

MELBOURNE GIRLS GRAMMAR
an Anglican school

ABN 81 116 806 163

ANNUAL REPORT

**FOR THE YEAR ENDED
31 DECEMBER 2017**

COMPANY DETAILS

Principal

Mrs CA Misson

Chairman

Prof KJ Allen

Deputy Chairman

Mr J Kelly

Directors

Mr N Appleton

Mrs T Brougham

Mr M Burgess

Mrs C Clark

Dr J Faulkner

The Revd T Lauersen

The Very Revd Dr A Loewe

Ms WW Peter

Mrs A Permezel

Mr H Stockdale

Ms K Temby

Registered Office

86 Anderson Street, South Yarra 3141

Auditors

Deloitte Touche Tohmatsu

550 Bourke Street, Melbourne 3000

Bankers

National Australia Bank

Level 2, 330 Collins Street, Melbourne 3000

Secretary and Principal Accounting Officer

Mr C Lawless

MISSION

In the pursuit of our vision, Melbourne Girls Grammar is committed to the provision of an exceptional education for girls, with an emphasis on strong Christian values, high expectations, creativity and academic challenge. Within a supportive and optimistic culture we provide opportunities for students to discover their passions and build their capacities for action and influence within their many life contexts.

MEMBERS

As at 31 December 2017 there were 36 (2016: 36) Members of the Company whose names appear below:

Directors

Prof KJ Allen
Mrs T Brougham
Mr M Burgess
Mrs C Clark
Dr J Faulkner
Mr J Kelly
The Revd T Lauersen
The Very Revd Dr A Loewe
Mrs A Permezel
Ms WW Peter
Mr H Stockdale
Ms K Temby
Mr R Udovenya

Principal

Mrs CA Misson

Staff

Miss RK Glenton

Students

Miss E Wong Hansen
Miss C Hartley
Miss I Zhang

Old Grammarians

Mrs J Hare
Ms J Wilkinson
Mrs A Williams
Mrs R Trindade

Parents' Association

Mrs L Beaumont
Mrs R Buscombe
Mr C Chipperfield
Mrs D McNamara
Dr M Rankin
Ms R Wilkinson

Foundation

Mr DI Clarke
Mrs K O'Sullivan

Diocese

Mr J Blanch
Mr J Castles
Rev E Fraser
Rev Canon RM McDougall
Rev D Nicholls
Rev C Taplin

PRINCIPAL'S REPORT

I have pleasure in presenting my 2017 Report.

INTRODUCTION

This report is prepared in accordance with State and Commonwealth requirements under government funding legislation, regulations and agreements. The purpose is to provide the School Community and wider public key information about the characteristics of the School and its performance for the preceding year.

Melbourne Girls Grammar has specialised in providing a quality education for girls since 1893. The School provides an education for girls from 3 year old kindergarten through to Year 12 across two campuses – Merton Hall and Morris Hall – located in the suburb of South Yarra in inner Melbourne.

VISION

Melbourne Girls Grammar aspires to develop ethical women of action. Through a focus on learning, research and innovation, we will continually be recognised by our own community, the national and international community as a leading school in girls' education.

MISSION

In the pursuit of our vision, Melbourne Girls Grammar is committed to the provision of an exceptional education for girls, with an emphasis on strong Christian values, high expectations, creativity and academic challenge. Within a supportive and optimistic culture we provide opportunities for students to discover their passions and build their capacities for action and influence within their many life contexts.

VALUES

In support of our mission, the values of Melbourne Girls Grammar are:

- Integrity
- Compassion
- Courage
- Self Discipline

STAFF

STAFF ATTENDANCE

The attendance according to employee classification is:

Teachers	School Assistants	Administrative	Grounds & Maintenance
97.6%	97.7%	98.3%	91.7%

STAFF RETENTION

Overall 90.1% (2016: 91.0%) of School employees have been retained from 2017 into the 2018 school year.

The average tenure of all teaching staff members employed at the end of 2017 was 6.8 years (2016: 7.25 years).

PRINCIPAL'S REPORT

TEACHER QUALIFICATIONS

Doctorate	2%
Masters	35%
Post-Graduate Certificate	8%
Bachelor with Honours	8%
Bachelor	45%
Graduate Diploma	1%
Diploma	1%

The above represents the highest qualification achieved by each of our staff members.

TEACHER STANDARDS

Of our teaching staff, 100% are registered with the Victorian Institute of Teaching and all registrations have been renewed for the 2018 year. On commencement by all teaching staff, the Human Resources Department obtain a copy of the registration and its corresponding expiry date which is then followed up at the appropriate time to ensure renewal is achieved.

WORKFORCE

The overall workforce of Melbourne Girls Grammar was comprised of 144 full-time employees, 89 part-time employees and 245 casual employees (2016: 142 full-time employees, 86 part-time employees and 168 casual employees). The split of male to female staff is 21.0% to 79.0% (2016: 19.4% to 80.6%), as indicated in our annual submission to the Workplace Gender Equality Agency in 2017. No employees have advised the School that they have an Aboriginal or Torres Strait Islander heritage.

OCCUPATIONAL HEALTH & SAFETY

The School has an Occupational Health & Safety Program which is administered by the Occupational Health & Safety Committee, a representative group of staff members, and ultimately the responsibility rests with the Executive team, Principal and School Council. During the year there were four staff incidents that have required lodgement of claims to the WorkCover Authority; two of which resulted in lost time for the impacted staff member. The nature of each of the incidents was such that no alterations to the School's facilities were required.

EXPENDITURE AND TEACHER PARTICIPATION IN PROFESSIONAL LEARNING

During 2017, teaching staff and professional support staff were involved in a wide range of professional development programs within the School (using both internal and external facilitators) and within Victoria, interstate and overseas.

MGGS professional development is aligned to the School's strategic goals and annual operational goals, with the fundamental purpose of enhancing learning experiences and improving learning outcomes for our students from 3 year old kindergarten to Year 12. In 2017 focus continued to be high quality instructional practices. New teachers to the School and early career teachers were supported through an Instructional Partnership program that involved goal setting, class observations and constructive feedback sessions. Teachers undertook professional learning programs in the areas of Assessment and Formative Practices, understanding and implementing a blended learning and designing engaging project based learning and transdisciplinary learning experiences. Heads of Department and Middle managers participated in a leadership development program 'Leading from the Middle' facilitated by Independent Schools Victoria. A number of teachers took the opportunity to intern in other schools of interest both interstate and internationally.

Our performance development culture encourages staff to value their own learning and to aim for excellence in their role. The structure is designed for teachers to connect across curriculum areas and share diverse practice in order to break down silos and experience high quality instructional practices at a variety of levels and in a variety of Departments. Staff share their learning within Departments and Level Teams and at whole School staff meetings. This in turn provokes dynamic professional discussions and enriches our collegial circles.

The professional development budget is further supported by related expenditures such as temporary teachers, travel and catering.

PRINCIPAL'S REPORT

STUDENTS

STUDENT COMPOSITION

Our students come from Melbourne, rural Victoria and all over Australia, including the Northern Territory and central New South Wales. We also have many international students from Asia and elsewhere throughout the globe. In 2017 we had six students who identified themselves to the School as being Aboriginal or Torres Strait Islander.

STUDENT ATTENDANCE

Morris Hall	Merton Hall
96.0%	94.0%

93.5% of students who completed Year 9 at MGGS in 2014 went on to complete Year 12 at MGGS in 2017.

Non-attendance is monitored by year level co-ordinators and the Directors of Students, and managed on a case-by-case basis depending on the wellbeing needs of the individual student.

