



IPSWICH GRAMMAR SCHOOL ANNUAL REPORT 2023

Letter of compliance

21/02/2024

The Honourable Dianne Farmer MP
Minister for Education and Minister for Youth Justice
PO Box 15033
CITY EAST QLD 4002

Dear Minister

I am pleased to present the Annual Report 2023 and Financial Statements for Ipswich Grammar School. I certify that this Annual Report complies with:

- The prescribed requirements of the *Financial Accountability Act 2009 (FAA)* and the *Financial and Performance Management Standard 2019 (FPMS)*; and
- The detailed requirements set out in the *Annual Reporting Requirements for Queensland Government Agencies (ARR)*.

A checklist outlining the School's compliance with the Department of the Premier and Cabinet annual reporting requirements can be found on pages 62 and 63 of this report.

Yours sincerely



Mr David Edwards

Chair of the Board of Trustees



Mr Richard Morrison

Headmaster/CEO

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Accessibility

Public availability

This Annual Report can be located at <https://www.ipswichgrammar.com>.

Copies of the Annual Report are also available in paper form and can be obtained from the Business Manager, Mr Matt McLoughlin.

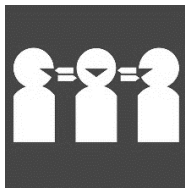
The contact details of the Business Manager Mr Matt McLoughlin are:

- Telephone: (07) 3813 9600
- Email: mmcloughlin@ipswichgrammar.com

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Interpreter services

Ipswich Grammar School is committed to providing accessible services to Queenslanders from all culturally and linguistically diverse backgrounds. If you have difficulty in understanding this Annual Report, you can contact us on (07) 3813 9600 and we will arrange an interpreter to effectively communicate the report to you.



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From the Chair

In our school's 160th year of operation, it's important we continue to preserve the legacy of those who have come before us as well as focussing on writing the next chapter for IGS.

The Great Hall, our first classroom and a reminder of our historic origins that still stands today, was the centrepiece of an enhancement project that was unveiled alongside the refurbishment of the former science building into the new IGS Arts Centre.

As we write this report, IGS Early Learners - a long daycare centre catering for boys and girls located adjacent to our main campus – is preparing to open its doors.

For the first time, we will welcome children as young as 6 weeks old to the nursery and commence what could possibly be an IGS journey that will extend until they ring the bell at the end of Year 12 and beyond as an IGS Old Boy.

Our Board, the Leadership Team, our staff and our loyal volunteers have worked tirelessly to lead these projects and continue our strategic focus while our core purpose – educating boys – remains at the heart of everything we do. I offer my personal thanks to these individuals and teams for their hard work and dedication.

As an Old Boy of Ipswich Grammar School and Chair of the Board of Trustees, I am proud to present the 2023 Annual Report.

David Edwards

Chair of the Board

From the Headmaster

At the beginning of the year, almost 250 newly enrolled boys walked through our gates marking the beginning of their journey at IGS and setting their individual marker for their unique place in our school's amazing history.

What has remained steadfast throughout our 160 years is the strength of our community and 2023 was no different.

Our school's enrolment continues to grow as does the strong community support for the vision and values of Ipswich Grammar School and the shared community confidence in the school's continued upward academic trends.

Our Explicit Teaching agenda continues to provide the boys at IGS with a positive and effective methodology of pedagogical delivery and as a result, we have seen very significant improvements in literacy and numeracy results demonstrated through major increases in NAPLAN results in Years 3, 5, 7 and 9.

My thanks to the very dedicated IGS academic and support staff who continue to drive our school towards exceptional performance.

We continue to be a school of first choice for families in Ipswich, the western suburbs of Brisbane and Springfield and surrounding areas.

A fact which gives the school great satisfaction.

Richard Morrison

Headmaster/CEO

General information

Introduction

Ipswich Grammar School is the oldest grammar school in Queensland and a Prep to Year 12 independent day and boarding school. Our boys live and breathe our motto – *Labore Et Honore* – to work hard with honour and we challenge our staff and our boys to be exceptional performers every day.

Founded in 1863, Ipswich Grammar School has a proud history of educating boys in a supportive and encouraging environment. Over this time, we have developed and implemented innovative approaches to address the specific learning needs of boys with a focused curriculum, specialist teachers and a unique approach to teaching called 'Explicit Teaching'.

Every day for our boys is stimulating, unique and exciting. We tap into their sense of wonder and curiosity about the world around them. By tailoring programs and activities to meet our students' specific needs, we ensure every boy has the opportunity to reach his full academic, cultural and social potential.

We foster an encouraging environment that delivers more than exceptional academic results. Whether it is sport, debating, the arts, literacy, or the sciences, our boys are given the opportunity to excel and network in any field. They are supported by staff from various backgrounds that bring world-class knowledge and experience to the classroom, playing field and laboratories.

School role and main functions

Ipswich Grammar School is a statutory body that was established in 1863 under the *Grammar Schools Act 1860* and is now constituted under the *Grammar Schools Act 2016*.

The *Grammar Schools Act 2016* came into effect on 1 January 2017 and replaced the *Grammar Schools Act 1975* with modern legislation that aims to meet the contemporary needs of the School. The *Grammar Schools Act 2016* provides for the establishment and regulation of the School including the constitution of the Board of Trustees and the functions of the Board. The *Grammar Schools Act 2016* did not alter the status or functions of the Board of Trustees or the Board's responsibility for the governance of the School.

Planning and reporting for the statutory bodies is legislated under the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2019*.

The Minister for Education and Minister for Industrial Relations and Minister for Racing is responsible for the administration of the *Grammar Schools Act 2016*.

Ipswich Grammar School's principal location is Grammar School Hill, Darling Street, Ipswich QLD 4305. The Grammar Sporting Fields are located at Pearse Drive, Brassall QLD 4305.

Telephone: (07) 3813 9600

Email: info@ipswichgrammar.com

Website: <https://www.ipswichgrammar.com>

CRICOS: 00499A

Ipswich Grammar School's role and main functions are articulated through its strategic priorities which are linked to the fundamental values of the School. The values for each year will remain constant but the priorities will vary from year to year and this is further emphasised in the School's Motto and Vision Statement as follows:

School motto

"Labore et Honore" – Work and Honour

Vision statement

Exceptional Performance – We will challenge ourselves and our boys to be exceptional performers. This is a statement of intent, an aspiration, and a call to action. We understand that we may falter at times but we are compelled to commit to this standard. In doing so we will generate the energy and purpose that are fundamental to great schools.

Operating environment

An update to the strategic plan of Ipswich Grammar School was undertaken in 2021. The process involved looking forward to 2025 with the collaboration of a range of stakeholders including many community members. Resulting from this process was the release of an exciting Strategic Plan for the period 2021 – 2025. The School's vision is expressed through four strategic focus priority areas that form the basis of the School's governance operations. The Strategic Plan priority areas are:

Learning

We are leaders in curriculum development, teaching practice and maximising student outcomes.

We acknowledge the uniqueness of each boy as well as his potential. Our primary learning goal, therefore, is to cultivate this potential and inspire determination and confidence in each individual.

Explicit teaching remains our strong foundational base for the fundamental skills of literacy and numeracy.

Thriving

Every day, every boy receives encouragement, opportunities, and challenges to grow. We instil in each boy the quality of selflessness that will help to create assured young men who are ready to lead and to serve.

Our boys belong to a day and boarding community of learners, artists and sportsmen. Our classrooms have real-world relevance and differentiate for individual needs and wellbeing.

We educate the whole person in an inclusive environment inside and outside the classroom and life for our boys is abundant with choice.

We will learn from schools that are developing great programs of wellbeing and support as we reinforce and develop our own approaches.

Connecting

Since our school began, our community has united with a common purpose and a shared commitment to building a better future.

By continuing to foster an engaged community, we extend each boy's journey from school, to university, to work, to family life and back to the school, creating ties that bind.

Our community extends to parents, community partners and staff. Together, we are greater than the sum of our parts. When this community moves as one, it is a powerful force.

Building

Inspired by strong leadership and innovative human resource programs, our staff capabilities enable educational innovation and change.

Our increasing focus on environmental sustainability reduces our school's carbon footprint and ensures responsible development of our facilities and grounds.

United under a strong, sustainable futures strategy and good governance, we manage our human, financial, physical and technical resources to lay strong foundations for a prosperous future.

Strategic risks, opportunities and challenges

Ipswich Grammar School faces the same risk that applies to all independent schools which relate to receiving adequate funding from Governments and maintaining satisfactory enrolments in the current challenging economic and competitive conditions. These challenges have been recognised in the development of the Strategic Plan whereby the School recognises the focus areas necessary to see Ipswich Grammar School as the school of choice in our region for boys-only education.

Board meetings

The Board of Trustees of Ipswich Grammar School met for 8 ordinary Board meetings in 2023 between January and November.

Non-financial performance

Government objectives for the community

The Queensland Government has issued a statement of objectives for the community and consolidated them into 3 simple points:

- Good jobs;
- Better services; and
- Great lifestyle.

Ipswich Grammar School contributes to these Government policies, strategies and objectives as follows:

Good jobs:

- Building capacity in our employees via performance management, review systems and regular appraisal;
- Seeking out local small business partners to promote our community;
- Supporting Vocational Education training and opening up career pathways to students; and
- Promoting an educational environment where every student has the opportunity and right to achieve their very best across all dimensions of their schooling thereby enhancing their personal and career development for integration into the workforce and society.

Better services:

- Continued commitment to outstanding academic excellence by establishing professional learning programs designed to enhance teaching and learning practices for improving student literacy and numeracy results;
- Maintain safe, supportive professional work, learning practices and environments;
- Developing a distance education model *IGS Connect* for students who live in remote areas but may be too young to join the Boarding House; and
- Maintaining Explicit Teaching curriculum.

Great lifestyle:

- Implementing environmentally conscious methods of maintaining our facilities and grounds;
- Maintaining strong relationships with the entire community including staff, Old Boys, parents, corporate parents and Parents and Friends; and
- Delivering updated infrastructure and development with the refurbishment of facilities that provide employment to the local industries and are delivered on time and within budget.

School objectives and performance indicators

The Strategic Plan is an ongoing tool to see the School through to 2025. Results achieved to date are as follows:

Learning:

- Highest scale score (507) in Year 3 NAPLAN 2023 Writing to date.
- Highest scale score (524) in Year 5 NAPLAN 2023 Writing to date.
- Highest scale score (544) in Year 5 NAPLAN 2023 Spelling to date.
- Highest scale score (599) in Year 5 NAPLAN 2023 Grammar to date.
- Highest scale score (573) in Year 5 NAPLAN 2023 Numeracy to date.
- Overall, Year 7 achieved its best result in IGS history in Spelling, Grammar & Punctuation and Numeracy in comparison to the State's average normalised scale scores. Year 7 achieved its second-best result in Writing and Reading.
- Year 9 achieved its best normalised average scale in comparison to State performance in Reading and the second-best performance in Grammar & Punctuation, Writing and Numeracy.

Thriving:

- Continued support of new boys and families across all year levels through more regular contact by Head of Year's.
- Increased opportunities for school leaders to promote IGS connectedness through sport, community and GPS activities.
- Developed a more student friendly process to provide boys to access the School Counsellor.
- Maintained opportunities for School Captains and leaders to design and promote student centric activities and events.
- Increased opportunities to recognise our Indigenous students and their culture through IGS and GPS activities.
- Increased focus on developing and resourcing the Year 7-12 IGS wellbeing program.
- Increased support measures for boys who had behavioural concerns during 2023 by increasing follow up meetings and monitoring.

Connecting:

- Continued positive enrolment growth across both Junior and Secondary school.
- Delivery of a research program to collate and analyse feedback from parents, boys, and staff.
- Launched enrolment brand for IGS Early Learners.
- Appointment of part time Defence Mentor.
- Increase in corporate sponsor partnerships.

Building:

- Completion of the construction of Arts Refurbishment Project costing \$4.7 million.
- Completion of the construction of Great Hall Enhancement Project costing \$5.7 million.
- Completion of the construction of the Early Learning Centre on Horan Street.
- Procurement of new contractors for catering and transport to commence in 2024.
- Finalised the design of the new Boarding House including securing the associated approvals.

