

---

**NEW ZEALAND POST PRIMARY TEACHERS' ASSOCIATION (INC)**

**CONSOLIDATED FINANCIAL STATEMENTS**

**For the year ended 31 March 2018**

# New Zealand Post Primary Teachers' Association (Inc)

## Statement of Financial Performance

For the year ended 31 March 2018

National Office 2017	NZPPTA 2017		Note	National Office 2018	2018 Budget	NZPPTA 2018
<b>INCOME</b>						
9,722,719	9,722,719	Subscriptions	(9)	9,897,916	9,673,400	9,897,916
135,779	160,746	Interest Income		192,744	180,000	218,609
160,031	160,031	Health & Safety Training Income		78,894	-	78,894
24,875	25,847	Miscellaneous Income		22,659	20,000	25,602
1,000	1,000	PPTA News Advertising		870	-	870
27,132	27,132	Rental of Presidents Flat		26,087	-	26,087
32,282	32,282	Special Interest Conferences		12,272	-	12,272
57,135	57,135	Office Lease Income		62,950	-	62,950
<b>10,160,953</b>	<b>10,186,892</b>	<b>Total Income</b>		<b>10,294,392</b>	<b>9,873,400</b>	<b>10,323,200</b>
<b>EXPENDITURE</b>						
1,498,727	1,499,040	Administration & Finance	(15)	1,536,130	1,566,903	1,537,403
1,491,098	1,439,076	General Secretariat	(15)	1,522,457	1,651,522	1,495,964
378,753	378,753	Maori Activities	(15)	385,356	413,000	385,356
3,834,587	3,834,587	Membership Services	(15)	3,907,352	3,830,200	3,907,352
2,259,066	2,259,066	Policy & Advocacy	(15)	2,163,721	2,130,500	2,163,721
144,088	144,645	Depreciation	(6)	186,300	180,000	186,379
-	-	Surplus Staffing Reserve		-	30,000	-
-	-	Mahi Tika Reserve		-	5,000	-
<b>9,606,319</b>	<b>9,555,167</b>	<b>Total Expenditure</b>		<b>9,701,315</b>	<b>9,807,125</b>	<b>9,676,175</b>
<b>554,634</b>	<b>631,725</b>	<b>NET SURPLUS BEFORE TAXATION</b>		<b>593,077</b>	<b>66,275</b>	<b>647,025</b>
43,278	50,090	Tax Expense	(5)	60,832	60,000	60,832
<b>511,356</b>	<b>581,635</b>	<b>SURPLUS FOR YEAR AFTER TAXATION</b>		<b>532,245</b>	<b>6,275</b>	<b>586,193</b>

---

## New Zealand Post Primary Teachers' Association (Inc)

### Statement of Changes in Equity

For the year ended 31 March 2018

<b>National Office 2017</b>	<b>NZPPTA 2017</b>		<b>Note</b>	<b>National Office 2018</b>	<b>NZPPTA 2018</b>
<u>5,951,254</u>	<u>7,016,550</u>	Accumulated Funds Start of year		<u>6,462,610</u>	<u>7,598,185</u>
<u>511,356</u>	<u>581,635</u>	Total Comprehensive income/(deficit)		<u>532,245</u>	<u>586,193</u>
<u>6,462,610</u>	<u>7,598,185</u>	Accumulated Funds End of Year		<u>6,994,855</u>	<u>8,184,378</u>