YEAR 12 OUTCOMES

The key academic results from our Year 12 students in 2017 are as follows:

- 14 students (12.8%) obtained an ATAR of 99 or higher (2016: 12.2%).
- 40 students (36.7%) obtained an ATAR of 95 or higher (2016: 38.9%).
- 57 students (52.3%) obtained an ATAR of 90 or higher (2016: 48.9%).
- 72 students (66.1%) obtained an ATAR of 85 or higher (2016: 63.3%).
- 81 students (74.3%) obtained an ATAR of 80 or higher (2016: 73.3%).
- 13 perfect study scores (50) were achieved.

The ATAR (Australian Tertiary Admission Rank) is the score used for tertiary selection. It is a measure of a student's ranking within Victoria based on VCE results. Hence 52.3% of MGGS students obtaining an ATAR of 90 or above means that these students are within the top 10% of the State. Our median ATAR for the year was 91.95 (2016: 89.55, 2015: 91.15), and 66.1% (2016: 63.3%, 2015: 71.3%) of our graduates were within the top 15% of the State.

In addition to the fantastic results above, the School acknowledges that two of our students received a perfect ATAR of 99.95, an achievement only reached by 36 students throughout the State of Victoria.

YEAR 12 DESTINATIONS

All of our 109 Year 12 students were eligible for tertiary studies. All students seeking course placements for 2018 have been offered a course in the career pathway of their choice. The VTAC (Victorian Tertiary Admissions Centre) offers were for the following areas of study:

Area of Study	% of Offers
Agriculture & Environmental Studies	3%
Architecture & Building	4%
Creative Arts	5%
Education	0%
Engineering	6%
Health	10%
Information Technology	1%
Management & Commerce	19%
Natural & Physical Sciences	22%
Society & Culture	30%

During the year we had 1 student undertake and complete a Vocational Education and Training (VET) subject.

PRINCIPAL'S REPORT

BENCHMARK RESULTS

2017

We are very proud of the results our students have achieved in the 2017 NAPLAN testing with 99% of MGGS students achieving at or above the national minimum standard for all literacy and numeracy measures across all levels.

National minimum standard for Year levels are as follows:

Year 3 – Band 2

Year 5 – Band 4

Year 7 – Band 5

Year 9 – Band 6

- At Year 3, 98% of MGGS students ranked at or above Band 4 for Reading and Writing, and 83% of students ranked at or above Band 4 for Numeracy.
- At Year 5, 100% of students ranked at or above Band 5 for Reading, 98% of students ranked at or above Band 5 for Writing and 96% of students ranked at or above Band 5 for Numeracy.
- At Year 7, 97% of students ranked at or above Band 6 for Reading and Writing and 98% of students ranked at or above Band 6 for Numeracy.
- At Year 9, 95% of students ranked at or above Band 7 for Reading, Writing and Numeracy.

In comparing the MGGS median score (50th percentile) with the State median score we find that:

- At Year 3
The median scores in all testing areas for MGGS were significantly above the median scores of other students in the State.
The median scores in Reading and Writing for MGGS were at or above the 75th percentile scores of all other students in the State.
- At Year 5
The median scores in all testing areas for MGGS were significantly above the median scores of other students in the State.
The median scores in Reading and Writing for MGGS were at or above the 75th percentile scores of all other students in the State.
- At Year 7
The median scores in all testing areas for MGGS were significantly above the median scores of other students in the State.
The median score in Reading for MGGS were at or above the 75th percentile scores of all other students in the State.
- At Year 9
The median scores in all testing areas for MGGS were significantly above the median scores of other students in the State.
The median scores in Numeracy, Reading and Writing for MGGS were at or above the 75th percentile scores of all other students in the State.

2016

In the 2016 NAPLAN testing 99% of MGGS students achieved at or above the national minimum standard for all literacy and numeracy measures across all levels.

National minimum standard for Year levels are as follows:

Year 3 – Band 2

Year 5 – Band 4

Year 7 – Band 5

Year 9 – Band 6

- At Year 3, 100% of MGGS students ranked at or above Band 4 for Reading and Writing, and 97% of students ranked at or above Band 4 for Numeracy.
- At Year 5, 96% of students ranked at or above Band 5 for Reading, 98% of students ranked at or above Band 5 for Writing and 94% of students ranked at or above Band 5 for Numeracy.
- At Year 7, 95% of students ranked at or above Band 6 for Reading, 96% of students ranked at or above Band 6 for Writing and 99% of students ranked at or above Band 6 for Numeracy.
- At Year 9, 98% of students ranked at or above Band 7 for Reading, 92% of students ranked at or above Band 7 for Writing and 100% of students ranked at or above Band 7 for Numeracy.

In comparing the MGGS median score (50th percentile) with the State median score we find that:

- At Year 3
The median scores in all testing areas for MGGS were significantly above the median scores of other students in the State.
The median scores in all testing areas for MGGS were at or above the 75th percentile scores of all other students in the State.
- At Year 5
The median scores in the testing areas of Numeracy, Reading, Writing and Grammar and Punctuation at MGGS were significantly above the median scores of other students in the State.
The median scores for in Reading and Writing for MGGS was similar to the 75th percentile scores for all students in the State
- At Year 7
The median scores in all testing areas for MGGS were significantly above the median scores of other students in the State.
The median scores in Numeracy, Reading and Writing for MGGS were at or above the 75th percentile scores of all other students in the State.
- At Year 9
The median scores in all testing areas for MGGS were significantly above the median scores of other students in the State.
The median scores in Numeracy, Reading and Writing for MGGS were at or above the 75th percentile scores of all other students in the State.

2015

In the 2015 NAPLAN testing 99% of MGGS students achieved at or above the national minimum standard for all literacy and numeracy measures across all levels.

- At Year 3, 100% of MGGS students ranked at or above Band 4 for Reading and Writing and, 78% of students ranked at or above Band 4 for Numeracy.
- At Year 5, 97% of students ranked at or above Band 5 for Reading, 100% of students ranked at or above Band 5 for Writing and 95% of students ranked at or above Band 5 for Numeracy.
- At Year 7, 98% of students ranked at or above Band 6 for Reading, 97% of students ranked at or above Band 6 for Writing and 99% of students ranked at or above Band 6 for Numeracy.
- At Year 9, 97% of students ranked at or above Band 7 for Reading and Writing and 99% of students ranked at or above Band 7 for Numeracy.

In comparing median or mid score (50th percentile) at Years 3, 5, 7 and 9 for reading, writing, spelling, grammar and punctuation and numeracy, we find that:

- At Year 3 the median scores in all areas at MGGS were significantly above the 50th percentile scores of other students in the State.
- At Year 5 the median scores in all areas at MGGS were significantly above the 50th percentile scores of other students in the State.
- At Year 7 the median scores in all areas at MGGS were above the 70th percentile scores of other students in the State for reading.
- At Year 9 the median scores at MGGS are above the 75th percentile scores of other students in the State for numeracy, reading, writing and grammar and punctuation.

PRINCIPAL'S REPORT

STAKEHOLDER FEEDBACK

Parent and Student Surveys

In line with our 2016 - 2018 Strategic Educational Intent and as a matter of good education and professional practice, MGGS systematically measures our progress through community data collection and analysis. In 2017 feedback was again sought through surveys, forums, and Parents Association meetings and Auxiliaries. We use feedback to determine communication and operational priorities for 2018. The Principal's Newsletters, Parents Association forums, Parent Information Evenings, Old Grammarians Committee meetings and School Council meetings are used to broadly share with the MGGS community not only the issues but the actions being taken in response.

In 2017, parent forums were conducted for Year 7 and Year 9 parents; Year 4 parents completed a survey on their experience of wellbeing and academic provisions; and student forums were held on a range of topics in Years 7 – 12, conducted by educational leaders.