Academic results

In 2023 the results Ipswich Grammar School achieved were indicative of the hard work put in by the students. For the past two years Ipswich Grammar School has had a student achieve the highest possible ATAR of 99.95. In 2023 six boys achieved six A's in their Exit results and were awarded Commendation Prizes for their achievements.

| Ipswich Grammar School 2023 ATAR Academic Data | |
|---|-----|
| Number of boys in the cohort | 122 |
| Number of boys who allowed the School to receive their ATAR scores [#] | 63 |
| Number of Diploma of Business boys | 25 |

[#]The below data is based on the number of boys and their ATAR scores. 63 boys gave IGS permission to receive their ATAR.

| ATAR score | OP Equivalent | % of cohort |
|--------------|---------------|-------------|
| ATAR > 98.00 | OP 1 | 11% |

Destinations of the year 12 cohort in 2023

Based on first round preferences the table below represents the pathway choices for tertiary study.

Study field of Bachelor Degrees

| | |
|------------------------------------|---------------|
| Built Environment and Design | <1% |
| Business and Tourism | 38% |
| Creative and Performing Arts | <1% |
| Education | <1% |
| Engineering and Technology | 20% |
| Health and Recreation | 13% |
| Humanities and Social Sciences | <1% |
| Information Technology | 8% |
| Law | <1% |
| Primary Industries and Environment | <1% |
| Sciences | 14% |
| Total | 100.0% |

Due to the ATAR format, main destinations of the 2023 Year 12 students will not become available till after finalisation of this report. This information will be constructed in arrears in future reports.

School service areas and service standards

Ipswich Grammar School has been a specialist in boys' education since 1863. Adopting current research in the teaching of boys and by employing a specialist program, boys become responsible, effective, creative, enterprising, happy and healthy members of society. The School adopts well researched, innovative and resourced practices to achieve its goals.

Ipswich Grammar School aims to create an open, happy, stimulating, mutually respectful community where young men develop the full range of their talents and abilities in a balanced, integrated and generous way. The Ipswich Grammar School staff ensure that the learning experience for every student encompasses a balanced approach to the mind, body and spirit which develops a lifelong desire for learning and moral reasoning and action.

Since 2016, Ipswich Grammar School has worked closely with John Fleming to improve the literacy and numeracy outcomes of students. In particular, the School's literacy and numeracy program from Prep to Year 9, focuses on the pedagogical framework of Explicit Teaching in alignment with the Australian Curriculum. While still aligning to the Australian Curriculum, Year 10 is considered an introductory year to the senior phase of school as students work towards achieving their Queensland Certificate of Education. Effective from 2020, the Queensland Certificate of Education (QCE) is the secondary schooling qualification offered to students at IGS. The QCE offers various senior pathways for students, including entrance into tertiary institutions, and other VET qualifications.

Our dedicated and hardworking teaching staff also volunteered to be trial markers, syllabus writers and advisors so that we as a school were on the ground floor of the considerable changes occurring across the secondary schools' sector. Ipswich Grammar School has a holistic approach to education which focuses on exceptional performance in academics, the arts and sport, as well as, developing a set of core values in our students. With dedicated heads of years, a full-time counsellor and staff in student services areas, programs are in place to support students of all ages and abilities based on their individual needs.

Our Prep to Year 12 Student Wellbeing program ensures each student is known personally, and opportunities are offered for boys to grow and learn in ways that are responsive to their individual needs. Through our programs, we encompass age-related issues confronting boys as they move through childhood to early adolescence and manhood. Ipswich Grammar School has been aligned with the Round Square program as our wellbeing framework from the beginning of 2018.

What is Round Square?

Round Square is a worldwide network of over 150 schools that share a wholistic approach to learning, focusing on 6 IDEALS: Internationalism, Democracy, Environmentalism, Adventure, Leadership, and Service.

The Round Square philosophy is based on respect for adolescents. It ascertains that young people should be given an opportunity through leadership and service to help others, and that they can learn and make a difference in the real world. Ipswich Grammar School believes that its students will benefit wholistically from the teachings and directions of the values of Round Square. The IDEALS of Round Square align to the Ipswich Grammar School Strategic Plan as they will challenge the boys to become exceptional performers and support their journey to manhood.

Ipswich Grammar School incorporates the IDEALS of Round Square in the day-to-day running of the school. From camps, service projects both locally and abroad, student run committees, international student visits, leadership roles and school-based projects, our boys can experience the IDEALS of Round Square in action over their schooling journey. Ipswich Grammar School also aims to incorporate the IDEALS into its Wellbeing Program as the boy's journey from Prep through to Year 12.

IGS student wellbeing

Wellbeing at IGS is driven by our school values of resilience, honour and belonging. These values not only help build healthy young men with a capacity to perform in all aspects of school life, but they also contribute to the boys' ability to connect to and amongst the communities in which they belong. Our school values assist the boys' in maintaining healthy relationships and responsible lifestyles now and into their adulthood. The IGS Wellbeing Program is a customised program to suit the needs of our students from Prep to Year 12. It is built around contemporary issues that are relevant and contextualised for each year level.

In the Junior School, boys investigate what it means to be resilient, act with honour, and belong to IGS. More specifically, through working with their classroom teacher, the School Counsellor, Deputy Head and Head of the Junior School, the boys learn how to regulate their emotions and get along together even though they may have different interests, personalities, and backgrounds. Further to this, the program seeks to instil confidence, develop life skills, and grow important personal skills in the boys.

In the Senior School we customise topics to suit the needs of our boys. Several meaningful topics are explored throughout each year, and these are sometimes complemented by the curricular and extra-curricular offerings at IGS. Complementing the development of our school's values, the wellbeing program aims to educate boys in Year 7-12 about significant contemporary topics that impact their lives and the lives of other people. These topics, such as Embracing Diversity, Resolving Conflict, Developing Respectful Relationships, Managing Stress, Celebrating Difference and Making Positive Choices are examined through different lenses significant to each cohort.

Further to this, IGS is continually investigating options to improve wellbeing by engaging with external sources and providers to offer expert advice and education on important topics. Throughout the Junior and Senior School, the wellbeing focus is also an important part of year level camps and adventure days which seek to improve and strengthen key individual and group attributes.

Financial performance

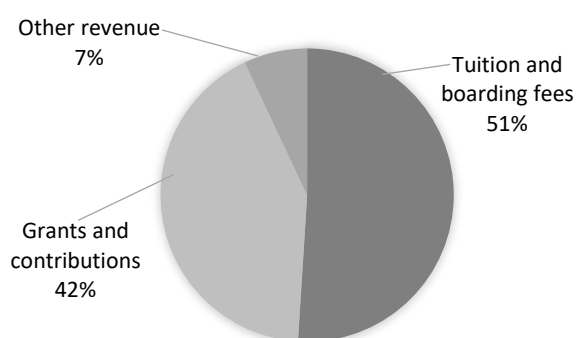
For the year ended 31 December 2023

This summary provides an overview of Ipswich Grammar School’s financial performance for the year 2023.

A comprehensive set of financial statements is provided in this report.

Income

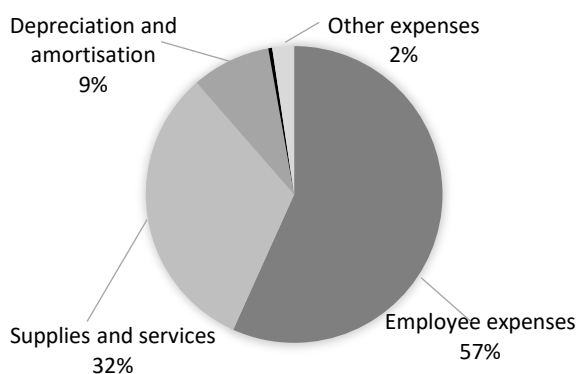
Total operating income for the year was \$34 million. This included \$17.2 million of revenue for tuition and boarding fees and \$14.1 million from government grants and contributions.



Expenses

Total operating expenses were \$33 million, including:

| | |
|-------------------------------|----------------|
| Employee expenses | \$18.8 million |
| Supplies and services | \$10.5 million |
| Depreciation and amortisation | \$2.8 million |
| Other expenses | \$0.9 million |



Operating results from continuing operations has decreased in 2023, by \$0.1 million.

| Operating results | 2023 | 2022 |
|--------------------------------------|------------|--------------|
| | \$ '000 | \$ '000 |
| Total operating income | 33,961 | 29,229 |
| Total operating expenses | 33,031 | 28,172 |
| Operating result for the year | 930 | 1,057 |

The School maintains a positive cashflow from operating activities and can pay all debts as and when they fall payable. The current ratio has decreased by 0.61 from 2022 to 2023.

| Current ratio | 2023 | 2022 |
|----------------------|-------------|-------------|
| | \$ '000 | \$ '000 |
| Current assets | 6,529 | 11,961 |
| Current liabilities | 6,187 | 7,178 |
| Current ratio | 1.06 | 1.67 |

Governance – management and structure

Organisational structure

Ipswich Grammar School is governed by a Board of Trustees which delegates directly to the Headmaster/CEO for all aspects of the day-to-day management of the school operations. In turn, the Headmaster/CEO oversees several sub-committees and working teams established within the School to assist in the management of all educational, pastoral and financial matters. All operational decisions are made by the Headmaster/CEO, however, all strategic decisions are ratified by the Board of Trustees for the Headmaster/CEO to implement and report progress.

The Board of Trustees of the Ipswich Grammar School consists of at least seven, but no more than nine members appointed by the Governor in Council for a term of four years, of whom:

- Four are persons nominated by the Minister;
- Three are persons elected as prescribed under the *Grammar Schools Act 2016*; and
- Up to two additional members are chosen by the Board and nominated by the Minister.

The Executive is chaired by the Headmaster/CEO and consists of key executives who assist in the leadership and management of various aspects of the School's operations.

Executive management

The executive

This team meets regularly and is chaired by the Headmaster/CEO. The function of this Committee is to manage the day-to-day activities of the School in all areas of curriculum, academic, pastoral care, finance, administration and maintenance. The team is responsible for ensuring that the School is performing positively in relation to the strategic goals laid out in the IGS Strategic Plan 2021 – 2025.

The Executive Team for 2023 consisted of four key executive positions as follows:

| | |
|----------------------------|---|
| Mr Richard Morrison | Headmaster/CEO |
| Mr Tony Dosen | Deputy Headmaster |
| Mr Matt McLoughlin | Business Manager/Secretary to the Board |
| Mr Ben Gates | Head of Junior School |

Priority area working teams

Each of the four areas outlined in the strategic plan for IGS is managed by a working team. Each team is chaired by a member of the Executive. These plans are formulated and reviewed regularly, and they have a direct focus on achieving outcomes linked directly to each of the strategic areas.

Related entities

The Board of Trustees of the Ipswich Grammar School established a Building Fund (Ipswich Boys Grammar School Centenary Building Fund) managed by the Board of Trustees and was established to assist the School (via tax deductible donations) in raising funds for capital expenditure programs for the School. Strategic decisions in relation to the undertaking of any building or maintenance enhancement at the School are ratified by the Board of Trustees. The financial performance of the Building Fund is monitored monthly by inclusion of the financial reporting in the monthly Board of Trustees meeting papers.

Government bodies

The School is governed by the Board of Trustees of the Ipswich Grammar School in accordance with the *Grammar Schools Act 2016*. Refer to Government Bodies table accessible on website.

The membership of the Board of Trustees of the Ipswich Grammar School for 2023 was:

Ministerial nominees

| | |
|--------------------------------------|-------------------------------|
| Mr David Edwards (Chair) | Projects Consultant |
| Mr Des Whybird (Deputy Chair) | Engineer (retired) |
| Dr Michael Fanshawe* | Anaesthetist |
| Mrs Sharon Carvolth | Consultant |
| Ms Kellie McKenzie | Auditor |
| Dr Meg Hooper | Director/Principal Consultant |

** retired from the Board of Trustees effective 8 November 2023.*

Ministerial members of the Board perform this role in a voluntarily capacity and receive no remuneration for this position.

