

# Annual Report 2023



**MELBOURNE  
POLYTECHNIC**

FRONT COVER: Melbourne Polytechnic engineering student, Lana Hodson, is pictured at the newly launched Advanced Manufacturing Centre of Excellence (AMCOE) at our Heidelberg campus. Melbourne Polytechnic recognises the many benefits of increasing diversity and women's participation in trades industries. We welcome and support all students and apprentices as they build fulfilling careers in the thriving manufacturing sector.

## CONTACT US

---

Melbourne Polytechnic  
Locked Bag 5  
Preston VIC 3072  
AUSTRALIA

1300 635 276

[info@melbournepolytechnic.edu.au](mailto:info@melbournepolytechnic.edu.au)

[www.melbournepolytechnic.edu.au](http://www.melbournepolytechnic.edu.au)

## FOLLOW US ON

---

 [facebook.com/MelbournePolytechnic](https://facebook.com/MelbournePolytechnic)

 [instagram.com/melbpoly](https://instagram.com/melbpoly)

 [linkedin.com/school/melbourne-polytechnic](https://linkedin.com/school/melbourne-polytechnic)

 [youtube.com/c/MelbournePolytechnic](https://youtube.com/c/MelbournePolytechnic)

 [twitter.com/melbpoly](https://twitter.com/melbpoly)



# Acknowledgement of Country

---

Melbourne Polytechnic acknowledges the Traditional Custodians of the lands on which we operate, and we honour the education practices of First Nations peoples that have been occurring here for tens of thousands of years.

We acknowledge that our campuses rest on the lands and waters of the Kulin Nations, and we pay our respects to all Elders past, present and emerging.

We acknowledge that sovereignty has never been ceded on these lands. It always was and always will be Aboriginal land.

We support the Uluru Statement from the Heart to achieve justice, recognition and respect for First Nations peoples. We accept the invitation contained in the Statement to walk together with Aboriginal and Torres Strait Islander peoples in a movement of the Australian people for a better future.

# Our Vision

---

Developing the capabilities of students and industry to thrive in a rapidly changing world.

# Crafting Excellence: Jess Currie Wins Prestigious National Award

---

**Congratulations Jess Currie! The Melbourne Polytechnic cabinet making student won the Australian Wood Review 2023 Maker of the Year Award in the Tertiary Student category.**

Jess's entry, the *Laika Sideboard*, was described as 'an extraordinary fusion of timeless design and meticulous craftsmanship'. The stunning piece, which was created as part of her final furniture project, was inspired by mid-century aesthetics and showcases the beauty of solid American black walnut.

2023 was a great year for Jess, as she was also named the Melbourne Polytechnic Outstanding Apprentice/ Trainee of the Year. She studied Certificate III in Cabinet Making and is completing an apprenticeship with boutique furniture design company, Beeline Design.

Jess describes her experience at Melbourne Polytechnic as 'exceptional', thanks to the knowledgeable and supportive teachers, well-structured curriculum and focus on hands-on learning.

## ABOUT THE AWARDS

The Australian Wood Review Maker of the Year Awards, presented by Carbitool, is the only online and print showcase of its kind in the world. Winners of the 2023 Awards shared in a prize pool worth \$18,000, including \$9,500 in cash.

Achieving recognition in the awards is no easy task. Our congratulations also go to Jake Russell, Melbourne Polytechnic Teacher, Furniture and Cabinet Making, who was a finalist in the chests, cabinets and boxes category. We certainly have some incredible talent at Melbourne Polytechnic!



Jess Currie, 2023 Maker of the Year and Outstanding Apprentice/Trainee of the Year.





The Hon. Gayle Tierney MP, Minister for Skills and TAFE, officially opened Melbourne Polytechnic's \$3.2 million Advanced Manufacturing Centre of Excellence (AMCOE) at the Heidelberg campus on Monday 22 May 2023.

L-R: Frances Coppolillo, Chief Executive, Melbourne Polytechnic; Helen Clarke, Board Chairperson, Melbourne Polytechnic; The Hon. Gayle Tierney MP, Minister for Skills and TAFE.

<b>Report of Operations</b>	<b>9</b>
Board Chairperson's Report	10
Message From the Chief Executive	12
2023: The Year in Review	14
Student Life At Melbourne Polytechnic (SLAM)	16
A Long History Of Support For Aboriginal And Torres Strait Islander Students	17
Acknowledging Our Extraordinary Team: The 2023 Staff Excellence Awards	18
Overview of the Melbourne Polytechnic Strategic Plan 2019–2023	20
International Operations	32
Environment and Sustainability	35
Summary of Operating Results and Financial Position	40
Governance	41
Board and Committees	41
Board Committees and Membership	42
Melbourne Polytechnic Senior Management Structure at 31 December 2023	43
Melbourne Polytechnic Objectives, Functions, Powers and Duties	44
Workforce Data	45
Occupational Health and Safety	48
Compliance With Legislation and Regulations	50
Consultancies	54
Advertising	55
ICT Expenditure	55
Summary of Major Commercial Activities	55
Compulsory Non-Academic Fees and Charges Statement 2023	56
Additional Information	57
Melbourne Polytechnic Financial Management Compliance Attestation Statement	58
<b>2023 Financial Statements</b>	<b>61</b>
Declaration by Board Chair, Chief Executive and Chief Finance and Accounting Officer	63
Auditor-General's Independent Auditor's Report	64
Performance	114
Audit Report On Performance Statement	114
Performance Statement for the year ended 31 December 2023	116
Key Performance Indicators	117
<b>Disclosure Index</b>	<b>119</b>
Student and Staff Awards and Achievements	122







# Report of Operations

Commercial Cookery student, Kim Koschade, and Chef Instructor, Mark Dowling, in the Preston campus kitchen.

# Board Chairperson's Report

---



**I am pleased to present the Melbourne Polytechnic Annual Report 2023 on behalf of the Board of Directors. This report provides a summary of our achievements and financial results for the year.**

## **PART OF A POWERFUL NETWORK**

Melbourne Polytechnic is part of a strong network of TAFEs and Higher Education providers. Supported by the Office of TAFE Coordination and Delivery in the Department of Jobs, Skills, Industry and Regions, we collaborate with our TAFE and Higher Education peers to deliver the skills and knowledge needed to fuel productivity and economic growth, generate good jobs, and help businesses, communities and individuals prosper across Victoria.

## **A PLAN FOR A NEW ERA**

The Melbourne Polytechnic Strategic Plan 2024-2028 sets a bold new vision for an inclusive, sustainable and thriving community inspired by learning. Developed through a comprehensive consultation process, it reflects the voices and insights of more than 700 employees and stakeholders. The new Strategic Plan will guide our actions and decision-making over the next 5 years and ensure that we accurately measure and continuously improve our performance.

## **FINANCIAL SUSTAINABILITY**

Melbourne Polytechnic's financial position continues to strengthen and the Institute achieved its 2023 financial targets. Despite operating in challenging financial conditions, robust monitoring, systems and procedures continue to support our ongoing financial sustainability.

## **BUILDING OUR BRAND**

For many years, the TAFE sector has been dealing with changes in community perceptions of the value of Vocational Education and Training (VET) and its ability to lead to quality career pathways and opportunities. However, Melbourne Polytechnic aims to be part of the solution by working with students, schools, parents, community and industry to shift perceptions and ensure that Melbourne Polytechnic remains a provider of choice.

## FUTURE CHALLENGES

While we believe the future looks bright for Melbourne Polytechnic, it is not without some expected challenges. Among these, we are focused on changes in international visa settings, the opportunities and risks presented by artificial intelligence, and the ability to maintain high-quality delivery in a tight financial environment.

## ACKNOWLEDGEMENTS

On behalf of the Board, I would like to acknowledge and thank our Melbourne Polytechnic staff and Chief Executive, Frances Coppolillo, for an incredibly successful and rewarding year.

I would also like to acknowledge the Hon. Gayle Tierney MP, the Minister for Skills and TAFE, her staff, and officers from the Department of Jobs, Skills, Industry and Regions for their commitment to TAFE and ongoing support of Melbourne Polytechnic.

I extend thanks to my colleagues on the Board for their commitment and support throughout the year.

I would particularly like to acknowledge the invaluable contributions of departing Board members Dr Marcia Devlin AM and Jim Pasinis, and welcome new members Scott Phillips and Dr Jenny Wajsenberg.

I look forward to working together with our stakeholders as Melbourne Polytechnic builds upon the success of 2023 and works with purpose and confidence to meet the challenges and opportunities ahead.



Helen Clarke  
Board Chairperson  
Melbourne Polytechnic

Date: 27 March 2024

I confirm that this Report of Operations was prepared in accordance with the requirements of the relevant Financial Reporting Directions.



Helen Clarke  
Board Chairperson  
Melbourne Polytechnic

Date: 27 March 2024



# Message From the Chief Executive

---



**At the heart of Melbourne Polytechnic's purpose is the success of our students in achieving their learning goals. In 2023, a remarkable number of students were recognised with prestigious awards in their respective fields. Each accolade tells a powerful story of their commitment, talent and drive.**

## **OUR PEOPLE**

Melbourne Polytechnic's greatest asset is our people. In a year of exceptional student achievements, we acknowledge the individuals and teams who enabled our students' success. Behind every achievement or positive student outcome are countless hours of dedication and perseverance.

Along with contributing to the new Strategic Plan 2024-2028, our staff were instrumental in creating 4 new organisational values: Curious, Welcoming, Collaborative and Accountable. These values reflect who we are as an organisation and what makes Melbourne Polytechnic special. They support our strategic goals and will help ensure we deliver on our commitments.

## **INCLUSION, RESPECT AND EQUALITY**

Our progress in the areas of inclusion, respect and equality was recognised by awards including the 2023 Inclusive Training Provider of the Year Award (Victorian Training Awards). We also celebrated 75 years of the Adult Migrant Education Program (AMEP) and increased support for the Deaf community by providing more interpreting services and offering an Auslan course for staff.

## **INDUSTRY CONNECTIONS AND PARTNERSHIPS**

Strong connections are critical to our success and one of the year's major highlights was achieved in partnership with the Victorian Government. We opened the \$3.2 million Advanced Manufacturing Centre of Excellence (AMCOE) at our Heidelberg campus, marking a new era of manufacturing skills training designed to meet the needs of the \$30 billion Victorian manufacturing industry.

## SUSTAINABILITY

We are proud to be the first Victorian TAFE to commit to Net Zero Greenhouse Gas Emissions by 2040. The sustainability initiatives we implemented throughout the year to help us towards Net Zero included major rooftop solar installations, significant waste reduction in landscape training, and the removal of all gas services at our Collingwood campus, which aligns with the Victorian Government's electrification policy.

## INTERNATIONAL EDUCATION

Our international education programs go from strength to strength and we were thrilled to receive 2 awards at the 2023 Victorian International Education Awards, as well as the Governor of Victoria Export Award for International Education. We also proudly celebrated the 20th anniversary of Fuzhou Melbourne Polytechnic in China, which has produced more than 5,500 graduates.

## INVESTING IN OUR PEOPLE AND ORGANISATIONAL CULTURE

During the year, we conducted a Culture Assessment Survey to prepare for our new Strategic Plan and guide cultural change. The results will help us improve employee experience and build the capability of staff to meet the ever-changing needs of students and industry.

## COLLINGWOOD CAMPUS TRANSFORMATION

The \$40 million Collingwood Campus transformation is on track for completion in early 2024. The redeveloped campus will feature updated teaching and learning facilities that will enhance student experience. The campus precinct will connect to local industry and the vibrant inner-north community, improving employment outcomes and boosting the local economy.

## ACKNOWLEDGEMENTS

I would like to thank the Board for their ongoing support and for sharing our vision to create a more inclusive, sustainable and thriving Melbourne Polytechnic. While operating in a fast-moving environment, we achieved great success and progress. I look forward to maintaining the momentum, energy and optimism as we head into 2024 and beyond.



Frances Coppolillo  
Chief Executive  
Melbourne Polytechnic

Date: 27 March 2024

# 2023: The Year in Review

**20,292**  
STUDENTS ACROSS  
**236**  
COURSES

MORE THAN  
**400,000**  
library visitors  
online and  
in person

**75 YEARS**

of migrant and refugee learning,  
language and connection with AMEP

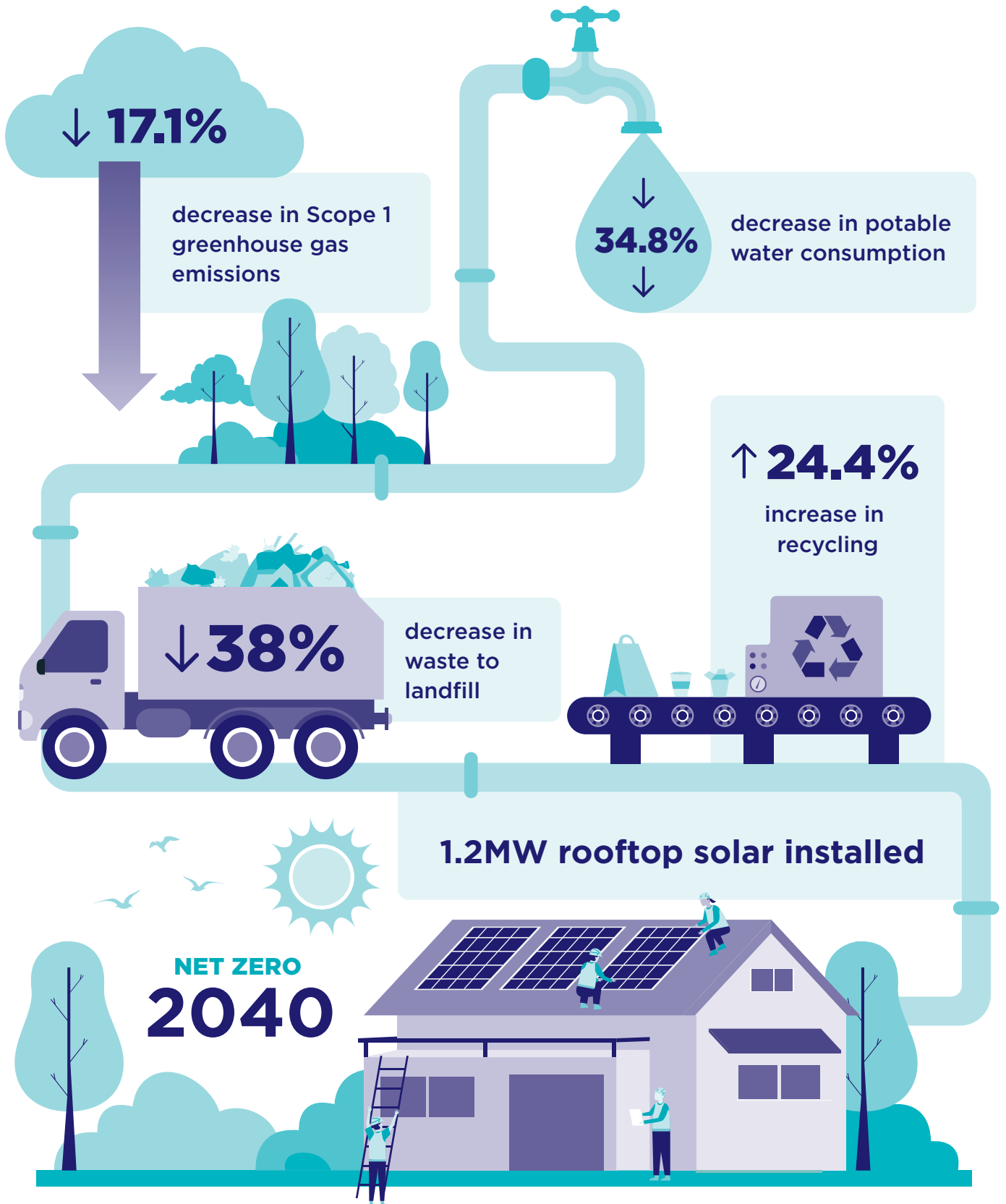
**1,256** AT **107**  
participants Skills and Jobs  
Centre workshops