The 2016 - 2018 Strategic Educational Intent is publicly available on the School's website. It is designed to inform the internal and external communities as to the significant innovation actions we intend to undertake to ensure best practice across domains of the School.

In 2017 the School delivered the Artemis Centre, a project that took 18 months of building works preceded by 3 years of design and development work. The Centre combines social, physical and learning environments to provide a unique facility for our wellbeing agenda for students and staff.

Concurrently, the first year of the new Senior Years schooling structure was implemented, with excellent results all round. Teachers reported confidence in the program, student wellbeing and academic data reflected high student engagement, and parents connected often with key staff to explore the progress of their daughters and the future experiences the girls will have as they track through to Year 12 2020 in the Program.

Staff Surveys

The School employed the services of InSync Survey to conduct a survey of staff engagement. The outcomes were communicated to staff and to the School Council. We use this staff feedback to continuously improve staff culture and to enhance those practices that ensure we remain an employer of choice in the independent school sector.

FINANCIAL ACTIVITIES

The School's finances are overseen by the Finance Committee, which currently comprises 6 members and the Principal and Director of Business Services. The Committee met 9 times in 2017 to discuss the School's financial activities. The Committee has responsibility for guiding the financial operations of the School and its key functions are to recommend the annual budget to School Council, review monthly results, monitor parent debt and in conjunction with the Audit & Risk Management Committee to endorse the annual audited financial statements to School Council.

The School seeks to balance between being financially prudent to maintain fees at manageable levels for its parent body and generating income and operating cash flows that can be used to provide the best resources and educational environment for its students. In recent years the School has embarked on a building renewal program which has resulted in the refurbishment or development of several areas at both the Merton Hall and Morris Hall campuses. The School has funded these from a mixture of government grants, operating cash flows, fundraising and external debt.

PRINCIPAL'S REPORT

SCHOOL INCOME

The School receives funding from both the State and Commonwealth governments. The following table provides a breakdown of school income in the 2017 year by funding source:

Tuition and Boarding Fees	80.2%
Other Student-related Fees	5.3%
Commonwealth Grants	7.5%
State Grants	1.8%
Interest	0.1%
Donations	3.1%
Other	2.0%
	<div>100%</div>

SCHOOL EXPENDITURE

The School's expenditure throughout the 2017 year is as follows:

Employee Costs	64.8%
Educational Costs	9.8%
Administrative Costs	4.2%
Finance Costs	0.7%
Facility Costs	5.3%
Depreciation & Amortisation	7.8%
Other	7.4%
	<div>100%</div>

VALUE ADDED

As a School community, we regard our students as central to everything we do – our plans, our operations and our measures of success. We are a forward looking community and understand that our students must be prepared for life in an increasingly complex and globally connected world. Our focus is the development of young women with the confidence, skills and experience to excel in life beyond school. Leadership, team building, social and cultural awareness, and a strong sense of personal self-worth are crucial components of an education at Melbourne Girls Grammar. Our approach is aimed at ensuring girls are keen to learn and to extend themselves, that they seek out opportunities and are solution focused in their thinking.

The overwhelming number of MGGS students that maintain co-curricular schedules alongside their academic studies, their exemplary participation in community programs, and their keen involvement in cultural tours and exchanges are indicators of the value inherent in an MGGS education. We aspire for every girl that she become who she is meant to be, and that she optimizes her personal growth through her schooling.

I believe this Report to be an accurate reflection on the experiences and achievements of MGGS in 2017. I would like to recognise and thank our staff and School Council for their energy, talents and commitment to the School and its students.

Mrs Catherine Misson

DIRECTORS' REPORT

Your Directors have pleasure in submitting herewith the financial statements for the Company for the year ended 31 December 2017 together with Notes to and forming part of the Accounts. This report is made in accordance with a resolution of the Directors.

(a) Names of Officers are as follows:

Chairman

Prof Katrina Jane ALLEN

Qualifications: MBBS(Hons), BMedSC(Hons), FRACP, PhD, FAHMS

Experience: Director and Chairman since June 2015.

Deputy Chairman

Mr James KELLY

Qualifications: BBldg (Hons) Melb

Experience: Director since January 2012. Deputy Chairman since May 2017.

Mr Frederick Sheppard GRIMWADE

Qualifications: B Com, LLB (Hons), MBA (Columbia), SF Fin, FAICD, FCIS

Experience: Director since January 2008. Deputy Chairman since May 2016. Retired April 2017.

Directors

Mr Neil APPLETON

Qualifications: BArch (1st Class Hons), MArch, RAIA

Experience: Director since February 2018.

Mrs Tania BROUGHAM

Qualification: BA (Hons)

Experience: Director since April 2011.

Mr Mark BURGESS

Qualification: BCom (Hons)

Experience: Director since April 2017.

Ms Carolyn CLARK

Qualifications: BA LLB (Hons), LLM

Experience: Director since April 2015.

Dr Julie FAULKNER

Qualifications: PhD(Monash), MEdStudies (Monash), Dip Ed (Deakin), BA(Hons) Monash

Experience: Director since March 2013.

The Revd Tracy LAUERSEN

Qualifications: BTh., Dip Ed (Secondary), Dip Training & Development, Dip Divinity & Mission

Experience: Director since February 2017.

The Very Revd Dr Andreas LOEWE

Qualifications: B.A. (Hons), M.A., M.Phil. (Oxon), Ph.D. (Cantab), FRHistS

Experience: Director since February 2013.

Mrs Anna PERMEZEL

Qualifications: BA (Melb)

Experience: Director since September 2014.

Ms Wendy Wilson PETER

Qualifications: B Juris, LLB (Hons) (Monash), LLM (Cantab)

Experience: Director since April 2010.

DIRECTORS' REPORT

Mr Hayden STOCKDALE

Qualifications: BCom(Hons), LLB(Hons), Grad. Dip. App. Fin. MAICD

Experience: Director since April 2016.

Ms Kate TEMBY

Qualifications: BEc (Monash), CA

Experience: Director since January 2015.

Mr Richard UDOVENYA

Qualifications: BCom, LLB, Grad. Dip. App. Fin. And Invest (FINSIA)

Experience: Director since April 2016. Retired January 2018.

Company Secretary

Mr Christian LAWLESS

Qualifications: BCom, LLB, CA

Experience: Company Secretary since January 2012.

Directors and the Company Secretary have been in office since the start of the year to the date of this report unless otherwise stated.

- (b) Attendance at Board of Director meetings during the year:

	Eligible	Attended
Prof KJ Allen (Chairman)	8	8
Mr N Appleton	-	-
Mrs T Brougham	8	7
Mr M Burgess	6	5
Ms Carolyn Clark	8	7
Dr J Faulkner	8	7
Mr FS Grimwade	2	2
Mr J Kelly	8	7
The Revd T Lauersen	8	7
The Very Revd Dr A Loewe	8	4
Mrs A Permezel	8	8
Ms WW Peter	8	7
Mr H Stockdale	8	7
Ms K Temby	8	6
Mr R Udoventya	8	5

- (c) The principal activity of the Company during the year was the conduct of a day and boarding school for girls from 3-year-old kindergarten to Year 12. There has not been any significant change in the nature of the activities during this period.
- (d) The surplus of the Company for the year ended 31 December 2017 was \$2,242,847 (2016: \$4,124,181). It was not necessary to make provision for Income Tax as the Company claims exemption from Income Tax under the *Income Tax Assessment Act 1997*.
- (e) No dividends have been paid or proposed during the year. Distributions to members are absolutely prohibited under the Company's Constitution.
- (f) No options to shares in the Company have been granted during the year and there were no options outstanding at the end of the year.