Elected members

| | |
|---------------------------------|------------|
| Mr Michael Glover | Accountant |
| Ms Karen Renton-Vedelago | Solicitor |
| Mrs Christine Went | CEO |

Elected members of the Board perform this role in a voluntary capacity and receive no remuneration for this position.

Headmaster/CEO

| | |
|----------------------------|----------------|
| Mr Richard Morrison | Headmaster/CEO |
|----------------------------|----------------|

Secretary to the Board of Trustees

| | |
|---------------------------|---|
| Mr Matt McLoughlin | Business Manager/Secretary to the Board |
|---------------------------|---|

The Board of Trustees conducted 8 meetings during 2023. The number of Board Meetings attended by each trustee is listed below:

| Trustee | No. of board meetings attended |
|-----------------------------------|---------------------------------------|
| Mr David Edwards (Chair) | 6 |
| Mr Desmond Whybird (Deputy Chair) | 8 |
| Mrs Sharon Carvolth | 8 |
| Dr Michael Fanshawe | 5 |
| Mr Michael Glover | 6 |
| Ms Karen Renton-Vedelago | 8 |
| Mrs Christine Went | 6 |
| Ms Kellie McKenzie | 7 |
| Dr Meg Hooper | 7 |

Achievements of the Board of Trustees 2023

Throughout the year, the Board of Trustees were proactive in the IGS community and outlined is a summary of key actions and achievements in 2023:

- Achieved record-high student enrolment, surpassing figures from the past decade.
- Continued commitment to capital reinvestment, completing significant projects, including the \$4.7 million Arts Refurbishment Project and the \$5.7 million Great Hall Enhancement Project.
- Accomplished the construction of the IGS Early Learners childcare facility on Horan Street in collaboration with Hutchinson Builders.
- Completed the design phase for upcoming major projects, including the new canteen and boarding house.
- Maintained rigorous governance and oversight for all major projects through individual Project Control Groups.
- Developed and implemented a 10-year financial plan to ensure the long-term sustainability of the School.
- Established a new Cyber Security Framework, enhancing governance in this critical area.
- Facilitated the incorporation and professionalisation of the IGS Parents and Friends Association.
- Strengthened partnerships with community groups, securing capital grants such as the installation of a swim wall in collaboration with the Ipswich Grammar Swimming Club.
- Successfully procured and established new major contractors for cleaning, catering and transport.
- Successfully implemented a comprehensive Document Management System, facilitating the transition from the legacy system.
- Revised the school's Conservation Management Plan in consultation with the Heritage Architect and the Department of Environment and Sciences.

Public sector ethics

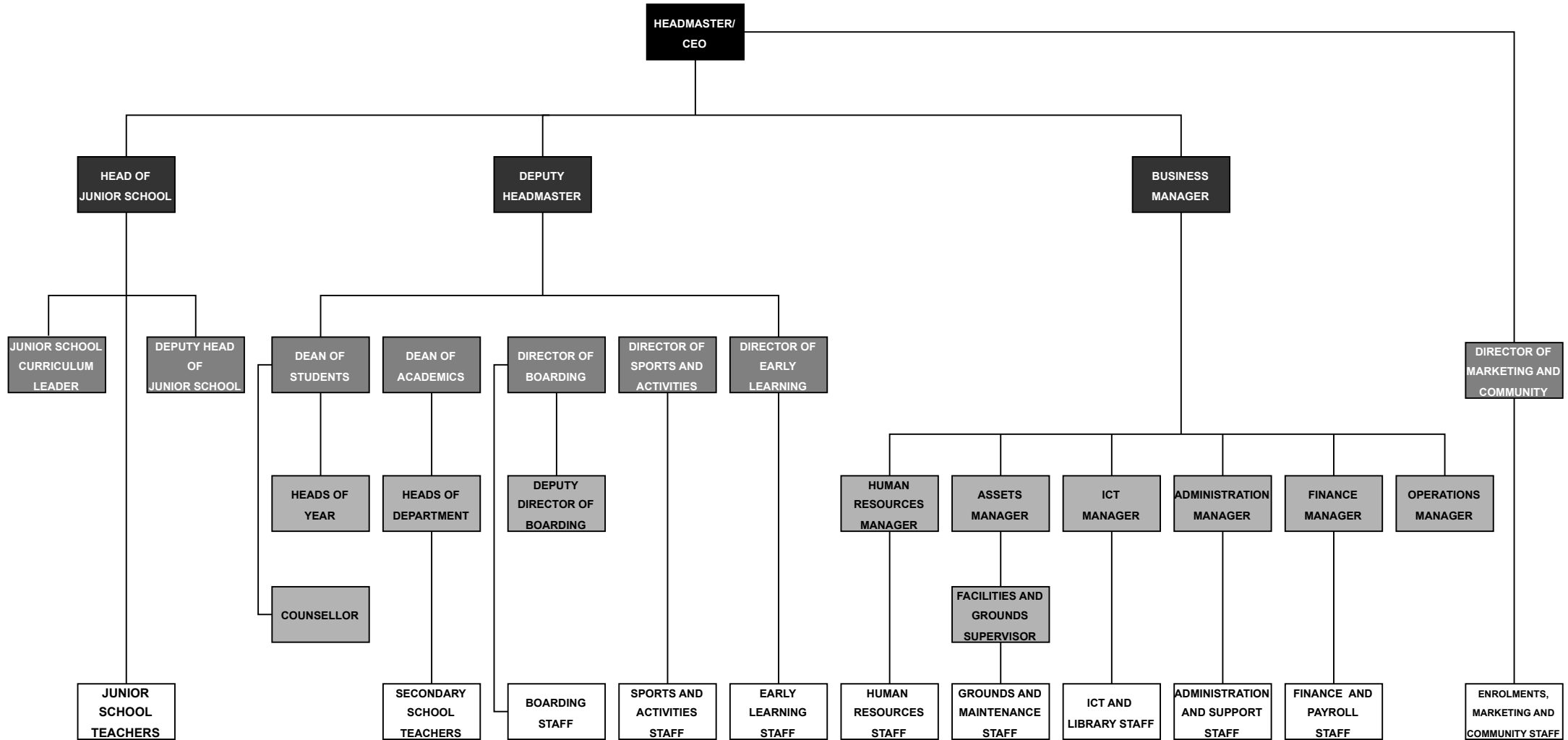
The *Public-Sector Ethics Act 1994* ('the Act') defines ethical principles, and obligations arising from those principles, that staff must observe. The administrative procedures and management practices of Ipswich Grammar School have proper regard to the ethics principles and values, the approved Code of Conduct and the standard of practice as it applies to the School. All staff are bound by the Code of Ethics for Teachers in Queensland and are annually reminded of the Code at Professional Development days at the commencement of the School year and at induction for new staff. The Code of Conduct is formulated around the four key ethical principles contained in the Act being:

- Integrity and impartiality;
- Promoting the public good;
- Commitment to the system of government; and
- Accountability and transparency.

Human rights

The *Human Rights Act 2019* defines human rights protections and freedoms for individuals in Queensland, that staff must understand and observe. It defines what is a human right, who has human rights, the protections of those rights and how to apply those human rights in Queensland.

Organisational Chart



Governance – risk management and accountability

Risk management

Ipswich Grammar School operates within its formal Risk Management System. The School has developed and reviewed a number of policies and procedures during the year, including:

- Delegation of Authority Policy;
- Student Protection Policy;
- Student Risk Management Policy; and
- Risk Management Policy.

These policies are designed to minimise day-to-day risk and manage the risk exposure of the School environment.

Procedures continue to be implemented with regular workplace health and safety meetings being conducted, hazard reporting being utilised, and safety audits being conducted at required intervals. The School has maintained the School's risk policy, register, process and structure.

Ipswich Grammar School regularly reviews its comprehensive Financial Management Practice Manual as required by S61 of the *Financial Accountability Act 2009*. The purpose of this manual is to provide detailed policy guidelines by which the School can operate effectively while providing a high level of accountability. The Board regularly reviews this manual and policies of the School which are tracked in a document control register.

Audit, Finance and Risk Committee

The Audit, Finance and Risk Committee has observed the terms of its charter and has due regard to the Committee's guidelines. The Audit, Finance and Risk Committee assess risk management and compliance responsibilities to assist and enable the Board of Trustees to fulfil its responsibilities to the School by reporting and monitoring on all risks across the School with particular focus on matters relating to:

- Financial Risk – minimise potential adverse effects on financial performance, including but not limited to financial policies, budgets, financial performance compared with budgets and strategic goals, assessing major transactions and programs;
- Credit Risk – adopts a credit management strategy;
- Liquidity Risk – adopts a liquidity management strategy closely monitoring available cash;
- Interest Risk – limited exposure due to borrowings from QTC; and
- Data Risk – back up servers in place with yearly review of policy.

The achievements of the Audit, Finance and Risk Committee during 2023 were as follows:

- Successfully prepared and approved the 2024 budget;
- Sustained reinvestment in school maintenance via a Long-Term Capital and Asset Management Plan;
- Maintained robust risk governance for all school activities and projects through adherence to the Risk Management Policy;
- Achieved fiscally responsible execution of new major projects, sustaining profitability and liquidity above Key Performance Indicators; and
- Safeguarded the future fiscal health of the school by implementing the 10-year Long-Term Financial Plan.

Committee members

The Board of Trustees established a sub-committee of the following members, to represent the Audit, Finance and Risk Committee:

| | |
|-----------------------------------|---|
| Ms Kellie McKenzie (Chair) | Board Member |
| Mr David Edwards | Board Chair |
| Mr Michael Glover | Board Member |
| Mrs Sharon Carvolth | Board Member |
| Dr Michael Fanshawe* | Board Member |
| Mr Anton van Velden** | Committee Member |
| Mr Richard Morrison | Headmaster/CEO |
| Mr Matt McLoughlin | Business Manager/Secretary to the Board |

** retired from the committee effective 8 November 2023.*

*** joined the committee on 18 October 2023.*

The members of the Audit, Finance and Risk Committee perform this role voluntarily and are not remunerated for this position.

Governance, Remuneration and Nominations Committee

The Governance, Remuneration and Nominations Committee is responsible for appointment, remuneration and performance review of the Headmaster/CEO and Secretary to the Board.

Committee members

The Board of Trustees established a sub-committee of the following members, to represent the Remuneration and Nominations Committee:

| | |
|---------------------------------|--------------|
| Mr David Edwards (Chair) | Board Chair |
| Mr Michael Glover | Board Member |
| Ms Kellie McKenzie | Board Member |
| Mrs Chris Went | Board Member |
| Ms Meg Hooper | Board Member |

The Remuneration and Nominations Committee meets as required.

Fundraising Committee

The Fundraising Committee is responsible for overseeing all sponsorship and fundraising activity within the School. All material matters are reported to the Board of Trustees at the monthly Board meetings.

Committee members

The Board of Trustees established a sub-committee of the following members, to represent the Fundraising Committee:

| | |
|---------------------------------|---|
| Mr Paul Casos (Chair) | Old Boy |
| Mr David Edwards | Board Chair |
| Ms Karen Renton-Vedelago | Board Member |
| Mr Richard Morrison | Headmaster/CEO |
| Mr Matt McLoughlin | Business Manager/Secretary to the Board |
| Mrs Erin Sorrensen | Director of Marketing and Community |
| Mrs Carol Levinge | Community Development Manager |

The Fundraising Committee meets periodically throughout the year depending on activity.

Internal audit

There is no formal internal audit function established aside from the Audit, Finance and Risk Committee. Ipswich Grammar School has not established a formal internal audit function due to its size. The School has in place a number of practices that help it to confirm the appropriateness of its operations such as:

- Every five (5) years Queensland Non-State schools are required to participate in the Non-State Schools Accreditation Board's (NSSAB) cyclical review program to ensure they are giving appropriate attention to meeting their legislated requirements for accreditation, through their organisational structure, policies and procedures. The School underwent this process in 2022; and
- The School's financial benchmarks are monitored and reviewed yearly by an independent external organisation.