**21,476** AT **294**  
attendees SLAM events







# Student Life At Melbourne Polytechnic (SLAM)

**SLAM focuses on student engagement and retention outside of the classroom. SLAM delivers events and experiences that give students a sense of community and belonging as well as providing information and resources. In 2023, SLAM delivered 294 events with total student attendance of 21,476.**

SLAM hosted events focused on wellbeing and health while also being part of collaborative projects that supported practical student outcomes. These included the Fact or Fiction Portrait Prize (Visual Arts) and the Campus Music Competition (Music Performance and Sound Production).

Orientation and mini welcome events helped students find their way at Melbourne Polytechnic, and presentations outlined the support services and resources available for students. The Student Survival Guide and the THRIVE app, developed by SLAM, supported students with information about their studies and campus life.

## HALT

While SLAM programs and events cater to most students, the team also supports specific cohorts with resources relevant to their courses and careers. For students studying trades, we partner with HALT (Hope Assistance for Local Tradies) to present mental health and wellbeing sessions. By connecting with trade students at the beginning of their careers we challenge the perceived stigma that comes from talking about mental health in some workplaces. More than 900 students attended the HALT sessions in 2023.

## MENTAL HEALTH SUPPORT FOR INTERNATIONAL STUDENTS

SLAM collaborates with Orygen, a not-for-profit youth mental health organisation, to deliver a support program for international students. A Peer Support Worker is on campus 3 days a week to support students who may be struggling with loneliness, mental health or other issues. This individual case management approach means students only need to tell their story once and are supported through to the resolution of their issue. Support is also provided for homelessness, employment issues, visa requirements and connecting with community groups.



2023 Orientation Week - a SLAM event to welcome new and returning students to campus.

Our dedicated SLAM Team. L-R: Chewy Fang, Shane Lawtey and Georgia Bettoli.



## A Long History Of Support For Aboriginal And Torres Strait Islander Students

**Melbourne Polytechnic is proud of our long standing and ongoing partnership with the local Aboriginal and Torres Strait Islander community, students, and staff.**

Community collaboration and input is essential in shaping our Indigenous initiatives, which include our annual Wurreker Plan, Aboriginal Education Strategy, and progress towards our inaugural Reconciliation Action Plan.

The team at the Koorie Services Centre provides a range of culturally appropriate supports to students and actively engages with local community, including schools, Elders, employers and Indigenous organisations, to enhance student outcomes.

In 2023, more than 160 Aboriginal and/or Torres Strait Islander students were enrolled at Melbourne Polytechnic and they had access to a drop-in space where they could use the computers, have a coffee and discuss their experiences. The Koorie Services

team consulted with teachers and other staff to ensure that the needs of Aboriginal and Torres Strait Islander learners are understood and met through inclusive teaching and support practices.

Melbourne Polytechnic is committed to the recognition and empowerment of Aboriginal and Torres Strait Islander peoples.

2023 highlights:

- ▶ The Melbourne Polytechnic Board and Executive released a heartfelt public statement in relation to the Voice to Parliament referendum, including support for the Uluru Statement from the Heart.
- ▶ Events on campus celebrated Reconciliation Week, NAIDOC, and Moodji Day.
- ▶ The Koorie Heritage Trust conducted 4 cultural awareness sessions for more than 80 attendees.
- ▶ We welcomed a new Koorie Liaison Officer and a Koorie Services Centre Coordinator to the Melbourne Polytechnic team.



# Acknowledging Our Extraordinary Team: The 2023 Staff Excellence Awards

**The dedication, talent and commitment of our team play a crucial role in Melbourne Polytechnic's success. Their passion, resilience and collaborative spirit enable us to achieve our goals and we are immensely grateful for the valuable contributions of each team member.**

In November, we announced the recipients of the 2023 Melbourne Polytechnic Excellence Awards. The awards recognise staff excellence in performance and outcomes aligned with Melbourne Polytechnic's strategic objectives.

At our annual awards event, 180 guests from across the Institute gathered at the Preston Conference Centre to celebrate the dedication and achievements of the nominees and award recipients. We also honoured staff members who have provided 10, 20 and 30 years of service to Melbourne Polytechnic.

We are grateful for their loyalty and contributions to the education of Melbourne Polytechnic students in Australia and internationally.

2023 Staff Excellence Award recipients, and employees recognised for 30 years of service.





**2023 AWARD RECIPIENTS**

**Excellence in Teaching – Foundation**

Winner Phillip Dimitriadi  
 Highly commended Lucy Gatto

**Excellence in Teaching – Higher Education**

Winner Sara Retallick  
 Highly commended Mahsa Mirmomeni

**Excellence in Teaching – Vocational Education and Training**

Winner Kate El Idrissi  
 Highly commended Information Technology Teaching Staff

**Excellence in Enhancing Organisational Capability**

Winner David Glimsholt  
 Highly commended Maxine Hartin and Lucas Vidgen, VET and Foundation Specialists

**Excellence in the Delivery of Applied and Future-focused Learning**

Winner Sharlene Novak  
 Highly commended Work Education Team

**Excellence in Focusing our People and Assets for Greatest Impact**

Winner Academic Registry, My eQuals Implementation Team  
 Highly commended Work Education Program



# Overview of the Melbourne Polytechnic Strategic Plan 2019–2023

Throughout the past 5 years, the Melbourne Polytechnic Strategic Plan 2019–2023 (the Strategic Plan) provided the direction, structure and priorities to guide the realisation of our vision: **developing the capabilities of students and industry to thrive in a rapidly changing world.**

In the final year of the Strategic Plan, we continued to place students at the centre of all we do, while supporting and working in partnership with industry and our communities. Our focus on creating opportunities for genuine engagement and partnership with employers, industry and the community means Melbourne Polytechnic consistently contributes to the economy and wellbeing of the communities we serve.

A commitment to quality and continuous improvement underpinned the Strategic Plan, along with investment in our people, processes and systems. We held ourselves to account by continually measuring our performance while evolving and adapting to an ever-changing environment.

Throughout 2023, we delivered positive training and employment outcomes by focusing on the achievement of our strategy. Our flexible, adaptable approach to achieving our objectives reinforced our reputation as an agile, forward-looking organisation.

Key achievements in relation to each of the 4 strategic objectives are highlighted within this report.





## Strategic Objectives

The following section highlights our 2023 progress and achievements in relation to the 4 strategic objectives outlined in the Melbourne Polytechnic Strategic Plan 2019–2023.

1

### Collaborate

for economic and community success



2

### Strengthen

the delivery of applied and future-focused learning



3

### Enhance

organisational capability for excellence



4

### Focus

our people and assets for greatest impact



# 1

## Collaborate for economic and community success



**In 2023, we enhanced our capacities, systems and procedures to build strategic partnerships. Collaborative efforts centred around innovation in priority industries, empowering us to deliver tangible benefits to our students, communities and the broader economy.**

### **Melbourne Polynator: 'Coming to a hive near you'**

With the support of the Victorian Government, Melbourne Polytechnic started delivering Victoria's first accredited beekeeping course. The Certificate III in Beekeeping was codesigned with the Victorian Beekeeping industry and provides a unique opportunity for students to gain the skills and knowledge essential for maintaining healthy bee colonies. The funding also enabled us to establish an innovative mobile training unit – a self-sufficient, off-grid trailer that doubles as a classroom, equipped with the latest apiculture gear including apiaries, waxing stations and honeybee colonies. This groundbreaking training unit ensures broad accessibility as it delivers training to locations and regions across Victoria.

### **Repurpose IT**

Our partnership with Repurpose IT was significantly strengthened with \$10,000 from the Repurpose IT Fund. The funding supported engineering research projects conducted by Bachelor of Engineering Technology (Civil) students and academics. Under this partnership we will conduct a research project with Bachelor of Agriculture and Technology students to incorporate repurposed products in landscape designs, and start a collaborative drone project with Banyule Nillumbik Tech School.

### **Future-focused agriculture**

A \$1.4 million grant from the Victorian Department of Energy, Environment and Climate Action (DEECA) Agriculture TAFE and Training Fund will promote agriculture careers and support a new project focused on remediating soil. The project involves investing in equipment and technologies that improve education about sustainable land remediation and promote forward-thinking farming practices.

### **From student to jobseeker: Melbourne Polytechnic Jobs Board connects graduates and employers**

A new online employment platform connects graduates to employment and internship opportunities, simplifies the job search process and empowers students and graduates to confidently navigate their career paths. Developed in partnership with careers and education technology company, Prosple, the Melbourne Polytechnic Jobs Board supports students as they transition from learner to jobseeker. It builds upon the expertise of the Melbourne Polytechnic Skills and Jobs Centre, which supports almost 1,000 students, job seekers and community members every year.

### **Helping young people get back on track**

The Melbourne Polytechnic Skills and Jobs Centre collaborated with On Track Connect and Local Learning and Employment Networks (LLENs) to help young Victorians bridge the gap between school and further education, training or employment. Providing personalised guidance and skills development sessions, we re-engaged young people and helped them find pathways towards their learning or career goals. On Track Connect is an extension of the Victorian Government's On Track survey and plays a vital role in identifying and assisting young people who have left school and are not engaged in education, training or employment. This collaboration highlights the power of collective efforts in supporting young people, and strengthens our community and local economy.



*Collaborative efforts  
centred around innovation  
in priority industries*



# AMCOE: Building The Future Manufacturing Workforce

**In May 2023, we welcomed a new era of manufacturing training with the launch of the \$3.2 million Advanced Manufacturing Centre of Excellence (AMCOE). The Hon. Gayle Tierney MP, Minister for Skills and TAFE, officially opened the centre at our Heidelberg campus.**

Supported by \$1.42 million from the Victorian Government, AMCOE will provide the skills to meet the needs of the \$30 billion Victorian manufacturing industry, which employs more than 260,000 people. With applications ranging from aviation and biotechnology to construction, advanced manufacturing is critical to securing a sustainable future for the sector and empowering industries to compete in global markets.

The first intake of AMCOE students is studying a modernised Certificate III in Engineering, which involves hands-on learning in computer-aided design (CAD), Computer Numerical Control (CNC) machines and high-resolution 3D printers. Our industry partners contributed to the updated curriculum, which ensures that our graduates are job-ready and equipped to take on real-world challenges and opportunities.

## TEACHING AND SUPPORTING WOMEN IN TRADES

Industries like construction, manufacturing and mining are some of Australia's biggest employers. Yet women make up only 3% of the trade workforce. Addressing gender imbalances in these and other sectors is becoming increasingly critical for economic growth. We recognise the industry need and social benefit of increasing participation in trades and we are committed to becoming a destination of choice for female apprentices, and gender diverse and non-binary people.



Engineering student, Lana Hodson, and teacher, Aaron Powter, working in one of the new CAD classrooms at AMCOE.



## 2

## Strengthen

the delivery of applied and future-focused learning.



### Game-changing strategies and initiatives supported the continued improvement of applied and future-focused learning at Melbourne Polytechnic.

Delivering a high-quality educational experience for students hinges on our commitment to enhancing the skills and expertise of our teachers and supporting students throughout their journey with Melbourne Polytechnic.

#### Empowering our teachers

We collaborated with our Higher Education, VET and Foundation educators to build leadership skills at all levels of the organisation and developed customised leadership programs and professional development opportunities. Our High-Impact Learning Conference, which was attended by 160 participants, was among the initiatives. Our leadership programs were also well attended, with 76 staff members graduating in 2023. Investing in our educators has a direct and positive impact not only for them but also for our students.

#### The student journey

Our commitment to improving each student's educational journey with Melbourne Polytechnic was reflected in a series of initiatives spanning enrolment to graduation. In 2023, we streamlined processes including trialling a new online Higher Education enrolment process as well as facilitating smoother student transitions into the workforce via an innovative jobs board.

A major focus on boosting online literacy and numeracy supported student retention and success. The introduction of swipe card access to libraries doubled opening hours and increased student access to study spaces. We identified students who were at risk in terms of literacy or numeracy skills and contacted almost 500 students to ensure their wellbeing. These personalised 'we care' calls led to referrals to teaching areas, counselling services and bookings for literacy and numeracy support sessions. This outreach significantly increased student engagement with library and learning skills resources, contributing towards over 400,000 visits to the library's online destinations and physical spaces (a 38% increase from 2022) and 40,000 enquiries throughout the year.

Visual Arts teacher, Rhiannon Mowat, and student, Aashna Pillai, at Fairfield campus.





*Oliver Ashworth-Martin demonstrated exceptional design skills and horticultural knowledge*



Melbourne Polytechnic horticulture student Oliver Ashworth-Martin in his award-winning garden *Tea in the Woods*.

