

Meeting of Councillors to be held at 2 Thames St., Balmain NSW on Wednesday 6 March at 10am

## AGENDA

1. Apologies
2. Acknowledgement of Country
3. Prayer
4. Conflicts of Interest – The Chair to enquire whether any Councillor or attendee has any actual, perceived or potential conflict of interest regarding any matter to be addressed at the meeting or affecting the Federation more broadly.
5. Section 127 of the Corporations Act 2001 (Cth) – This section allows companies to execute documents (including deeds), without the use of a common seal if the document is signed by any two directors or one director and a secretary. The Chair to enquire whether any documents have been signed in this manner since the last meeting.  
- Nil to report
6. Minutes of meeting dated 26 November 2018 - Page 2
7. Business arising from the minutes - Refer Action Items
  - CSNSW Service Offering - Page 8
  - Education Policy Meeting Frequency - Verbal Report
  - Directors & Officers Insurance - Attached
  - PIT Scores – recurrent funding - Pending Cwth
  - Head of Agency – refer note in minutes post meeting
  - Bank Signatories & Commbiz - Verbal Report
  - Executive Officer Contract - Verbal Report
8. Correspondence – Nil
9. Website Development - Verbal Report
10. Espirito – Issue 2 - For Discussion
11. Minutes of Education Policy Committee – 1 March 2019 - Page 12
12. Executive Officer’s Report
  - (a) Financial Summary & Cash Flow Projection - Page 16
  - (b) Financial Statements & Audit - Verbal Report
  - (c) Insurance Renewals - Verbal Report
  - (d) Members’ Subscriptions – 2019 - Verbal Report
13. Other Business
14. Next Meeting – Wednesday 5 June 2019 – Balmain



**FEDERATION**  
of Religious Institute  
and Ministerial PJP  
Catholic School Authorities  
in NSW and ACT

Minutes of the Meeting of Councillors held at 2 Thames St., Balmain NSW  
on 26 November 2018 at 10am

Present: Br Paul Oakley (Councillor)  
Kitty Guerin (Secretary and Councillor)  
Paul Mastronardi (Councillor)  
Marita Winters (Councillor)  
Frank Malloy (Councillor)  
Leonie Keaney (Councillor)

In Attendance: Greg Smith (Executive Officer)

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Welcome: Br Paul welcomed those present including Marita to her first meeting.

Agenda Items -

1 - Acting Chair It was agreed that Br Paul would assume the role as acting Chair pending election of Council Officers.

2 - Apologies: Nil

3 - Acknowledgement of Country: Br Paul acknowledged the traditional owners of the land on which the meeting took place.

4 - Prayer: Kitty led the meeting in prayer.

5 - Conflicts of Interest: In response to enquiry from the acting Chair, no person present declared any conflict of interest in relation to any agenda item or other matters relating to the Federation.

6 - Election of Council Officers: RESOLVED that the Council Officers to hold office until the next annual general meeting be:

Chair	Br Paul Oakley cfc
Deputy Chair	Paul Mastronardi
Treasurer	Leonie Keaney

7 - Section 127 Corporations Act: In response to enquiry from the acting Chair, the Executive Officer reported that since the last meeting, no documents had been executed in accordance with Section 127 of the Corporations Act.

8 - Previous Minutes: RESOLVED that the minutes of the meeting held on 8 October 2018 be adopted.

9 - Previous Minutes: RESOLVED that the minutes of the meeting held on 9 November 2018 be adopted.

10 - Business Arising from the Minutes:

**Catholic Schools NSW (CSNSW) Service Offering Survey** – The Council noted the email sent to CSNSW on 14 November commenting upon aspects of the possible service offering. Greg advised that receipt of the email had been acknowledged by CSNSW and that the matter was being considered by the Board of CSNSW. Br Paul reported that he would be meeting with Bishop Randazzo on 11 December 2018 regarding the potential for formalisation of a relationship between the members and the Bishops of NSW.