External scrutiny

The Board of Trustees is constituted and has powers to operate and function in accordance with the *Grammar Schools Act 2016*. Ipswich Grammar School accounts are audited annually by the Auditor-General or a firm authorised by the Auditor-General. The firm authorised for the 2023 year were Pitcher Partners.

All Grants received by the State and Federal Government are verified and an annual acquittal form forwarded to ISQ and the appropriate Government department for acquittal of grants received.

The Department of Education regularly meets with the School to discuss its financial performance and conduct a Financial Health Check on a yearly basis.

The audited annual financial statements for the year ended 31 December 2023 of the Board of Trustees of the Ipswich Grammar School are included at the end of this report.

In June 2023, the QAO report titled 'Education 2022 (Report 16: 2022-23)' was tabled in the Queensland legislative assembly. The report:

- summarises the results of the QAO audits of the entities in Queensland's education sector,
- provides an overview of finances of those entities at 31 December 2022 and of the financial accounting risks and issues that arose during the audits, and
- provides recommendations for education entities to strengthen information security systems.

Information systems and record keeping

Ipswich Grammar School continually implements and improves record management procedures and processes to ensure compliance with the *Public Records Act 2002*.

The School maintains an integrated computerised Financial/Administrative Reporting System, TASS, which has been designed specifically for the management of schools financial accounting and administrative operations. Ipswich Grammar School's records are managed until they have completed their lifecycle where they are archived and disposed of in accordance with the Queensland State Archives General Retention and Disposal schedule.

Staff training of record management is ongoing, ensuring that the School is reliably maintaining appropriate records of its activities. We are transitioning to digital and paperless records where feasible and are reviewing this periodically to increase efficiencies across the School.

Ipswich Grammar School's recordkeeping practices ensure our recordkeeping policy aligns with the following standards:

- Information Standard 40: Recordkeeping; and
- Information Standard 31: Retention and Disposal of Public Records

The practices aim to ensure our records management practices are compliant with current legislation and best practice recordkeeping standards.

Governance – human resources

Workforce planning, attraction, retention and performance

One of the School's strategic plan focus areas is 'Learning' whereby we strive to develop and employ teachers who are inspiring, innovative and responsive to our boys' needs and emerging best practice. The recruitment policies and procedures for Ipswich Grammar School have been developed to ensure the attraction of high quality, high performing, and passionate staff. Reference checks are undertaken in order to achieve the School's strategic goal to appoint high performing individuals with extensive experience in their field of expertise and with character attributes which contribute to the employment expectations at Ipswich Grammar School being professionalism, hard work and dedication to achieving the School's Strategic Goals.

The School has implemented policies and procedures to manage and develop the skills of all staff. Performance reviews are undertaken annually by Department Heads and managers, under the direction of the Headmaster/CEO, for both academic and non-academic staff. Where performance improvements are identified as necessary, the School encourages and assists staff members to attend professional development seminars and workshops appropriate to their specialised area of teaching or, for non-teaching staff, their profession. Further to this, internal staff training and professional development is undertaken in classroom teaching techniques and information technology skills.

The School is a continual learning community for all staff and accordingly, a leadership and management development framework exist where vacancies which create a promotional opportunity are offered to existing staff members to apply. The Leadership Development Program has supported our succession planning strategy and provides staff with opportunities to expand their experience and credentials in undertaking a leadership role that encompasses duties that stretch their existing talent.

Ipswich Grammar School supports flexible workplace and family-friendly arrangements whilst endeavouring to assist staff to achieve work-life balances through:

- The availability of job-share, part-time and term-time employment arrangements where possible;
- Flexibility in working hours for support staff during school vacation periods; and
- Greater access to personal, carers, emergent and special leave to cater for family situations.

The School's Enterprise Agreement was renewed in 2023 and ratified by the Fair Work Commission for the years 2023-2026. The School also has a consultative committee to address issues such as workplace intensification.

The staffing summary for 2023 is as follows and clearly shows a high staff retention rate indicating Ipswich Grammar School is a preferred employer.

| Teaching staff | Full time (FTE) | Part time (FTE) | Casual (FTE) | Total (FTE) |
|---------------------|-----------------|-----------------|--------------|-------------|
| Teachers | 80 | 1.6 | 0.9 | 82.5 |
| Student counsellors | 0.8 | 0.0 | 0.0 | 0.8 |
| TOTAL | 80.8 | 1.6 | 0.9 | 83.3 |

| Ancillary staff | Full time (FTE) | Part time (FTE) | Casual (FTE) | Total (FTE) |
|-------------------------------|-----------------|-----------------|--------------|-------------|
| Executive management | 4.0 | 0.0 | 0.0 | 4.0 |
| Business services and support | 33.0 | 23.4 | 3.0 | 59.4 |
| TOTAL | 37.0 | 23.4 | 3.0 | 63.4 |

TOTAL FTE

146.7

Early retirement, redundancy and retrenchment

| Retention/separation | Full time (FTE) | Part time (FTE) | Total (FTE) | Retention % | Separation % |
|----------------------|-----------------|-----------------|--------------|---------------|---------------|
| Regular | 24 | 6.24 | 30.24 | | 16.56% |
| Retired | 2.0 | 0.0 | 2.0 | | 1.10% |
| Redundancy | 0.0 | 0.5 | 0.5 | | 0.27% |
| Total | 24 | 6.74 | 32.74 | 82.07% | 17.93% |

| | | | | | |
|--------------|------|------|-------|--------|--------|
| Teaching | 20.0 | 1.4 | 21.4 | 79.67% | 20.33% |
| Non-teaching | 7.0 | 4.41 | 11.41 | 85.24% | 14.76% |

Open data

This disclosure of the following additional information is available on the School's website at <https://www.ipswichgrammar.com> and the Queensland Government's Open Data website at <https://data.qld.gov.au>

- Consultancies; and
- Overseas Travel.

Financial statements

For the year ended 31 December 2023

| | |
|---|-----------|
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Corporate information

These financial statements cover Board of Trustees of the Ipswich Grammar School, the Ipswich Boys Grammar School Centenary Building Fund, the Ipswich Grammar School Scholarship and Bursary Fund and the Ipswich Grammar School Library Fund.

Board of Trustees of the Ipswich Grammar School is a Statutory Body established under the *Grammar Schools Act 2016*.

The School is controlled by the State of Queensland which is the ultimate parent.

The principal location is Grammar School Hill, Darling Street, Ipswich QLD 4305.

The principal activity of Board of Trustees of the Ipswich Grammar School is to provide specialised education to male students.

For information in relation to Board of Trustees of the Ipswich Grammar School's Financial Statements, please call Mr Matt McLoughlin on 3813 9621 or email mmcloughlin@ipswichgrammar.com or visit <https://www.ipswichgrammar.com>.

Statement of profit or loss and other comprehensive income

For the year ended 31 December 2023

| | Notes | 2023 \$ '000 | 2022 \$ '000 |
|--|-------|-----------------|-----------------|
| Income from continuing operations | | | |
| Revenue from contracts with customers | | | |
| Tuition and boarding fees | 2 | 17,215 | 14,737 |
| Chartered bus and ancillary fees | | 730 | 581 |
| Clothing store sales | | 571 | 463 |
| Other revenue and other income | | | |
| Grants and contributions | 3 | 14,189 | 12,261 |
| Gain on disposal of assets | | 55 | 314 |
| Interest revenue | | 368 | 214 |
| Donations | | 175 | 158 |
| Other revenue | 4 | 658 | 501 |
| Total income from continuing operations | | 33,961 | 29,229 |
| Expenses from continuing operations | | | |
| Employee expenses | 5 | 18,840 | 16,920 |
| Supplies and services | 7 | 10,444 | 8,280 |
| Depreciation | 8 | 2,831 | 2,484 |
| Finance and borrowing costs | | 139 | 142 |
| Loss on disposal of assets | | 41 | 21 |
| Other expenses | 9 | 736 | 325 |
| Total expenses from continuing operations | | 33,031 | 28,172 |
| Profit from continuing operations | | 930 | 1,057 |
| Other comprehensive income | | | |
| Increase in asset revaluation surplus | 19 | 4,649 | 1,834 |
| Total other comprehensive income | | 4,649 | 1,834 |
| Total comprehensive income | | 5,579 | 2,891 |

The accompanying Notes form part of these Financial Statements

Statement of financial position

For the year ended 31 December 2023

| | Notes | 2023 \$ '000 | 2022 \$ '000 |
|--------------------------------|-------|-----------------|-----------------|
| Current assets | | | |
| Cash and cash equivalents | 10 | 4,825 | 10,536 |
| Prepayments | | 789 | 695 |
| Inventories | | 615 | 434 |
| Receivables | 11 | 300 | 296 |
| Total current assets | | 6,529 | 11,961 |
| Non-current assets | | | |
| Property, plant and equipment | 13 | 87,615 | 72,646 |
| Other non-current assets | | - | 9 |
| Total non-current assets | | 87,615 | 72,655 |
| TOTAL ASSETS | | 94,144 | 84,616 |
| Current liabilities | | | |
| Payables | 14 | 2,235 | 3,221 |
| Accrued employee benefits | 15 | 1,870 | 1,927 |
| Lease liabilities | 16 | 131 | 121 |
| Borrowings | 17 | 433 | 426 |
| Other current liabilities | 18 | 1,518 | 1,483 |
| Total current liabilities | | 6,187 | 7,178 |
| Non-current liabilities | | | |
| Accrued employee benefits | 15 | 328 | 248 |
| Lease liabilities | 16 | 5,487 | 201 |
| Borrowings | 17 | 7,609 | 8,035 |
| Total non-current liabilities | | 13,424 | 8,484 |
| TOTAL LIABILITIES | | 19,611 | 15,662 |
| NET ASSETS | | 74,533 | 68,954 |
| Equity | | | |
| Accumulated surplus | | 18,974 | 18,044 |
| Asset revaluation surplus | 19 | 55,559 | 50,910 |
| TOTAL EQUITY | | 74,533 | 68,954 |

The accompanying Notes form part of these Financial Statements

Statement of changes in equity

For the year ended 31 December 2023

| | Accumulated surplus | Asset revaluation surplus (Note 19) | Total |
|---|---------------------|-------------------------------------|---------------|
| | \$ '000 | \$ '000 | \$ '000 |
| Balance as at 1 January 2022 | 16,987 | 49,076 | 66,063 |
| Operating result from continuing operations | 1,057 | - | 1,057 |
| <i>Total other comprehensive income</i> | | | |
| - Increase in asset revaluation surplus | - | 1,834 | 1,834 |
| Balance as at 31 December 2022 | 18,044 | 50,910 | 68,954 |
| Balance as at 1 January 2023 | 18,044 | 50,910 | 68,954 |
| Operating result from continuing operations | 930 | - | 930 |
| <i>Total other comprehensive income</i> | | | |
| - Increase in asset revaluation surplus | - | 4,649 | 4,649 |
| Balance as at 31 December 2023 | 18,974 | 55,559 | 74,533 |

The accompanying Notes form part of these Financial Statements

Statement of cash flows

For the year ended 31 December 2023

| | Notes | 2023 \$ '000 | 2022 \$ '000 |
|---|-----------|-----------------|-----------------|
| Cash flows from operating activities | | | |
| Inflows: | | | |
| Tuition and boarding fees | | 17,254 | 14,793 |
| Grants and contributions | | 14,189 | 12,261 |
| GST input tax credit from ATO | | 1,794 | 984 |
| GST collected | | 1,180 | 1,060 |
| Interest income | | 368 | 214 |
| Other | | 2,116 | 1,703 |
| Outflows: | | | |
| Employee expenses | | (18,817) | (16,985) |
| Supplies and services | | (11,155) | (8,666) |
| Finance and borrowing costs | | (139) | (151) |
| GST paid to suppliers | | (1,925) | (1,123) |
| GST remitted to ATO | | (1,174) | (1,059) |
| Net cash provided by operating activities | | 3,691 | 3,031 |
| Cash flows from investing activities | | | |
| Inflows: | | | |
| Sales of property, plant and equipment | | 69 | 696 |
| Outflows: | | | |
| Payments for property, plant and equipment | | (8,936) | (3,434) |
| Net cash used in investing activities | | (8,867) | (2,738) |
| Cash flows from financing activities | | | |
| Outflows: | | | |
| Borrowings | | (419) | (416) |
| Lease payments | | (118) | (103) |
| Net cash used in financing activities | | (537) | (519) |
| Net decrease in cash and cash equivalents | | (5,711) | (226) |
| Cash at the beginning of the year | | 10,536 | 10,762 |
| Cash and cash equivalents at end of financial year | 10 | 4,825 | 10,536 |