## **Blooming Brilliant! Oliver Ashworth-Martin Wins Award Of Excellence**

**Melbourne Polytechnic horticulture student, Oliver Ashworth-Martin, demonstrated exceptional design skills and horticultural knowledge to take out the top award in the Achievable Garden Competition at the 2023 Melbourne International Flower and Garden Show.**

One of the largest and most prestigious horticultural events in the world, it attracts top landscape designers, florists and horticulturalists from around the globe. The Achievable Garden Competition showcases the creativity and skills of tertiary students and is an excellent introduction to the horticulture industry.

Oliver's garden design 'Tea in the Woods' won the Achievable Garden Award of Excellence, while fellow Melbourne Polytechnic students, Carla Perry and Daniel Althaus, won gold and silver medals, respectively, in the same category.

Melbourne Polytechnic students and staff also performed well in the floral competitions, with student Leana Cox scooping Best in Competition in the Hanging Basket Competition and Alistair Kirkpatrick winning Best in Show - Boutique Garden for his fire-inspired design *Karrikin Garden*. See pages 124-126 for a full list of 2023 awards and achievements.



# 3

## Enhance organisational capability for excellence



**Our culture of continuous improvement and our drive to be an agile, future-focused organisation help us deliver positive outcomes for students, local industries and communities.**

### **AMEP: 75 years of learning, language and connection**

In 2023, the Adult Migrant Education Program (AMEP) celebrated 75 years of helping migrants and refugees learn English and settle and participate in Australian life.



**Frances Coppolillo, Chief Executive, Melbourne Polytechnic, with former AMEP students Mohammad (left) and Faiza (far right) at the '75 years of AMEP' celebration.**

The Melbourne AMEP, led by Melbourne Polytechnic, is a network of 15 TAFE providers and Learn Locals. It is the largest Victorian AMEP provider and part of the broader national AMEP network, which is funded by the Australian Government's Department of Home Affairs.

Strong community partnerships allow Melbourne AMEP to offer a comprehensive range of support services including education, health, employment, settlement and legal assistance.

### **Auslan**

Melbourne Polytechnic has been delivering Australian Sign Language (Auslan) courses since 2014. Over that time we have seen substantial growth in student numbers due to increased demand for interpreters, particularly following the COVID-19 pandemic. Interest also surged with the inclusion of Auslan courses on the free TAFE list.

As the sole Victorian provider of professionally recognised Auslan accreditation courses, we focus on delivering innovative, flexible courses on campus and online.

In 2023, all staff were offered free Auslan for Beginners classes, with the aim of equipping everyone with basic proficiency. As the second-largest employer of Deaf people in Victoria, this inclusive approach ensures that Deaf staff members feel connected and integrated into the broader Melbourne Polytechnic community.

In the coming year, our Auslan courses will move to purpose-built facilities at the Collingwood campus. Bringing all of our Auslan courses together in an inclusive environment will encourage social and study interactions among staff, students, local organisations and the Deaf community.



***Our AMEP students hail from 59 countries, speaking 72 languages. They inspire us with their resilience and determination to learn, grow and prosper. Their contributions broaden our understanding of the world, deepen our appreciation for diversity and enrich our community.***

***Frances Coppolillo, Chief Executive, Melbourne Polytechnic***

## Melbourne Polytechnic's Inclusive Training In The Spotlight

**Melbourne Polytechnic was awarded the 2023 Inclusive Training Provider of the Year at the Victorian Training Awards gala ceremony on 18 August 2023.**

The Inclusive Training Provider of the Year category recognises exceptional training providers within the Victorian Government's Vocational Education and Training (VET) sector that have demonstrated outstanding improvements regarding the achievement, engagement and wellbeing of students with disability. The accolade is testament to Melbourne Polytechnic's strong track record in inclusion and our core value of supporting people living with disability.

Guided by our All Abilities Action Plan – a comprehensive strategy to ensure accessible and inclusive education for students living with disability – and our drive to provide leadership in inclusivity and transformative education, we deliver tailored programs specifically designed for learners with disabilities and complex needs and provide job-specific skills.



L-R: Cathy Frazer, Executive Director, Melbourne Polytechnic; Dr Xavier Csar, CEO, Office of TAFE Coordination and Delivery; Frances Coppillo, Chief Executive, Melbourne Polytechnic.



# 4

## Focus

our people and assets for greatest impact



**Working together as a cohesive team is crucial to our success. We are committed to developing and maintaining a strong, inclusive culture that supports an engaged, capable and sustainable workforce.**

### Our roadmap for culture change

In 2023, we focused on our organisational culture, developing a Culture Roadmap to support the new Strategic Plan and cultivate an engaged, capable and sustainable workforce.

Our goal is to build a Melbourne Polytechnic culture in which:

- ▶ We all belong
- ▶ We have a passion for learning
- ▶ We are better together
- ▶ We all act with integrity.

### A sustainable future for all

Melbourne Polytechnic is the first Victorian TAFE to commit to **Net Zero Greenhouse Gas Emissions by 2040**. Our new Strategic Plan 2024-2028 guides us towards this goal and outlines the actions we will take to help build a sustainable future for all. We actively manage the environmental impact of each decision we make and demonstrate sustainable design in our built environment. We also inspire our students, industry and community to imagine, create and participate in the circular economy.

In 2023, we took significant steps on our journey towards a Net Zero future as we:

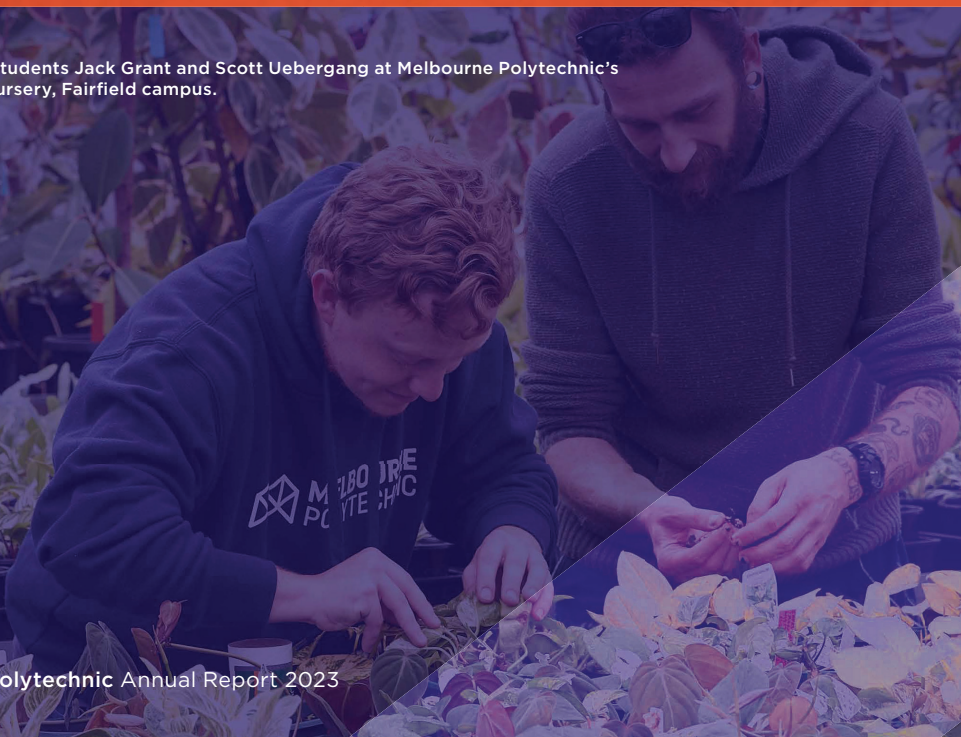
- ▶ installed one of the largest rooftop solar systems in the Victorian TAFE sector, which will deliver approximately 1.2MW of renewable energy
- ▶ removed all gas services in the redevelopment of the Collingwood campus.

Read more in our Environmental Sustainability Report on pages 35-39.



*Working together as a cohesive team is crucial to our success.*

Horticulture students Jack Grant and Scott Uebergang at Melbourne Polytechnic's Yarra Edge Nursery, Fairfield campus.





## Looking Ahead: Our 2024 Business Plan

In 2023, our people engaged in a whole-of-business process to develop a new strategy for 2024-2028. It charts an exciting path towards achieving our vision to be **an inclusive, sustainable and thriving community inspired by learning**. Our 2024 Business Plan is deeply integrated with our Strategic Plan 2024-2028 and they share the same 4 goals, as outlined below. We look forward to working with our students, staff, industry and community partners to realise our full potential.



### LEARNING IS THE HEARTBEAT

Students and industry are at the heart of the design and delivery of every learning experience.



### ONE PASSIONATE TEAM

We are enthusiastic, capable and industry-leading and believe in the ability of our students to succeed.



### INVEST FOR PURPOSE

We invest to make learning accessible, successful and future focused.



### NET ZERO BY 2040

We take actions that drive a sustainable world.

## Tech Schools

### The Banyule Nillumbik Tech School and the Whittlesea Tech School are based at Melbourne Polytechnic's Greensborough and Epping campuses.

Part of the Victorian Government's initiative to move school education into the future, the Tech Schools work with 43 partner schools to develop Science, Technology, Engineering and Maths (STEM) programs that help prepare secondary students for future challenges and the changing nature of work. Almost 40,000 secondary students are supported as they solve problems for industry and gain skills in areas such as game design, coding, robotics and content creation.

### THE WURREKER AWARDS

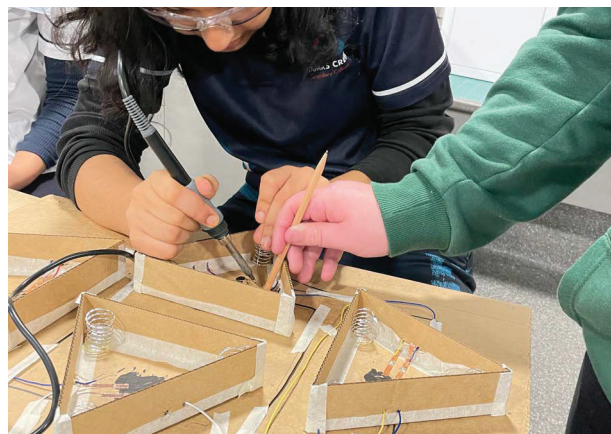
Whittlesea Tech School was nominated for a 2023 Wurreker Award for Innovative Koorie Learner Pathways. The Tech School has worked with the Koorie Academy of Excellence (KAE) for several years and runs regular programs that introduce secondary students to the latest technologies while connecting with culture.



Students participating in the 2023 Mini-Maker Faire at Banyule Nillumbik Tech School.

### 2023 STUDENT AMBASSADOR PROGRAM

Student Ambassadors created an interactive STEM project to exhibit in the Whittlesea Tech School Exhibition Space. Students collaborated with ambassadors from other schools, and their academic and social growth throughout the year was truly impressive. The students' achievements were celebrated at an exhibition and presentation night.



Our Student Ambassadors demonstrated a range of skills including project planning, development and collaboration.

### FUTURE TECH ROAD SHOW

Banyule Nillumbik Tech School went on tour in 2023, taking programs into schools. Students took on a Mission Impossible - Ecocide Challenge designed to foster collaborative and creative problem-solving among young learners. In this immersive experience, students worked to prevent the activation of an Eco Device that would have catastrophic consequences for the world's insects. The importance of this mission lay in recognising the pivotal role insects play in ecosystems as pollinators, decomposers and a vital food source for various animals.

### 2023 MINI-MAKER FAIRE

The annual Banyule Nillumbik Tech School Mini-Maker Faire brings together curious young people with a passion for STEM. Part science fair, part festival and part just plain fun, the Mini-Maker Faire is an event for tech enthusiasts, crafters, builders, tinkerers, hobbyists, engineers, scientists and artists.

Hosted by 60 Secondary Student Ambassadors, the event was designed to inspire 350 local primary school students into the world of STEM. We were thrilled to welcome The Hon. Ben Carroll, Minister for Education, who announced new Clean Energy Equipment Funding for Tech Schools to support students keen to pursue renewable energy careers and study pathways.



## New Campus For Collingwood In 2024

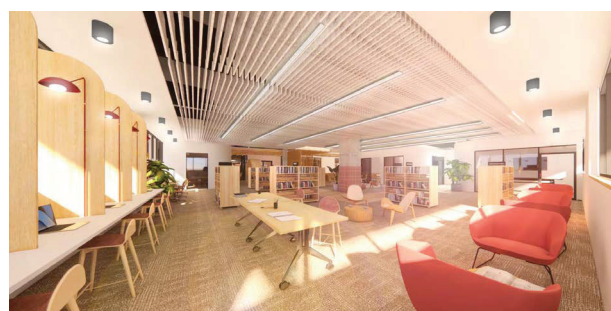
Following a \$40 million transformation, Melbourne Polytechnic's Collingwood campus will welcome students, staff and the local community in 2024.

Funded by the Victorian Government, the revamped multi-storey building will include contemporary teaching and learning facilities, podcasting studios, student services, collaboration spaces and a library.

Featuring purpose-built teaching and learning facilities for Auslan, cyber security courses, and digital and creative arts programs, the campus precinct will connect with the vibrant local economy and cultural life of Melbourne's inner north.

The precinct will provide an engaging environment for students, staff and the local community, featuring new public art, Indigenous gardens, event spaces, a cafe and a sunny terrace that connects with nearby Smith Street and the Collingwood Yards arts precinct.

Construction of the Collingwood campus, due for completion in February 2024, has provided industry exposure and created unique opportunities for students enrolled in Glass Design, Applied Architecture and Horticulture. We have been delighted to see our students develop their knowledge and skills while actively contributing to a future-focused real-world construction project.



Artist's impressions of the interior of the Melbourne Polytechnic Collingwood campus and the Otter Street view of the new entrance to the refurbished building.



# International Operations

INTERNATIONAL  
STUDENTS FROM  
MORE THAN

**50**  
COUNTRIES

**6,197**

TRANSNATIONAL  
STUDENT ENROLMENTS

via international  
partnerships  
throughout Asia

**Melbourne Polytechnic has offered transnational education for more than 25 years and we have the largest cohort of transnational students from Victoria's VET sector.**

With 15 partner institutions across Asia, our programs blend onshore and offshore education and training, offering flexibility and mobility to students and teachers.