# New Zealand Post Primary Teachers' Association (Inc)

## Statement of Financial Position


as at 31 March 2018

National Office 2017	NZPPTA 2017		Notes	National Office 2018	NZPPTA 2018
<b>Current Assets</b>					
1,460,746	1,900,399	Cash at Bank	2	768,405	1,216,252
49,917	82,295	Accounts Receivable	3	38,926	74,524
4,201,912	4,900,210	Investments	7	5,798,511	6,537,269
5,142	5,142	Imprest Advances		5,142	5,142
6,061	6,061	Income Tax Receivable		0	6,830
<u>262,925</u>	<u>262,925</u>	Other Current Assets		<u>313,481</u>	<u>313,481</u>
<b><u>5,986,703</u></b>	<b><u>7,157,032</u></b>			<b><u>6,924,465</u></b>	<b><u>8,153,498</u></b>
<b>Current Liabilities</b>					
533,264	574,211	Trade Creditors		365,038	410,913
731,231	731,231	Employee Creditors	4	657,503	657,503
137,836	137,836	GST Payable		147,300	147,300
-	-	Income Tax Payable	5	473	-
36,391	36,391	Lease Payments	18	36,391	36,391
<u>68,595</u>	<u>68,595</u>	Other Current Liabilities		<u>67,517</u>	<u>67,517</u>
<b><u>1,507,317</u></b>	<b><u>1,548,264</u></b>			<b><u>1,274,222</u></b>	<b><u>1,319,624</u></b>
<b>4,479,386</b>	<b>5,608,768</b>	<b>Working Capital</b>		<b>5,650,243</b>	<b>6,833,874</b>
<b>Non Current Assets</b>					
600,000	600,000	Investments	7	-	-
<u>2,076,183</u>	<u>2,082,376</u>	Property, Plant & Equipment	6	<u>1,974,164</u>	<u>1,980,056</u>
<b><u>2,676,183</u></b>	<b><u>2,682,376</u></b>			<b><u>1,974,164</u></b>	<b><u>1,980,056</u></b>
<b>Non Current Liabilities</b>					
142,532	142,532	Lease Payments	18	103,108	103,108
<u>550,427</u>	<u>550,427</u>	Employee Creditors	4	<u>526,444</u>	<u>526,444</u>
<b><u>692,959</u></b>	<b><u>692,959</u></b>			<b><u>629,552</u></b>	<b><u>629,552</u></b>
<b><u>6,462,610</u></b>	<b><u>7,598,185</u></b>	<b>Net Assets</b>		<b><u>6,994,855</u></b>	<b><u>8,184,378</u></b>
<i>Represented by</i>					
<u>6,462,610</u>	<u>7,598,185</u>	<b>Accumulated Funds</b>		<u>6,994,855</u>	<u>8,184,378</u>

On behalf of the Executive

  
 \_\_\_\_\_  
 Michael Stevenson - General Secretary

28 August 2018  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Jack Boyle - President

28/8/18  
 \_\_\_\_\_  
 Date

**New Zealand Post Primary Teachers' Association (Inc)**

**Statement of Cashflows**

For the year ended 31 March 2018

	2018 National Office	2018 NZPPTA	2017 National Office	2017 NZPPTA
<b>Cashflow from Operating Activities</b>				
<i>Cash was provided from:</i>				
Receipts From Customers	10,040,126	10,039,849	9,902,927	9,909,248
Interest received	192,744	218,609	135,584	160,746
Net GST	9,465	9,465	-	-
	<u>10,242,335</u>	<u>10,267,923</u>	<u>10,038,511</u>	<u>10,069,994</u>
<i>Cash was applied to:</i>				
Payments To Suppliers	3,803,906	3,773,757	3,714,799	3,674,509
Payments to Employees	5,992,561	5,992,561	5,586,583	5,586,583
Net GST	0	0	70,643	70,643
Income Tax Refunded	54,298	61,601	47,899	54,711
	<u>9,850,765</u>	<u>9,827,919</u>	<u>9,419,924</u>	<u>9,386,446</u>
<b>Net Cash Inflow/ (Outflow) from Operating Activities</b>	<b>391,570</b>	<b>440,004</b>	<b>618,587</b>	<b>683,548</b>
<b>Cash Flow From Investing Activities</b>				
<i>Cash was provided from:</i>				
Sale of Investments	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Cash was applied to:</i>				
Purchase of Investments	996,599	1,037,059	1,921,809	1,927,639
Purchase of Fixed Assets	87,315	87,092	138,717	139,075
	<u>1,083,914</u>	<u>1,124,151</u>	<u>2,060,526</u>	<u>2,066,714</u>
<b>Net Cash Inflow / (Outflow) from Investing Activities</b>	<b>(1,083,914)</b>	<b>(1,124,151)</b>	<b>(2,060,526)</b>	<b>(2,066,714)</b>
<b>Net Increase/ (Decrease) in Cash Held</b>	<b>(692,344)</b>	<b>(684,147)</b>	<b>(1,441,939)</b>	<b>(1,383,166)</b>
Opening Bank	1,460,749	1,900,399	2,902,685	3,283,565
<b>Closing Bank</b>	<u><b>768,405</b></u>	<u><b>1,216,252</b></u>	<u><b>1,460,746</b></u>	<u><b>1,900,399</b></u>
<b>Bank Consists of:</b>				
Bank of New Zealand Cheque Account	249,549	249,549	280,729	280,729
Bank of New Zealand Current Account	13,438	13,438	12,794	12,794
Kiwibank - Current Account	65,981	65,981	158,025	158,025
Kiwibank Call Account	439,437	439,437	605,669	605,669
National Bank Current Account	-	-	403,529	403,529
Regional Bank Accounts	-	447,847	-	439,653
<b>Total Cash at Bank</b>	<u><b>768,405</b></u>	<u><b>1,216,252</b></u>	<u><b>1,460,746</b></u>	<u><b>1,900,399</b></u>

# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

### 1 Summary of Significant Accounting Policies

#### Reporting Entity

New Zealand Post Primary Teachers' Association (Inc) ("NZPPTA") is an association incorporated in New Zealand under the Incorporated Societies Act 1908. NZPPTA operates as a trade union for post primary teachers in New Zealand. These financial statements are for New Zealand Post Primary Teachers Association (Inc) which comprise the separately disclosed National Office and the regional financial statements.

These financial statements have been prepared in accordance with the Incorporated Societies Act 1908.

#### Measurement Base

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on a historical cost basis are followed by NZPPTA.

These financial statements have been prepared in accordance with New Zealand Generally Accepted Accounting Practice ("NZGAAP"). They comply with Public Benefit Entity International Public Sector Accounting Standards ("PBE IPSAS") and other applicable Financial Reporting Standards, as appropriate for Tier 2 (Not for Profit) public benefit entities, for which all reduced disclosure regime exemptions have been adopted.

The financial statements have been prepared using accounting policies and disclosures as are appropriate for a public benefit entity.

The information is presented in New Zealand dollars, rounded to the nearest dollar.

#### Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied:

##### a) Accounts Receivable

Accounts Receivable are stated at their estimated net realisable value; being cost less impairment losses.

##### b) Consolidation of Regions

The Regions of the NZPPTA are consolidated with the National Office using the purchase method. All significant transactions between Regions and the National Office have been eliminated.

##### c) Goods and Services Tax

These financial statements have been prepared on a GST exclusive basis, except that Accounts Receivable, Accrued Income, and Trade creditors are stated inclusive of GST.

##### d) Employee Benefits

Provision is made for staff entitlements provided in the Staff Collective Agreement currently in force.

An obligation is recognised when the employee provides the service in exchange for the benefit even though the benefit might only vest and be payable in the future.

The provision for annual leave is calculated on an actual and anticipated future entitlement basis at current and projected rates of pay.

Sick pay is accrued only where a known liability in excess of annual sick leave entitlement is probable.

The provision for long service leave and retirement leave is calculated on the projected unit credit method, bringing to account the current estimate of future payments in respect of service that employees have accumulated at balance date. The obligation is discounted to present value using the yield on equivalent term Corporate Bonds.

NZPPTA makes contributions on behalf of employees to superannuation schemes. These are designated as "Defined Contribution Plans" in terms of PBE IPSAS 25, and the expense is recognised as the obligation to make contributions on behalf of employees is incurred.

Other employee entitlements are accounted for when due or when a known or anticipated liability exists.

# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

### e) Property, Plant & Equipment

Items of property, plant & equipment are stated at cost less accumulated depreciation. Depreciation is calculated on all assets on a straight line basis, which are expected to reduce carrying values to estimated residual values over the useful lives of the assets.

The broad category rates at which assets are depreciated are:-

Buildings	3.0%
Building alterations	7.8%
Computers	36.0%
Motor Vehicles	21.6%
Office Equipment	28.8%
Furniture & Fittings	12.0%

When an item of property, plant and equipment is disposed of, any gain or loss is recognised in the Statement of Financial Performance and is calculated as the difference between the sale price and the carrying value of the item

### f) Taxation

The income tax expense charged to the Statement of Financial Performance includes both the current year's provision and any other over or under provision for prior years.

The Organisation's income from members is tax exempt in accordance with the Income Tax Act 2007. Any Income other than this is taxable and is provided on the taxes payable method.