**Website Development and Newsletter** – The following points were discussed:

- The Council agreed on the name "Espirito" as the name for the newsletter with the tagline, "Members bringing their uniqueness to Catholic education". Greg advised that he would obtain artwork incorporating this name and tagline with the logo and circulate to Councillors.
- Greg confirmed the intention to prepare and circulate issues of the newsletter each two months and it was agreed that each should be no longer than two pages, utilising links to website articles once developed. It was agreed that Mail Chimp be used for the December 2018 issue.
- Agreed that the revised constitution be circulated with the December 2018 issue.
- Agreed that a password protected section on the website for Council and Education Policy Committee would be needed but not for members.
- Agreed that an auto-subscribe facility for the newsletter be provided on the website.
- Agreed that links to other organisations include CSNSW, CCER, NESAs and others.
- Agreed that member schools be listed on the website in addition to members. Member consent to be obtained for use of logos.

11 – Correspondence: Nil

12 – Final 2019  
Meeting Dates:

The Council noted the final Council and Education Policy Committee meeting dates for 2019. It was agreed that, at the final Education Policy Committee meeting for 2018, the committee members be consulted on the appropriate frequency of meetings in future years.

13 – Draft Minutes

Annual General Meeting:

The Council noted the draft minutes of the first annual general meeting held on 9 November 2018 and Greg reported that the amendments to the constitution had been made. He advised that the revised document would be lodged with the Australian Charities and Not-for-profits Commission and distributed to members with the forthcoming newsletter.

14 – Councillor  
Indemnity:

The Council noted clauses 65 to 67 of the Federation’s constitution relating to indemnities for Councillors. Greg undertook to provide a copy of the existing Directors and Officers insurance policy to Councillors and again upon renewal at the commencement of 2019.

15 – Education Policy  
Committee:

Kitty reported that Brian McDonald had attended the last meeting on behalf of CSNSW and that following this Greg had followed up on Brian’s offer to provide PIT-based SES scores for RI/PJP schools. She advised that NSW curriculum and school regulation were discussed and that these matters would be pursued at the next meeting when NESAs executives would be attending.

Kitty advised also that some changes to some NESAs requirements were planned. [following the meeting Kitty provided advice that while the requirement for Head of Agency in NSW schools was likely to allow principals to maintain this role, from 2019 governing bodies would be required to become Teacher Accreditation Authorities.] Greg undertook to ask that NESAs executives expand upon this at the 10 December 2018 meeting.

The Council noted the draft minutes of the Education Policy Committee meeting held on 19 October 2018.

16 – Executive  
Officer’s Report:

The Council noted the financial report and cash flow projection as included in the meeting’s papers.

It was RESOLVED that the following changes be made to the list of signatories authorised to operate the

Federation's bank accounts with CBA Limited, including  
BSB 062145 Account No 10355833

Add: Marita Joan Winters  
Remove: Suzanne Frances Fabian

Confirmed that any two authorised signatories may  
operate accounts signing jointly.

It was RESOLVED that the following changes be made to  
the list of authorisers on the Federation's facility with  
Commbiz.

Add: Marita Joan Winters  
Add: Leonie Josephine Keaney  
Remove: Suzanne Frances Fabian

Confirmed that any two authorisers may authorise  
transactions operating jointly.

Greg reported that;

- while schools had received advice from the  
Commonwealth on funding for 2019, advice on transition  
arrangements to 80% of SRS, incorporating PIT-based  
SES, were awaited,

- analysis of funding from information published on  
MySchool for 2016 showed that the average percentage of  
funding from NSW for a range of schools was 29% as  
compared with 23% for ACT and 22% for Victoria. This  
indicated that, relative to Commonwealth funding,  
State/Territory funding would fall further in NSW in  
transitioning to 20% of SRS.

- he had communicated with McCarthy Salkeld regarding  
their appointment as auditors and confirmed that  
notification to neither ASIC nor ACNC was required, and,

- he planned to notify ACNC of changes to the constitution  
and to responsible persons following his meeting with Kitty  
to obtain login access.

It was RESOLVED that members' subscriptions for 2019 be  
set at \$1.25 per student enrolled in each member's  
schools. It was agreed also that consideration of  
subsequent years' subscriptions would need to take  
account of the resources needed as the Federation's  
presence and involvement in Catholic education was  
enhanced.