The accompanying Notes form part of these Financial Statements

Notes to and forming part of the financial statements

Objectives and principal activities

The objective of Board of Trustees of the Ipswich Grammar School is to provide specialised education to male students.

| | |
|---------|---|
| Note 1 | Summary of material accounting policies |
| Note 2 | Tuition and boarding fees |
| Note 3 | Grants and contributions |
| Note 4 | Other revenue |
| Note 5 | Employee expenses |
| Note 6 | Key management personnel and remuneration |
| Note 7 | Supplies and services |
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| Note 10 | Cash and cash equivalents |
| Note 11 | Receivables |
| Note 12 | Expected credit losses |
| Note 13 | Property, plant and equipment |
| Note 14 | Payables |
| Note 15 | Accrued employee benefits |
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| Note 17 | Borrowings |
| Note 18 | Other current liabilities |
| Note 19 | Asset revaluation surplus |
| Note 20 | Related party transactions |
| Note 21 | Contingencies |
| Note 22 | Events occurring after balance date |
| Note 23 | Trust transactions and balances |
| Note 24 | Commitments for expenditure |

Note 1: Summary of material accounting policies

(a) Statement of compliance

The Financial Statements have been prepared in compliance with the *Financial Accountability Act 2009*, the *Financial and Performance Management Standard 2019*, the *Australian Charities and Not-for-profits Commission Act 2012* and the *Australian Charities and Not-for-profits Commission Regulations 2022*.

These Financial Statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards – Simplified Disclosures. This includes compliance with the recognition and measurement requirements of all Australian Accounting Standards, Interpretations and other authoritative pronouncements of the Australian Accounting Standards Board and the disclosure requirements of AASB 1060 *General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities*.

With respect to compliance with Australian Accounting Standards and Interpretations, the School has applied those requirements applicable to not-for-profit entities as Board of Trustees of the Ipswich Grammar School is a not-for-profit organisation. Except where stated, the historical cost convention is used, as modified by revaluations to fair value for certain classes of assets and liabilities as described in the accounting policies.

(b) The reporting entity

The Financial Statements include the value of all revenues, expenses, assets, liabilities and equity of Board of Trustees of the Ipswich Grammar School (the School).

Board of Trustees of the Ipswich Grammar School consists of the School together with Ipswich Boys Grammar School Centenary Building Fund, the Ipswich Grammar School Scholarship and Bursary Fund, the Ipswich Grammar School Library Fund, the Clothing Store operations and the IGS Early Learners operations.

All transactions and balances internal to the School and the above-mentioned funds have been eliminated in full.

(c) Fair value measurement

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 under current market conditions (i.e. an exit price) regardless of whether that price is directly derived from observable inputs or estimated using another valuation technique.

When estimating the fair value of an asset or liability, the school uses valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, maximising the use of relevant observable inputs and minimising the use of unobservable inputs. Inputs to valuation techniques used to measure fair value are categorised into three levels according to the extent to which the inputs are observable:

- Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the group 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.
- Level 3 inputs are unobservable inputs for the asset or liability.

The School does not hold any assets or liabilities which are classified as Level 1.

The fair value of financial assets and financial liabilities must be measured for recognition and disclosure purposes. Fair value measurement of non-financial assets is based on the 'highest and best use' of the asset. Refer to Note 13: Property, plant and equipment where Level 2 and Level 3 inputs are applied.

The School considers market participant's ability to generate economic benefits by using the assets in their highest and best use. The carrying value less impairment provision of trade receivables and payables are assumed to approximate their fair values due to their short-term nature.

(d) Financial instruments

Recognition

Financial assets and financial liabilities are recognised in the Statement of Financial Position when Board of Trustees of the Ipswich Grammar School becomes a party to the contractual provisions of the financial instrument.

Classification

Financial instruments are classified and measured as follows:

- Cash and cash equivalents
- Receivables – held at amortised cost
- Payables – held at amortised cost
- Borrowings – held at amortised cost
- Lease liabilities – held at amortised cost

Borrowings are initially recognised at fair value, plus any transaction costs directly attributable to the borrowings, then subsequently held at amortised cost using the effective interest method. The effective interest rate is the rate that exactly discounts estimated future cash payments or receipts through the expected life of a financial instrument (or, when appropriate, a shorter period) to the net carrying amount of that instrument.

Any borrowing costs are added to the carrying amount of the borrowing to the extent they are not settled in the period in which they arise. Borrowings are classified as non-current liabilities to the extent that the School has an unconditional right to defer settlement until at least 12 months after reporting date.

The carrying amounts of trade receivables and payables approximate their fair value.

No financial assets and financial liabilities have been offset and presented on a net basis in the Statement of Financial Position.

The School does not enter into transactions for speculative purposes, nor for hedging. Apart from cash and cash equivalents, Board of Trustees of the Ipswich Grammar School holds no financial assets classified at fair value through profit or loss or fair value through other comprehensive income.

(e) Taxation

Board of Trustees of the Ipswich Grammar School is a State body as defined under the *Income Tax Assessment Act 1936* and is exempt from Commonwealth taxation with the exception of Fringe Benefits Tax (FBT) and Goods and Services Tax (GST). FBT and GST are the only taxes accounted for by the School. GST credits receivable and GST payable to the ATO are recognised in the Statement of Financial Position.

(f) Issuance of financial statements

The Financial Statements are authorised for issue by the Chair and Business Manager on behalf of the Board of Trustees at the date of signing the Management Certificate.

(g) Accounting estimates and judgements

The preparation of Financial Statements necessarily requires the determination and use of certain critical accounting estimates, assumptions and management judgement that have that potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Such estimates, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

Estimates and assumptions that have a potential significant effect are outlined in the following Financial Statement notes:

- Valuation of property, plant and equipment – Note 13
- Accrued employee benefits – Note 15
- Allowance for expected credit losses – Note 11 and 12
- Lease term and incremental borrowing rate – Note 16

(h) Other presentation matters

Amounts included in the Financial Statements are in Australian Dollars and have been rounded to the nearest \$1,000 or where that amount is \$500 or less, to zero, unless disclosure of the full amount is specifically required.

Assets and liabilities are classified as either 'current' or 'non-current' in the Statement of Financial Position and associated notes.

Assets are classified as 'current' where their carrying amount is expected to be realised within 12 months after the reporting date. Liabilities are classified as 'current' when they are due to be settled within 12 months after the reporting date, or the School does not have an unconditional right to defer settlement to beyond 12 months after the reporting date. All other assets and liabilities are classified as non-current.

Where necessary, comparative information has been reclassified and repositioned for consistency with current year disclosures.

Note 2: Tuition and boarding fees

| | 2023 \$'000 | 2022 \$'000 |
|--|----------------|----------------|
| Tuition fees | 13,554 | 11,826 |
| Boarding fees | 2,621 | 2,135 |
| Capital levy | 393 | 310 |
| Full fee-paying overseas students | 421 | 285 |
| Confirmation fees | 160 | 141 |
| Enrolment fees | 66 | 40 |
| Total tuition and boarding fees | 17,215 | 14,737 |

Accounting policy

Fee revenue

Fee revenue, with the exception of enrolment fees, is recognised over time as the related services (provision of tuition and boarding facilities) are provided. Fees are typically raised in advance of each term and are due for payment by the end of each term.

Where applicable, fees are recognised net of allowances, discounts, bursaries and scholarships. Estimates of these elements of variable consideration are not constrained as the amount of these items is known as of the conclusion of each School year.

Where funds are received in advance of services being provided, the School recognises a contract liability, representing the School's obligation to transfer services to the customer in future periods. Refer to Note 18: Other current liabilities.

Confirmation fees are raised to a student once their application to the School has been deemed successful. AASB 15 *Revenue from Contracts with Customers* requires an assessment of whether an upfront fee represents an advance payment for future goods or services, or a separate performance obligation. As confirmation fees are highly interrelated with tuition fees, these fees have been considered as an advance payment for future tuition services, and therefore are initially recognised as a contract liability and are released to revenue as future services are provided.

Note 3: Grants and contributions

| | 2023 \$'000 | 2022 \$'000 |
|---------------------------------------|----------------|----------------|
| Commonwealth | 10,727 | 9,679 |
| State | 2,701 | 2,444 |
| Special purposes | 739 | 116 |
| Endowment | 22 | 22 |
| Total grants and contributions | 14,189 | 12,261 |

Accounting policy

Where the grant agreement is enforceable and contains sufficiently specific performance obligations for the school to transfer goods or services to a third-party on the grantor's behalf, the transaction is accounted for under AASB 15 *Revenue from Contracts with Customers*. In this case, revenue is initially deferred (as a contract liability) and recognised as or when the performance obligations are satisfied.

Otherwise, the grant is accounted for under AASB 1058 *Income of Not-for-Profit Entities*, whereby revenue is recognised upon receipt of the grant funding, except for special purpose capital grants received to construct non-financial assets to be controlled by the school. Special purpose capital grants are recognised as a contract liability when received, and subsequently recognised progressively as revenue as the School satisfies its obligations under the grant through construction of the asset.

Note 4: Other revenue

| | 2023 \$'000 | 2022 \$'000 |
|-------------------------------------|----------------|----------------|
| Insurance income | 241 | 217 |
| Tuckshop commission | 40 | 35 |
| Hire of school facilities | 14 | 33 |
| Before and after school care income | 32 | 30 |
| Music tuition | 18 | 20 |
| Study tours | 200 | - |
| Other revenue | 113 | 166 |
| Total other revenue | 658 | 501 |

Note 5: Employee expenses

| | 2023 \$'000 | 2022 \$'000 |
|---|----------------|----------------|
| Employee benefits | | |
| Wages and salaries | 16,353 | 14,751 |
| Employer superannuation contribution | 1,949 | 1,743 |
| Annual leave and long service leave provision expense | 244 | 120 |
| Other employee benefits | 102 | 154 |
| Employee related expenses | | |
| Workers' compensation premium | 192 | 152 |
| Total employee expenses | 18,840 | 16,920 |
| Number of FTE employees | 147 | 139 |

Accounting policy

Employee benefits

Employer superannuation contributions, annual leave and long service leave are regarded as employee benefits.

Worker's compensation insurance is a consequence of employing employees but is not counted in an employee's total remuneration package. It is not an employee benefit and is recognised separately as employee related expenses.

Wages, salaries and sick leave

Wages and salaries due but unpaid at reporting date are recognised in the Statement of Financial Position at the current salary rates.

As the School expects such liabilities to be wholly settled within 12 months of reporting date, the liabilities are recognised at their undiscounted values.

Prior history indicates that on average, sick leave taken each reporting period is less than the entitlement accrued. This is expected to continue in future periods. Accordingly, it is unlikely that existing accumulated entitlements will be used by employees and no liability for unused sick leave entitlements is recognised.

As sick leave is non-vesting, an expense is recognised for this leave as it is taken.

Superannuation

Employer superannuation contributions are expensed in the period in which they are paid or payable.

Note 6: Key management personnel and remuneration

Key management personnel and remuneration disclosures are made in accordance with section 5 of the Financial Reporting Requirements for Queensland Government Agencies issued by Queensland Treasury. The School has defined its key management personnel (KMP) in context of being constituted under the *Grammar Schools Act 2016*.

