

Woodford House

Annual Report

For the year ended 31 December 2024



WOODFORD HOUSE

WOODFORD HOUSE

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

School Directory

Ministry Number:	0225
Principal:	Mrs Julie Peterson
School Address:	Iona Road, Havelock North, 4130
School Postal Address:	Private Bag 1001, Havelock North, 4130
School Phone:	06 873 0700
School Email:	enquiries@woodford.school.nz

Members of the Board:

Name	Position	How Position Gained	Term Expired/ Expires
Cyn Smith	Presiding Member	Elected	Nov-26
Julie Peterson	Principal ex Officio		
Louise Trent	Parent Representative	Elected	Nov-26
Tony Martin	Parent Representative	Elected	Sept-25
Callum Harper	Parent Representative	Elected	Sept-25
Philip Mitchell	Parent Representative	Elected	Sept-25
Vicki Lawson	Proprietor Representative		
James Winchester	Proprietor Representative		
Mike Brougham	Proprietor Representative		
Gareth Kilsby	Proprietor Representative		
Lorna Morice	Staff Representative	Elected	Sept-25
Anna Wilson	Student Representative	Elected	Sept-24
Zoe Stewart	Student Representative	Elected	Sept-25

WOODFORD HOUSE

Annual Financial Statements - For the year ended 31 December 2024

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Woodford House

Statement of Responsibility

For the year ended 31 December 2024

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.

Cyn Smith

Full Name of Presiding Member



Signature of Presiding Member

26 February 2026

Date:

Julie Peterson

Full Name of Principal



Signature of Principal

26 February 2026

Date:

Woodford House

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Revenue				
Government Grants	2	4,346,611	4,261,789	4,427,171
Locally Raised Funds	3	3,055,839	2,502,173	2,067,091
Use of Proprietor's Land and Buildings		926,489	631,392	926,489
Interest		17,575	8,000	11,661
Other Revenue		4,191	5,000	3,679
Total Revenue		8,350,705	7,408,354	7,436,091
Expense				
Locally Raised Funds	3	791,634	326,661	511,677
Learning Resources	4	5,456,173	5,281,634	5,017,814
Administration	5	818,521	832,650	790,124
Interest		3,073	7,000	2,992
Property	6	1,336,253	989,192	1,265,008
Total Expense		8,405,654	7,437,137	7,587,615
Net Surplus / (Deficit) for the year		(54,949)	(28,783)	(151,524)
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		(54,949)	(28,783)	(151,524)

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

Woodford House

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Equity at 1 January		58,020	-	132,167
Total comprehensive revenue and expense for the year		(54,949)	-	(151,524)
Contribution - Furniture and Equipment Grant		63,543		77,377
Equity at 31 December		66,614	-	58,020
Accumulated comprehensive revenue and expense		66,614	-	58,020
Equity at 31 December		66,614	-	58,020

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.

Woodford House

Statement of Financial Position

As at 31 December 2024

	Notes	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Current Assets				
Cash and Cash Equivalents	7	717,904	400,000	592,306
Accounts Receivable	8	429,805	300,000	315,333
GST Receivable		35,068	20,000	18,036
Prepayments		9,153	5,000	13,659
Inventories	9	12,327	10,000	8,501
		1,204,257	735,000	947,835
Current Liabilities				
Accounts Payable	11	641,761	561,000	600,654
Revenue Received in Advance	12	653,892	202,783	454,142
Finance Lease Liability	13	37,150	-	43,543
		1,332,803	763,783	1,098,339
Working Capital Surplus/(Deficit)		(128,546)	(28,783)	(150,505)
Non-current Assets				
Property, Plant and Equipment	10	217,751	-	266,419
		217,751	-	266,419
Non-current Liabilities				
Finance Lease Liability	13	22,591	-	57,894
		22,591	-	57,894
Net Assets		66,614	(28,783)	58,020
Equity		66,614	-	58,020