### g) Operating Leases

Operating lease payments are included in the Statement of Financial Performance in equal instalments over the period of the lease.

### h) Financial Instruments

Financial instruments are recognised in the balance sheet when NZPPTA becomes party to a financial contract. They include cash balances, receivables, payables, and investments in, and loans to others.

Non-derivative financial instruments are initially recognised at fair value. Financial assets are derecognised if NZPPTA's contractual rights to the cash flows expire or if the association transfers the financial asset to another party without retaining control. Financial liabilities are derecognised if NZPPTA's obligations under the contract expire or are discharged or cancelled.

Cash and cash equivalents comprise cash balances and call deposits.

### i) Investments

Investments are limited to term deposits with major trading banks. A term deposit is classified as an Investment when it has a maturity at acquisition greater than 3 months. Investments with less than 12 months to maturity are recognised as Current.

### j) Budget Figures

The budget figures are those approved by the Executive at the beginning of the financial year. The budget figures have been prepared in accordance with the accounting policies adopted by the Executive for the preparation of the financial statements

### k) Revenue Recognition

All income is recognised when earned and is reported in the financial period to which it relates. All revenue transactions are exchange unless otherwise stated.

# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

### **l) Impairment**

The carrying amounts of the NZPPTA's assets are reviewed at each balance date to determine whether there is any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated.

If the estimated recoverable amount of an asset is less than its carrying amount, the asset is written down to its estimated recoverable amount and an impairment loss is recognised in the Statement of Financial Performance.

Estimated recoverable amount of assets is the greater of their fair value less costs to sell and value in use. Value in use is determined by estimating future cash flows from the use and ultimate disposal of the asset and discounting these to their present value using a pre-tax discount rate that reflects current market rates and the risks specific to the asset. For an asset that does not generate largely independent cash inflows, the recoverable amount is determined for the cash-generating unit to which the asset belongs.

### **m) Judgements, Estimates and Assumptions**

The preparation of financial statements in conformity with NZGAAP requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. These estimates, judgements and assumptions are based on historical and other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The estimates and underlying judgements are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Judgements made by management in the application of NZGAAP that have significant effect on the financial statements and estimates with a significant risk of material adjustment in the next year relate to the following in particular:-

- Employee long service entitlements
- Recoverable amount on account of receivables
- Provisions and contingencies

### **Changes in Accounting Policies**

There have been no changes in Accounting Policies in the 2018 financial year.



# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

	2018	2017
<b>2 Cash at Bank</b>		
Bank of New Zealand Cheque Account	249,549	280,729
Bank of New Zealand Current Account	13,438	12,794
Kiwibank Current Account	65,981	158,025
Kiwibank Call Accounts	439,437	1,009,198
National Bank Current Account	-	-
<b>Total Cash at Bank at National Office</b>	<b>768,405</b>	<b>1,460,746</b>
Cash at Bank held by Regions	447,847	439,653
<b>Total Cash at Bank</b>	<b>1,216,252</b>	<b>1,900,399</b>

<b>3 Accounts Receivable</b>		
Balances outstanding	60,424	71,415
Provision for doubtful debts	(21,498)	(21,498)
<b>Total Accounts Receivable by National Office</b>	<b>38,926</b>	<b>49,917</b>
Accounts Receivable by Regions	35,598	32,378
<b>Total Accounts Receivable</b>	<b>74,524</b>	<b>82,295</b>

The provision for doubtful debts is considered adequate provision for non-collectible accounts.

<b>4 Employee Creditors</b>		
Annual Leave	356,775	371,348
Long Service Leave	323,480	327,021
Retirement Leave Accrual	441,252	455,155
Other Employee benefits and accruals	62,441	128,141
	<b>1,183,948</b>	<b>1,281,665</b>

Included in employee creditors are amounts due to the IRD for PAYE and ACC.

Employee Creditors are disclosed as follows:-

Current Liability	657,503	731,231
Non-Current Liability	526,445	550,427
	<b>1,183,948</b>	<b>1,281,658</b>

5 Income Tax	2018	2018	2017	2017
	National Office	NZPPTA	National Office	NZPPTA
<b>Recognised in the Income Statement</b>				
Surplus (deficit) for the year	596,110	647,025	554,634	631,725
Tax at 28%	166,911	181,167	155,298	176,883
Permanent and Timing Differences	106,079	121,184	112,020	126,793
Income Tax Expense	<b>60,832</b>	<b>59,983</b>	<b>43,278</b>	<b>50,090</b>

Permanent differences arise because much of NZPPTA's activities are tax exempt.