17 - Executive Officer  
Appraisal:

In the absence of the Executive Officer the Council discussed Greg's performance in the role and negotiation of the renewal of his contract.

18 - Other Business:

Nil

19 - Next Meeting:

Wednesday 6 March 2019 - Location TBA

Closure:

There being no further business the meeting closed.

Read and Confirmed as  
a true and correct record

Chair

Dated

**ACTION ITEMS**

Minute 10	Survey of Schools' Requirements from CSNSW	CSNSW
	Meeting with Bishop Randazzo	Br Paul
	Newsletter and Website	Greg
Minute 12	Education Policy Meeting Frequency	Greg
Minute 14	Directors' and Officers' Insurance	Greg
Minute 15	PIT-based SES Scores	CSNSW
	Head of Agency	NESA
Minute 16	Bank Signatories & Commbiz	Greg
	Subscriptions 2019 (Notices to be sent Jan/Feb 19)	Greg
Minute 17	Executive Officer Contract	Br Paul
Minute 19	Next Meeting Location	Greg

Meeting of Council – 6 March 2019

## Catholic Schools NSW Service Offering – draft for discussion

Of the 46 schools operated by Religious Institutes and Ministerial PJPs in NSW, 42 are operated by Federation members. Of these, 35 have nominated Catholic Schools NSW (CSNSW) as their representative body and 35 (not necessarily the same 35) are members of the NSW Catholic BGA.

All 46 schools are charged a levy by CSNSW for services (\$10 per student in 2018), amounting to in excess of \$350,000. It is understood that this is the same per student amount charged to Diocesan Catholic Schools Offices.

Both the Council and its Education Policy Committee have discussed the arrangements that need to be established to ensure that schools operated by Federation members, and other RI/PJP schools in NSW are not only provided with appropriate and adequate services by CSNSW but also to be appropriately represented in negotiations with governments and other parties. These arrangements need to reflect the rights and obligations of all parties in Catholic education as valid contributors. These parties are:

1. The Bishops of NSW
2. Religious Institutes and Ministerial PJPs as authorities for NSW schools
3. Catholic Schools NSW
4. The Federation
5. Schools operated by Religious Institutes and Ministerial PJPs, including their governing bodies and Principals
6. Diocesan Catholic Schools Offices in each Diocese in NSW
7. Diocesan schools including their governing bodies and Principals

The Federation's Chair met with Bishop Anthony Randazzo, the Bishops' representative on the board of Catholic Schools NSW, during December 2018. While this served to introduce the Federation's issues, it is intended to be followed up with meetings that will culminate in a memorandum of understanding, possibly in the form of a Canonical agreement, between the Bishops of NSW and the Religious Institutes and Ministerial PJPs as authorities for NSW schools. This agreement would enshrine the following high-level principles:

1. Recognition of the different governance structures and arrangements between systemic schools and RI/PJP schools, at both Canon law and civil law.
2. Agreement that notwithstanding differences in governance, that as members of CSNSW the Bishops support and adhere to the principle that the interests of all Catholic schools are upheld equally in the work of CSNSW.
3. Recognition that interest of RI/PJP schools may vary from or even conflict with those of Diocesan schools from time to time, and that CSNSW through inclusion, consultation and negotiation will work to prevent advancement of the interest of one over the other.
4. Recognition that religious institutes, ministerial PJPs and schools that they operate must adhere to civil laws in areas such as privacy and while supportive of the overall interests of Catholic education, may be constrained by law in the information that may be shared.

5. Recognition that as the school authority for funding purposes for all Diocesan schools in NSW, CSNSW provides services that assist CSOs and their schools through distribution of block recurrent funding and the reporting and other compliance obligations associated therewith. Commitment that aside from this, RI/PJP schools are treated equally with Diocesan schools in the services that they may access from CSNSW.

Since the launch of the Federation, the many gestures of inclusion extended by Dallas McInerney and the staff of CSNSW is acknowledged and appreciated. The design and implementation of the services delivery survey during October 2018 was an important step in CSNSW understanding the needs of all Catholic schools in NSW. The Federation's response to this on 14 November is included below as appendix 1 and this may serve as an agenda for progressing discussions with CSNSW. However, before the outcomes of these discussions can form a "services, representation and advocacy agreement" between the schools and CSNSW that conforms with the high-level principles of an agreement with the Bishops, we need to consider engagement with our members and the principals of their schools to ensure that their needs are met.