KMP Positions and Responsibilities – Year ended 31 December 2023

| Position | Responsibilities | Contract classification and appointment authority | Date appointed to the position/(Date resigned from the position) |
|------------------------------|---|---|--|
| Elected Trustee | To supervise, maintain and control the conduct of the School. To make rules with regards to the management and control of the School. | Elected positions through roll of electors and appointed by Governor in Council | 10/03/2022 |
| Government Appointed Trustee | | Appointed by the Governor in Council | 10/03/2022 |
| Headmaster/CEO | The Headmaster/CEO is responsible for the implementation of plans and strategies as approved by the Board of Trustees. | Five-year contract - appointed | 1/01/2021 |
| Deputy Headmaster | The Deputy Headmaster supports the Headmaster/CEO in the implementation of plans and strategies as delegated by the Headmaster/CEO in the areas of curriculum, student welfare and pastoral care. | Five-year contract | 1/01/2019 |
| Business Manager | The Business Manager supports the Headmaster/CEO in the implementation of plans and strategies in relation to finance, administration, facilities, operations and human resources. Additionally, manages government reporting and Board secretarial duties. | Permanent | 1/01/2023 |
| Head of Junior School | The Head of Junior School supports the Headmaster/CEO in the implementation of plans and strategies in relation to the Junior School. | Five-year contract | 1/01/2019 |

KMP Positions and Responsibilities – Year ended 31 December 2022

| Position | Responsibilities | Contract classification and appointment authority | Date appointed to the position/(Date resigned from the position) |
|------------------------------|---|---|--|
| Elected Trustee | To supervise, maintain and control the conduct of the School. To make rules with regards to the management and control of the School. | Elected positions through roll of electors and appointed by Governor in Council | 10/03/2022 |
| Government Appointed Trustee | | Appointed by the Governor in Council | 10/03/2022 |
| Headmaster/CEO | The Headmaster/CEO is responsible for the implementation of plans and strategies as approved by the Board of Trustees. | Five-year contract - appointed | 1/01/2021 |
| Deputy Headmaster | The Deputy Headmaster supports the Headmaster/CEO in the implementation of plans and strategies as delegated by the Headmaster/CEO in the areas of curriculum, student welfare and pastoral care. | Five-year contract | 1/01/2019 |
| Business Manager | The Business Manager supports the Headmaster/CEO in the implementation of plans and strategies in relation to finance, administration, facilities, operations and human resources. Additionally, manages government reporting and Board secretarial duties. | Five-year contract | 27/08/2018 |
| Head of Junior School | The Head of Junior School supports the Headmaster/CEO in the implementation of plans and strategies in relation to the Junior School. | Five-year contract | 1/01/2019 |

The remuneration and other terms of employment for key executive management personnel are specified in their individual employment contracts and comprise of the following components:

- Short term employee benefits which include:
 - Base: consisting of base salary, allowances and leave entitlements earned and expensed for the entire year or for that part of the year during which the employee occupied the specified position. Amounts disclosed equal the amount expensed in the Statement of Profit or Loss and Other Comprehensive Income;
 - Non-monetary Benefits: consisting of provision of school fees and rent together with the FBT applicable to the benefit;
- Long term employee benefits – mainly long service leave entitlements earned and expensed;
- Post-employment benefits – mainly superannuation contributions;
- Termination payments are not provided for within individual contracts of employment. Contracts of employment provide only for notice periods or payments in lieu of notice on termination, regardless of the reason for termination; and
- No performance bonuses were paid.

| 2023 | | | | | | |
|--------------------------------|------------------------------|---------------------|--|-------------------------------|-----------------------------|-----------------------|
| Position | Short term employee benefits | | Total long-term employee benefits \$'000 | Post employee benefits \$'000 | Termination benefits \$'000 | Total expenses \$'000 |
| | Monetary expenses \$'000 | Non-monetary \$'000 | | | | |
| Elected Trustees | - | - | - | - | - | - |
| Ministerial Appointed Trustees | - | - | - | - | - | - |
| Headmaster/ CEO | 541 | - | 70 | 68 | - | 679 |
| Deputy Headmaster | 221 | - | 12 | 24 | - | 257 |
| Business Manager | 258 | 45 | 14 | 34 | - | 351 |
| Head of Junior School | 153 | 13 | 7 | 17 | - | 190 |
| Total | 1,173 | 58 | 103 | 143 | - | 1,477 |

| 2022 | | | | | | |
|--------------------------------|------------------------------|---------------------|--|-------------------------------|-----------------------------|-----------------------|
| Position | Short term employee benefits | | Total long-term employee benefits \$'000 | Post employee benefits \$'000 | Termination benefits \$'000 | Total expenses \$'000 |
| | Monetary expenses \$'000 | Non-monetary \$'000 | | | | |
| Elected Trustees | - | - | - | - | - | - |
| Ministerial Appointed Trustees | - | - | - | - | - | - |
| Headmaster/ CEO | 516 | - | 25 | 60 | - | 601 |
| Deputy Headmaster | 206 | - | 8 | 21 | - | 235 |
| Business Manager | 230 | 34 | 4 | 24 | - | 292 |
| Head of Junior School | 162 | 13 | 7 | 16 | - | 198 |
| Total | 1,114 | 47 | 44 | 121 | - | 1,326 |

Note 7: Supplies and services

| | 2023 \$'000 | 2022 \$'000 |
|---|----------------|----------------|
| Repairs and maintenance and cleaning expenses | 1,836 | 1,283 |
| Motor vehicle expenses | 1,563 | 1,175 |
| Department expenses | 1,372 | 1,015 |
| Boarding provisions | 832 | 662 |
| Consultants and contractors | 810 | 404 |
| Advertising and promotional | 600 | 479 |
| Computer expenses | 485 | 485 |
| Professional services | 472 | 224 |
| Cost of clothing store goods sold | 394 | 363 |
| Rates and water | 364 | 383 |
| Electricity and gas | 295 | 270 |
| Subscriptions and levies | 187 | 152 |
| Short-term lease expense | 169 | 125 |
| Fees and charges | 38 | 42 |
| Other expenses * | 1,027 | 1,218 |
| Total supplies and services | 10,444 | 8,280 |

* As disclosed in Note 21, during the year ended 31 December 2023, the School has made or agreed to make payments in settlement of a number of matters, or otherwise accrued for payments where the outcome of matters is presently uncertain but payment is considered probable amounting to \$797,000 (2022: \$630,000). Expenditure in relation to settlements is only recognised when it can be measured reliably.

Note 8: Depreciation

| | 2023 \$'000 | 2022 \$'000 |
|---------------------------|----------------|----------------|
| Buildings | 2,237 | 1,920 |
| Land improvements | 57 | 123 |
| Leasehold improvements | 1 | - |
| Motor vehicles | 4 | 8 |
| Leased assets | 161 | 119 |
| Plant and equipment | 371 | 314 |
| Total depreciation | 2,831 | 2,484 |

Accounting policy

Depreciation

Land is not depreciated as it has an unlimited useful life.

Buildings and Plant and Equipment are depreciated on a straight-line basis so as to allocate the net costs or revalued amount of each asset, less its estimated residual value, progressively over its estimated useful life to the School.

Assets under construction (work-in-progress) are not depreciated until they reach service delivery capacity when construction is complete, and the asset is first put to use or is installed ready for use in accordance with its intended application. These assets are then reclassified to the relevant classes within Property, Plant and Equipment.

Where assets have separately identifiable components that are subject to regular replacements, these components are assigned useful lives distinct from the asset to which they relate and are depreciated accordingly.

Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the School.

For each class of depreciable asset, the following depreciation rates are used:

| Class | Rate % |
|---|----------|
| Buildings and building improvements (including heritage assets) | 1%-20% |
| Land improvements | 2%-5% |
| Leasehold improvements | 5% |
| Plant and equipment | 2.5%-50% |
| Motor vehicles | 14% |
| Leased assets | 5%-25% |

Note 9: Other expenses

| | 2023 \$'000 | 2022 \$'000 |
|--|----------------|----------------|
| Insurance premiums | 512 | 377 |
| Impairment loss/(gain) on trade receivables | 147 | (102) |
| Interest expense on leases | 35 | 9 |
| Auditor's remuneration | | |
| Amounts paid to Queensland Audit Office for: | | |
| Audit of financial report * | 42 | 41 |
| Total other expenses | 736 | 325 |

* Total audit fees paid to the Queensland Audit Office relating to the 2023 Financial Statements are estimated to be \$40,000 (2022: \$39,000). There are no non-audit related services included in this amount.

Note 10: Cash and cash equivalents

| | 2023 \$'000 | 2022 \$'000 |
|--|----------------|----------------|
| Cash at bank | 4,819 | 10,530 |
| Clothing store cash | 5 | 5 |
| Imprest accounts | 1 | 1 |
| Total cash and cash equivalents | 4,825 | 10,536 |

Accounting policy

Cash and cash equivalents

For the purposes of the Statement of Financial Position and the Statement of Cash Flows, cash assets include all cash and cheques received at 31 December as well as deposits at call with financial institutions.

Note 11: Receivables

| | 2023 \$'000 | 2022 \$'000 |
|--|----------------|----------------|
| Trade debtors | 336 | 301 |
| Less: Allowance for expected credit loss | (220) | (190) |
| Subtotal | 116 | 111 |
| Other debtors | 184 | 185 |
| Total receivables | 300 | 296 |

Accounting policy

Receivables

Trade debtors are recognised at the amounts due at the commencement of each term based on student enrolments at pre-determined fees per the fee structure as ratified by the Board of Trustees. Settlement of these amounts is required by the end of each term.

Other debtors generally arise from transactions outside the usual operating activities of the School and are recognised at their assessed values. The terms of payment are 30 days from date of invoice, no interest is charged and no security is obtained.

The School applies the AASB 9 simplified approach to measuring expected credit losses which uses a lifetime expected loss allowance for all trade receivables. For the purposes of determining the allowance for expected credit losses, the School uses a provision matrix which calculates and applies historical default rates based on the type of debtor and the age of the outstanding receivable. This reflects the increasing probability of default occurring the longer trade receivables remain outstanding.

The school has identified contractual payments more than 180 days past due as default events for the purposes of measuring expected credit losses. The gross carrying amount of a receivable is written off (i.e. reduced directly) when the counterparty is in severe financial difficulty and the School has no realistic expectation of recovery of the financial asset. Financial assets written off remain subject to enforcement action by the School. Recoveries if any, are recognised in profit or loss.

Note 12: Expected credit loss

| | 2023 \$'000 | 2022 \$'000 |
|---------------------------------------|----------------|----------------|
| Balance at the beginning of the year | 190 | 484 |
| Amounts written off during the year | 117 | (192) |
| (Decrease) in allowance | (87) | (102) |
| Balance at the end of the year | 220 | 190 |

Note 13: Property, plant and equipment

| | 2023 \$'000 | 2022 \$'000 |
|---|----------------|----------------|
| Land | | |
| Land - At fair value | 9,772 | 9,490 |
| | 9,772 | 9,490 |
| Buildings | | |
| Buildings - At fair value | 127,038 | 111,145 |
| Buildings - Accumulated depreciation | (58,862) | (55,781) |
| | 68,176 | 55,364 |
| Land improvements | | |
| Land improvements - At fair value | 2,886 | 2,639 |
| Land improvements - Accumulated depreciation | (1,318) | (1,164) |
| | 1,568 | 1,475 |
| Leasehold improvements | | |
| Leasehold improvements - At fair value | 70 | - |
| Leasehold improvements - Accumulated depreciation | (1) | - |
| | 69 | - |
| Motor vehicles | | |
| Motor vehicles - At cost | 117 | 117 |
| Motor vehicles - Accumulated depreciation | (110) | (106) |
| | 7 | 11 |
| Leased assets | | |
| Leased assets | 5,901 | 562 |
| Leased assets - Accumulated depreciation | (349) | (240) |
| | 5,552 | 322 |
| Plant and equipment | | |
| School site - At cost | 6,709 | 6,104 |
| Brassall sporting complex - At cost | 413 | 331 |
| Early learning centre – At cost | 169 | - |
| Plant and equipment - Accumulated depreciation | (5,304) | (5,051) |
| | 1,987 | 1,384 |
| Work in progress at cost | 484 | 4,600 |
| Total property, plant and equipment | 87,615 | 72,646 |

Accounting policy

Property, plant and equipment

Items of property, plant and equipment with a cost or other value equal to or in excess of the following thresholds are recognised for financial reporting purposes in the year of acquisition:

| | |
|---------------------|---------|
| Land | \$1 |
| Buildings | \$1,000 |
| Plant and equipment | \$1,000 |

Items with a lesser value are expensed in the year of acquisition.