### Current Income Tax Payable/(Receivable)

Opening Balance	(6,061)	(6,061)	1,441	1,441
Use of Money Interest	(220)	(220)	(187)	(187)
Refunds Received	-	-	-	-
Tax adjustments	6,247	6,247	1,687	1,687
Current Taxation	54,584	54,584	41,586	48,403
Prior Year Final Tax Instalment	-	-	-	-
Current Year Tax Paid	0	0	(19,463)	(19,463)
Resident Withholding Tax Paid	(54,077)	(61,380)	(31,125)	(37,942)
	<b>473</b>	<b>(6,830)</b>	<b>(6,061)</b>	<b>(6,061)</b>

# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

### 6 Property, Plant & Equipment

	Cost	Accumulated Depreciation	2018 Book Value	Depreciation 2018
Buildings - Willis Street Premises	2,260,000	809,262	1,450,738	67,800
Buildings - President's Apartment	402,298	160,681	241,617	14,119
Computers	764,180	688,558	75,622	49,458
Office Equipment	294,075	285,642	8,433	5,516
Furniture & Fittings	308,273	250,018	58,255	9,983
Fuji Xerox Copiers	178,923	39,424	139,499	39,424
<b>Total National Office</b>	<b>4,207,749</b>	<b>2,233,585</b>	<b>1,974,164</b>	<b>186,300</b>
Regional Offices - Total	104,404	98,512	5,892	79
<b>Total NZPPTA</b>	<b>4,312,153</b>	<b>2,332,097</b>	<b>1,980,056</b>	<b>186,379</b>

	Cost	Accumulated Depreciation	2017 Book Value	Depreciation 2017
Buildings - Willis Street Premises	2,260,000	741,462	1,518,538	67,800
Buildings - President's Apartment	383,915	146,562	237,353	13,980
Computers	1,072,076	1,003,449	68,627	50,109
Office Equipment	364,149	353,847	10,302	4,527
Furniture & Fittings	328,656	266,217	62,439	7,672
Fuji Xerox Copiers	178,923	0	178,925	0
<b>Total National Office</b>	<b>4,587,719</b>	<b>2,511,537</b>	<b>2,076,182</b>	<b>144,088</b>
Regional Offices - Total	104,404	98,210	6,194	555
<b>Total NZPPTA</b>	<b>4,692,123</b>	<b>2,609,747</b>	<b>2,082,376</b>	<b>144,643</b>

### Reconciliation of Net Book Value

Net Book Value at 1 April 2017	2,082,376
Plus Additions	82,419
Less Disposals	(462,612)
Less Depreciation	(186,379)
Plus Depreciation Written back on Disposals	464,252
<b>Net Book Value 31 March 2018</b>	<b>1,980,056</b>

### President's Apartment

In the 2016 financial year NZPPTA were advised of a weathertightness problem at the President's Apartment building located at 8 Church Street Wellington. The NZPPTA share of the estimated cost of repairs is \$250,000. The building has a depreciated book value of \$241,617. This compares to recent sales of equivalent apartments at 8 Church Street of \$250,000 where the weather tightness problem has been disclosed. The apartment is currently rented with a rent consistent with a \$250,000 valuation. Once repaired, we expect the cost of repairs will be recouped in a higher valuation. On this basis we do not consider the book value of the President's Apartment to be impaired.

### 7 Investments

	2018	2017
Term Deposits	5,798,511	4,801,912
<b>National Office</b>	<b>5,798,511</b>	<b>4,801,912</b>
Regions	738,758	698,298
<b>Total NZPPTA</b>	<b>6,537,269</b>	<b>5,500,210</b>

	2018 National Office	2018 NZPPTA	2017 National Office	2017 NZPPTA
--	-------------------------	----------------	-------------------------	----------------

Investments are disclosed as follows:-

Current	5,798,511	6,537,269	4,201,912	4,900,210
Non-Current	-	-	600,000	600,000
	<b>5,798,511</b>	<b>6,537,269</b>	<b>4,801,912</b>	<b>5,500,210</b>

These are "held to maturity" financial assets, being non-derivative financial assets with fixed or determinable payments and fixed maturity dates that NZPPTA has the positive intention to hold to maturity.