In 2023, we recruited more than 800 new students at Fuzhou Melbourne Polytechnic (FMP) and accepted more than 50 international students through this pathway to Melbourne. We also expanded our international marketing activities, including overseas exhibitions, agent visits, and hosting Victorian Government-led familiarisation tour groups. This led to the recovery of our international student application pipeline to levels similar to pre-pandemic (2019).

The Melbourne Polytechnic International Education program was firmly in the spotlight throughout the year. Melbourne Polytechnic received 2 awards at the 2023 Victorian International Education Awards and Melbourne Polytechnic was a finalist in a third category:

- ▶ Excellence in Innovation in Partnerships and International Engagement
- ▶ Excellence in International Education - TAFE

These prestigious awards celebrate Victorian education providers who deliver outstanding international education programs and highlight the strength and diversity of Victoria's international student community.

We were also delighted to receive the International Education and Training Award at the 2023 Governor of Victoria Export Awards for outstanding success in international education and training, and student experience.



The Melbourne Polytechnic team with the Hon. Tim Pallas MP, Minister for Economic Growth (centre).



*We are incredibly proud of this accolade and our strong track record in providing students – regardless of their location – with a Melbourne Polytechnic student experience founded on quality education and career prospects.*

*Frances Coppolillo, Chief Executive, Melbourne Polytechnic*



## Forging new partnerships in China

In November 2023, we had the honour of participating in the Victorian Government International Education Mission to China, led by the Hon. John Brumby AO, Chair of Victoria's International Education Advisory Council. The primary objective of the visit was to strengthen the Victoria-China education relationship.

This represented an excellent opportunity for Melbourne Polytechnic to take a leading role in establishing new international education partnerships. During the visit, we signed a new agreement to

establish the Melbourne International College in collaboration with our longstanding partner, Sichuan College of Architectural Technology. This agreement underscores the high regard in which Melbourne Polytechnic is held in China and our commitment to expanding and strengthening our collaboration with Chinese institutions. It also reinforces Melbourne Polytechnic's reputation as a leading international study destination.



Signing the agreement to establish the Melbourne International College in partnership with the Sichuan College of Architectural Technology.



## Fuzhou Melbourne Polytechnic Celebrates 20 Years Of Student Success

**In April 2023, Melbourne Polytechnic co-hosted an alumni event with Fuzhou Melbourne Polytechnic (FMP) to celebrate 20 years of educating students in China.**

FMP is a Sino-foreign cooperative institute between Minjiang University and Melbourne Polytechnic that enables Chinese students to graduate with Australian qualifications.

The event celebrated 20 years of a successful and enduring partnership based on mutual respect and outstanding educational outcomes.

Over the past 2 decades, more than 5,500 students have graduated from FMP. Many of them have furthered their studies at Melbourne Polytechnic in Australia and at Australian universities, springboarding into successful careers in Australia and back home in China.

Alumni travelled from Hobart and Sydney to join the Melbourne celebrations, while the event held in Fuzhou was hosted by FMP President Meiyong (Maggie) Zhuo, who was joined by hundreds of current students and staff.



*FMP is a shining example of what a great international education partnership looks like. It demonstrates the immense potential that can be unlocked through cross-cultural collaboration. We're tremendously proud of our graduates, who are testament to the power of education to transcend borders and create brighter futures for all.*

*Frances Coppolillo, Chief Executive, Melbourne Polytechnic*



# Melbourne Polytechnic Environmental Sustainability

## During 2023, Melbourne Polytechnic worked to achieve the targets set out in the Environmental Sustainability Strategy 2020-2025.

Highlights included:

- ▶ installation of 1.2MW of rooftop solar systems across the Preston, Epping and Heidelberg campuses, with systems to be commissioned in early 2024
- ▶ reducing waste to landfill and increasing recycling rates
- ▶ reducing water consumption
- ▶ lowering greenhouse gas emissions
- ▶ ensuring new capital works incorporated environmentally sustainable principles in design, construction and operation
- ▶ developing a reporting dashboard to document and communicate progress against our targets.

### REPORTING BOUNDARY FOR ENVIRONMENTAL DATA

All the operations and activities of Melbourne Polytechnic are included within the organisational boundary for this reporting period. This includes leased and tenanted facilities. Reporting is for the 2023 calendar year and FTE is the normalisation used in the disclosures outlined in the following environmental data tables.

### GREENHOUSE GAS EMISSIONS

Melbourne Polytechnic’s greenhouse gas emissions are broken down into emissions ‘scopes’ consistent with national and international reporting standards. Scope 1 emissions are from sources over which Melbourne Polytechnic has operational control, such as fuels used in buildings and machinery. Scope 2 emissions are indirect emissions from Melbourne Polytechnic’s use of electricity from the grid. Scope 3 emissions are indirect emissions from sources Melbourne Polytechnic does not control but does influence. Melbourne Polytechnic reports Scope 3 emissions from commercial air travel and waste disposal.

Melbourne Polytechnic’s Scope 1 greenhouse gas emissions increased by 1.9% from 2021 to 2022, however there was a decrease of 17.1% from 2022 to 2023. Contributing factors to a decrease in stationary fuel included decommissioning the gas boiler at Preston campus and replacing the gas hot water units with electric units at Fairfield campus.


Melbourne Polytechnic’s Scope 2 greenhouse gas emissions increased 4.8% from 2021 to 2022 and decreased by 4.2% from 2022 to 2023. These decreases were driven by lighting upgrades and the commissioning of a 99kW rooftop solar system at Preston campus, which commenced operation in October 2023.

Melbourne Polytechnic’s Scope 3 greenhouse gas emissions from commercial air travel and waste disposal decreased 58.5% from 2021 to 2022. There was a 15.1% uptick in emissions from 2022 to 2023 due to an increase in air travel post-COVID-19.

In 2024, rooftop solar systems will be installed at the Greensborough and Fairfield campuses. Further emissions savings will be delivered by waste reduction programs implemented across campuses. This will include the procurement of a Finger Jointing machine, which allows short cuts of timber to be re-joined and reused multiple times. The machine will reduce the amount of timber purchased and disposed of.

Indicator	2023	2022	2021
Scope 1 greenhouse gas emissions (Tonnes CO2-e)	1,976.0	2,384.0	2,338.0
Scope 2 greenhouse gas emissions (Tonnes CO2-e)	8,341.0	8,704.0	8,306.8
<b>Total Scope 1 and 2 greenhouse gas emissions (Tonnes CO2-e)</b>	<b>10,317.0</b>	<b>11,088.0</b>	<b>10,644.8</b>
Scope 3 greenhouse gas emissions from commercial air travel and waste disposal (Tonnes CO2-e)	653.7	568.0	1,370.0

The drop in emissions is aligned with Melbourne Polytechnic’s Environmental Sustainability Strategy 2020-2025, which aims to reduce Scope 1 and Scope 2 emissions to 50% below the 2015 level by 2025.

 <p><b>TARGET:</b> Reduce Scope 1 and Scope 2 emissions to <b>50% below</b> 2015 levels by 2025 (Tonnes CO2-e)</p>	Baseline 2015	2023 Target	2023 Actual	%
	17,050	10,231	10,317	↑ 0.8%

## ELECTRICITY PRODUCTION AND CONSUMPTION

In 2022, onsite work and study returned, which increased electricity use across Melbourne Polytechnic by 9.3%. This figure decreased by 1% in 2023. A 99kW rooftop solar system was installed on building F at the Preston campus. Commissioned in October 2023, it generated 14.8MWh which decreased the use of grid-sourced electricity and increased solar photovoltaic (PV) generation.

Melbourne Polytechnic continues to implement a range of energy efficiency initiatives to reduce electricity use, including:

- ▶ installing LED lighting across all campuses
- ▶ planning rooftop solar installations at Greensborough and Fairfield campuses
- ▶ modernising our sawdust extraction system
- ▶ upgrading building management systems to improve building control.

Indicator	2023	2022	2021
<b>Total electricity consumption (MWh)</b>	<b>9,361.0</b>	<b>9,460.0</b>	<b>8,652.0</b>
Onsite electricity generated (MWh)	17.5	0.0	0.0
Solar PV <sup>(a)</sup>	14.8	0.0	0.0
Consumption behind-the-meter	13.9	0.0	0.0
Exports	0.9	0.0	0.0
Other non-renewable (Diesel backup generator) <sup>(b)</sup>	2.7	0.0	0.0
Onsite installed generation capacity (MW)	0.09	0.04	0.04
Solar PV <sup>(a)</sup>	0.09	0.04	0.04
Diesel backup generator	0.2	0.0	0.0
<b>Total electricity offsets (MWh)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Notes:

- (a) Melbourne Polytechnic's rooftop solar portfolio includes 0.04KW of legacy solar systems at the Epping campus that are not separately metered. The electricity produced by these systems is not captured in the onsite electricity generated. When these systems are replaced or upgraded, appropriate monitoring instruments will be installed in 2024.
- (b) Diesel backup generation is not separately metered and electricity generated is estimated based on manufacturer-supplied factors for operation under full load. All electricity generated is assumed to be used onsite.

## STATIONARY FUEL USE

Sources of emissions from stationary fuel include natural gas used in buildings' heating systems and diesel backup generators for critical facilities. Melbourne Polytechnic collected data primarily through billing information from fuel suppliers.

With the return of staff and students to onsite learning, stationary fuel use increased by 24.3% from 2021 to 2022 and decreased by 11.2% from 2022 to 2023. Changes in fuel use were due to decommissioning a gas boiler at the Preston campus and replacing some gas hot water units with electric hot water units.

Melbourne Polytechnic will progressively replace current natural gas heating systems with efficient electric systems to meet its net zero emissions 2040 target.

Indicator	2023	2022	2021
Total fuels used in buildings and machinery (MJ)	35,533,545	40,055,027	32,219,939
Buildings	35,523,509	40,055,027	32,219,939
Natural gas	35,429,779	39,886,489	31,937,699
LPG	93,730	168,538	282,240
Machinery <sup>(a)</sup>	10,036	0	0
Diesel	10,036	0	0
Greenhouse gas emissions from stationary fuel consumption (Tonnes CO <sub>2</sub> -e)	1,975	2,228	1,663

Note:

- (a) Melbourne Polytechnic operates a backup generator for its data centre.



## TRANSPORTATION

Melbourne Polytechnic has a fleet of 51 vehicles, which includes operational passenger, goods vehicles and executive packaged vehicles. Passenger vehicles account for 70.5% of the fleet and 17.6% of fleet vehicles are hybrid. Goods vehicles represent 29.5% of the fleet and include heavy and light commercial vehicles. Melbourne Polytechnic is updating the vehicle fleet policy to support the transition of the shared passenger vehicle fleet to 100% zero emissions vehicles over the next 10 years.

Indicator	2023	%	2022	%	2021	%
Number and proportion of vehicles	51	100.0	51	100.0	43	100.0
Road vehicles	51	100.0	51	100.0	43	100.0
Passenger vehicles	36	70.5	30	58.8	23	53.4
Internal combustion engines	27	52.9	25	49.0	23	53.4
Petrol	21	0.0	28	0.0	21	0.0
Diesel/biodiesel	6	0.0	2	0.0	2	0.0
Hybrid	9	17.6	5	9.8	0	0.0
Plug-in Hybrid Electric Vehicle (PHEV)	1	0.0	0	0.0	0	0.0
Range-extended electric vehicle	8	0.0	5	0.0	0	0.0
Goods vehicles	15	29.5	21	41.2	20	46.6
Internal combustion engines	15	29.5	21	41.2	20	46.6
Petrol	8	0.0	6	0.0	6	0.0
Diesel/biodiesel	7	0.0	15	0.0	14	0.0
Hybrid	0	0.0	0	0.0	0	0.0
Plug-in Hybrid Electric Vehicle (PHEV)	0	0.0	0	0.0	0	0.0
Range-extended electric vehicle	0	0.0	0	0.0	0	0.0

Energy used in transport fuels decreased by 5.1% from 2021 to 2022. At the same time, greenhouse gas emissions from transport increased 20.7% in response to staff returning to work post-COVID-19. Commercial air travel resumed in 2022 and returned to pre-COVID-19 levels in 2023. We saw a decline of 7.6% in energy used in transport fuels in 2023, and emissions dropped 7.4% from 2022 to 2023. The fuel mix changed because we had fewer diesel vehicles and more hybrid vehicles in the fleet.

Indicator	2023	2022	2021
Total energy used in transportation (MJ)	1,229,656.0	1,330,203.0	1,400,967.0
Road vehicles	1,229,656.0	1,330,203.0	1,400,967.0
Passenger vehicles	561,141.0	614,630.0	415,643.0
Petrol	343,049.0	520,830.0	217,067.0
Diesel	218,091.0	93,799.0	198,576.0
Electricity (MWh)	0.0	0.0	0.0
Goods vehicles	668,514.0	715,572.0	985,324.0
Petrol	378,476.0	136,583.0	133,858.0
Diesel	290,038.0	578,988.0	851,466.0
Electricity (MWh)	0.0	0.0	0.0
Greenhouse gas emissions from vehicle fleet (Tonnes CO <sub>2</sub> -e)	105.9	114.4	94.8
Road vehicles	105.9	114.4	94.8
Passenger vehicles	48.4	49.1	24.6
Petrol	29.2	44.2	12.5
Diesel	19.2	4.9	12.1
Electricity	0.0	0.0	0.0
Goods vehicles	57.5	62.4	65.1
Petrol	32.1	11.6	7.6
Diesel	25.4	50.7	57.5
Electricity	0.0	0.0	0.0
Total distance travelled by commercial air travel (Passenger km)	430,283.0	137,879.0	0.0

## TOTAL ENERGY USE

Total energy used by Melbourne Polytechnic increased by 17.4% from 2021 to 2022, driven by the return of students and staff to onsite work and education. An additional building at the Prahran campus also came under Melbourne Polytechnic's operational control. These factors increased the use of stationary fuels, transport fuels and electricity. Total energy use from 2022 to 2023 decreased by 6.6% due to the installation of rooftop solar systems and decommissioning of gas boilers.