I look forward to the Council's input and advice on the above matters.

Greg Smith  
Executive Officer

Appendix 1 – Response to CSNSW service offering survey

**From:** Greg Smith  
**Sent:** Wednesday, 14 November 2018 8:27 PM  
**To:** Bronwyn Hession <Bronwyn.Hession@csnsw.catholic.edu.au>  
**Cc:** dallas.mcinerney@csnsw.catholic.edu.au; Paul Oakley (PDOakley@edmundrice.org) <PDOakley@edmundrice.org>; 'Kitty Guerin (kittyguerin@gmail.com)' <kittyguerin@gmail.com>  
**Subject:** Services Delivery Survey

Dear Bronwyn

Thank you again for arranging for the CSNSW service offering survey to be sent to me. I met with Kitty Guerin last Wednesday and again with a small number of principals on Friday afternoon. Our preference would be for us to have a much broader engagement with our members and principals, and while the time pressures of board meetings and the like are understood, we need to take the time to get the services agreement between CSNSW and RI/PJP schools right, as an important part of the common understanding and not as an adjunct to what is happening for Diocesan schools. It is hoped that the next "bite of the cherry" will provide for this.

We have not completed the survey for the above and other reasons but have focused upon the following issues in offering feedback.

1. Where services may be accessed
2. Differing characteristics and therefore needs/opportunities of/for RI/PJP schools
3. Areas where a Catholic perspective is important
4. Areas where CSNSW may provide identical services to both Diocesan and RI/PJP schools
5. Financial considerations
6. A Way Forward

## **1. Where Services May Be Accessed**

Diocesan schools may call upon services provided by CSNSW, but particularly those within larger Dioceses, and unlike RI/PJP schools, they have automatic entitlements to services provided within their respective CSOs. On the other hand, RI/PJP schools, to varying extents rely upon;

1. their RI/PJP for those operating large numbers of schools in NSW and more broadly,
2. the CSO in the Diocese in which they are located, where there is a will on the part of the CSO and services are appropriate,
3. the CSOs in other Dioceses, subject to similar limitations,
4. CSNSW, and,
5. AIS NSW.

Regarding the services accessed from AIS NSW, the following information may be useful:

1. 15 of 46 RI/PJP schools in NSW chose not to be members of the CBGA or not to have CSNSW as their representative body, or both.
2. 29 of the 46 (63%) are members of AIS NSW.
3. Of the remaining 17 who have not joined AIS NSW, 12 are from large RIs/PJPs who provide significant levels of service and support to their schools directly.
4. Aside from schools in these large RIs/PJPs, 24 of the remaining 29 (83%) are members of AIS NSW.

## **2. Differing Characteristics and Therefore Needs/Opportunities**

1. The governance structures of RI/PJP schools vary between each RI and PJP, but generally are more decentralised. Not exclusively but increasingly, RI/PJP schools are companies limited by guarantee where the authority has appointed a board to oversee the management of each school. While governance training is an important need for all schools and general principles may be common to all schools, support in the forms of procedures, templates and checklists may need to differ between those for Diocesan and RI/PJP schools.
2. The governance models of RI/PJP schools lead to the need to maintain privacy for students, families and staff, that may prevent the sharing of information with other Catholic bodies such as CSNSW.
3. RI/PJP schools in NSW are not block funded for recurrent funding and they more closely follow the funding models of non-Catholic independent schools. Most are low to medium fee schools, many of which operate in high socioeconomic areas, therefore suffering more significantly from the shift from resource-based to needs-based funding. They are also not able to benefit from NSW and CSO level resourcing in areas such as recurrent funding re-distribution, staffing and capital expenditure. There is a risk that in the area of funding advocacy, interests of Diocesan and RI/PJP schools may compete.
4. Most principals of RI/PJP schools are members of AHISA and most business managers are members of ASBA. Both associations provide excellent professional development and broader networking opportunities. AIS NSW actively participates with both associations through their governance and professional development.