The term deposits are invested at interest rates ranging from 3.30 % to 3.65 %p.a. and have maturity dates ranging from six months to 12 months.

# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

<b>8 Operating Leases</b>	<b>2018</b>	<b>2017</b>
The association has the following operating lease commitments:		
Within one year	351,303	210,562
One to two years	315,132	144,985
Two to five years	440,461	101,727
Over 5 years	1,093,390	-
	<u>2,200,286</u>	<u>457,274</u>

The operating leases are of a non-cancellable commercial nature and are on normal commercial terms and conditions.

### 9 Financial Instruments

Exposure to credit, interest rate and liquidity risk arise in the ordinary course of operations for NZPPTA.

Revenue and expenses in relation to financial instruments are recognised in the Statement of Financial Performance

The fair value of financial instruments is equivalent to the carrying amount disclosed in the Balance Sheet.

Concentrations of credit risk include the Association's banking arrangements and accounts receivable. Most funds are held with Kiwibank, and the Bank of New Zealand. Management reduces counterparty, credit and currency risk by spreading its investments amongst reputable financial institutions.

### 10 Contingent Liabilities

There are no known material contingent liabilities as at 31 March 2018 (2017: nil).

### 11 Capital Commitments

There are no known capital commitments as at 31 March 2018 (2017 Nil)

### 12 Key Management Personnel

	<b>2018</b>	<b>2017</b>
<b>Full Time Equivalents</b>		
Executive	2.55	2.55
Management Staff	3.00	3.28
<b>Total Remuneration</b>	<b>\$668,345</b>	<b>\$ 832,576</b>

# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

### 13 Financial Instruments Classification

#### National Office

			2018	2017
	Loans and Receivables	Liabilities at Amortised Cost	Total Carrying Amount	Total Carrying Amount
<b>Assets</b>				
Cash and Cash Equivalents	768,405	-	768,405	1,460,746
Investments	5,798,511	-	5,798,511	4,201,912
Trade and Other Receivables	291,281	-	291,281	229,756
<b>Total Current Assets</b>	<b>6,858,197</b>	<b>-</b>	<b>6,858,197</b>	<b>5,892,414</b>
Other Investments	-	-	-	600,000
<b>Total Non-Current Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>
<b>Total Assets</b>	<b>6,858,197</b>	<b>-</b>	<b>6,858,197</b>	<b>6,492,414</b>
<b>Liabilities</b>				
Trade and Other Payables	-	365,038	365,038	533,265
<b>Total Current Liabilities</b>	<b>-</b>	<b>365,038</b>	<b>365,038</b>	<b>533,265</b>
Long Term Other Payables	-	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>365,038</b>	<b>365,038</b>	<b>533,265</b>

#### NZPPTA

			2018	2017
	Loans and Receivables	Liabilities at Amortised Cost	Total Carrying Amount	Total Carrying Amount
<b>Assets</b>				
Cash and Cash Equivalents	1,216,252	-	1,216,252	1,900,399
Investments	6,537,269	-	6,537,269	4,900,210
Trade and Other Receivables	326,879	-	326,879	271,937
<b>Total Current Assets</b>	<b>8,080,400</b>	<b>-</b>	<b>8,080,400</b>	<b>7,072,546</b>
Other Investments	-	-	600,000	600,000
<b>Total Assets</b>	<b>8,080,400</b>	<b>-</b>	<b>8,680,400</b>	<b>7,672,546</b>
<b>Liabilities</b>				
Trade and Other Payables	-	410,913	410,913	574,211
<b>Total Current Liabilities</b>	<b>-</b>	<b>410,913</b>	<b>410,913</b>	<b>574,211</b>
Long Term Other Payables	-	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>410,913</b>	<b>410,913</b>	<b>574,211</b>

### 14 Subsequent Events

There were no events subsequent to balance date which materially affected the integrity of these financial statements.

# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

### 15 Detailed Schedule of Expenses

National Office 2017	NZPPTA 2017		National Office 2018	Budget 2018	NZPPTA 2018
<b>ADMINISTRATION EXPENSES</b>					
105,805	105,805	Building Expenses	99,766	107,000	99,766
323,062	323,062	General Expenses	318,758	357,000	318,758
123,070	123,070	Information Technology	122,810	123,000	122,810
757,869	757,869	Staff Costs	801,823	811,516	801,823
116,004	116,004	Superannuation	115,015	95,000	115,015
24,490	24,803	Audit Fees-National Office Auditors	25,504	25,000	25,504
48,427	-	Education payroll Commission	52,454	48,387	52,454
-	-	Audit Fees Other firms	-	-	1,273
<b>1,498,727</b>	<b>1,450,613</b>	<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>1,536,130</b>	<b>1,566,903</b>	<b>1,537,403</b>
<b>GENERAL SECRETARIAT</b>					
165,652	165,652	Annual Conference	157,170	170,000	157,170
181,100	181,100	Executive Expenses	194,542	206,500	194,542
73,391	73,391	General Expenses	71,773	103,000	71,773
252,543	252,543	President's Expenses	266,345	284,922	266,345
-	-	Special Groups	2,846	5,000	2,846
341,768	289,746	Regional Expenses	347,156	356,200	320,663
264,863	264,863	Staff Costs	248,876	253,400	248,876
18,765	18,765	Superannuation	22,443	26,000	22,443
182	182	Whaea & Kaumatua	203	3,000	203
192,834	192,834	External Relations	211,103	243,000	211,103
-	-	Special Projects	-	500	-
<b>1,491,098</b>	<b>1,439,076</b>	<b>TOTAL GENERAL SECRETARIAT</b>	<b>1,522,457</b>	<b>1,651,522</b>	<b>1,495,964</b>
<b>MAORI ACTIVITIES</b>					
31,602	31,602	Te Huarahi Huis	42,725	38,500	42,725
154	154	Te Huarahi Conferences	0	11,000	0
7,122	7,122	Te Reo A Rohe	6,282	6,000	6,282
61,947	61,947	Maori Teachers' Conference	51,036	75,000	51,036
6,580	6,580	Maori Teachers' Conference Misc	6,416	6,000	6,416
7,864	7,864	Whaea & Kaumatua	3,031	5,000	3,031
6,313	6,313	Maori Contributions to Key W/P	19,573	10,000	19,573
12,885	12,885	Kapa Haka	0	5,000	0
43	43	Conference Calls	0	500	0
36,047	36,047	Nga Manu Korero	38,870	33,500	38,870
175,281	175,281	Staff Costs	187,690	185,200	187,690
25,291	25,291	Superannuation	26,077	24,000	26,077
7,624	7,624	General Expenses	3,656	13,300	3,656
<b>378,753</b>	<b>378,753</b>	<b>TOTAL MAORI ACTIVITIES</b>	<b>385,356</b>	<b>413,000</b>	<b>385,356</b>
<b>MEMBERSHIP</b>					
188,283	188,283	General Expenses	253,083	197,500	253,083
141,860	141,860	Members Legal Representation	53,415	150,000	53,415
2,312,363	2,312,363	Staff Costs	2,503,554	2,517,000	2,503,554
277,130	277,130	Superannuation	292,985	270,000	292,985
365,776	365,776	Training Activities	264,457	180,000	264,457
182,664	155,762	Auckland Field Office	193,466	161,500	193,466
73,769	73,769	Christchurch Field Office	70,500	78,000	70,500
31,136	31,136	Dunedin Field Office	29,991	34,500	29,991
131,759	101,526	Hamilton Field Office	125,886	116,700	125,886
129,847	129,847	Palmerston North Field Office	120,014	125,000	120,014
<b>3,834,587</b>	<b>3,777,452</b>	<b>TOTAL MEMBERSHIP EXPENSES</b>	<b>3,907,352</b>	<b>3,830,200</b>	<b>3,907,352</b>