Indicator	2023	2022	2021
Total energy usage from fuels (stationary and transportation) (MJ)	36,763,201.0	41,385,200.0	33,112,641.0
Total energy used from electricity (MJ)	33,702,329.0	34,057,856.7	31,147,200.0
Total energy used segmented into renewable and non-renewable sources (MJ)	70,465,530.0	75,443,056.7	64,259,841.0
Renewable	56,548.8	0.0	0.0
Non-renewable	70,408,981.0	75,443,056.7	64,259,841.0
Units of energy used normalised by FTE	77,819.0	83,362.0	65,404.0

## SUSTAINABLE BUILDINGS AND INFRASTRUCTURE

### ENVIRONMENTALLY SUSTAINABLE DESIGN IN NEW BUILDINGS AND INFRASTRUCTURE

The redevelopment of the Melbourne Polytechnic Collingwood campus provided an opportunity to incorporate environmentally sustainable design principles. The 1970s building remains, including the concrete supports and building shell, which is high in embodied energy. The reuse of materials minimised construction waste and emissions from producing new materials. The building will be all electric and will include zoned heating and cooling, a building management system and lighting controls.

### SUSTAINABLE PROCUREMENT

Melbourne Polytechnic considers sustainable procurement objectives through its implementation of the Social Procurement Framework, which establishes requirements that apply to Victorian Government departments and agencies when they procure goods, services and construction.

### WATER CONSUMPTION

Driven by the resumption of onsite work, potable water consumption increased 2.2% from 2021 to 2022. Potable water consumption decreased by 34.8% in 2023. A number of water efficiency programs are in place, including the renewal of water irrigation systems that feature rain sensors and timers to reduce water consumption. One hundred sensor taps were also installed across multiple campuses. Sensor taps typically deliver water savings of up to 70% compared to traditional taps.

Metered class B water was used at the Melbourne Polytechnic Yan Yean farm, reducing the requirement for potable water for agriculture activities. Melbourne Polytechnic ceased activity at the farm in October 2023. In 2024, Melbourne Polytechnic will focus on increasing rainwater collection and reuse at the urban campuses and improve the water efficiency of existing infrastructure.

 <p><b>TARGET:</b> Improve potable water efficiency by 10% compared to 2015 levels</p>	Baseline 2015 kL	2023 Target kL	2023 Actual kL	%
	68,938	63,423	34,464	↓ 59%

Indicator	2023	2022	2021
Total water consumption (kL)	141,081.0	150,640.0	93,347.0
Potable water consumption	34,464.0	52,852.0	51,674.0
Metered rainwater collection consumption	366.0	401.0	0.0
Metered reused water consumption	106,251.0	97,387.0	41,673.0
Units of metered water consumed normalised by FTE	157.0	166.0	95.0




## WASTE AND RECYCLING

Melbourne Polytechnic collected waste data from invoices and reports from its waste management providers. During 2021, Melbourne Polytechnic cleared out a backlog of hard rubbish, resulting in a significant increase in total waste disposal for that period. For the 2022 period, there was a decrease of 18.8% of total units of waste disposed and a further 26.3% decrease in 2023. Landfill disposal decreased by 38% and recycling disposal increased 24.4% in 2023. The total units of waste per full-time equivalent staff member decreased by 25.5%.

Indicator	2023	%	2022	%	2021	%
Total units of waste disposed (kg and %)	630,449.0	100.0	855,840.0	100.0	1,054,000.0	100.0
Landfill (disposal)	420,694.0	66.7	679,000.0	80.3	893,980.0	84.8
Recycling/recovery (disposal)	209,755.0	33.3	168,624.0	20.6	160,020.0	15.2
Food and garden organics (FOGO)	28,843.0		7,916.0		12,180.0	
Other recyclables	180,912.0		160,708.0		147,840.0	
Percentage of office sites which are covered by dedicated collection services for:						
Printer cartridges		100.0		100.0		100.0
Batteries		100.0		100.0		100.0
E-waste		100.0		100.0		100.0
Soft plastics		0.0		0.0		0.0
Total units of waste disposed of normalised by FTE (kg/FTE)	704.0		945.0		1,072.0	
Recycling rate (%)		33.3		20.6		15.2
Greenhouse gas emissions associated with waste disposal (Tonnes CO2-e)	546.2		882.0		1,161.0	
Landfill	546.2		882.0		1,161.0	

The Melbourne Polytechnic Environmental Sustainability Strategy 2020–2025 outlines targets to reduce waste to landfill and increase recycling rates.

	<b>TARGETS:</b>	Baseline 2015 Kg	2023 Target Kg	2023 Actual Kg	%
	<b>Reduce tonnes of waste to landfill to 10% below 2015 levels by 2025</b>	448,280	449,218	420,694	↓ 6.5%
	<b>40% of materials are recycled</b>	96,200	140,452	209,755	↑ 39%

Melbourne Polytechnic focus areas include reducing the amount of food and garden organics going to landfill and diverting material generated from the trade teaching areas such as plumbing, construction and electrotechnology from landfill. In 2024, Melbourne Polytechnic will introduce the Sustainable Salons program for hairdressing courses.

# Summary of Operating Results and Financial Position

Melbourne Polytechnic recorded a Net Surplus from transactions of \$32.8 million compared to a 2022 Net Surplus from transactions of \$8.9 million.

The Institute's 2023 revenue of \$248.7 million is favourable to the 2022 revenue position of \$205.5 million due to increased delivery in the AMEP training program, receipt of funding for student management systems and additional TAFE Services funding. In 2023 Melbourne Polytechnic was supported through State Government Grants, predominantly TAFE services funding. During 2023, expenditure was contained with the exception of increased cost in the delivery of the AMEP program consistent with revenue.

Melbourne Polytechnic continues to focus on the delivery of excellent quality training and education, while growing revenue and reducing reliance on government grants on the path to financial sustainability.

## SUMMARY OF FINANCIAL RESULTS

	2023 \$'000	2022 \$'000	2021 \$'000	2020 \$'000	2019 \$'000
Total income from transactions	248,655	205,464	184,079	185,341	183,714
Total expenses from transactions	215,848	196,545	192,068	180,462	193,167
<b>Net result from transactions (Net operating balance)</b>	<b>32,807</b>	<b>8,919</b>	<b>(7,989)</b>	<b>4,879</b>	<b>(9,453)</b>
Other economic flows included in net result	(121)	1,997	787	(769)	(1,379)
<b>Net result</b>	<b>32,686</b>	<b>10,916</b>	<b>(7,202)</b>	<b>4,110</b>	<b>(10,832)</b>
Other economic flows – other comprehensive income	-	19,706	39,182	-	-
<b>Comprehensive result</b>	<b>32,686</b>	<b>30,622</b>	<b>31,980</b>	<b>4,110</b>	<b>(10,832)</b>

At 31 December 2023, Melbourne Polytechnic's consolidated net assets were \$459 million (2022: \$426 million). The increase in net assets is driven by the capitalisation of works undertaken at the Collingwood campus and reduced contract liabilities.

The Institute's closing cash position is \$15.6 million.

## SUMMARY OF FINANCIAL POSITION

	2023 \$'000	2022 \$'000	2021 \$'000	2020 \$'000	2019 \$'000
Total assets	513,898	501,269	472,307	425,001	426,520
Total liabilities	54,774	74,831	76,491	61,165	66,794
<b>Net assets</b>	<b>459,124</b>	<b>426,438</b>	<b>395,816</b>	<b>363,836</b>	<b>359,726</b>

## ACKNOWLEDGEMENT OF COMMON FUNDING AGREEMENTS

Melbourne Polytechnic acknowledges the financial support provided by the Victorian Government for services funded pursuant to Common Funding Agreements between Melbourne Polytechnic and the Victorian Government.

# Governance

---

## Board and Committees

---

Melbourne Polytechnic is a body corporate established pursuant to the *Education and Training Reform Act 2006*. Our name reflects the organisation's operations to markets outside of northern metropolitan Melbourne.

In 2023, the Hon. Gayle Tierney MP was the Minister for Skills and TAFE.

The Melbourne Polytechnic Board is responsible to the Victorian Government for the overall strategy, governance and performance of Melbourne Polytechnic's functions.

### 2023 BOARD DIRECTORS

---

Helen Clarke	Minister Appointed Director (Chairperson)
Tali Bernard	Minister Appointed Director
John Gavens	Minister Appointed Director
Binda Gokhale	Minister Appointed Director
Michael Grogan	Board Appointed Director
Karen Janiszewski	Minister Appointed Director
Ian Munro PSM	Board Appointed Director
Scott Phillips	Minister Appointed Director (joined 1 October 2023)
Dr Fiona Wahr	Staff Elected Director
Dr Jenny Wajsenberg	Board Appointed Director (joined 1 May 2023)
Frances Coppelillo	Chief Executive
Dr Marcia Devlin AM	Board Appointed Director (ceased 20 January 2023)
Jim Pasinis	Minister Appointed Director (ceased 30 September 2023)

### BOARD COMMITTEES

---

Four committees help facilitate the functioning and responsibilities of the Board. They are the:

- ▶ Audit, Risk and Finance Committee
- ▶ Education Quality Committee
- ▶ Governance and Culture Committee
- ▶ Strategic Infrastructure Investment Committee

#### AUDIT, RISK AND FINANCE COMMITTEE

The Board established an Audit, Risk and Finance Committee to provide oversight and advice on finance, risk and the compliance performance of Melbourne Polytechnic. The Audit, Risk and Finance Committee also reviews the annual financial statements and makes a recommendation to the Board to authorise the statements before they are released to the Parliament of Victoria by the Responsible Minister.

#### EDUCATION QUALITY COMMITTEE

The Education Quality Committee oversees the quality and outcomes of Melbourne Polytechnic's education programs and provides relevant advice to the Board. This committee ensures that Melbourne Polytechnic meets and continuously improves its performance against all education-related regulatory standards.



## GOVERNANCE AND CULTURE COMMITTEE

The Governance and Culture Committee oversees workforce, culture and organisational performance and provides relevant advice to the Board.

## STRATEGIC INFRASTRUCTURE INVESTMENT COMMITTEE

The Strategic Infrastructure Investment Committee oversees strategic infrastructure, asset issues and other major projects and provides relevant advice to the Board.

# Board Committees and Membership

### Melbourne Polytechnic Board

Audit, Risk and Finance Committee	Strategic Infrastructure Investment Committee	Governance and Culture Committee	Education Quality Committee
<p><b>John Gavens*</b> (Committee Chair)</p> <p><b>Tali Bernard</b></p> <p><b>Helen Clarke</b></p> <p><b>Michael Grogan</b></p> <p><b>Karen Janiszewski</b></p> <p><b>Scott Phillips</b></p> <p><b>Marcia Devlin AM</b> (until 20 January 2023)</p>	<p><b>Ian Munro PSM</b> (Committee Chair)</p> <p><b>John Gavens</b></p> <p><b>Binda Gokhale</b></p> <p><b>Karen Janiszewski</b></p> <p><b>Scott Phillips</b></p> <p><b>Jim Pasinis</b> (until 30 September 2023)</p>	<p><b>Tali Bernard</b> (Committee Chair)</p> <p><b>Frances Coppolillo</b> (Chief Executive)</p> <p><b>Binda Gokhale</b></p> <p><b>Fiona Wahr</b></p> <p><b>Jenny Wajsenberg</b></p> <p><b>Jim Pasinis</b> (until 30 September 2023)</p>	<p><b>Jenny Wajsenberg</b> (Committee Chair)</p> <p><b>Helen Clarke</b></p> <p><b>Frances Coppolillo</b> (Chief Executive)</p> <p><b>Michael Grogan</b></p> <p><b>Ian Munro PSM</b></p> <p><b>Fiona Wahr</b></p> <p><b>Marcia Devlin AM</b> (until 20 January 2023)</p>

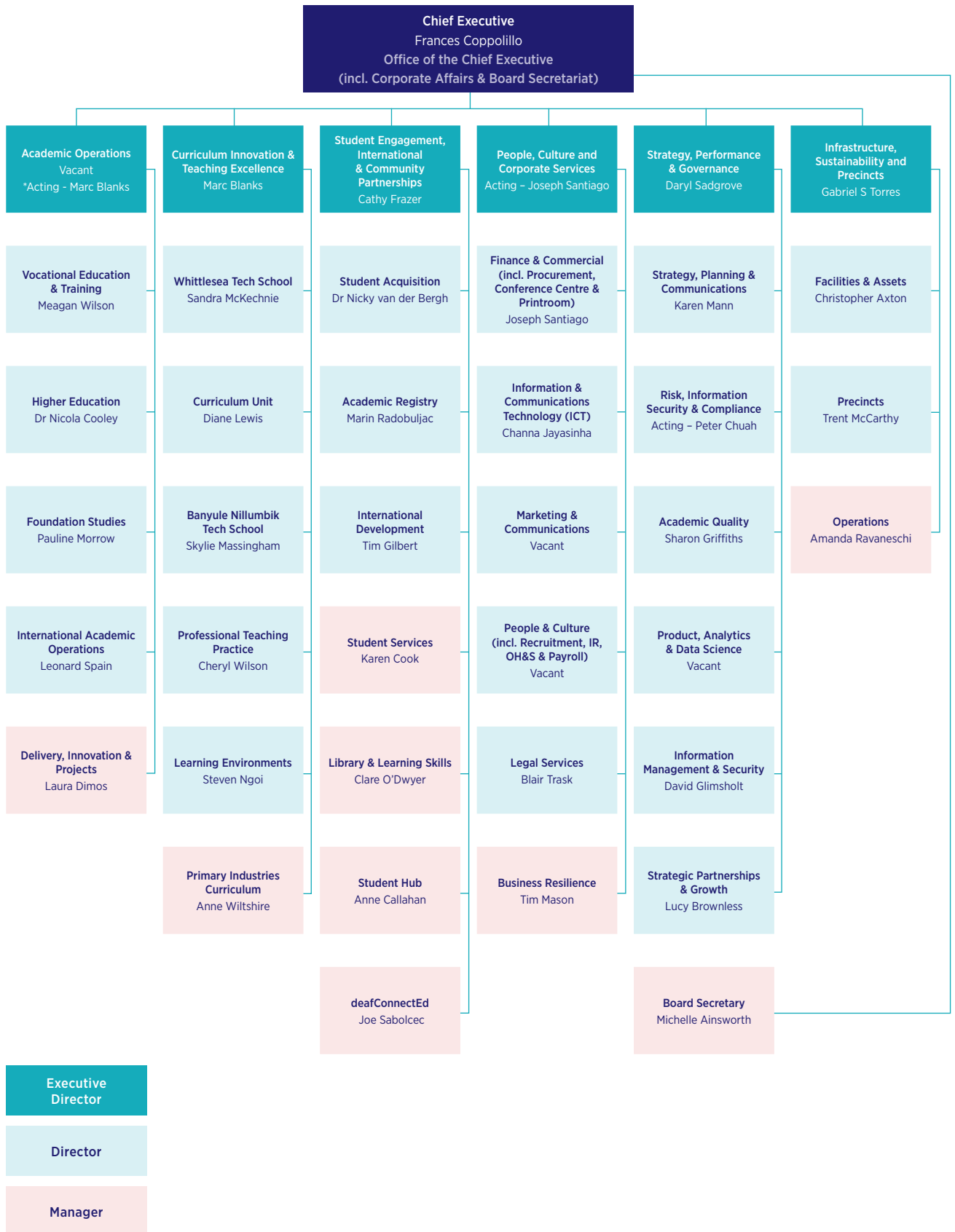
## HIGHER EDUCATION ACADEMIC BOARD

The Higher Education Academic Board (HEAB) has delegated responsibility from the Board for the academic governance of Melbourne Polytechnic's Higher Education activities. The HEAB is the principal advisory body to the Board (reporting to the Education Quality Committee) on academic matters and approves policies and procedures relating to Higher Education. The HEAB carries out these functions in partnership with, but independent of, the Chief Executive. Despite these delegations, anything with a significant risk, or of a highly sensitive value, is brought directly to the Board in consultation with the HEAB and Education Quality Committee Chairpersons and, where timing allows, via the Education Quality Committee.