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

Woodford House

Statement of Cash Flows

For the year ended 31 December 2024

	Note	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Cash flows from Operating Activities				
Government Grants		947,633	801,696	996,435
Locally Raised Funds		2,413,264	2,005,000	1,706,403
International Students		747,251	704,956	598,344
Goods and Services Tax (net)		(17,032)	(20,000)	7,123
Payments to Employees		(2,285,079)	(1,914,982)	(1,868,785)
Payments to Suppliers		(1,763,233)	(1,112,670)	(1,288,902)
Interest Paid		(3,073)	(7,000)	(2,992)
Interest Received		17,575	8,000	11,661
Net cash from/(to) Operating Activities		57,306	465,000	159,287
Cash flows from Investing Activities				
Purchase of Property Plant & Equipment (and Intangibles)		(58,567)	(65,000)	(22,251)
Net cash from/(to) Investing Activities		(58,567)	(65,000)	(22,251)
Cash flows from Financing Activities				
Furniture and Equipment Grant		63,543	-	77,377
Finance Lease Payments		63,315	-	(21,375)
Net cash from/(to) Financing Activities		126,858	-	56,002
Net increase/(decrease) in cash and cash equivalents		125,597	400,000	193,038
Cash and cash equivalents at the beginning of the year	7	592,306	-	399,269
Cash and cash equivalents at the end of the year	7	717,903	400,000	592,306

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.

Woodford House

Notes to the Financial Statements

For the year ended 31 December 2024

1. Statement of Accounting Policies

a) Reporting Entity

Woodford House (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.

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.

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 13.

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.

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 Proprietor. 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. This expense is based on an assumed market rental yield on the 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.

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) Inventories

Inventories are consumable items held (not for resale) and are comprised of badges. They are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis. Net realisable value is the estimated selling price in the ordinary course of activities less the estimated costs necessary to make the sale. Any write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Revenue and Expense in the period of the write down.

h) Property, Plant and Equipment

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

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

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

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

Finance Leases

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

Depreciation

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

The estimated useful lives of the assets are:

Furniture and Equipment	10–15 years
Information and Communication Technology	3–5 years
Leased Assets held under a Finance Lease	Term of Lease
Library Resources	12.5% Diminishing value

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

Plant and equipment 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. The valuation is based on market value.

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.

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) Revenue Received in Advance

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

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

m) Provision for Cyclical Maintenance

The property from which the School operates is owned by the Proprietor. The Board is responsible for maintaining the land, building and other facilities on the School sites 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, 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.

n) Financial Instruments

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, 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) Borrowings

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

p) Goods and Services Tax (GST)

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

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

Commitments and contingencies are disclosed exclusive of GST.

q) Budget Figures

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

r) Services received in-kind

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

2. Government Grants

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Government Grants - Ministry of Education	959,017	984,535	898,896
Teachers' Salaries Grants	3,301,439	3,240,093	3,430,737
Other Government Grants	86,155	37,161	97,538
	<u>4,346,611</u>	<u>4,261,789</u>	<u>4,427,171</u>

3. Locally Raised Funds

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

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Revenue			
Donations and Bequests	2,000,000	2,000,000	1,400,000
Fees for Extra Curricular Activities	508,337	-	303,460
International Student Fees	547,501	502,173	363,631
	<u>3,055,838</u>	<u>2,502,173</u>	<u>2,067,091</u>
Expense			
Extra Curricular Activities Costs	513,453	45,000	329,639
International Student - Student recruitment	47,100	57,500	41,614
International Student - Employee Benefits - Salaries	150,752	131,511	81,328
International Student - Other Expenses	80,329	92,650	59,096
	<u>791,634</u>	<u>326,661</u>	<u>511,677</u>
<i>Surplus/ (Deficit) for the year Locally Raised Funds</i>	<u>2,264,204</u>	<u>2,175,512</u>	<u>1,555,414</u>

4. Learning Resources

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Curricular	234,910	261,418	176,571
Information and Communication Technology	186,277	219,152	189,770
Employee Benefits - Salaries	4,860,957	4,666,064	4,526,779
Staff Development	70,369	70,000	38,727
Depreciation	103,660	65,000	85,968
	<u>5,456,173</u>	<u>5,281,634</u>	<u>5,017,815</u>

5. Administration

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Audit Fees	9,158	15,000	14,184
Board Fees and Expenses	4,288	6,250	5,817
Other Administration Expenses	200,575	226,400	196,173
Employee Benefits - Salaries	575,129	557,000	547,111
Insurance	29,371	28,000	26,839
	<u>818,521</u>	<u>832,650</u>	<u>790,124</u>

6. Property

	2024 Actual \$	2024 Budget (Unaudited) \$	2023 Actual \$
Consultancy and Contract Services	95,440	89,500	92,055
Heat, Light and Water	75,317	65,000	53,393
Rates	3,263	5,500	4,065

Repairs and Maintenance	59,585	39,500	38,869
Use of Land and Buildings	926,489	631,392	926,489
Employee Benefits - Salaries	123,727	106,500	95,044
Other Property Expenses	52,432	51,800	55,093
	<u>1,336,253</u>	<u>989,192</u>	<u>1,265,008</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 Actual	2024 Budget (Unaudited)	2023 Actual
	\$	\$	\$
Bank Accounts	717,904	400,000	592,306
Cash and cash equivalents for Statement of Cash Flows	<u>717,904</u>	<u>400,000</u>	<u>592,306</u>

Other restrictions on cash that may require disclosure include funds held in trust and international student as disclosed in note 13.