## **3. Areas where a Catholic perspective is important**

Many aspects of Catholic school operation benefit from a Catholic perspective, including governance, pastoral care, critical incidents, industrial relations, RE, liturgical practice, inclusion, social justice and family/community participation, and CSNSW has an important role in supporting these areas. Similarly, each RI and PJP school contributes its own ethos, charism and culture.

#### **4. Areas Where CSNSW may provide identical services to both Diocesan and RI/PJP schools**

Of course, many needs are common across RI/PJP and Diocesan schools, including special education assessment, teacher/principal accreditation, WHS, child protection, student outcome analysis and curriculum development. Many professional development and leadership development initiatives will be relevant to all school types, subject to limitations imposed by the differences outlined in (2) above.

#### **5. Financial Considerations**

Depending upon the areas where RIs/PJPs and their schools need to access support, they may face affiliation/membership fees from a range of bodies including CSNSW, NCEC, CCER, RI/PJP, AIS and these may total a considerable amount. In addition, costs may apply on a fee for service basis from these parties or other non-profit or private providers. Schools also need to consider the application of section 83C of the Education Act 1990 (NSW) in aligning costs with reasonable market value.

#### **5. A Way Forward**

We look forward to your advice on the priority areas suggested from Diocesan school directors and the extent to which these priorities align with the needs of RI/PJP schools for quality and timely services.

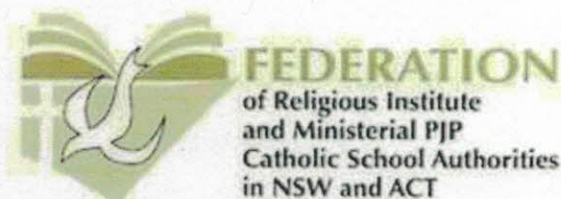
Thanks again. I hope that this information is of value in your analysis and deliberations.

Kind regards

Greg

**Greg Smith**

Executive Officer



ABN 24 622 756 245

T 02 9844 5405

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E [contact@federation.org.au](mailto:contact@federation.org.au)

PO Box 356 Newport NSW 2106

Minutes of the Meeting of the Education Policy Committee held at Brigidine College, St Ives,  
on 1 March 2019 at 9:30am

Present: Kitty Guerin – Committee Chair  
Jane Curran  
Tony Fitzgerald  
John Robinson  
Jennie Hickey

In Attendance: Greg Smith - Executive Officer

Apologies: Marea Nicholson  
Anne Wenham

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Welcome: Kitty welcomed those present and noted the apologies of those listed above.

Acknowledgement  
of Country: Jane acknowledged the traditional owners of the land on which the meeting took  
place and paid respect to the elders, past, present and emerging.

Prayer: Kitty led the meeting in prayer.

Conflicts of Interest: In response to enquiry from the Committee Chair, no person present declared  
any conflict of interest in relation to any agenda item or other matters relating to  
the Federation.

Previous Minutes: RESOLVED that the minutes of the meeting held on 10 December 2018 be  
adopted.

Business Arising from  
the Minutes: Recurrent Funding – Greg provided an outline of the financial implications of  
changes in the funding model for schools in 2017, in 2018, and potentially again  
between 2020 and 2022 with the introduction of the PIT scores. In response to a  
question from the meeting he advised that AIS NSW had indicated that schools  
would be informed of the PIT based SES scores from July 2019.

Greg also informed the meeting that potential differences in the disability  
supplement each year would also impact both Commonwealth and  
State/Territory funding and that this would have a greater impact each year as  
schools undertake their transitions to their SRS entitlements.

NSW Curriculum Review – The committee noted that the submission from  
CSNSW dealt with matters at a high-level basis, and that the review panel's first  
report to the Minister was expected during the second quarter of 2019.

Discussion surrounded the potential conflict between the need for change and the impacts upon teachers and school leaders in dealing with this change, including the potential for further change at the national curriculum level.

CSNSW Service Agreement – The Committee noted the communication from the Executive Officer to CSNSW on 14 November 2018. Kitty asked those present to provide any further comments to Greg so that the matter may be progressed with CSNSW. It was agreed that this matter also be on the agenda for the Principals' Forum to be held on 8 April 2019.