## HEAB MEMBERS

<b>Professor Penny Paliadelis</b> (Committee Chair)	<b>Anne Smyth</b> (Deputy Chair)	<b>Professor Josua Pienaar</b> (external)	<b>Professor Lorraine Ling</b> (external)
<b>Professor Fion Lim</b> (external)	<b>Marc Blanks</b> (co-executive owner & member)	<b>Daryl Sadgrove</b> (co-executive owner & member)	<b>Dr Nicola Cooley</b>
<b>Sharon Griffiths</b>	<b>Leonard Spain</b>	<b>Marin Radobuljac</b>	<b>Cheryl Wilson</b>
<b>Dr Sazia Parvin</b> (Staff Rep - Head of Program from within Business and Construction)	<b>Dr Adam Casey</b> (Staff Rep - Teaching Practitioner from within Arts, Education and Agritech)	<b>Mahsa Mirmomen</b> (Staff Rep - Teaching Practitioner from within Business and Construction)	<b>Dr Eloise Thompson</b> (Staff Rep - Teaching Practitioner from within Arts, Education and Agritech)
<b>Vishan Amarasinghe</b> (Student Rep Higher Education)	<b>Dinitha Nevmeen</b> (Student Rep Higher Education)	<b>Emery Barker</b> (Student Alumni Rep Higher Education)	

# Melbourne Polytechnic Senior Management Structure at 31 December 2023





# Melbourne Polytechnic Objectives, Functions, Powers and Duties

---

The objectives of Melbourne Polytechnic are set out in the *Education Training and Reform Act 2006* and the Melbourne Polytechnic Constitution.

## OBJECTIVES

The objectives of a TAFE institute are:

- a. to perform its functions for the public benefit by—
  - ii. operating its businesses, delivering educational services and utilising assets that it manages on the State's behalf as efficiently as possible; and
  - iii. ensuring that it is sustainable in the medium to long term; and
  - iv. iii. ensuring that its procedures, policies and practices are consistent with prudent commercial practice; and
  - v. endeavouring to maximise its contribution to the economy and wellbeing of the communities and industries served by the institute and the State as a whole; and
- b. to facilitate student learning, knowledge acquisition, skills for employment and vocational education and training through excellent teaching, innovation and educational leadership that delivers quality outcomes; and
- c. to collaborate as part of a strong public training provider network which is mutually and commercially beneficial to enable the institute to offer or provide educational services that meet the needs of industry partners and communities, including persons and groups that have particular education needs; and
- d. any other objective set out in an Order in Council or Ministerial Order made under section 3.1.11 relating to the institute.

## FUNCTIONS

1. A TAFE institute may perform all or any of the following functions:
  - b. to provide the communities and industries served by the institute with efficient and effective technical and further education programs and services;
  - c. to provide the communities and industries served by the institute with efficient and effective adult, community and further education programs and services which are responsive to the needs of the community and to consult with the relevant Regional Councils about the provision of these programs and services;
  - d. to provide vocational education and training; d. to offer and conduct courses of study leading to the conferral of higher education awards;
  - e. to confer higher education awards;
  - f. to provide facilities or services for study, research or education;
  - g. to undertake research, development, education, training delivery or other services on a commercial basis for other organisations;
  - h. to aid or engage in the development or promotion of institute research or the application or use of the results of that research;
  - i. to prepare, publish or distribute or license the use of literary or artistic work, audio or audio-visual material or computer software;
  - j. to seek or encourage gifts to the institute or for institute purposes;
  - k. to provide facilities for use by the community;
  - l. any other function conferred on the institute by or under this Act or any Order in Council or Ministerial Order made under section 3.1.11.
2. A TAFE institute may perform any function referred to in subsection (1) within and outside Victoria and outside Australia.
3. Subject to any direction or guideline issued by the Minister a TAFE institute may engage in an activity on a commercial basis if the activity is consistent with, and does not interfere with, the carrying out of the functions referred to in this section or the institute's strategic plan.

# Workforce Data

Tables 1 and 2 provide an overview of the total staff employed at Melbourne Polytechnic during the reporting year using 2 different methods of calculation. Table 1 includes all staff employed during 2023. Table 2 includes employees from the last full pay period in December 2023.

**TABLE 1. PERFORMANCE AND ACCOUNTABILITY FRAMEWORK  
FTE - FOR YEARS ENDING 31 DECEMBER 2022 AND 2023**

Year ending 31 December 2023	Full-time FTE		Part-time FTE		Casual FTE		Total
	Ongoing	Fixed-term	Ongoing	Fixed-term	Teacher	Other	
PACCT staff	305.7	41.9	50.6	8.3	N/A	33.5	440.0
Executive	0.0	13.4	0.0	0.0	N/A	0.0	13.4
Other	1.0	0.0	0.0	0.0	N/A	0.0	1.0
Teacher	246.3	25.6	71.7	26.4	71.1	N/A	441.1
<b>Total</b>	<b>553.0</b>	<b>80.9</b>	<b>122.3</b>	<b>34.7</b>	<b>71.1</b>	<b>33.5</b>	<b>895.5</b>

Year ending 31 December 2022	Full-time FTE		Part-time FTE		Casual FTE		Total
	Ongoing	Fixed-term	Ongoing	Fixed-term	Teacher	Other	
PACCT staff	284.2	42.5	58.0	6.5	N/A	31.3	422.5
Executive	0.0	14.2	0.0	0.0	N/A	0.0	14.2
Other	0.0	0.0	0.0	0.0	N/A	2.3	2.3
Teacher	252.0	27.8	80.7	31.4	74.2	N/A	466.1
<b>Total</b>	<b>536.2</b>	<b>84.5</b>	<b>138.7</b>	<b>37.9</b>	<b>74.2</b>	<b>33.6</b>	<b>905.1</b>

FTE: full-time equivalent.

N/A: not applicable.

PACCT staff: including casuals, employed under the Academic and Professional Staff Agreement 2022 excluding Higher Education academic staff.

Other: excluding teachers, PACCT professional staff, middle managers or executives.

Employees have been correctly classified.

**Note: Table 1**

Data includes all staff who worked at any time in 2023.



TABLE 2. WORKFORCE DISCLOSURES  
(DECEMBER 2022 – DECEMBER 2023)

December 2023	All employees		Ongoing			Fixed-term and casual	
	Headcount totals	FTE totals	Full-time (headcount)	Part-time (headcount)	FTE	Number	FTE
<b>Gender</b>							
Women executives	6.0	6.0	0.0	0.0	0.0	6.0	6.0
Women (total staff)	594.0	465.2	278.0	127.0	357.5	189.0	107.7
Men executives	6.0	6.0	0.0	0.0	0.0	6.0	6.0
Men (total staff)	404.0	343.2	260.0	53.0	293.0	91.0	50.2
Self-described (executives)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Self-described (total staff)	1.0	0.2	0.0	0.0	0.0	1.0	0.2
<b>Age</b>							
under 25	27.0	13.1	8.0	0.0	8.0	19.0	5.1
25-34	121.0	90.7	53.0	14.0	60.6	54.0	30.1
35-44	193.0	156.9	112.0	36.0	133.9	45.0	23.0
45-54	272.0	232.9	159.0	43.0	185.1	70.0	47.8
55-64	275.0	236.4	162.0	58.0	200.8	55.0	35.6
Over 64	111.0	78.6	44.0	29.0	62.1	38.0	16.5
<b>Total employees</b>	<b>999.0</b>	<b>808.6</b>	<b>538.0</b>	<b>180.0</b>	<b>650.5</b>	<b>281.0</b>	<b>158.1</b>

December 2022	All employees		Ongoing			Fixed-term and casual	
	Headcount totals	FTE totals	Full-time (headcount)	Part-time (headcount)	FTE	Number	FTE
<b>Gender</b>							
Women executives	7.0	7.0	0.0	0.0	0.0	7.0	7.0
Women (total staff)	593.0	480.0	278.0	134.0	368.0	181.0	112.0
Men executives	7.0	7.0	0.0	0.0	0.0	7.0	7.0
Men (total staff)	419.0	357.5	255.0	61.0	294.4	103.0	63.1
Self-described (executives)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Self-described (total staff)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Age</b>							
Under 25	16.0	8.9	4.0	0.0	4.0	12.0	4.9
25-34	126.0	99.1	60.0	17.0	71.3	49.0	27.9
35-44	215.0	176.1	115.0	38.0	138.9	62.0	37.2
45-54	262.0	230.1	152.0	43.0	181.7	67.0	48.4
55-64	290.0	244.8	159.0	70.0	205.6	61.0	39.2
Over 64	103.0	78.5	43.0	27.0	60.9	33.0	17.5
<b>Total employees</b>	<b>1,012.0</b>	<b>837.5</b>	<b>533.0</b>	<b>195.0</b>	<b>662.4</b>	<b>284.0</b>	<b>175.1</b>

FTE: full-time equivalent.

Employees have been correctly classified.

**Notes: Table 2**

Data includes staff who were active and employed in the last full pay period of December. An active employee is a person who attends work and is paid, or who is on paid leave.

## EMPLOYMENT AND CONDUCT PRINCIPLES

Melbourne Polytechnic's People and Culture policies and practices are underpinned by the public sector employment principles set out in Section 8 of the *Public Administration Act 2004*. Recruitment and selection decisions are based on key selection criteria in position descriptions available to all applicants. Melbourne Polytechnic has a range of policies that promote fairness and equity in the workplace and are designed to discourage discrimination and harassment against staff, students and visitors.

These policies include but are not limited to:

- ▶ Code of Conduct Policy
- ▶ Equal Opportunity, Discrimination and Harassment Policy
- ▶ Employment Policy
- ▶ Prevention of Workplace Bullying Policy
- ▶ Sexual Harm Prevention and Response Policy
- ▶ Employee Grievances Policy
- ▶ Recruitment and Selection Policy
- ▶ Child Wellbeing and Safety Policy
- ▶ Gender Identity Policy
- ▶ Protected Disclosure Policy

## GENERAL STATEMENT ON INDUSTRIAL RELATIONS

Quality relationships were maintained with all unions with coverage at Melbourne Polytechnic. The organisation has regular consultative arrangements in place with the unions to ensure any issues arising are dealt with appropriately. There were no days lost to industrial action taken in 2023.

# Occupational Health and Safety

## HEALTH, SAFETY AND WELLBEING

We are committed to the health, safety and wellbeing (HSW) of all persons who are a part of the Melbourne Polytechnic community.

Melbourne Polytechnic acknowledges the importance of a psychologically safe environment and in 2023 commenced a collaborative and consultative approach to identify, assess and control psychosocial hazards. The leading workplace mental health framework, Promote, Protect, Address, was adopted to help Melbourne Polytechnic build a psychologically safe workplace. Implementation of controls and planning will be a central focus in 2024.

Effective HSW management relies on clear, simple communication and to meet this need the HSW electronic pages were transformed to enhance employee knowledge and understanding of HSW. The content is aligned with relevant OHS legislation, Australian Standards and ISO 45001 and 45003.

## CONSULTATION

The Health Safety and Wellbeing Committee (HSWC) met 4 times during the year. Supporting Health and Safety Representatives (HSRs) was a priority in 2023, with the commencement of a dedicated training day to support HSRs and their role in the consultative process.

## HSW TRAINING PARTICIPATION 2023

Training delivered	Number of employees trained
HSR training	10
Warden training	22
First aid training	47
Incident/hazard reporting	60
Mental Health Fitness (LifeWorks)	102

## LAG INDICATOR PERFORMANCE

Measures	2023	2022	2021
Total number employed as at the last pay in December	999.0	1,085.0	1,043.0
Total full-time equivalent as at the last pay in December	808.6	607.0	859.9
Number of hazards/incidents reported	237.0	143.0	68.0
Number of reported hazards/incidents for the year per 100 full-time equivalent	31.2	23.6	7.9

In 2023, a total of 162 incidents resulted in injury/illness (excluding personal illness); 95 were attributed to students (including apprentices), 62 to employees and 5 to others (contractors/visitors). The Lost Time Injury Frequency Rate (LTIFR) increased from 2.4 in 2022 to 5.8 in 2023 due to an increase in psychological lost time injuries.

The number of hazard and near miss reports increased by 41% from 2022. Physical hazards were the most frequently reported type, which is reflective of Melbourne Polytechnic's risk profile. Areas are supported to increase local rates of hazard and near miss reporting to help prevent incidents and injuries.



## WORKERS COMPENSATION PERFORMANCE

Measures	2023	2022	2021
Time lost (hours)	8,870.2	8,112.8	6,737.0
Number of claims accepted	6	8	5
Number of 'lost time' standard claims for the year per 100 full-time equivalents	0.6	1.3	0.5

Of the 6 standard claims accepted, 3 were psychological injuries and 3 were physical injuries.