DIRECTORS' REPORT

- (g) No Director of the Company has received or become entitled to receive a benefit by reason of a contract made by the Company or a related corporation with a Director or with a firm of which he/she is a member or with a Company in which he/she has a substantial material interest.
- (h) No matters or circumstances have arisen since the end of the year which have significantly affected or may significantly affect the operations of the Company, the result of those operations or the state of affairs of the Company in subsequent years.
- (i) The Company has not, during or since the end of the year, in respect of any person who is or has been an officer or auditor of the Company or of a related body corporate:
- Indemnified or made any relevant agreement for indemnifying against a liability, including costs and expenses in successfully defending legal proceedings; or
 - Paid or agreed to pay a premium in respect of a contract insuring against a liability for the costs or expenses to defend legal proceedings except for the payment of a standard Directors' and Officers' Liability insurance premium to cover events other than wilful breach of duty.
- (j) No person has applied for leave of the Court to bring proceedings to which the Company is a party and the purpose of which is to take responsibility on behalf of the Company for all or any part of those proceedings. The Company was not a party to any such proceedings during the year.
- (k) The Company's operations are not regulated by any significant environmental regulations under a law of the Commonwealth or of a State or Territory.
- (l) The Directors are of the opinion that the Company has complied with all relevant environmental legislation so far as concerns the operations of the Company.
- (m) The number of members of the company as at 31 December 2017 was 36 (2016: 36).
- (n) The auditor's independence declaration for the year ended 31 December 2017 has been received and is included on page 13.
- (o) Events other than those of a financial nature:
Comments on other aspects of the Company's activities have been omitted from this report in favour of a full coverage of events which is contained in the Principal's Report (page 3) and to be presented on behalf of the Board of Directors to the Members at the Annual General Meeting on 2 May 2018.
There were no material subsequent events.

DATED AT South Yarra this 28th day of March 2018.

Signed in accordance with a resolution of Directors made pursuant to s.60.15 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

On behalf of the Directors



KJ Allen
Chairman



WW Peter
Director

The Directors
Melbourne Girls Grammar – an Anglican School
86 Anderson Street
South Yarra VIC 3141

28 March 2018

Dear Board Members

Melbourne Girls Grammar – an Anglican School

In accordance with Subdivision 60-C of the *Australian Charities and Not-for profits Commission Act 2012*, I am pleased to provide the following declaration of independence to the directors of Melbourne Girls Grammar – an Anglican School.

As lead audit partner for the audit of the financial statements of Melbourne Girls Grammar – an Anglican School for the financial year ended 31 December 2017, I declare that to the best of my knowledge and belief, there have been no contraventions of:

- (i) the auditor independence requirements of the *Australian Charities and Not-for profits Commission Act 2012* in relation to the audit; and
- (ii) any applicable code of professional conduct in relation to the audit.

Yours sincerely



DELOITTE TOUCHE TOHMATSU



Peter Glynn
Partner
Chartered Accountants

DIRECTORS' DECLARATION

The Directors declare that:

- a) in the Directors' opinion, there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable; and
- b) in the Directors' opinion, the attached financial statements and notes thereto for the year ended 31 December 2017 are in accordance with the *Australian Charities and Not-for-profits Commission Act 2012*, including compliance with accounting standards and giving a true and fair view of the financial position and performance of the Company.

Signed in accordance with a resolution of the Directors made pursuant to s.60.15 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

On behalf of the Directors



KJ Allen
Chairman



WW Peter
Director

DATED AT South Yarra this 28th day of March 2018.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2017**

	Note	2017 \$	2016 \$
Revenue	2	<u>36,857,603</u>	<u>35,445,630</u>
Less Expenses			
Employee benefits expense	3	23,078,989	21,168,368
Direct tuition expenses		3,479,793	3,680,711
Administrative expenses		1,478,619	1,419,412
Finance costs	3	259,252	53,498
Facility costs		1,887,044	1,547,552
Depreciation and amortisation expenses	3	2,789,277	2,246,040
Other expenses		2,641,782	2,225,630
		<u>35,614,756</u>	<u>32,341,211</u>
Surplus for the year (excluding revenue for capital projects)		1,242,847	3,104,419
Revenue for capital projects	2	<u>1,000,000</u>	<u>1,019,762</u>
Surplus for the year (i)		2,242,847	4,124,181
Other comprehensive income		-	-
Total Surplus for the year		<u><u>2,242,847</u></u>	<u><u>4,124,181</u></u>

(i) Surplus for the year is represented as follows:

Surplus before depreciation, amortisation, asset losses and write-offs and revenue for capital building projects		4,058,153	5,403,628
Depreciation and amortisation expense	3	(2,789,277)	(2,246,040)
Loss on sale or disposal of fixed assets	3	(26,029)	(53,169)
Revenue for capital building projects	2	<u>1,000,000</u>	<u>1,019,762</u>
Surplus for the year		<u><u>2,242,847</u></u>	<u><u>4,124,181</u></u>

The accompanying notes form part of these financial statements

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2017

	Note	2017 \$	2016 \$
Current Assets			
Cash and cash equivalents	4	813,428	752,001
Trade and other receivables	5	1,073,581	731,434
Inventory	6	247,375	298,005
Other assets	7	723,756	462,847
Total Current Assets		2,858,140	2,244,287
Non-Current Assets			
Property, plant and equipment	8	68,000,369	61,346,645
Intangible assets	9	65,573	35,203
Other financial assets		11,777	29,423
Total Non-Current Assets		68,077,719	61,411,271
Total Assets		70,935,859	63,655,558
Current Liabilities			
Trade and other payables	10	1,986,539	2,746,988
Provisions	11	2,208,210	1,974,843
Other liabilities	12	13,359,130	12,584,796
Borrowings	13	1,090,000	-
Total Current Liabilities		18,643,879	17,306,627
Non-Current Liabilities			
Provisions	11	440,017	459,815
Borrowings	13	10,786,684	7,066,684
Total Non-Current Liabilities		11,226,701	7,526,499
Total Liabilities		29,870,580	24,833,126
NET ASSETS		41,065,279	38,822,432
Accumulated Funds			
Retained surplus	14	41,060,379	38,818,532
Chapel fund	15	4,900	3,900
TOTAL ACCUMULATED FUNDS		41,065,279	38,822,432

The accompanying notes form part of these financial statements

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2017

	Note	2017 \$	2016 \$
Cash Flow from Operating Activities			
Receipts from parents		33,489,685	31,461,677
Receipts from government grants		3,884,298	3,747,872
Payments to suppliers and employees		(34,366,669)	(31,992,933)
Other receipts		800,414	720,381
Interest income		12,351	83,926
Finance costs		(259,252)	(53,498)
Donations received		1,000,000	1,019,762
Net cash provided by operating activities	17(b)	4,560,827	4,987,187
Cash Flow from Investing Activities			
Proceeds from sale of property, plant & equipment		8,246	10,992
Purchase of property, plant & equipment		(9,476,324)	(15,191,224)
Purchase of intangible assets		(31,322)	(27,318)
Net cash used in investing activities		(9,499,400)	(15,207,550)
Cash Flow from Financing Activities			
Net proceeds/(repayments) of external borrowings		3,500,000	6,000,000
Net proceeds of borrowings from related parties		1,500,000	-
Net cash provided by financing activities		5,000,000	6,000,000
Net increase/(decrease) in cash and cash equivalents		61,427	(4,220,363)
Cash and cash equivalents at beginning of the year		752,001	4,972,364
Cash and cash equivalents at end of the year	17(a)	813,428	752,001

The accompanying notes form part of these financial statements

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 DECEMBER 2017**

	Retained Surplus	Chapel Fund	Total
Balance at 1 January 2016	34,694,351	3,900	34,698,251
Surplus for the year	4,124,181	-	4,124,181
Total Comprehensive Income for the Year	4,124,181	-	4,124,181
Total Changes in Equity	4,124,181	-	4,124,181
Balance at 31 December 2016	38,818,532	3,900	38,822,432
Surplus for the year	2,242,847	-	2,242,847
Total Comprehensive Income for the Year	2,242,847	-	2,242,847
Transfer Chapel Fund Income	(1,000)	1,000	-
Total Changes in Equity	2,241,847	1,000	2,242,847
Balance at 31 December 2017	41,060,379	4,900	41,065,279

The accompanying notes form part of these financial statements

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

1 Statement of Accounting Policies

Statement of Compliance

These financial statements are general purpose financial statements which have been prepared in accordance with the *Australian Charities and Not-for-profit Commission Act 2012* and Australian Accounting Standards - Reduced Disclosure Regime, and comply with other requirements of the law.