8. Accounts Receivable

	2024 Actual	2024 Budget (Unaudited)	2023 Actual
	\$	\$	\$
Receivables	100,000	-	736
Receivables from the Ministry of Education	329,805	300,000	314,597
	<u>429,805</u>	<u>300,000</u>	<u>315,333</u>
Receivables from Exchange Transactions	100,000	-	736
Receivables from Non-Exchange Transactions	329,805	300,000	314,597
	<u>429,805</u>	<u>300,000</u>	<u>315,333</u>

9. Inventories

	2024 Actual	2024 Budget (Unaudited)	2023 Actual
	\$	\$	\$
Badges	12,328	10,000	8,500
	<u>12,328</u>	<u>10,000</u>	<u>8,500</u>

10. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2024	\$	\$	\$	\$	\$	\$
Furniture and Equipment	119,522	39,978			(44,383)	115,117
Information and Communication Technology	16,515	2,485			(9,932)	9,068
Leased Assets	99,172	1,312			(42,869)	57,615
Library Resources	31,210	11,217			(6,476)	35,951
	<u>266,419</u>	<u>54,993</u>	<u>-</u>	<u>-</u>	<u>(103,660)</u>	<u>217,752</u>
	2024 Cost or Valuation	2024 Accumulated Depreciation	2024 Net Book Value	2023 Cost or Valuation	2023 Accumulated Depreciation	2023 Net Book Value
	\$	\$	\$	\$	\$	\$
Furniture and Equipment	395,982	(280,865)	115,117	355,436	(235,914)	119,522

Information and Communication Technology	122,375	(113,307)	9,068	119,901	(103,386)	16,515
Leased Assets	129,358	(71,743)	57,615	132,932	(33,760)	99,172
Library Resources	81,521	(45,569)	35,952	70,302	(39,092)	31,210
	<u>729,236</u>	<u>(511,484)</u>	<u>217,752</u>	<u>678,571</u>	<u>(412,152)</u>	<u>266,419</u>

11. Accounts Payable

	2024	2024	2023
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
Creditors	150,570	160,000	165,460
Accruals	28,123	15,000	13,842
Banking Staffing Overuse	10,322	80,000	92,653
Employee Entitlements - Salaries	445,834	300,000	322,010
Employee Entitlements - Leave Accrual	6,912	6,000	6,689
	<u>641,761</u>	<u>561,000</u>	<u>600,654</u>
Payables for Exchange Transactions	<u>641,761</u>	<u>561,000</u>	<u>600,654</u>
	<u>641,761</u>	<u>561,000</u>	<u>600,654</u>

The carrying value of payables approximates their fair value.

12. Revenue Received in Advance

	2024	2024	2023
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
International Student Fees in Advance	653,892	202,783	454,142
	<u>653,892</u>	<u>202,783</u>	<u>454,142</u>

13. 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	2024	2023
	Actual	Budget (Unaudited)	Actual
	\$	\$	\$
No Later than One Year	37,150	-	46,601
Later than One Year and no Later than Five Years	24,241	-	58,715
Future Finance Charges	(1,650)	-	(3,879)
	<u>59,741</u>	<u>-</u>	<u>101,437</u>
Represented by			
Finance lease liability - Current	37,150	-	43,543
Finance lease liability - Non current	22,591	-	57,894
	<u>59,741</u>	<u>-</u>	<u>101,437</u>

14. 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.

The Proprietor of the School Woodford House Trust Board is a related party of the School Board because the Proprietor appoints representatives to the School Board, giving the Proprietor significant influence over the School Board. Any services or contributions between the School Board and Proprietor have been disclosed appropriately. If the Proprietor collects fund on behalf of the school (or vice versa), the amounts are disclosed. The Woodford House Trust Board, whom the Principal is a Trustee of, contributed to the Principal's total remuneration by \$190,000-\$200,000 (2023: \$130,000-\$140,000) as compensation for the work she carries out on behalf of the Proprietor in respect of the boarding operations, upholding the School's Special Character, the Woodford House Foundation and implementing the Shine programme.