Expenditure is only capitalised if it increases the service potential or useful life of the existing asset. Maintenance expenditure that merely restores original service potential (arising from ordinary wear and tear etc.) is expensed.

Acquisitions of assets

Actual cost is used for the initial recording of all non-current physical asset acquisitions. Cost is determined as the value given as consideration plus costs incidental to the acquisition, including all other costs incurred in getting the assets ready for use, including architects' fees and engineering design fees. Any training costs are expensed as incurred.

Revaluations of non-current physical assets

Land, buildings and site improvements are measured at their fair value in accordance with AASB 116 *Property, Plant and Equipment*, AASB 13 *Fair Value Measurement* and Queensland Treasury Non-Current Asset Policies for Queensland Public Sector. In respect of these asset classes, the cost of items acquired during the financial year has been judged by management of the School to materially represent their fair value at the end of the reporting period.

All other items of Property, Plant and Equipment are measured at cost in accordance with the Queensland Treasury's Non-Current Asset Policies for the Queensland Public Sector.

At each balance date the school assesses whether the carrying value of land, buildings and improvements materially differs from its carrying value. Materiality concepts (according to the Framework for the Preparation and Presentation of Financial Statements) are considered in determining whether the difference between the carrying amount and the fair value of an asset is material. Changes in value of less than 5% are considered immaterial.

Revaluations based on comprehensive valuations prepared by an independent professional valuer are undertaken at least once every five years. However, if a class of asset experiences significant and volatile changes in fair value (ie: where indicators suggest that the value of the class of asset may have changed by 20% or more from one reporting period to the next), it is subject to such revaluations in the reporting period, where practicable, regardless of the timing of previous such methods of revaluation.

Where indices are used in the revaluation process, the School ensures that the application of such indices would result in a valid estimation of the asset's fair value of reporting date.

Any revaluation increment arising on the revaluation of an asset is credited to the Asset Revaluation Surplus in the statement of changes in equity of the appropriate class, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense through the statement of profit and loss and other comprehensive income. A decrease in the carrying amount on revaluation is charged as an expense, to the extent it exceeds the balance, if any, in the Asset Revaluation Surplus relating to that asset class.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

Separately identified components of assets are measured on the same basis as the assets to which they relate.

Asset values as at 31 December 2023

An independent desktop valuation of land, buildings and site improvements was performed as at 31 December 2023 by JLL Public Sector Valuations (JLL) in accordance with Australian Accounting Standards, including AASB 13 Fair Value Measurement AASB 116 Property, Plant and Equipment, and the Queensland Treasury Non-Current Asset Policies for the Queensland Public Sector (NCAP3 - Valuation of Assets). At that date, the valuation was based on indices for the period 1 January 2023 to 31 December 2023.

JLL's valuation has determined a value increase of 8% for buildings, site improvements and land - residential. Whilst a value increase of 2% for the campus and fields land was also determined.

JLL considered the application of the various construction price indices and sales evidence, characteristics of the local Ipswich construction industry and property market, the level of building approvals, both residential and non-residential, key infrastructure projects in the region and general economic conditions.

An adjustment was made to increase the fair value of these assets at 31 December 2023 as detailed in Note 19.

Asset values as at 31 December 2022

As at 31 December 2022, land, site improvements and buildings were revalued based on independent comprehensive valuations of land and buildings completed by JLL using 'fair value' principles. The valuation of land and residential buildings is valued on a "market approach" valuation basis which is based on publicly available data on sales of similar land/buildings in nearby localities in the 12 months prior to 31 December 2022 (Level 2 and Level 3 fair value hierarchy inputs were used).

School buildings and site improvements are valued based on a "cost approach" applying current replacement cost, due to the specialised nature and lack of an active market for these assets (Level 3 fair value hierarchy inputs were used).

Replacement costs for components of buildings and site improvements are determined using published indicative unit construction costs as well as information from JLL's internal data base. Replacement cost is then adjusted by an accumulated depreciation which is determined based on factors such as the age, internal features and physical condition of the assets. The overall increase in replacement cost per square metre has resulted in an increase in the valuation.

Additional disclosures

The School has been granted a Deed of Grant pursuant to the *Alienation of Crown Lands Act 1860* over Crown land reserves 832 and 833. The land is retained by the Crown; however, the economic benefits of this land accrue to Board of Trustees of the Ipswich Grammar School and is administered by the School. The fair value of this land is \$2,988,600 as at 31 December 2023 (2022: \$2,930,000).

In assessing land held under a Deed of Grant in Trust (DOGIT) structure, the highest and best use must be taken into account, however this does not mean that the land is valued without having regard to current restrictions, as typically DOGIT land brings with it restriction upon the free use of the land which are not encountered on other fee simple lands.

The valuer has applied their experience in valuing DOGIT land, research regarding adjustments for restrictions, and applicable historical case law in deriving the valuation of the DOGIT land.

| PROPERTY, PLANT AND EQUIPMENT RECONCILIATION | Land \$'000 | Buildings \$'000 | Land improv's. \$'000 | L/hold improv's. \$'000 | Motor vehicles \$'000 | Leased assets \$'000 | Plant / equipment \$'000 | Work in progress \$'000 | Total \$'000 |
|---|------------------------|-----------------------------|--------------------------------------|--|--------------------------------------|-------------------------------------|---|--|-------------------------|
| Carrying amount as at 1 Jan 2023 | 9,490 | 55,364 | 1,475 | - | 11 | 322 | 1,384 | 4,600 | 72,646 |
| Acquisitions | - | 424 | 36 | 70 | - | 5,414 | 941 | 6,321 | 13,206 |
| Disposals | - | (21) | - | - | - | - | (34) | - | (55) |
| Transfer between asset classes | - | 10,393 | - | - | - | - | 44 | (10,437) | - |
| Revaluation | 282 | 4,253 | 114 | - | - | - | - | - | 4,649 |
| Depreciation | - | (2,237) | (57) | (1) | (4) | (161) | (371) | - | (2,831) |
| Carrying amount as at 31 Dec 2023 | 9,772 | 68,176 | 1,568 | 69 | 7 | 5,552 | 1,987 | 484 | 87,615 |

Note 14: Payables

| | 2023 \$'000 | 2022 \$'000 |
|-----------------------------|----------------|----------------|
| Trade payables | 398 | 29 |
| Other payables and accruals | 1,741 | 1,935 |
| Capital works accrual | 96 | 1,257 |
| Total payables | 2,235 | 3,221 |

Accounting policy

Payables

Trade creditors and other payables are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/contract price, gross of applicable trade and other discounts. Amounts owing are unsecured and are generally settled on a 30-day term.

Note 15: Accrued employee benefits

| | 2023 \$'000 | 2022 \$'000 |
|--|----------------|----------------|
| Current | | |
| Long service leave | 1,304 | 1,479 |
| Annual leave | 517 | 448 |
| Other employee benefits | 49 | - |
| Total current accrued employee benefits | 1,870 | 1,927 |
| Non-current | | |
| Long service leave | 328 | 248 |
| Total non-current accrued employee benefits | 328 | 248 |
| Total employee benefits | 2,198 | 2,175 |

Accounting policy

Annual leave and long service leave

Annual Leave and Long Service Leave are accounted for as short-term employee benefits and disclosed as current liabilities to the extent that the School does not have an unconditional right to defer settlement of the liability beyond twelve months of balance date.

In accounting for leave provisions, the school applies both AASB 119 *Employee Benefits* and Queensland Treasury's Financial Reporting Requirements (FRRs).

Entitlements expected to be paid within the 12 months following balance date are recognised at their undiscounted values.

Entitlements expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cash flows are discounted using market yields on government bonds, with terms to maturity that match the expected timing of cash flows. Changes in the measurements of the liability are recognised in the surplus or deficit.

Long service leave liabilities are estimated with reference to the minimum period of qualifying service. For employees with less than the required minimum period of 7 years of qualifying service, the probability that they will reach the required minimum period of service has been taken into consideration in estimating the long service leave liability.

All directly associated on-costs (e.g. employer superannuation contributions and workers' compensation insurance) are also recognised as liabilities, where these on-costs are material.

Note 16: Lease liabilities

| | 2023 \$'000 | 2022 \$'000 |
|--|----------------|----------------|
| Current | | |
| Opening balance | 121 | 103 |
| Additions to lease liabilities | 34 | 121 |
| Less principal repayments | (24) | (103) |
| Total current lease liabilities | 131 | 121 |
| Non-current | | |
| Opening balance | 201 | 322 |
| Additions to lease liabilities | 5,380 | - |
| Less principal repayments | (94) | (121) |
| Total non-current lease liabilities | 5,487 | 201 |
| Total lease liabilities | 5,618 | 322 |

| | 2023 \$'000 | 2022 \$'000 |
|---|----------------|----------------|
| Maturity analysis of future lease payments | | |
| Not later than 1 year | 348 | 127 |
| Later than 1 year and not later than 5 years | 1,797 | 206 |
| Later than 5 years | 7,832 | - |
| Total future lease payments | 9,977 | 333 |

Lease liabilities are effectively secured as the right to leased assets revert to the lessor in the event of default (refer to Note 13: Property, Plant and Equipment). The School's leases for motor vehicles and buses have an average lease term of 4 years and implicit interest rates that range from 2.16% to 7.95% (2022: 2.16% to 4.63%) per annum. The School's lease of property for an early learning centre has a term of 20 years, the option to renew twice for a further 10 years and an implicit interest rate of 5.85% per annum.

The School as a lessee

The School considers whether a contract is, or contains a lease. A lease is defined as 'a contract, or part of a contract, that conveys the right to use an asset (the underlying asset) for a period of time in exchange for consideration'.

To apply this definition the School assesses whether the contract meets three key evaluations which are whether:

- The contract contains an identified asset, which is either explicitly identified in the contract or implicitly specified by being identified at the time the asset is made available to the School;
- The School has the right to obtain substantially all of the economic benefits from use of the identified asset throughout the period of use, considering its rights within the defined scope of the contract; and
- The School has the right to direct use of the identified asset throughout the period of use. The School assess whether it has the right to direct 'how and for what purpose' the asset is used throughout the period of use.

Measurement and recognition of leases as a lessee

At lease commencement date, the School recognises a leased asset and a lease liability on the balance sheet. The leased asset is measured at cost, which is made up of the initial measurement of the lease liability, any initial direct costs incurred by the School, an estimate of any costs to dismantle and remove the asset at the end of the lease, and any lease payments made in advance of the lease commencement date (net of any incentives received).

On the Statement of Financial Position, leased assets have been included in property, plant and equipment (Refer to Note 13: Property, plant and equipment). The School depreciates the leased assets on a straight-line basis from the lease commencement date to the earlier of the end of the useful life of the leased asset or the end of the lease term. The School also assesses the leased asset for impairment when such indicators exist.

At the commencement date, the School measures the lease liability at the present value of the lease payments unpaid at that date, discounted using the interest rate implicit in the lease if that rate is readily available or the School's incremental borrowing rate.

Lease payments included in the measurement of the lease liability are made up of fixed payments (including in substance fixed), variable payments based on an index or rate, amounts expected to be payable under a residual value guarantee and payments arising from options reasonably certain to be exercised.

Subsequent to initial measurement, the liability will be reduced for payments made and increased for interest. It is remeasured to reflect any reassessment or modification, or if there are changes in in-substance fixed payments. When the lease liability is remeasured, the corresponding adjustment is reflected in the leased asset, or profit and loss if the leased asset is already reduced to zero.

The School has elected to recognise short-term leases (lease term less than 12 months) and leases of low-value assets (\$10,000 threshold) as an expense in profit and loss on a straight-line basis over the lease term.

Note 17: Borrowings

| | 2023 \$'000 | 2022 \$'000 |
|------------------------|----------------|----------------|
| Opening balance | 8,461 | 8,877 |
| Less: Repayments | (419) | (416) |
| Closing balance | 8,042 | 8,461 |
| Current | 433 | 426 |
| Non-current | 7,609 | 8,035 |

The School was approved for borrowings of \$9.5 million from Queensland Treasury Corporation (QTC) for the construction of the STEM building. The term of the loan is 20 years and expires in 2043.