Claims	2023	*2022	*2021
Average cost per claim for the year	109,429	112,294	189,452
Payments to date	182,915	206,390	302,692
Estimate of outstanding claim costs	1,788,472	1,253,437	1,023,607

Melbourne Polytechnic's workers compensation performance was better than the industry comparison rate in 2023 and is reflective of a collaborative and proactive claims management approach underpinned by a strong emphasis on employee wellbeing.

### Summary of 2023 claim figures

- ▶ The average cost per claim has decreased over the last 3 years due the claimants' wage profiles and supportive early return to work measures (noting that costs are still developing).
- ▶ Claims are from the date that our Agent (EML) received the claim (not the date of injury).
- ▶ Minor claims were excluded as they do not incur costs and serve as notifications only.
- ▶ All data was extracted as of 22 January 2024 and (\*) reflects the adjusted costs on all claims up to 31 December 2023.

# Compliance With Legislation and Regulations

---

## APPLICATION OF THE FREEDOM OF INFORMATION (FOI) ACT 1982

---

It is Melbourne Polytechnic's policy to facilitate, subject to privacy and confidentiality provisions, access to information without recourse to the provisions of the FOI Act where appropriate. In 2023, the Senior Freedom of Information and Privacy Advisor was responsible for ensuring compliance with the *Freedom of Information Act 1982*.

### FOI ACCESS ARRANGEMENTS

Requests for access to documents must be in writing and directed to:

**The Freedom of Information Officer**  
**Melbourne Polytechnic**  
**Locked Bag 5**  
**Preston VIC 3072 AUSTRALIA**

Requests can also be sent by email to:

[foi@melbournepolytechnic.edu.au](mailto:foi@melbournepolytechnic.edu.au)

### FOI FEES AND ACCESS CHARGES

The application fee for an FOI request was \$31.80 from 1 July 2023. Charges for access to documents were in accordance with the Freedom of Information (Access Charges) Regulations 2014.

### FOI ACCESS CLAIMS 2022

There were 8 requests for access to documents received and finalised pursuant to the FOI Act during 2023.

## COMPLIANCE WITH THE VICTORIAN PUBLIC SECTOR TRAVEL POLICY

---

Melbourne Polytechnic complies with the Victorian Public Sector Travel Policy through application of the Melbourne Polytechnic International and Domestic Travel Policy.

## COMPLIANCE WITH THE PUBLIC INTEREST DISCLOSURES ACT 2012

---

Melbourne Polytechnic supports individuals who make a disclosure under the *Public Interest Disclosures Act 2012*, including the protection of persons from any detrimental action by officers, employees, contractors or the Institute itself.

Melbourne Polytechnic has not been advised by the Independent Broad-based Anti-corruption Commission (IBAC) that there were any disclosures made against Melbourne Polytechnic or any of its staff in 2023, nor have any disclosures been made by Melbourne Polytechnic to Melbourne Polytechnic Protected Disclosure Contacts.

## COMPLIANCE WITH THE CARERS RECOGNITION ACT 2012

The *Carers Recognition Act 2012* formally acknowledges the significant contribution that carers make to the Australian community. Melbourne Polytechnic considers the carers recognition principles as set out in the Act when developing relevant staff and student policies, procedures and provision of services. These include:

- ▶ flexible working arrangements
- ▶ part-time work opportunities
- ▶ opportunities to purchase leave
- ▶ an Employee Assistance Program.

Students with carer responsibilities, or those with a disability, are also supported at Melbourne Polytechnic through:

- ▶ application of special consideration arrangements
- ▶ provision of reasonable accommodation to enable participation
- ▶ provision of additional supports such as access to counselling and disability support services.

## COMPLIANCE WITH THE BUILDING ACT 1993

Melbourne Polytechnic ensured that all works requiring building permits against the Building Codes Australia had plans certified. Works in progress were inspected and occupancy permits/certificates of final inspection issued by independent and registered building surveyors.

A register of building surveyors and the jobs they certified was maintained including occupancy permits or certificates of final inspection. Melbourne Polytechnic required all building practitioners engaged on its works to show evidence of current building registration upon their engagement.

A condition of contracts between Melbourne Polytechnic and building contractors requires the maintenance of registration for the duration of the contract. All practitioners engaged by Melbourne Polytechnic maintained their registered status throughout the year.

Director Facilities and Assets signs off the annual essential safety measure reports, which have been issued for all properties. Melbourne Polytechnic maintains all buildings in accordance with essential safety measures.

## COMPLIANCE WITH THE LOCAL JOBS FIRST ACT 2003

The *Local Jobs First Act 2003* requires departments and public sector bodies to apply the Local Jobs First policy to all projects over \$3 million in metropolitan Melbourne or statewide, and \$1 million in regional Victoria. In 2023, Melbourne Polytechnic commenced zero Local Jobs First applicable projects.

## COMPLIANCE WITH THE NATIONAL COMPETITION POLICY

Melbourne Polytechnic has developed a pricing and costing model that is consistent with the National Competition Policy, including the requirements of the policy statement 'Competitive Neutrality Policy Victoria', and any subsequent reforms.



## COMPLIANCE LEGISLATION AND SUBORDINATE INSTRUMENTS

Melbourne Polytechnic complies with all relevant legislation and subordinate instruments including, but not limited to, the following:

### CORE MODULE

1. Anti-Bribery and Corruption
2. Competition and Consumer
3. Corporations
4. Employment
5. Environment
6. Privacy and Data Protection
7. Tax
8. Workplace Health and Safety

### COMMONWEALTH TERTIARY MODULE

1. *Tertiary Education Quality and Standards Agency Act 2011*
2. *Education Services for Overseas Students Act 2000*
3. *Education Services for Overseas Students (Registration Charges) Act 1997*
4. *Higher Education Support Act 2003*
5. *Higher Education Funding Act 1988*
6. *Australian Research Council Act 2001*
7. *Copyright Act 1968*
8. *Competition and Consumer Act 2010*
9. *Privacy Act 1988*
10. *Occupational Safety and Health Act 1984*
11. *Poison Act 1971*
12. *Prevention of Cruelty to Animal Act 1986*
13. *Drugs, Poisons and Controlled Substances Act 1981*
14. *Medicines and Poisons Act 2014*
15. Standards for Registered Training Organisations 2015

### VICTORIAN STATE GOVERNMENT MODULE

#### GOVERNANCE - LEGAL LANDSCAPE

1. Asset Management Accountability Framework
2. Code of Conduct for Directors of Victorian Public Entities
3. Code of Conduct for Victorian Public Sector Employees
4. *Privacy and Data Protection Act 2014 (Vic)*
5. *Public Interest Disclosures Act 2012 (Vic)*
6. *Public Interest Disclosures Regulations 2019 (Vic)*
7. *Financial Management Act 1994 (Vic)*
8. Financial Management Regulations 2014 (Vic)
9. Guidance supporting the Standing Directions of the Minister for Finance
10. IBAC Guidelines for handling public interest disclosures
11. Instructions supporting the Standing Directions of the Minister for Finance 2016
12. *Public Administration Act 2004 (Vic)*
13. *2016 Victorian Managed Insurance Authority Act 1996 (Vic)*
14. Public Sector Commission – Code of Conduct for Directors of Victorian Public Entities
15. Victorian Public Service Commission – Code of Conduct for Victorian Public Sector Employees
16. TAFE Institute Constitution
17. Directions of the Minister for Skills and TAFE (or predecessors)
18. TAFE Institute Commercial Guidelines
19. TAFE Institute Strategic Planning Guidelines
20. *Building Act 1993*
21. *Local Jobs First Act 2003*
22. *Gender Equality Act 2020*
23. *Infringements Act 2006*
24. *Public Records Act 1973*

## EMPLOYMENT - LEGAL LANDSCAPE

25. *Age Discrimination Act 2004 (Cth)*
26. *Australian Consumer Law and Fair Trading Act 2012 (Vic)*
27. *Australian Human Rights Commission Act 1986 (Cth)*
28. *Carers Recognition Act 2012*
29. *Charter of Human Rights and Responsibilities Act 2006 (Vic)*
30. *Competition and Consumer Act 2010 (Cth)*
31. *Constitution Act 1975 (Vic)*
32. *Constitution of Australia 1901 (Cth)*
33. *Corporations Act 2001 (Cth)*
34. *Disability Act 2006 (Vic)*
35. *Disability Discrimination Act 1992 (Cth)*
36. *Education and Training Reform Act 2006 (Vic)* – including Strategy Planning Guidelines and Commercial Guidelines
37. *Education Training Act 2006 (Vic)*
38. *Education Training Reform Act 2006 (Vic)*
39. *Equal Opportunity Act 2010 (Vic)*
40. *Fair Work Act 2009 (Cth)*
41. *Fair Work Regulations 2009 (Cth)*
42. *Financial Management Act 1994 (Vic)*
43. *Health Practitioner Regulation National Law (Victoria) Act 2009 (Vic)*
44. *Health Practitioner Regulation National Law Act 2009 (Vic)*
45. *Health Records Act 2001 (Vic)*
46. *Independent Broad-based Anti-corruption Commission Act 2011 (Vic)*
47. *Juries Act 2000 (Vic)*
48. *Long Service Leave Act 1992 (Vic)*
49. *Migration Act 1958 (Cth)*
50. *National Minimum Wage Order 2017*
51. *Occupational Health and Safety Act 2004 (Vic)*
52. *Paid Parental Leave Act 2010 (Cth)*
53. *Privacy Act 1988 (Cth)*
54. *Privacy and Data Protection Act 2014 (Vic)*
55. *Public Administration (Review of Actions) Regulations 2015 (Vic)*
56. *Public Administration Act 2004 (Vic)*
57. *Public Holidays Act 1993 (Vic)*
58. *Public Interest Disclosures Act 2012 (Vic)*
59. *Racial and Religious Tolerance Act 2001 (Vic)*
60. *Racial Discrimination Act 1975 (Cth)*
61. *Sex Discrimination Act 1984 (Cth)*
62. *Social Security (Administration) Act 1999 (Cth)*
63. *Social Security Act 1991 (Cth)*
64. *Social Security Act 1994 (Cth)*
65. *Superannuation Guarantee (Administration) Act 1992 (Cth)*
66. *Taxation Administration Act 1953 (Cth)*
67. *Workplace Injury Rehabilitation and Compensation Act 2013 (Vic)*

## REPORTING, RECORD KEEPING & INFORMATION SECURITY - LEGAL LANDSCAPE

68. *Freedom of Information Act 1982 (Vic)*
69. *Public Record Office Victoria Access Standard*
70. *Victorian Protective Data Security Framework*

## OTHER LEGISLATION AND CODES MONITORED BY MELBOURNE POLYTECHNIC

1. *Agricultural and Veterinary Chemicals (Administration) Act 1992*
2. *Agricultural and Veterinary Chemicals Code Act 1994*
3. *Australian code for the care and use of animals for scientific purposes 8th edition 2013*
4. *Modern Slavery Act 2018 (Cth) (Act)*
5. *National Statement on Ethical Conduct in Human Research 2023*
6. *Australian Code for the Responsible Conduct of Research 2018*

Legislation monitored via Protecht software using Lexis Nexis database

# Consultancies

Consultant	Purpose of Consultancy	Start Date	End Date	Total Approved Project Fee (excl. GST)	Actual 2023 Expenditure (excl. GST)	Future Expenditure (excl. GST)
Insight Enterprises	Essential 8 - Maturity Uplift; Insight Enterprises - Work Package 1 and 2	Oct 2023	Nov 2023	114,992	114,992	-
NOUS Group Pty	Melbourne Polytechnic Digital Strategy Consultancy Services - development of 3-year work program	Jul 2023	Oct 2023	197,000	197,435	-
Paul Clifford Psychology	Psychosocial Risk Project	Jan 2023	Jun 2023	50,000	45,455	-
Midnightsky Pty	Contract variation 2 - Cultural Assessment	Apr 2023	Aug 2023	19,300	36,078	-
Schooled Consulting	Secondary Schools Strategic Plan	Nov 2022	Mar 2023	121,500	121,500	-
Grant Thornton	Consulting services delivering customer process improvement	Sep 2022	Dec 2022	235,688	96,450	-

Details regarding consultancies over \$10,000 are made publicly available through the publication of this Annual Report on the Melbourne Polytechnic website: [www.melbournepolytechnic.edu.au/explore-melbourne-polytechnic/reports/](http://www.melbournepolytechnic.edu.au/explore-melbourne-polytechnic/reports/)

During 2023, Melbourne Polytechnic engaged 9 consultants, each costing less than \$10,000, for a total cost of \$51,745.73.



# Advertising

## DETAILS OF 2023 ADVERTISING EXPENDITURE

Campaign name	Summer Campaign (Start of Year)	Midyear Campaign	Always On Campaign	Summer Campaign (End of Year)	Higher Education campaign	International Campaign
<b>Campaign summary</b>	Enrolment and Brand Campaign	Enrolment and Brand Campaign	Enrolment and Brand Campaign	Enrolment and Brand Campaign	Enrolment and Brand Campaign	Enrolment and Brand Campaign
<b>Start date</b>	1 Jan 23	1 May 23	1 Jan 23	6 Nov 23	4 Sep 23	2 Nov 23
<b>End date</b>	3 Mar 23	31 Jul 23	31 Dec 23	31 Dec 23	31 Dec 23	24 Dec 23
<b>Advertising (media) expenditure (excl GST)</b>	\$524,416	\$194,994	\$257,399	\$119,111	\$49,758	\$150,000
<b>Creative and campaign development expenditure (excl GST)</b>	-	\$400	-	\$10,478	-	\$15,439
<b>Research and evaluation expenditure (excl GST)</b>	-	-	-	-	-	\$7,500
<b>Print and collateral expenditure (excl GST)</b>	-	-	-	-	-	-
<b>Other campaign expenditure (excl GST)</b>	-	-	-	-	-	-
<b>Total campaign expenditure (excl GST)</b>	<b>\$524,416</b>	<b>\$195,394</b>	<b>\$257,399</b>	<b>\$129,589</b>	<b>\$49,758</b>	<b>\$172,939</b>

## ICT Expenditure

<b>Business As Usual (BAU) ICT Expenditure</b>	Operational and Capital	\$9,896,626
<b>Non-Business as Usual (non-BAU) ICT Expenditure</b>	Operational	\$1,456,529
	Capital	\$1,340,371

## Summary of Major Commercial Activities

There were no Major Commercial Activities requiring disclosure conducted by Melbourne Polytechnic in 2023.