The financial statements cover Melbourne Girls Grammar as an individual entity. For the purposes of preparing the financial statements, the company is a not-for-profit entity.

The financial statements were authorised for issue by the Directors on 28 March 2018.

Basis of Preparation

The financial statements have been prepared on the basis of historical cost, except for certain financial instruments that are measured at revalued amounts or fair values at the end of each reporting period, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Historical cost is generally based on the fair values of the consideration given in exchange for assets. All amounts are presented in Australian dollars, unless otherwise noted.

Fair value is the price that would be received to sell an asset, or paid to transfer a liability in an orderly transaction between market participants at the measurement date, regardless of whether that price is directly observable or estimated using another valuation technique. In estimating the fair value of an asset or a liability, the Company takes into account the characteristics of the asset or liability if market participants would take those characteristics into account when pricing the asset or liability at the measurement date. Fair value for measurement and/or disclosure purposes in these financial statements is determined on such a basis, except for leasing transactions that are within the scope of AASB 117, and measurements that have some similarities to fair value but are not fair value, such as net realisable value in AASB 2 or value in use in AASB 136.

In addition, for financial reporting purposes, fair value measurements are categorised into Level 1, 2 or 3 based on the degree to which the inputs to the fair value measurements are observable and the significance of the inputs to the fair value measurement in its entirety, which are described as follows:

- Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date;
- Level 2 inputs are inputs, other than quoted prices included within Level 1, that are observable for the asset or liability, either directly or indirectly; and
- Level 3 inputs are unobservable inputs for the asset or liability.

The following material accounting policies have been adopted by the Company in the preparation of the financial statements. The accounting policies have been consistently applied, unless otherwise stated.

(a) Property, Plant and Equipment

Each class of property, plant and equipment is stated at cost less accumulated depreciation and amortisation, and any impairment losses.

Property

Freehold land and buildings are measured using the cost basis. The carrying amount of freehold land and buildings is reviewed annually by the Directors to ensure it is not in excess of the recoverable amount from those assets.

Furniture and Equipment

Furniture and equipment are measured on the cost basis. The carrying amount of furniture and equipment is reviewed annually by the Directors to ensure it is not in excess of the recoverable amount from those assets.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

1 Statement of Accounting Policies cont'd

(a) Property, Plant and Equipment (cont'd)

Depreciation and Amortisation

The depreciable amount of all tangible assets, including buildings and capitalised leased assets, but excluding freehold land, are depreciated over their estimated useful lives to their residual values commencing from the time the asset is held ready for use. The gain or loss on disposal of all fixed assets is determined as the difference between the carrying amount of the asset at the time of disposal and the proceeds of disposal, and is included in the operating surplus / (deficit) of the company in the year of disposal. The depreciation and amortisation rates used for each class of depreciable asset are:

Class of Fixed Asset	Rate
Building and Land improvements	2.50 - 10%
Furniture and Equipment	5 - 33.33%
Motor Vehicles	10 - 20%
Leasehold Improvements	5 - 10%

(b) Intangible Assets

Intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses. The useful life of intangible assets is 10 to 20 years.

(c) Income Tax

The income of the Company is exempt from income tax by virtue of the *Income Tax Assessment Act 1997*.

(d) Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

Company as lessee

Assets held under finance leases are initially recognised at their fair value or, if lower, at amounts equal to the present value of the minimum lease payments, each determined at the inception of the lease. The corresponding liability to the lessor is included in the statement of financial position as a finance lease obligation.

Lease payments are apportioned between finance charges and a reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are charged directly against income, unless they are directly attributable to qualifying assets.

Finance leased assets are amortised on a straight line basis over the estimated useful life of the asset.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term, except where another systematic basis is more representative of the time pattern in which economic benefits from the leased asset are consumed.

(e) Employee Entitlements

A liability is recognised for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave when it is probable that settlement will be required and they are capable of being measured reliably. Liabilities recognised in respect of employee benefits expected to be settled within 12 months are measured at their nominal values using the remuneration rate expected to apply at the time of settlement. Liabilities recognised in respect of employee benefits which are not expected to be settled within 12 months are measured as the present value of the estimated future cash outflows to be made by the Company in respect of services provided by employees up to reporting date.

Contributions to defined contribution superannuation plans are expensed when incurred and paid by the Company on behalf of employees.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

1 Statement of Accounting Policies cont'd

(f) Revenue

Revenue from tuition fees, subject levies and other receipts from students are recognised upon the delivery of the service or goods. Government grants are recognised when the right to receive a grant has been established. Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

(g) Cash and Cash Equivalents

Cash comprises cash on hand and demand deposits. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

(h) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except;

- i. where the amount of GST incurred is not recoverable from the taxation authority, it is recognised as part of the cost of acquisition of an asset or as part of an item of expense; or
- ii. for receivables and payables which are recognised inclusive of GST.

The amount of GST recoverable from or payable to the taxation authority is included as part of receivables or payables.

Cash flows are included in the cash flow on a gross basis. The GST component of cash flows is classified as an operating cash flow.

(i) Inventory

Inventories are measured at the lower of cost and net realisable value. Cost of inventories is determined on a first-in-first-out basis. Net realisable value represents the estimated selling price for inventories less all estimated costs of completion and costs necessary to make the sale.

(j) Borrowing Costs

Borrowing costs directly attributable to the acquisition, construction or production of qualifying assets, which are assets that necessarily take a substantial period of time to get ready for their intended use or sale, are added to the cost of those assets, until such time as the assets are substantially ready for their intended use or sale.

All other borrowing costs are recognised as a surplus or deficit in the period in which they are incurred.

(k) Impairment of Assets

At each reporting date, the Company reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Recoverable amount is the higher of fair value less costs to sell and value in use. In respect of not-for-profit entities, where the future economic benefits of an asset are not primarily dependent on the assets ability to generate net cash inflows and where the entity would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciable replacement cost of an asset less, where applicable, accumulated depreciation and amortisation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. The current replacement cost of an asset is its cost measured by reference to the lowest cost at which the gross future economic benefits of that asset could currently be obtained in the normal course of business. If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised in surplus or deficit immediately.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

1 Statement of Accounting Policies cont'd

(l) Critical Accounting Judgements and Key Sources of Estimation Uncertainty

In the application of the Company's accounting policies, management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements. Actual results may differ from these estimates. The 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 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.

The provision for doubtful debts is determined by performing an individual assessment on each debtor account as to their recoverability. Refer to note 5.

(m) Going Concern

The Company is experiencing strong enrolments and in turn positive operating cash flows which are underpinning our ability to maintain a high degree of financial stability.