CBGA Principles & Procedures – The Committee noted the paper provided by Mr Brian McDonald of CSNSW and the survey seeking responses on issues concerning the NSW Catholic BGA. Greg outlined his initial responses and undertook to circulate them to the committee. He also undertook to share feedback obtained from several business managers on these issues. Kitty invited feedback from committee members to Greg and indicated that this would be a possible agenda item at the forthcoming Principals' Forum.

Meeting with Sydney Catholic Schools – Greg undertook to seek a meeting before the end of March 2019 with Dr Dan White and Mr Tony Farley, the outgoing and incoming Executive Directors of Sydney Catholic Schools. It was suggested that this meeting would take place in lieu of the next Committee meeting scheduled for 22 March 2019, and would be held at the office of Sydney Catholic Schools or nearby.

Revised Meeting Schedule – Venues – The follow possible venues were suggested for 2019 meetings:

- |                     |                                       |
|---------------------|---------------------------------------|
| - 17 May 2019       | - Mater Dei, Camden or Polding Centre |
| - 14 June 2019      | - Mater Dei, Camden or Polding Centre |
| - 9 August 2019     | - ACU Strathfield                     |
| - 13 September 2019 | - Marist Centre Mascot                |
| - 25 October 2019   | - Polding Centre or TBA               |
| - 29 November 2019  | - Polding Centre or TBA               |

Executive Officer

Meeting with ACSP:

Greg reported that he had attended a meeting of ACSP and provided a presentation on the Federation and its role. He advised that this presentation emphasised the importance of collaborative work between Diocesan schools and RI/PJP schools for the benefit of children in Catholic education.

Principal's Forum:

The Committee agreed upon the following topics for the Principals' Forum to be held on 8 April 2019:

- Students with Disabilities – Assessment Tools and Data Collection – Samantha Giles (CSNSW)
- Capital Funding – Kevin Morrison (CSNSW) and a school principal with recent experience with the NSW CBGA (suggested Tom Galea – Rosebank College).
- Services and Representation by CSNSW – Discussion to be led by Kitty Guerin
- Recurrent Funding Updates – Greg Smith

Greg undertook to confirm availability and briefs with the above suggested speakers and to send invitations with the draft agenda to all RI/PJP principals.

**Catholic Schools**

**Leadership Forum:**

Kitty referred to an invitation to attend a Catholic School Leadership Symposium with the La Salle Academy that had been passed onto her from the Chair of Kildare Ministries. Kitty advised that she would be attending, and Jennie advised that she had also received an invitation and would be attending. Greg undertook to Professor Br David Hall, Dean of the La Salle Academy, introducing the Federation and asking to be included on the invitation list for any future such events.

**Next Meeting:**

Date & Venue TBA - Sydney Catholic Schools  
9:30am - 17 May 2019 – Polding Centre or Mater Dei, Camden

**Other Business:**

Greg referred to an event to be held by the Gonski Institute that had been mentioned to him by Br Paul Oakley. Jane advised that she had received an invitation and undertook to provide details to the Committee members.

Greg referred to the website development and advised that he had sought and received images for inclusion, but that further images from girls' schools would assist to provide balance. Jennie suggested that Redfern Jarjum College be contacted for images depicting children at the College from the Aboriginal community.

The Committee discussed the focus for the next edition of Espirito, suggesting an outline of the various projects in which the Education Policy Committee is involved.

**Closure:**

There being no further business, the meeting closed.

Read and Confirmed as  
A true and correct record

Chair

Dated

**ACTION ITEMS:**

1. Impact of funding changes upon RI/PJP schools  
- Pending advice from Commonwealth – approx. July 2019
2. NSW Curriculum Review  
- Pending NESA report to Minister – interim 2<sup>nd</sup> quarter 2019 & final report end of 2019
3. Further input on CSNSW Service & representation agreement  
- Committee members to provide any comments to Greg