The Proprietor provides land and buildings free of charge for use by the School Board as noted in Note 1(c). The estimated value of this use during the current period is included in the Statement of Comprehensive Revenue and Expense as 'Use of Land and Buildings'.

The Proprietor provided:

- Donations to the school of \$2,000,000 (2023:\$1,400,000) including \$100,000 owing to the school at 31 December 2024.
- Religious instruction to pupils of the school. This service is provided free of charge in accordance with the Education and Training Act 2020

Under Agency agreement, the Proprietor:

- undertook to collect all locally raised funds such as sports, activity and field trips and curriculum delivery on behalf of the Board of Trustees totalling \$508,337 (2023: \$303,460)
- undertook to pay all expenses relating to locally raised funds such as sports, activity, field trips and curriculum delivery on behalf of the Board of Trustees totalling \$513,453 (2023:\$329,639)
- Under an agency agreement with the WHTB, The Board collected boarding bursaries from the Ministry of Education on behalf of the Proprietor totalling \$336,110 (2023:\$196,510)
- at year end, the Board of Trustees has \$111,121 payable to the Woodford House Trust Board (2023: \$122,834)

15. Remuneration

Key management personnel compensation

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

	2024 Actual \$	2023 Actual \$
<i>Board Members</i>		
Remuneration	4,010	5,130
<i>Leadership Team</i>		
Remuneration	723,936	654,504
Full-time equivalent members	5	7
Total key management personnel remuneration	727,946	659,634

There are 11 members of the Board excluding the Principal. The Board has held 8 full meetings of the Board in the year. The Board also has a Finance (4 members) committee that meets 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 1

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

	2024 Actual \$000	2023 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	170-180	160-170
Benefits and Other Emoluments	5-6	1-5
Termination Benefits	-	-

Other Employees

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

Remuneration \$000	2024 FTE Number	2023 FTE Number
100 - 110	10.00	11.00
110 - 120	7.00	7.00
120-130	3.00	0
	20.00	18.00

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

16. 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 Actual	2023 Actual
Total	\$0	-
Number of People	0	-

17. 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.

18. Commitments

(a) Capital Commitments

At 31 December 2024, the Board had no capital commitments of \$0 (2023:\$0)

(b) Operating Commitments

As at 31 December 2024 the Board has entered into no contract agreements for operating commitments (2023: Nil):

19. 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 Actual	2024 Budget (Unaudited)	2023 Actual
	\$	\$	\$
Cash and Cash Equivalents	717,904	400,000	592,306
Receivables	429,805	300,000	315,333
Total financial assets measured at amortised cost	<u>1,147,709</u>	<u>700,000</u>	<u>907,639</u>

Financial liabilities measured at amortised cost

Payables	641,761	561,000	600,654
Borrowings - Loans	-	-	-
Finance Leases	59,741	-	101,437
Total financial liabilities measured at amortised cost	<u>701,502</u>	<u>561,000</u>	<u>702,091</u>

20. Events After Balance Date

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

21. Breach of Law - Failure to meet Statutory Reporting Deadline

Under section 137 (1) of the Education and Training Act 2020 the school was required to provide its annual report to the Secretary of Education by 31 May 2025. The School did not comply with this deadline because the audit of the financial statements was not completed due to auditor resourcing constraints.

INDEPENDENT AUDITOR'S REPORT
TO THE READERS OF WOODFORD HOUSE'S FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

The Auditor-General is the auditor of Woodford House (the School). The Auditor-General has appointed me, Philip Pinckney, using the staff and resources of Baker Tilly Staples Rodway Audit 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 14, 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 Public Sector – Public Benefit Entity Standards, Reduced Disclosure Regime.

Our audit was completed on 11 March 2026. 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.

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 is responsible for the other information. The other information obtained at the date of our report is the List of School Board Members and Statement of Responsibility but does not include the financial statements, and our auditor's report thereon.

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

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

Independence

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

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



Philip Pinckney
Baker Tilly Staples Rodway Audit Limited
On behalf of the Auditor-General
Hastings, New Zealand



P +64 6 873 0700
E office@woodford.school.nz
Private Bag 1001
Havelock North 4157
Hawke's Bay, New Zealand
woodford.school.nz