Despite the deficiency in working capital of \$15,785,739 (2016: \$15,062,340), the financial statements have been prepared on a going concern basis as: (i) Fees in Advance of \$8,241,061 (2016: \$7,641,405) and (ii) Prepaid Fees of \$5,099,604 (2016: \$4,909,478) are classified as current liabilities and are expected to be recognised as income in the operations of the Company in future years. The company has a debt facility of \$20,000,000 of which \$10,500,000 is currently available and unused and is not repayable within the next 12 months, provided the loan agreement conditions are met.

(n) Financial Assets

Financial assets are recognised when the Company becomes a party to the contractual arrangements of the instrument. Financial assets are initially measured at fair value.

Loans and Receivables

Trade receivables, loans, and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. Loans and receivables are measured at amortised cost using the effective interest method, less any impairment. Interest income is recognised by applying the effective interest rate, except for short-term receivables when the effect of discounting is immaterial.

Impairment of financial assets

Financial assets, are assessed for indicators of impairment at the end of each reporting period. Financial assets are considered to be impaired when there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows of the investment have been affected.

For certain categories of financial assets, such as trade receivables, assets that are assessed for impairment on a collective basis even if they were assessed not to be impaired individually. For financial assets carried at amortised cost, the amount of the impairment loss recognised is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the financial asset's original effective interest rate.

For financial assets that are carried at cost, the amount of the impairment loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the current market rate of return for a similar financial asset. Such impairment loss will not be reversed in subsequent periods.

The carrying amount of the financial asset is reduced by the impairment loss directly for all financial assets with the exception of trade receivables, where the carrying amount is reduced through the use of an allowance account. When a trade receivable is considered uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against the allowance account. Changes in the carrying amount of the allowance account are recognised in profit or loss.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

1 Statement of Accounting Policies cont'd

(n) Financial Assets (cont'd)

Derecognition of financial assets

The Company derecognises a financial asset when the contractual rights to the cash flows from the asset expire, or when it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another party. If the Company neither transfers nor retains substantially all the risks and rewards of ownership and continues to control the transferred asset, the Company recognises its retained interest in the asset and an associated liability for amounts it may have to pay. If the Company retains substantially all the risks and rewards of ownership of a transferred financial asset, the Company continues to recognise the financial asset and also recognises a collateralised borrowing for the proceeds received. On derecognition of a financial asset in its entirety, the difference between the asset's carrying amount and the sum of the consideration received and receivable and the cumulative gain or loss that had been recognised in other comprehensive income and accumulated in equity is recognised in profit or loss.

On derecognition of a financial asset other than in its entirety (e.g. when the Company retains an option to repurchase part of a transferred asset), the Company allocates the previous carrying amount of the financial asset between the part it continues to recognise under continuing involvement, and the part it no longer recognises on the basis of the relative fair values of those parts on the date of the transfer. The difference between the carrying amount allocated to the part that is no longer recognised and the sum of the consideration received for the part no longer recognised and any cumulative gain or loss allocated to it that had been recognised in other comprehensive income is allocated between the part that continues to be recognised and the part that is no longer recognised on the basis of the relative fair values of those parts.

(o) Financial Liabilities

Financial liabilities are recognised when the Company becomes a party to the contractual provisions of the instrument.

Classification as debt or equity

Debt and equity instruments are classified as either financial liabilities or as equity in accordance with the substance of the contractual arrangement.

Financial liabilities

Financial liabilities are classified as 'other financial liabilities'.

Other financial liabilities

Other financial liabilities, including borrowings, fees in advance, prepaid fees and trade and other payables, are initially measured at fair value, net of transaction costs. Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

The effective interest method is a method of calculating the amortised cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments through the expected life of the financial liability, or (where appropriate) a shorter period, to the net carrying amount on initial recognition.

Derecognition of financial liabilities

The Company derecognises financial liabilities when, and only when, the Company's obligations are discharged, cancelled or they expire. The difference between the carrying amount of the financial liability derecognised and the consideration paid and payable is recognised in profit or loss.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

1 Statement of Accounting Policies cont'd

(p) Derivatives and hedging activities

The Company entered into an Interest Rate Swap transaction on 22 July 2016 for the period 10 January 2017 to 11 December 2019 with monthly maturities over that period. The purpose of the Interest Rate Swap is to reduce the impact of interest rate rises.

The Interest Rate Swap is classified as a derivative and as such is initially recognised at fair value on the date the contract was entered into and subsequently remeasured to their fair value at the end of each reporting period. Gains or losses arising from changes in the fair value are recognised in the Profit or Loss as income or other expenses.

The full fair value of the derivative is classified as a non-current asset or non-current liability when the remaining maturity of the hedged item is more than 12 months; it is classified as a current asset or current liability when the remaining maturity is less than 12 months.

(q) Standards and Interpretation affecting presentation and disclosures

In the current year, the Company has adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (the AASB) that are relevant to their operations and effective for an accounting period that begins on or after 1 January 2017.

New and revised Standards and amendments thereof and Interpretations effective for the current year that are relevant to the Company include:

- AASB 2016-2 Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107
- AASB 2017-2 Amendments to Australian Accounting Standards – Further Annual Improvements 2014-2016

The adoption of the above had no impact to these financial statements.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

1 Statement of Accounting Policies cont'd

(r) New and revised Accounting Standards

At the date of authorisation of the financial statements, the company has not applied the following new and revised Australian Accounting Standards, Interpretations and amendments that have been issued but are not yet effective:

Standard/Interpretation	Effective for annual reporting periods beginning on or after	Expected to be initially applied in the financial year ending
AASB 9 'Financial Instruments', and the relevant amending standards	1 January 2018	31 December 2018
AASB 1058 'Income of Not-for-Profit Entities'	1 January 2019	31 December 2019
AASB 16 'Leases'	1 January 2019	31 December 2019
AASB 15 Revenue from Contracts with Customers, AASB 2014-5 Amendments to Australian Accounting Standards arising from AASB 15, AASB 2015-8 Amendments to Australian Accounting Standards – Effective Date of AASB 15, and AASB 2016-3 Amendments to Australian Accounting Standards – Clarifications to AASB 15	1 January 2019	31 December 2019
AASB 2017-1 'Amendments to Australian Accounting Standards – Transfers of Investment Property, Annual Improvements 2014-2016 Cycle and Other Amendments'	1 January 2019	31 December 2019

The Company does not intend to adopt any of these pronouncements before their effective dates. The Company has assessed the potential effects of these pronouncements and has determined they are unlikely to have a material impact on the Net Surplus of the Company.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

	2017	2016
	\$	\$
2. Revenue		
<i>Operating activities</i>		
Provision of services:		
Tuition	30,555,034	29,010,481
Scholarships, discounts & bursaries	(2,390,184)	(2,243,109)
Boarding fees	2,188,828	2,157,061
Application fees	86,966	79,331
Other fees	1,926,689	2,093,572
Government grants (recurrent)	3,531,180	3,407,156
Interest income on cash and cash equivalents	12,351	83,926
Other income	756,739	667,212
	<u>36,667,603</u>	<u>35,255,630</u>
<i>Non-operating activities</i>		
Donations for recurrent purposes from related parties	190,000	190,000
	<u>190,000</u>	<u>190,000</u>
 Revenue	 <u>36,857,603</u>	 <u>35,445,630</u>
 <i>Revenue for capital projects</i>		
Donations for capital purposes from related parties	1,000,000	1,019,762
	<u>1,000,000</u>	<u>1,019,762</u>
 Total Revenue	 <u>37,857,603</u>	 <u>36,465,392</u>
 Included in Total Revenue above were:		
Total donations	1,190,000	1,209,762
 3. Surplus for the Year		
Surplus for the year has been derived after the following items of expenditure:		
Employee Benefits expense:		
- short term employee benefits	21,115,235	19,366,830
- post employment benefits (defined contribution plans)	1,884,652	1,725,329
- termination benefits	79,102	76,209
Total employee benefits expense	<u>23,078,989</u>	<u>21,168,368</u>
Depreciation of non-current assets:		
- building	1,666,658	1,232,523
- improvements	20,218	24,852
- motor vehicles	50,469	49,599
- furniture & equipment	1,050,980	938,361
Total depreciation expense	<u>2,788,325</u>	<u>2,245,335</u>
Amortisation of intangible assets:		
- trademarks	952	705
Total amortisation expense	<u>952</u>	<u>705</u>
 Total depreciation and amortisation expense	 <u>2,789,277</u>	 <u>2,246,040</u>
 Loss on sale or disposal of fixed assets	 <u>26,029</u>	 <u>53,169</u>
 Operating lease rental expenses	 <u>205,989</u>	 <u>242,793</u>
 Remuneration of the auditors for:		
- audit of accounts	25,730	25,480
The auditor is Deloitte Touche Tohmatsu.		