4. CBGA Principles & Procedures
  - Greg to circulate initial Federation response to committee members.
  - Greg to circulate summary of comments from business managers to committee members.
5. CSNSW Service Offering – CSNSW Board consideration of survey responses
  - Pending CSNSW
6. Development of MOU with Bishops and CSNSW
  - Council/CSNSW
7. Meeting with Sydney Catholic Schools
  - Greg to seek meeting time in lieu of 22 March committee meeting
8. Meetings with CSNSW
  - Greg to seek meeting dates during terms 2 & 4, suggested at Polding Centre
9. Principals' Briefing Agenda & Content
  - Greg to confirm availability of presenters (Tom Galea, Sam Giles & Kevin Morrison)
  - Greg to forward invitation & draft agenda to all principals
  - Greg to liaise with presenters to finalise content by 31 March 2019
10. Catholic Schools Leadership Symposium
  - Greg to write to Prof Hall introducing Federation
11. Gonski Institute Event
  - Jane to circulate invitation & details to committee members.

Federation of Religious Institute and Ministerial PJP  
 Catholic School Authorities in NSW and ACT  
 Financial Report - Year ended 31 December 2018

Financial Performance

Income

Subscriptions	\$	47,310
Contributions - Federation Launch	\$	3,400
Contribution CLRI	\$	21,493
Interest Received	\$	314
<b>Total Income</b>	<b>\$</b>	<b>72,517</b>

Expenses

Executive Officer Services	\$	24,000
Legal Expenses	\$	2,000
Insurances - General	\$	1,867
Virtual Office Expenses	\$	874
Printing, Artwork & Stationery	\$	754
Meeting Expenses	\$	391
ICT Expenses - Office 365 & Domain Name	\$	195
Postage	\$	166
Insurance - Workers Compensation	\$	161
Teleconferencing Costs	\$	151
Parking Expenses	\$	133
Bank Fees	\$	5
<b>Total Expenses</b>	<b>\$</b>	<b>30,697</b>
<b>Net Surplus</b>	<b>\$</b>	<b>41,820</b>

These accounts are not audited - refer compilation statement dated 3 March 2019

Federation of Religious Institute and Ministerial PJP  
Catholic School Authorities in NSW and ACT  
Financial Report - Year ended 31 December 2018

Financial Position

Current Assets

Cash at Bank	\$ 12,688
Term Deposits	\$ 30,000
Receivables	\$ 1,224
Prepayments	\$ 668
Deposits	\$ 109
Accrued Income	\$ 231

Total Current Assets \$ 44,920

TOTAL ASSETS \$ 44,920

Current Liabilities

Other Payable Amounts \$ 3,100

Total Current Liabilities \$ 3,100

TOTAL LIABILITIES \$ 3,100

NET ASSETS \$ 41,820

ACCUMULATED FUNDS \$ 41,820

These accounts are not audited - refer compilation statement dated 3 March 2019

Federation of Religious Institute and Ministerial PJP Catholic School Authorities in NSW and ACT Limited  
Cash Flow Projection as at 31 December 2018

