | 412,062              | (429,981) | 4,237                  | 180,262             |

#### Represented by:

|   |          |
|---|----------|
| Funds Held on Behalf of the Ministry of Education | 191,495  |
| Funds Receivable from the Ministry of Education   | (11,233) |

# **Sommerville School**

## **Notes to the Financial Statements**

For the year ended 31 December 2024

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### **16. 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.

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 17. Remuneration

#### Key management personnel compensation

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

|   | 2024<br>Actual<br>\$ | 2023<br>Actual<br>\$ |
|---|----------------------|----------------------|
| Board Members<br>Remuneration               | 4,245                | 3,930                |
| Leadership Team<br>Remuneration             | 1,396,032            | 1,317,948            |
| Full-time equivalent members                | 10                   | 10                   |
| Total key management personnel remuneration | 1,400,277            | 1,321,878            |

There are 7 members of the Board excluding the Principal. The Board has held 8 full meetings of the Board in the year. The Board also has Finance (2 members) and Property (2 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:

|  | 2024<br>Actual<br>\$000 | 2023<br>Actual<br>\$000 |
|--|-------------------------|-------------------------|
| Salaries and Other Short-term Employee Benefits: |                         |                         |
| Salary and Other Payments                        | 200 - 210               | 190 - 200               |
| Benefits and Other Emoluments                    | 5 - 10                  | 5 - 10                  |
| Termination Benefits                             | -                       | -                       |

#### Other Employees

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

| Remuneration<br>\$000 | 2024<br>FTE Number | 2023<br>FTE Number |
|-----------------------|--------------------|--------------------|
| 140-150               | 4.00               | 0.00               |
| 130-140               | 6.00               | 3.00               |
| 120-130               | 5.00               | 4.00               |
| 110-120               | 6.00               | 4.00               |
| 100-110               | 30.00              | 14.00              |
|                       | 51.00              | 25.00              |

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

# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

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### 18. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be board members, 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 payable was as follows:

|                  | 2024<br>Actual | 2023<br>Actual |
|------------------|----------------|----------------|
| Total            | -              | -              |
| Number of People | -              | -              |

### 19. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2024 (Contingent liabilities and assets at 31 December 2023: 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 and Collective Agreement Funding Wash-up

In 2024 the Ministry of Education provided additional funding for both the Support Staff in Schools' Collective Agreement (CA) Settlement and the Teacher Aide Pay Equity Settlement. At the date of signing the financial statements the School's final entitlement for the year ended 31 December 2024 has not yet been advised. The School has therefore not recognised an asset or a liability regarding this funding wash-up, which is expected to be settled in July 2025.

### 20. Commitments

#### (a) Capital Commitments

At 31 December 2024, the Board did not have any capital commitments. (2023:\$230,881).

#### (b) Operating Commitments

As at 31 December 2024, the Board has not entered into any operating contracts.



# Sommerville School

## Notes to the Financial Statements

For the year ended 31 December 2024

### 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

|   | 2024<br>Actual   | 2024<br>Budget<br>(Unaudited) | 2023<br>Actual   |
|---|------------------|-------------------------------|------------------|
|   | \$               | \$                            | \$               |
| Cash and Cash Equivalents                         | 340,954          | 72,278                        | 109,996          |
| Receivables                                       | 1,071,490        | 845,000                       | 1,239,532        |
| Investments - Term Deposits                       | 5,848,935        | 5,903,571                     | 5,903,571        |
| Total financial assets measured at amortised cost | <u>7,261,379</u> | <u>6,820,849</u>              | <u>7,253,099</u> |

#### Financial liabilities measured at amortised cost

| Payables   | 1,525,902        | 1,255,500        | 1,414,539        |
|--|------------------|------------------|------------------|
| Finance Leases   | 83,351           | 90,126           | 78,076           |
| Total financial liabilities measured at amortised cost | <u>1,609,253</u> | <u>1,345,626</u> | <u>1,492,615</u> |

### 22. Events After Balance Date

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

### 23. Comparatives

There have been a number of prior period comparatives which have been reclassified to make disclosure consistent with the current year.

## Independent Auditor's Report

### To the Readers of Sommerville School's Financial Statements

For the Year Ended 31 December 2024

The Auditor-General is the auditor of Sommerville School (the School). The Auditor-General has appointed me, Myriam Gros, using the staff and resources of William Buck Audit (NZ) Limited, to carry out the audit of the financial statements of the School on his behalf.

#### Opinion

We have audited the financial statements of the School on pages 2 to 24, that comprise the statement of financial position as at 31 December 2024, 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 2024; 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 PBE Accounting Standards (PBE IPSAS) Reduced Disclosure Regime.

Our audit was completed on 23 May 2025. 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 arises from the Public Audit Act 2001.

### **Other information**

The Board of Trustees is responsible for the other information. The other information comprises the information included in the annual report being the School Board Members, Statement of Variance, Evaluation and analysis of the school's students' progress and achievement, How we have given effect to Te Tiriti o Waitangi, Statement of compliance with employment policy, but does not include the financial statements, and our auditor's report thereon.

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

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

### **Independence**

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

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



**Myriam Gros**  
**William Buck Audit (NZ) Limited**  
On behalf of the Auditor-General  
Auckland, New Zealand