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

	2017 \$	2016 \$
3. Surplus for the Year (Continued)		
Finance costs:		
- interest paid to related parties	40,257	35,675
- interest paid to financial institutions	318,800	31,775
	359,057	67,450
- amount capitalised	(99,805)	(13,952)
Finance costs expensed	259,252	53,498
Fair value (losses)/gains on interest rate swaps	(17,646)	29,423
4. Cash and Cash Equivalents		
Cash on Hand	3,500	5,000
Cash at Bank	809,928	747,001
	813,428	752,001
5. Trade and Other Receivables		
Family Debtors	1,081,848	983,303
Less Provision for doubtful debts (i)	(197,200)	(283,163)
	884,648	700,140
Related Parties	45,144	9,185
Other Debtors	143,789	22,109
	1,073,581	731,434
(i) Movement in provision for doubtful debts		
Balance at beginning of the year	(283,163)	(272,265)
Amounts recovered during the year	38,005	61,773
Impairment losses recognised on receivables	(43,786)	(104,645)
Amounts written off from provision during the year as uncollectable	91,744	31,974
Balance at the end of the year	(197,200)	(283,163)
The average credit terms for family debtors is 14 days. No interest is charged on outstanding balances. The Company recognises a provision for doubtful debts for specific debtors only.		
6. Inventory		
Uniform Shop Inventory	247,375	298,005
	247,375	298,005
7. Other Assets		
Prepayments	705,291	428,934
Monies held on trust	18,465	33,913
	723,756	462,847

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

	2017 \$	2016 \$
8. Property, Plant and Equipment		
Freehold Land at cost	2,211,961	2,211,961
Freehold Land Improvements at cost	1,376,128	1,268,028
Provision for depreciation	(1,153,269)	(1,133,051)
	2,434,820	2,346,938
Buildings at cost	75,015,086	47,587,785
Provision for depreciation	(15,043,723)	(13,377,064)
	59,971,363	34,210,721
Furniture & Equipment at cost	17,874,364	14,767,823
Provision for depreciation	(12,584,200)	(11,568,170)
	5,290,164	3,199,653
Motor Vehicles at cost	410,245	375,215
Provision for depreciation	(299,759)	(249,290)
	110,486	125,925
<i>Capital Work in Progress:</i>		
Artemis Centre	-	21,159,742
WIP - Deposits	153,648	-
Boarding House Bathrooms	-	98,791
Merton Hall Level 3 Upgrade	-	86,515
Anderson Street Fence	39,888	-
Electrical Substation Upgrade	-	118,360
	193,536	21,463,408
Total Property, Plant and Equipment	68,000,369	61,346,645

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

8. Property, Plant and Equipment (cont'd)

(a) Movements in Carrying Amounts

Movements in carrying amounts for each class of property, plant and equipment between the beginning and the end of the year:

	Land & Improvements	Buildings	Furniture & Equipment	Motor Vehicles	Capital Work in Progress	Total
	\$	\$	\$	\$	\$	\$
2016						
Opening balance	2,373,113	35,118,871	3,392,381	152,358	6,598,417	47,635,140
Opening balance adjustment (i)	(1,323)	98,016	(153,365)	(2,059)	-	(58,731)
Additions	-	90,221	904,429	25,225	15,001,127	16,021,002
Disposals	-	-	(5,431)	-	-	(5,431)
Transfer	-	136,136	-	-	(136,136)	-
Depreciation	(24,852)	(1,232,523)	(938,361)	(49,599)	-	(2,245,335)
Closing balance	2,346,938	34,210,721	3,199,653	125,925	21,463,408	61,346,645
2017						
Opening balance	2,346,938	34,210,721	3,199,653	125,925	21,463,408	61,346,645
Additions	108,100	24,890	587,493	35,030	8,720,811	9,476,324
Disposals	-	-	(34,275)	-	-	(34,275)
Transfer	-	27,402,410	2,588,273	-	(29,990,683)	-
Depreciation	(20,218)	(1,666,658)	(1,050,980)	(50,469)	-	(2,788,325)
Closing balance	2,434,820	59,971,363	5,290,164	110,486	193,536	68,000,369

(i) An adjustment was made to recognise opening written down values with the fixed asset register.

9. Intangible Assets

	2017 \$	2016 \$
Trademarks	7,864	8,816
Software work in progress	57,709	26,387
	65,573	35,203

(a) Movements in carrying amounts for each class of Intangible Assets between the beginning and the end of the year:

	Trademarks	Work in Progress	Total
	\$	\$	\$
2016			
Opening balance	3,265	7,291	10,556
Acquisitions	4,521	22,798	27,319
Transfers	3,702	(3,702)	-
Write offs during the year	(1,967)	-	(1,967)
Amortisation	(705)	-	(705)
Closing balance	8,816	26,387	35,203
2017			
Opening balance	8,816	26,387	35,203
Acquisitions	-	31,322	31,322
Amortisation	(952)	-	(952)
Closing balance	7,864	57,709	65,573

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

	2017 \$	2016 \$
10. Trade and Other Payables		
Current		
Trade creditors	271,876	707,283
Sundry creditors & accruals	1,714,663	2,039,705
	<u>1,986,539</u>	<u>2,746,988</u>

The average credit period on purchases is 30 days. No interest is charged on trade payables.

11. Provisions		
Current		
Provisions (i)	149,197	143,541
Employee entitlements (ii):		
Annual leave	488,084	465,569
Long service leave	1,570,929	1,365,733
	<u>2,208,210</u>	<u>1,974,843</u>
Non-current		
Employee entitlements (ii):		
Long service leave	440,017	459,815
	<u>440,017</u>	<u>459,815</u>

(i) Movement in provision for Old Grammarians contribution:

Balance at the beginning of the year	143,541	148,483
Amounts charged to profit or loss	40,656	26,733
Amount paid during the year	(35,000)	(31,675)
	<u>149,197</u>	<u>143,541</u>

A portion of enrolment fees received from parents is set aside to be paid to the Old Grammarians Society following the departure of the student from the School. On departure from the School, a payment of \$175 is paid to the Society. The provision represents the present value of these future payments.