Note 18: Other current liabilities

| | 2023 \$'000 | 2022 \$'000 |
|--|----------------|----------------|
| Opening balance | 1,483 | 1,354 |
| New contract liabilities | 925 | 990 |
| Contract liabilities reversed to revenue | (890) | (861) |
| Closing balance | 1,518 | 1,483 |

Note 19: Asset revaluation surplus

| | 2023 \$'000 | 2022 \$'000 |
|----------------------------|----------------|----------------|
| Balance 1 January | 50,910 | 49,076 |
| Revaluation increments | 4,649 | 1,834 |
| Balance 31 December | 55,559 | 50,910 |

Note 20: Related party transactions

There were no related party transactions in the current or previous financial years.

Note 21: Contingencies

(a) Commonwealth and State Government capital grants

Pursuant to the conditions attached to Commonwealth and State Government capital grants, the School is contingently liable to repay, based on a formula, all or part of the grants received if the project to which the funds are applied ceases to be used for the purpose approved or is sold or otherwise disposed of within 20 years of completion of the project. The conditional capital grants amortised value not recognised in the financial statements as at 31 December 2023 is \$2,885,611 (2022: \$2,564,246).

Board of Trustees of the Ipswich Grammar School is of the opinion that the School will continue in its current capacity and therefore any liability is unlikely to materialise.

(b) Other Contingencies

In the ordinary course of the School activities, issues arise which may involve the entity in commercial negotiation. At the date of this report, the School is aware of a number of matters that have not yet reached a stage where management considers that it is possible to reliably estimate the outcome of the matters or the amount of any potential settlement. Further information in relation to these is not disclosed on the basis that it may unreasonably prejudice the School in its dealings with these ongoing matters and any future matters of a similar nature which may arise. Note 7 contains the total values of claims settled or in the process of being settled.

Note 22: Events occurring after balance date

There has been no matter or circumstance which has arisen since 31 December 2023 that has significantly affected or may significantly affect the operations of the school, the results of those operations, or the state of affairs of the school.

Note 23: Trust transactions and balances

The School acts as trustee for and manages a number of trusts established by benefactors.

As the School performs only a custodial role in respect of these transactions and balances, they are not recognised in the Financial Statements but are disclosed in these notes for the information of users.

| | 2023 \$'000 | 2022 \$'000 |
|-----------------------------------|----------------|----------------|
| Current assets | | |
| Cash * | 576 | 227 |
| Total | 576 | 227 |
| Trust revenue and expenses | | |
| Revenue | | |
| Donations received | 339 | - |
| Deposits received | 19 | 8 |
| Interest and prizes | 11 | 3 |
| Total | 369 | 11 |
| Expenses | | |
| Prizes | 6 | - |
| Deposit refunds | 14 | 7 |
| Total | 20 | 7 |

* Cash represents the following:

- The GC Burnett and VWJ Siemon Memorial Educational Trust consisting of funds pledged for "The Burnett Studentship" and includes interest earned;
- Prizes Trust Fund consisting of funds pledged for prize recipients at the School awards night and includes interest earned;
- Deposits Held in Trust being funds received for confirmation of enrolment of students; and
- The Funds Owed to School consisting of deposits made into the trust account for school fees paid in advance. These fees are payable to the School.

Accounting policy

Trust transactions and balances

The School undertakes certain trustee transactions. As the School acts only in a custodial role in respect of these transactions and balances, they are not recognised in the Financial Statements.

Note 24: Commitments for expenditure

Nil at 31 December 2023 (31 December 2022: \$4,545,748).

Management Certificate

For the year ended 31 December 2023

Certificate of Board of Trustees of the Ipswich Grammar School

These general purpose financial statements have been prepared pursuant to Section 62(1) of the *Financial Accountability Act 2009* (the Act), Section 39 of the *Financial and Performance Management Standard 2019*, *Australian Charities and Not-for-profits Commission Act 2012*, the Australian Charities and Not-for-profits Commission Regulations 2022 and other prescribed requirements. In accordance with Section 62(1)(b) of the Act we certify that in our opinion:

- a) The prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and
- b) the financial statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Board of Trustees of the Ipswich Grammar School for the financial year ended 31 December 2023 and of the financial position of the School at the end of that year; and

We acknowledge responsibility under Section 7 and Section 11 of the *Financial and Performance Management Standard 2019* for the establishment and maintenance, in all material respects, of an appropriate and effective system of internal controls and risk management processes with respect to financial reporting throughout the reporting period.

In accordance with Section 60.15 of the Australian Charities and Not-for-profits Commission Regulations 2022, we certify that, in our opinion:

- i. There are reasonable grounds to believe the registered entity is able to pay all of its debts, as and when they become due and payable; and
- ii. The financial statements and notes satisfy the requirements of the Australian Charities and not-for-profits Commission Act.

Signed in accordance with a resolution of the Board of Trustees on 21 February 2024.



Mr David Edwards

Chair of the Board of Trustees



Mr Matthew McLoughlin

Business Manager

INDEPENDENT AUDITOR'S REPORT

To Board of Trustees of the Ipswich Grammar School

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Board of Trustees of the Ipswich Grammar School.

The financial report comprises the statement of financial position as at 31 December 2023, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including material accounting policy information, and the management certificate.

In my opinion, the financial report:

- a) gives a true and fair view of the entity's financial position as at 31 December 2023, and its financial performance and cash flows for the year then ended
- b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019, the *Australian Charities and Not-for-profits Commission Act 2012*, the Australian Charities and Not-for-profits Commission Regulations 2022 and Australian Accounting Standards – Simplified Disclosures.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the entity in accordance with the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including independence standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises financial and non-financial information (other than the audited financial report).

Those charged with governance are responsible for the other information.

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

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Responsibilities of the entity for the financial report

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019, the *Australian Charities and Not-for-profits Commission Act 2012*, the Australian Charities and Not-for-profits Commission Regulations 2022 and Australian Accounting Standards – Simplified Disclosures, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the entity or to otherwise cease operations.

Those charged with governance are responsible for overseeing the entity's financial reporting process.

Auditor's responsibilities for the audit of the financial report

My 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 my 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of my responsibilities for the audit of the financial report is located at the *Auditing and Assurance Standards Board* website at:

https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of my auditor's report.

Report on other legal and regulatory requirements

Statement

In accordance with s. 40 of the *Auditor-General Act 2009*, for the year ended 31 December 2023:

- a) I received all the information and explanations I required.
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Financial Accountability Act 2009*, any other Act and the Financial and Performance Management Standard 2019. The applicable requirements include those for keeping financial records that correctly record and explain the entity's transactions and account balances to enable the preparation of a true and fair financial report.



Jacqueline Thornley
as delegate of the Auditor-General

23 February 2024

Queensland Audit Office
Brisbane

Glossary

| | |
|--------|---|
| AASB | Australian Accounting Standards Board |
| ARRs | Annual Report Requirements for Queensland Government Agencies |
| ATAR | Australian Tertiary Admission Rank |
| CEO | Chief Executive Officer |
| CRICOS | Commonwealth Register of Institutions and Courses for Overseas Students |
| DOGIT | Deed of Grant in Trust |
| FAA | Financial Accountability Act 2009 |
| FTE | Full Time Equivalent |
| FRRs | Financial Reporting Requirements |
| FPMS | Financial and Performance Management Standard 2019 |
| GPS | The Great Public Schools' Association of Queensland |
| IDEALS | Internationalism, Democracy, Environmentalism, Adventure, Leadership, and Service |
| IGS | Ipswich Grammar School |
| ISQ | Independent Schools Queensland |
| ISSN | International Standard Serial Number |
| KMP | Key Management Personnel |
| OP | Overall Position |
| QCE | Queensland Certificate of Education |
| QTC | Queensland Treasury Corporation |
| NAPLAN | National Assessment Program – Literacy and Numeracy |
| NSSAB | Non-State Schools Accreditation Board |
| TASS | The Alpha School System |
| VET | Vocational Education Training |

Compliance Checklist 2023

| Summary of requirement | | Basis for requirement | Annual report reference |
|---------------------------------------|--|---|-------------------------|
| Letter of compliance | <ul style="list-style-type: none"> A letter of compliance from the accountable officer or statutory body to the relevant Minister/s | ARRs – section 7 | p.2 |
| Accessibility | <ul style="list-style-type: none"> Table of contents Glossary | ARRs – section 9.1 | p.3 p.61 |
| | <ul style="list-style-type: none"> Public availability | ARRs – section 9.2 | p.4 |
| | <ul style="list-style-type: none"> Interpreter service statement | <i>Queensland Government Language Services Policy</i> ARRs – section 9.3 | p.4 |
| | <ul style="list-style-type: none"> Copyright notice | <i>Copyright Act 1968</i> ARRs – section 9.4 | p.4 |
| | <ul style="list-style-type: none"> Information Licensing | <i>QGEA – Information Licensing</i> ARRs – section 9.5 | Not Applicable |
| General information | <ul style="list-style-type: none"> Introductory Information | ARRs – section 10 | p.7 |
| Non-financial performance | <ul style="list-style-type: none"> Government’s objectives for the community and whole-of-government plans/specific initiatives | ARRs – section 11.1 | p.10 |
| | <ul style="list-style-type: none"> Agency objectives and performance indicators | ARRs – section 11.2 | p.11 |
| | <ul style="list-style-type: none"> Agency service areas and service standards | ARRs – section 11.3 | p.13 |
| Financial performance | <ul style="list-style-type: none"> Summary of financial performance | ARRs – section 12.1 | p.15 |
| Governance – management and structure | <ul style="list-style-type: none"> Organisational structure | ARRs – section 13.1 | p.16 and p.20 |
| | <ul style="list-style-type: none"> Executive management | ARRs – section 13.2 | p.16 |
| | <ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) | ARRs – section 13.3 | p.17 |
| | <ul style="list-style-type: none"> Public Sector Ethics | <i>Public Sector Ethics Act 1994</i> ARRs – section 13.4 | p.19 |

| Summary of requirement | | Basis for requirement | Annual report reference |
|---|---|--|-------------------------|
| | <ul style="list-style-type: none"> Human Rights | <i>Human Rights Act 2019</i> ARRs – section 13.5 | p.19 |
| | <ul style="list-style-type: none"> Queensland public service values | ARRs – section 13.6 | Not Applicable |
| Governance – risk management and accountability | <ul style="list-style-type: none"> Risk management | ARRs – section 14.1 | p.21 |
| | <ul style="list-style-type: none"> Audit committee | ARRs – section 14.2 | p.21 |
| | <ul style="list-style-type: none"> Internal audit | ARRs – section 14.3 | p.23 |
| | <ul style="list-style-type: none"> External scrutiny | ARRs – section 14.4 | p.23 |
| | <ul style="list-style-type: none"> Information systems and recordkeeping | ARRs – section 14.5 | p.24 |
| | <ul style="list-style-type: none"> Information Security attestation | ARRs – section 14.6 | Not Applicable |
| Governance – human resources | <ul style="list-style-type: none"> Strategic workforce planning and performance | ARRs – section 15.1 | p.25 |
| | <ul style="list-style-type: none"> Early retirement, redundancy and retrenchment | Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2 | p.26 |
| Open Data | <ul style="list-style-type: none"> Statement advising publication of information | ARRs – section 16 | p.26 |
| | <ul style="list-style-type: none"> Consultancies | ARRs – section 31.1 | p.26 |
| | <ul style="list-style-type: none"> Overseas travel | ARRs – section 31.2 | p.26 |
| | <ul style="list-style-type: none"> Queensland Language Services Policy | ARRs – section 31.3 | Not Applicable |
| Financial statements | <ul style="list-style-type: none"> Certification of financial statements | FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1 | p.57 |
| | <ul style="list-style-type: none"> Independent Auditor’s Report | FAA – section 62 FPMS – section 46 ARRs – section 17.2 | p.58 |

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

ARRs *Annual report requirements for Queensland Government agencies*