	Actual to 31/12/18	31/01/2019	28/02/2019	31/03/2019	30/04/2019	31/05/2019	30/06/2019	31/07/2019	31/08/2019	30/09/2019	31/10/2019	30/11/2019	31/12/2019
<b>INFLWS</b>													
Transfer from CLRI	\$ 21,493			\$ 10,000	\$ 15,000	\$ 20,000	\$ 6,978		\$ 50		\$ 100		\$ 133
Members' Subscriptions Inc GST	\$ 55,781			\$ 1,224	\$ 1,695	\$ 242		\$ 1,500	\$ 10,000		\$ 1,545		\$ 10,000
Members' Subscriptions Exc GST	\$ -			\$ -	\$ -	\$ 30,000		\$ -	\$ 10,050		\$ 10,000		\$ 10,000
Interest Received	\$ 83			\$ 11,224	\$ 16,695	\$ 50,242	\$ 6,978	\$ 1,500	\$ 10,050		\$ 11,645		\$ 10,133
GST Refunds	\$ 949												
From Term Deposits	\$ 20,000												
Total Inflows	\$ 98,306	\$ -	\$ -	\$ 11,224	\$ 16,695	\$ 50,242	\$ 6,978	\$ 1,500	\$ 10,050	\$ -	\$ 11,645	\$ -	\$ 10,133
<b>OUTFLOWS</b>													
Executive Officer Fees	\$ 23,100	\$ 3,300		\$ 9,900	\$ 4,950	\$ 4,950	\$ 4,950	\$ 4,950	\$ 4,950	\$ 4,950	\$ 4,950	\$ 4,950	\$ 4,950
Insurances General	\$ 2,478			\$ 2,540									
Insurance Workers Comp	\$ 240			\$ -									
Meeting Costs	\$ 430			\$ 224									
Legal Expenses	\$ 2,200												
Website	\$ -		\$ 1,898	\$ 1,897				\$ 500					
Other Expenses	\$ 2,505	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550
GST Remittances	\$ 4,665			\$ -	\$ -	\$ 40,000		\$ -					
Term Deposit	\$ 50,000			\$ 10,000	\$ 15,500	\$ 45,500	\$ 5,500	\$ 6,000	\$ 5,500	\$ 5,500	\$ 5,500	\$ 7,700	\$ 5,500
Total Outflows	\$ 85,618	\$ 3,850	\$ 2,448	\$ 15,111	\$ 15,500	\$ 45,500	\$ 5,500	\$ 6,000	\$ 5,500	\$ 5,500	\$ 5,500	\$ 7,700	\$ 5,500
<b>SURPLUS/(DEFICIT)</b>	\$ 12,688	\$ -	\$ 2,448	\$ 3,887	\$ 1,195	\$ 4,742	\$ 1,478	\$ 4,500	\$ 4,550	\$ 5,500	\$ 6,145	\$ 7,700	\$ 4,633
<b>OPENING BANK</b>	\$ -	\$ 12,688	\$ 8,838	\$ 6,390	\$ 2,503	\$ 3,698	\$ 8,440	\$ 9,918	\$ 5,418	\$ 9,968	\$ 4,468	\$ 10,613	\$ 2,913
<b>CLOSING BANK</b>	\$ 12,688	\$ 8,838	\$ 6,390	\$ 2,503	\$ 3,698	\$ 8,440	\$ 9,918	\$ 5,418	\$ 9,968	\$ 4,468	\$ 10,613	\$ 2,913	\$ 7,546
<b>TERM DEPOSITS</b>	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 40,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 40,000	\$ 40,000	\$ 30,000	\$ 30,000	\$ 20,000
<b>TOTAL FUNDS</b>	\$ 42,688	\$ 38,838	\$ 36,390	\$ 32,503	\$ 43,698	\$ 58,440	\$ 59,918	\$ 55,418	\$ 49,968	\$ 44,468	\$ 40,613	\$ 32,913	\$ 27,546

These accounts are not audited - refer compilation statement dated 3 March 2019

COMPILATION REPORT TO FEDERATION OF RELIGIOUS INSTITUTE AND MINISTERIAL PJP CATHOLIC SCHOOL AUTHORITIES IN NSW AND ACT LIMITED ("the Client")

We have compiled the accompanying special purpose financial statements of FEDERATION OF RELIGIOUS INSTITUTE AND MINISTERIAL PJP CATHOLIC SCHOOL AUTHORITIES IN NSW AND ACT LIMITED, being the financial summary, which comprises statements of financial performance and financial position, and cash flow projection.

*The Responsibility of [Those Charged with Governance]*

The Councillors of FEDERATION OF RELIGIOUS INSTITUTE AND MINISTERIAL PJP CATHOLIC SCHOOL AUTHORITIES IN NSW AND ACT LIMITED are solely responsible for the information contained in the special purpose financial statements and have determined that the basis of accounting used is appropriate to meet their needs and for the purpose that the financial statements were prepared.

*Our Responsibility*

On the basis of information provided by the Councillors we have compiled the accompanying special purpose financial statements in accordance with the financial reporting framework and APES 315 Compilation of Financial Information, subject to the limitations applying to a small charity by the Australian Charities and Not-for-profits Commission.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Councillors provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The special purpose financial statements were compiled exclusively for the benefit of the Client. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

Greg Smith Education Pty Ltd  
Greg Smith CA  
248 Lower Plateau Rd, Bilgola Plateau NSW 2107

3 March 2019

**Director: Greg Smith CA, FAICD**

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