# New Zealand Post Primary Teachers' Association (Inc)

## Notes to the Financial Statements

For the year ended 31 March 2018

15 Detailed Schedule of Expenses (Continued)					
National Office	NZPPTA		National Office	Budget	NZPPTA
2017	2017		2018	2018	2018
<b>POLICY AND ADVOCACY</b>					
215,370	215,370	Association Activities	163,736	272,500	163,736
284,597	284,597	Collective Agreement	141,174	152,000	141,174
40,135	40,135	General Expenses	126,369	167,500	126,369
180,695	180,695	Information Services	152,743	195,500	152,743
36,212	36,212	Principals' Council	45,587	39,000	45,587
1,318,341	1,318,341	Staff Costs	1,360,400	1,164,000	1,360,400
183,716	183,716	Superannuation	173,712	140,000	173,712
<b>2,259,066</b>	<b>2,259,066</b>	<b>TOTAL POLICY &amp; ADVOCACY</b>	<b>2,163,721</b>	<b>2,130,500</b>	<b>2,163,721</b>
<b>OTHER</b>					
144,087	144,644	Depreciation Expense	186,300	180,000	186,379
-	-	Mahi Tika	-	5,000	-
-	-	Surplus Staffing Reserve	-	30,000	-
<b>144,087</b>	<b>146,826</b>		<b>186,300</b>	<b>215,000</b>	<b>186,379</b>
<b>9,606,318</b>	<b>9,451,786</b>	<b>TOTAL EXPENDITURE</b>	<b>9,701,315</b>	<b>9,807,125</b>	<b>9,676,175</b>

### 16 Lease Expenses

The following lease expenses are included in the in the expenditure categories above:

1,794	1,794	Equipment Leases	1,255	1,260	1,255
131,982	131,982	Office Rental	186,595	205,000	186,595
113,606	113,606	Motor Vehicle Leases	107,470	125,000	107,470
3,032	3,032	Printer Leases	-	-	-
<b>250,414</b>	<b>250,414</b>		<b>295,320</b>	<b>331,260</b>	<b>295,320</b>

### 17 Benefit Payments to Staff

During the year \$630,232 was paid in contribution to superannuation schemes for staff. (2017 \$620,906)

### 18 Finance Leases

During the year NZPPTA entered into a finance lease for photocopiers used at it's offices.

There is no contingent rent, renewal or purchase options, or financial restrictions imposed by this lease.

	2018
Within one year	36,391
Within one to five years	103,108
Over 5 years	-
	<b>139,499</b>

### 19 Related Parties

The NZPPTA is related to the Workers Education Trust through being a member of it's Board of Trustees.

During the year NZPPTA made \$9,960 of payments to the Workers Education Trust for health and safety training. (2017: NZPPTA paid one-off set up fee of \$15,000 to Workers Education Trust.)

The NZPPTA is related to the Education Benevolent Society through being a member of it's Board of Trustees. NZPPTA received board Attendance fees of \$13,175 (\$4,200 2017) from Education Benevolent Society during the year.

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF THE NEW ZEALAND POST PRIMARY TEACHERS' ASSOCIATION**

### **Opinion**

We have audited the financial statements of New Zealand Post Primary Teachers' Association ("the Association"), which comprise the statement of financial position as at 31 March 2018, and the statement of financial performance, statement of changes in equity and cash flow statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at 31 March 2018, and its financial performance and its cash flows for the year then ended in accordance with Public Benefit Entity Standards Reduced Disclosure Regime ("PBE Standards RDR") issued by the New Zealand Accounting Standards Board.

### **Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (New Zealand) ("ISAs (NZ)"). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Our firm carries out other assignments for the Association in the area of taxation advice. In addition to this, partners and employees of our firm deal with the abbreviation on normal terms within the ordinary course of trading activities of the business of the abbreviation. The firm has no other relationship with, or interests in, the abbreviation.

### **Executive Committee's Responsibilities for the Financial Statements**

The Executive Committee is responsible on behalf of the Association for the preparation and fair presentation of the financial statements in accordance with PBE Standards RDR, and for such internal control as the Executive Committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Executive Committee is responsible on behalf of the Association for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Executive Committee either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

### **Auditor's Responsibilities 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 conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- 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.
- 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Executive Committee and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association'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 Association to cease to continue as a going concern.
- 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 communicate with the Executive Committee 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.

#### Who we Report to

This report is made solely to the Association's members, as a body. Our audit work has been undertaken so that we might state those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association and the Association's members, as a body, for our audit work, for this report or for the opinions we have formed.

*BDO Wellington Audit Limited*

BDO Wellington Audit Limited  
Wellington  
New Zealand  
28 August 2018