(ii) Aggregate employee entitlements	<u>2,499,030</u>	<u>2,291,117</u>
--------------------------------------	------------------	------------------

12. Other Liabilities		
Term Fees in Advance	8,241,061	7,641,405
Advance Fees	5,099,604	4,909,478
Monies held on trust	18,465	33,913
	<u>13,359,130</u>	<u>12,584,796</u>

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

	2017 \$	2016 \$
13. Borrowings		
Current		
Unsecured		
Loan from a related party at amortised cost (iii)	1,090,000	-
	1,090,000	-
Non- Current		
Secured		
Bank loans secured at amortised cost (i) (ii)	9,500,000	6,000,000
	9,500,000	6,000,000
Unsecured		
Loan from a related party at amortised cost (iii)	1,286,684	1,066,684
	1,286,684	1,066,684
	10,786,684	7,066,684
(i) Secured bank loan facility:		
Amount used	9,500,000	6,000,000
Amount unused	10,500,000	14,000,000
	20,000,000	20,000,000
The facility limit is currently \$20,000,000 (2016: \$20,000,000).		
The Company also has an asset finance lease facility for \$750,000 (2016: \$750,000). The used portion of this facility is \$Nil (2016: \$Nil).		
(ii) Bank loans have an interest rate of 3.49% (2015: 3.49%) which equals the weighted average rate for the year. The Company has provided security in the form of a first registered mortgage over the Merton Hall campus situated at 62-86 Anderson Street, South Yarra, Victoria.		
(iii) The Company has unsecured loans with related parties, The Merton Hall Foundation and the Gilman Jones Scholarship Trust Fund, which both have an interest rate of 2.91% (2016: 2.91%).		
14. Retained Surplus		
Balance at the beginning of the year	38,818,532	34,694,351
Total comprehensive income for the year	2,242,847	4,124,181
Income transferred to Chapel Fund	(1,000)	-
	41,060,379	38,818,532
Balance at the end of the year		

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

	2017 \$	2016 \$
15. Chapel Fund Reserve		
Balance at the beginning of the year	3,900	3,900
Income received during the year	1,000	-
Balance at the end of the year	<u>4,900</u>	<u>3,900</u>

The Chapel Fund Reserve arises when donations are received from the School Chapel and reduced when expenditure is incurred specifically for the School Chapel. All transactions are recognised in the surplus or deficit.

16. Commitments

(a) **Future Lease Commitments**

Payable not later than 1 year	1,004,417	954,240
Payable later than 1 but not later than 5 years	303,203	1,220,102
	<u>1,307,620</u>	<u>2,174,342</u>

(b) **Capital Expenditure Commitments**

Capital expenditure commitments		
Contracted for capital expenditure projects	141,436	8,262,137
	<u>141,436</u>	<u>8,262,137</u>

The capital commitments are payable not later than 1 year.

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

	2017 \$	2016 \$
17. Notes to the Statement of Cash Flows		
(a) Reconciliation of cash for the purposes of the Statement of Cash Flows. Cash includes cash on hand and at call deposits with banks or financial institutions.		
Cash at the end of the year is shown in the Statement of Financial Position as:		
	3,500	5,000
Cash on hand	809,928	747,001
Cash at bank	813,428	752,001
Cash and cash equivalents		
(b) Reconciliation of Cash Flow from Operations with Operating Surplus		
Surplus for the year	2,242,847	4,124,181
<i>Non Cash Flows in Operating Surplus:</i>		
Loss on sale or disposal of fixed assets	26,029	53,169
Depreciation and Amortisation	2,789,277	2,246,040
Write off of intangibles	-	1,967
Fair value gain/(loss) to derivatives	17,646	(29,423)
Doubtful debt provision	(85,963)	10,898
Revenue offset against related party loan (i)	(190,000)	(190,000)
<i>Change in Assets & Liabilities:</i>		
Decrease / (Increase) in Trade and Other Receivables	(256,184)	501,982
Decrease / (Increase) in Inventory	50,630	(40,354)
Decrease / (Increase) in Other Assets	(260,909)	12,214
Increase / (Decrease) in Trade and Other Payables	(760,449)	(1,256,684)
Increase / (Decrease) in Provisions	213,569	239,108
Increase / (Decrease) in Other Liabilities	774,334	(685,911)
Net Cash Provided by Operating Activities	4,560,827	4,987,187
(i) During the year the Merton Hall Endowment Fund made a donation to the School of \$190,000 (2016: \$190,000) which was a non-cash transaction and treated as a deduction in the related party loan.		
18. Members' Guarantee		
The Company is incorporated as a company limited by guarantee and does not have share capital. The contribution of each member to its debts and liabilities in the event of a winding up is restricted to an amount not exceeding \$10.00. There were 36 members at 31 December 2017 (2016: 36).		
19. Events After The Reporting Date		
No matters or circumstances have arisen since the end of the year which have significantly affected or may significantly affect the operations of the Company, the result of those operations or the state of affairs of the Company in subsequent years.		

MELBOURNE GIRLS GRAMMAR
an Anglican school
ABN 81 116 806 163

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

20. Contingent Assets & Liabilities

The Directors are unaware of any contingent assets or liabilities in existence at reporting date.

21. Key Management Personnel Compensation

The aggregate compensation made to key management personnel of the School is set out below:

	2017	2016
	\$	\$
Compensation to key management personnel	1,937,940	1,910,635

The number of personnel within this group averaged 9 during the year (2016: 10).

22. Related Party Transactions

A capital donation of \$1,000,000 (2016: \$1,000,000) has been made by the Merton Hall Foundation Building Fund.

A donation of \$190,000 (2016: \$190,000) has been made by the Merton Hall Foundation Endowment Fund. A donation of Nil (2016: \$19,762) has been made by the Merton Hall Rowing Club.

An amount of \$45,144 (2016: \$9,185) owed by the Merton Hall Foundation has been recognised in Trade and other receivables, and \$50,825 (2016: \$139,305) owed to the Merton Hall Foundation has been recognised in trade and other payables.

Loans have been made to the Company by the Merton Hall Foundation of \$2,286,684 (2016: \$976,684) and by the Gilman Jones Scholarship Trust Fund of \$90,000 (2016: \$90,000) as detailed in Note 13. Interest charged to profit and loss of \$40,257 (2016: \$35,675) as discussed in Note 3.

23. Financial Instruments

	2017	2016
	\$	\$

The Company holds the following financial instruments:

Financial Assets - amortised cost

Trade and other receivables	1,073,581	731,434
	1,073,581	731,434

Financial Liabilities - amortised cost

Trade and other payables	1,986,539	2,746,988
Other liabilities	13,359,130	12,584,796
Borrowings	10,786,684	7,066,684
	26,132,353	22,398,468

Independent Auditor's Report to the Members of Melbourne Girls Grammar - an Anglican School

Opinion

We have audited the financial report of Melbourne Girls Grammar - an Anglican School, which comprises the statement of financial position as at 31 December 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the declaration by the Directors as set out on pages 15 to 34.

In our opinion, the accompanying financial report of Melbourne Girls Grammar - an Anglican School is in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* (the ACNC Act), including:

- (a) giving a true and fair view of the Company's financial position as at 31 December 2016 and of its financial performance for the year ended on that date; and
- (b) complying with Australian Accounting Standards – Reduced Disclosure Regime and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Company in accordance with the auditor independence requirements of the ACNC Act and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Directors' financial reporting responsibilities under the ACNC Act. Our report is intended solely for the members, the Directors and the *Australian Charities and Non-for-profits Commission* (ACNC) and should not be distributed to or used by parties other than the members, the Directors and the ACNC. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Other Information

The Directors are responsible for the other information. The other information comprises the Principal's report and the Directors' report, but does not include the financial report and our auditor's report thereon.



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

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, 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.

Responsibilities of the Directors for the Financial Report

The Directors are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Regime and the ACNC Act and for such internal control as the Directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Directors are responsible for assessing the Company'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 Directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is 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 the Australian Auditing Standards 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 economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

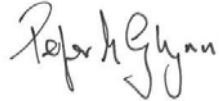
- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a 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 Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Directors.
- Conclude on the appropriateness of the Directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company'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 report 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 Company to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Directors 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.



DELOITTE TOUCHE TOHMATSU



Peter Glynn
Partner
Chartered Accountants
Melbourne, 28 March 2018