

# **Independent Assurance Practitioners Compliance Report to the Members of the Australian Curriculum Assessment and Reporting Authority (“ACARA”)**

## **Report on compliance with the ACARA Finance Data Working Group (“ACARA FDWG”) My School Methodology**

### ***Background***

The following entities (the “Reporting Entities”) have submitted financial data to ACARA in relation to Australian schools:

- Department of Education and Training NSW
- Department of Education and Training ACT
- Department of Education and Training NT
- Department of Education and Training (QLD)
- Department of Education and Children’s Services South Australia
- Department of Education and Early Childhood Development Victoria
- Department of Education (WA)
- Department of Education Tasmania
- Queensland Catholic Education Commission
- Tasmanian Catholic Education Commission
- South Australian Commission for Catholic Schools
- Catholic Education Commission of New South Wales
- Catholic Education Commission, Archdiocese of Canberra and Goulburn
- Catholic Education Commission of Victoria Ltd
- Catholic Education Council of the Northern Territory
- Catholic Education Commission of Western Australia
- Entities providing school education independent from government or Catholic education authorities, collectively referred to as “Independent Schools” – via their reporting obligations to the Department of Education, Employment and Workplace Relations (“DEEWR”) and via their responses to direct information requests from ACARA.

The Ministerial Council for Education, Early Childhood Development and Youth Affairs (“MCEECDYA”) requires the Reporting Entities to submit financial data for the period 1 January 2009 to 31 December 2009 to ACARA so that the data can be presented on the “My School” website in accordance with the reporting methodology developed by the ACARA FDWG and disclosed within the website (“the Methodology”). The Methodology, as approved by MCEECDYA, sets out the reporting requirements for the Reporting Entities for the collection and disclosure of this financial data (“Reporting

Requirements”). We have performed certain assurance procedures on the financial data listed in the data fields set out in Appendix A to this report (“Financial Data”).

### ***Respective Responsibilities***

The Board of ACARA is responsible for the collection, aggregation, upload and disclosure on the My School website of the financial data received from the Reporting Entities in accordance with the Reporting Requirements of the Methodology. The Reporting Entities are responsible for reporting complete and accurate financial data to ACARA for the schools in each of their jurisdictions in accordance with the Reporting Requirements of the Methodology.

Our responsibility is to express a conclusion as to whether the Financial Data complies with the Reporting Requirements of the Methodology, in all material respects. Our assurance engagement has been conducted in accordance with applicable Standards on Assurance Engagements (ASAE 3100 Compliance Engagements) to provide reasonable assurance that:

- a) The Reporting Entities submitted their respective financial data in accordance with the Methodology; and
- b) ACARA has collected, aggregated and disclosed the financial data received from the Reporting Entities in accordance with the Reporting Requirements as defined by the Methodology, with the exception that schools that have merged or consolidated in the year or subsequently will not be disclosed.

Our procedures in relation to government schools included testing, on a sample basis, that Reporting Entity working papers:

- Reconcile to the underlying books and records of each jurisdiction;
- Include all amounts relating to the provision of school level education services;
- Exclude amounts that are specifically excluded under the Methodology and which do not relate to the provision of school level education services; and
- Apply methods of allocation to schools that are in accordance with the Methodology.

Our procedures in relation to Independent schools included testing, on a sample basis, that the working papers prepared by ACARA:

- Agree to the information reported to DEEWR per the Financial Questionnaire, the Finance Data Collection and the information reported directly to ACARA by schools; and
- Comply with the Reporting Requirements set out in the Methodology.

Our procedures in relation to Catholic systemically funded schools included testing, on a sample basis, that the Reporting Entity working papers:

- Agree to the information reported to DEEWR per the Financial Questionnaire and to the Catholic Education Commission’s underlying books and records; and
- Comply with the Reporting Requirements set out in the Methodology.

These procedures have been undertaken to form a conclusion as to whether the Reporting Entities and ACARA have complied in all material respects, with the Reporting Requirements set out in the Methodology, for the financial data for the period from 1 January 2009 to 31 December 2009. We provide no conclusion in relation to schools that have merged or consolidated and do not have a profile on the website.

### ***Use of Report***

This compliance report has been prepared for ACARA and will be displayed on the My School website, for which ACARA are responsible, to assist ACARA in determining the compliance of the Financial Data with the MCEECDYA reporting requirements. We disclaim any assumption of responsibility for any reliance on this report for any purpose other than for which it was prepared.

### ***Inherent Limitations***

In performing our procedures we relied on the accuracy and completeness of the underlying books and records maintained by each Reporting Entity from which the financial data has been extracted. Therefore we did not perform any procedures on these underlying books and records to test their accuracy or completeness. Accordingly, we do not provide any opinion as to the accuracy and completeness of those books and records. These books and records included:

- Department general ledgers
- Individual school returns/ledgers
- Information collected via the Department of Education, Employment and Workplace Relations (“DEEWR”) Financial Questionnaire and Supplementary Finance Data Collection for non government schools and system authorities
- Information collected by ACARA directly from non government schools
- Records maintained outside Department general ledger systems including: Payroll source systems, other source systems, various excel databases maintained either within the Department and/or within other Government Departments.

Our assurance procedures were limited to forming an opinion as to whether the Financial Data provided by the Reporting Entities was disclosed on the My School website in accordance with the Methodology.

The Financial Data disclosed on the My School website <http://www.myschool.edu.au> on which we are forming an opinion is limited to the data fields set out in Appendix A to this report as at the close of business on 1 March 2011. We disclaim any assumption of responsibility for and provide no opinion in relation to any changes to the financial data displayed on the website subsequent to this date and in relation to any other data or disclosure beyond the data fields set out in Appendix A.

Furthermore because of the inherent limitations of any evidence gathering procedures and limitations in the responsible parties’ internal control frameworks it is possible that fraud, error or non compliance may occur and not be detected. An assurance engagement is not designed to detect all instances of non compliance with the reporting requirements, as defined by the Methodology, as assurance procedures are not performed continuously throughout the period and the procedures performed in respect of compliance with reporting requirements as defined by the Methodology are undertaken on a test basis. The conclusion expressed in this report has been formed on the above basis.

### ***Independence***

In conducting our engagement, we have complied with the independence requirements of the Australian professional accounting bodies.

### ***Conclusion***

In our opinion the Financial Data for the period from 1 January 2009 to 31 December 2009 in the data fields listed in Appendix A and displayed on the My School website <http://www.myschool.edu.au> as at 1 March 2011, submitted by the Reporting Entities and collated by ACARA, complies, in all material respects, with the Reporting Requirements of the Methodology.

*Deloitte Touche Tohmatsu*

DELOITTE TOUCHE TOHMATSU  
Chartered Accountants  
Dated, 1 March 2011  
Sydney

## **APPENDIX A – Financial data fields**

Our engagement procedures and opinion relate to the data fields set out in the following table, being the total value for each data field only. We have not performed procedures on any other data fields on the website or the per student data.

<b>Recurrent income 2009</b>	<b>Total \$</b>
Australian Government recurrent funding	
State/Territory Government recurrent funding	
Fees, charges and parent contributions	
Other private sources	
<b>Deductions</b>	
Income allocated to current capital projects	
Income allocated to future capital projects and diocesan capital funds	
Income allocated to debt servicing (includes principal repayments and interest on capital loans)	
<b>Total net recurrent income</b>	

<b>Capital Expenditure 2009</b>	<b>Total \$</b>
Australian Government capital expenditure	
State/Territory Government capital expenditure	
New school loans	
Income allocated to current capital projects	
Other	
<b>Total capital expenditure</b>	