# Compulsory Non-Academic Fees and Charges Statement 2023

Melbourne Polytechnic imposes a compulsory non-academic fee, known as the Student Services and Amenities Fee, to cover a range of free support services to students, student engagement activities through the Student Life at Melbourne Polytechnic (SLAM) unit, and the maintenance of facilities and amenities for direct student use. The 2023 Student Services and Amenities Fee was calculated on the basis of 40 cents per enrolled student contact hour in government-funded accredited courses, with a maximum fee of \$250 and a minimum fee of \$50. Certain concessions and exemptions apply. Courses delivered in the workplace or at community locations were charged a flat fee of \$50 per enrolment. The collection and expenditure of the amenities fee is subject to the provisions of the *Education and Training Reform Act 2006*.

The total income from compulsory non-academic fees collected by Melbourne Polytechnic in 2023 was \$1,165,524.

Melbourne Polytechnic used the income generated from the compulsory non-academic fee for campus betterment activities, provision of a range of support services including mental health support services, learning and digital literacy support and student communications. The processes for the collection and disbursement of the Student Services and Amenities Fee are managed by Melbourne Polytechnic and are not paid to any student organisations.

## COMPULSORY NON-ACADEMIC FEES AND CHARGES STATEMENT AS AT 31 DECEMBER 2023

	2023 \$	2022 \$
<b>Income</b>		
Compulsory Non-Academic Fees	1,165,524	1,101,850
<b>Total Income</b>	<b>1,165,524</b>	<b>1,101,850</b>
<b>Expenditure</b>		
<b>Salaries</b>		
Salaries	1,060,643	901,817
Salary Oncosts	246,500	285,242
<b>Total Salary Expenditure</b>	<b>1,307,143</b>	<b>1,187,059</b>
<b>Non salaries</b>		
Consumables	9,573	12,261
Subscriptions	148,459	175,652
Telephone	942	256
Equipment Purchases	3,903	15,319
Fitness Centre	86,112	16,496
Travel	2,116	2,656
Freight & Cartage	292	2,812
Advertising – Courses & Other	26,287	36,165
Orientation/Recreational Activities	64,685	46,461
Minor Works	0	70
Uniforms	558	575
Security Services	0	20
OH&S	1,001	0
Professional Fees	0	28,650
<b>Total Non Salary Expenditure</b>	<b>343,928</b>	<b>337,393</b>
<b>Total Expenditure</b>	<b>1,651,070</b>	<b>1,524,452</b>
<b>Operating Result for the Year</b>	<b>(485,547)</b>	<b>(422,602)</b>

# Additional Information

---

Consistent with the requirements of the *Freedom of Information Act 1982* and the *Financial Management Act 1994*, information on the following items is available on request:

- a. a statement that declarations of pecuniary interests have been duly completed by all relevant officers;
- b. details of shares held by a senior officer as nominee or held beneficially in a statutory authority or subsidiary;
- c. details of publications produced by the entity about itself, and how these can be obtained;
- d. details of changes in prices, fees, charges, rates and levies charged by the entity;
- e. details of any major external reviews carried out on the entity;
- f. details of major research and development activities undertaken by the entity;
- g. details of overseas visits undertaken including a summary of the objectives and outcomes of each visit;
- h. details of major promotional, public relations and marketing activities undertaken by the entity to develop community awareness of the entity and its services;
- i. details of assessments and measures undertaken to improve the occupational health and safety of employees;
- j. a general statement on industrial relations within the entity and details of time lost through industrial accidents and disputes;
- k. a list of major committees sponsored by the entity, the purposes of each committee and the extent to which the purposes have been achieved; and
- l. details of all consultancies and contractors including:
  - i. consultants/contractors engaged;
  - ii. services provided; and
  - iii. expenditure committed to for each engagement.

## REQUESTS FOR ADDITIONAL INFORMATION

The Board Secretary  
Melbourne Polytechnic  
Locked Bag 5  
Preston VIC 3072  
AUSTRALIA  
+61 3 9269 1200



# Melbourne Polytechnic Financial Management Compliance Attestation Statement

---

I, Helen Clarke, on behalf of the Responsible Body, certify that for the period 1 January 2023 to 31 December 2023, Melbourne Polytechnic has no Material Compliance Deficiency with respect to the applicable Standing Directions made under the *Financial Management Act 1994* and Instructions.



Helen Clarke  
Board Chairperson  
Melbourne Polytechnic  
Date: 27 March 2024











# 2023 Financial Statements

Nursery Assistants, Natasha Van Velzon and Michael Johnson, at Melbourne Polytechnic's Yarra Edge Nursery, Fairfield campus.



Electrical teacher, Adam Waterhouse, teaching a class at Heidelberg campus.



# Melbourne Polytechnic Financial Statements for the Year Ended 31 December 2023

---

## Declaration by Board Chair, Chief Executive and Chief Finance and Accounting Officer

---

The attached financial statements for Melbourne Polytechnic (the "Institute") have been prepared in accordance with Standing Direction 5.2 of the Standing Directions of the Assistant Treasurer under the *Financial Management Act 1994*, applicable Financial Reporting Directions, Australian Accounting Standards including interpretations, and other mandatory professional reporting requirements.

We further state that, in our opinion, the information set out in the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement and accompanying notes to and forming part of the financial report, presents fairly the financial transactions during the year ended 31 December 2023 and financial position of the Institute as at 31 December 2023.

At the date of signing this financial report, we are not aware of any circumstances that would render any particulars included in the financial report to be misleading or inaccurate.

The Board Chair, Chief Executive, and Chief Finance and Accounting Officer sign this declaration as delegates of, and in accordance with a resolution of, the Board of Melbourne Polytechnic.



Helen Clarke  
Board Chairperson  
Melbourne Polytechnic  
Date: 27 March 2024



Frances Coppelillo  
Chief Executive  
Melbourne Polytechnic  
Date: 27 March 2024



Joseph Santiago  
Chief Finance and Accounting Officer  
Melbourne Polytechnic  
Date: 27 March 2024



# Auditor-General's Independent Auditor's Report



Victorian Auditor-General's Office

## Independent Auditor's Report

To the Board of Melbourne Polytechnic

<b>Opinion</b>	<p>I have audited the financial report of Melbourne Polytechnic (the institute) which comprises the:</p> <ul style="list-style-type: none"><li>• balance sheet as at 31 December 2023</li><li>• comprehensive operating statement for the year then ended</li><li>• statement of changes in equity for the year then ended</li><li>• cash flow statement for the year then ended</li><li>• notes to the financial statements, including significant accounting policies</li><li>• declaration by the Board Chair, Chief Executive and Chief Finance and Accounting Officer.</li></ul> <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the institute as at 31 December 2023 and its financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 7 of the <i>Financial Management Act 1994</i> and applicable Accounting Standards.</p>
<b>Basis for Opinion</b>	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the institute in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
<b>Board's responsibilities for the financial report</b>	<p>The Board of the institute is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Financial Management Act 1994</i>, and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Board is responsible for assessing the institute's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>
<b>Other information</b>	<p>The Board is responsible for the other information, which comprises the information in the annual report for the year ended 31 December 2023, but it does not include the financial report and my auditor's report thereon.</p> <p>My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion on the other information. However, in connection with my audit of the financial report, my responsibility is to read the other information and in doing so, consider whether it is materially inconsistent with the financial report or the knowledge I obtained during the audit, or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude there is a material misstatement of the other information, I am required to report that fact. I have nothing to report in this regard.</p>

Level 31 / 35 Collins Street, Melbourne Vic 3000  
T 03 8601 7000 enquiries@audit.vic.gov.au www.audit.vic.gov.au

## Auditor-General's Independent Auditor's Report Cont.

### Auditor's responsibilities for the audit of the financial report

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit 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 the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

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

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the institute's internal control.
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- conclude on the appropriateness of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the institute's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the institute to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the institute to express an opinion on the financial report. I remain responsible for the direction, supervision and performance of the audit of the institute and the consolidated entity. I remain solely responsible for my audit opinion.

I communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



MELBOURNE  
28 March 2024

Charlotte Jeffries  
*as delegate for the Auditor-General of Victoria*

# Table of Contents

---

Melbourne Polytechnic (the “Institute”) has presented its audited general-purpose financial statements for the financial year ended 31 December 2023 in the following structure to provide users with the information about the Institute’s stewardship of resources entrusted to it.

<b>2023 FINANCIAL STATEMENTS</b>	<b>61</b>
Comprehensive Operating Statement	68
Balance Sheet	69
Statement of Changes in Equity	70
Cash Flow Statement	71
<b>NOTES TO THE FINANCIAL STATEMENTS</b>	<b>72</b>
<b>1. About this report</b>	<b>72</b>
1.1 Basis of preparation	72
1.2 Compliance information	74
1.3 Impact of COVID-19	74
1.4 Climate change	74
<b>2. How we earned our funds</b>	<b>75</b>
2.1 Government grants	75
2.1.1 Revenue and income from government grants	75
2.1.2 Capital grants income	76
2.2 Revenue from fees, charges and sales	77
2.3 Other revenue and income	79
2.3.1 Leases receivable	80
<b>3. How we expended our funds</b>	<b>81</b>
3.1 Employee benefits	81
3.1.1 Employee benefits in the comprehensive operating statement	81
3.2 Superannuation	81
3.3 Supplies and services	82
3.3.1 Non-cancellable lease commitments – short-term and low value leases	82
3.3.2 Other expenditure commitments	83
3.4 Other operating expenses	83
3.5 Finance costs	83
3.6 Depreciation and amortisation	84
<b>4. The assets we invested in</b>	<b>84</b>
4.1 Property, plant and equipment	84
4.1.1 Reconciliation of movements in carrying amount of property, plant and equipment	85
4.1.2 Capital commitments	86
4.1.3 Net gain/(loss) on non-financial assets	86
4.2 Intangible assets	86
4.3 Depreciation and amortisation	88



NOTES TO THE FINANCIAL STATEMENTS	PAGE
<b>5. Balances from operations</b>	<b>88</b>
5.1 Receivables	88
5.2 Contract assets	90
5.3 Other non-financial assets	90
5.4 Payables	91
5.5 Contract and other liabilities	92
5.6 Employee benefits in the balance sheet	93
5.7 Other provisions	94
<b>6. How we financed our operations</b>	<b>95</b>
6.1 Cash and cash equivalents	95
6.1.1 Reconciliation of operating result to net cash flows from operating activities	95
6.2 Borrowings	96
6.3 Contributed capital	97
6.4 Leases	97
<b>7. Managing risks and uncertainties</b>	<b>99</b>
7.1 Financial instruments	99
7.1.1 Financial risk management objectives and policies	100
7.1.2 Credit risk	100
7.1.3 Liquidity risk	102
7.1.4 Market risk	102
7.2 Contingent assets and contingent liabilities	104
7.3 Fair value determination	104
<b>8. Governance disclosures</b>	<b>108</b>
8.1 Responsible persons	108
8.2 Remuneration of executives	109
8.3 Related parties	110
8.4 Remuneration of auditors	110
<b>9. Other disclosures</b>	<b>111</b>
9.1 Other economic flows included in net result	111
9.2 Equity reserves	112
9.3 Ex gratia expenses	112
9.4 Events after reporting date	112
9.5 Application of standards issued but not yet effective	112
9.6 New or amended Accounting Standards and Interpretations adopted	113

# Comprehensive Operating Statement for the Year Ended 31 December 2023

	Note	2023 \$'000	2022 \$'000
<b>CONTINUING OPERATIONS</b>			
<b>Revenue and income from transactions</b>			
Government grants			
Operating grants - revenue	2.1.1	43,249	43,908
Operating grants - income	2.1.1	51,657	38,911
Capital grants - income	2.1.2	32,511	6,852
Revenue from fees, charges and sales	2.2	116,125	101,832
Other revenue	2.3	3	2
Other income	2.3	5,110	13,959
<b>Total revenue and income from transactions</b>		<b>248,655</b>	<b>205,464</b>
<b>Expenses from transactions</b>			
Employee benefits	3.1.1	105,873	104,242
Depreciation and amortisation	3.6	14,232	7,555
Supplies and services	3.3	84,637	71,603
Finance costs	3.5	14	29
Other operating expenses	3.4	11,092	13,116
<b>Total expenses from transactions</b>		<b>215,848</b>	<b>196,545</b>
<b>Net result from transactions</b>		<b>32,807</b>	<b>8,919</b>
<b>Other economic flows included in net result</b>			
Net gain/(loss) on financial instruments	9.1a	(138)	(49)
Net gain/(loss) on non-financial assets	9.1b	63	202
Other gains/(losses) from other economic flows	9.1c	(46)	1,844
<b>Total other economic flows included in net result</b>		<b>(121)</b>	<b>1,997</b>
<b>Net result</b>		<b>32,686</b>	<b>10,916</b>
<b>Other economic flows - other comprehensive income</b>			
Items that will not be reclassified to net result			
Gain/(loss) on revaluation of physical assets	9.1d	-	19,706
<b>Comprehensive result</b>		<b>32,686</b>	<b>30,622</b>

The above Comprehensive Operating Statement should be read in conjunction with the accompanying notes to the financial statements.

## Balance Sheet as at 31 December 2023

	Note	2023 \$'000	2022 \$'000
<b>Assets</b>			
<b>Financial assets</b>			
Cash and cash equivalents	6.1	15,576	31,366
Receivables	5.1	6,006	4,187
<b>Total financial assets</b>		<b>21,582</b>	<b>35,553</b>
<b>Non-financial assets</b>			
Contract assets	5.2	14,211	14,552
Property, plant and equipment	4.1	465,239	440,596
Right-of-use assets	6.4	844	535
Intangible assets	4.2	6,118	2,884
Other non-financial assets	5.3	5,904	7,149
<b>Total non-financial assets</b>		<b>492,316</b>	<b>465,716</b>
<b>Total assets</b>		<b>513,898</b>	<b>501,269</b>
<b>Liabilities</b>			
Payables	5.4	18,247	16,698
Contract liabilities	5.5	11,704	32,460
Employee provisions	5.6	22,076	22,854
Other provisions	5.7	924	974
Borrowings	6.2	979	1,325
Lease liabilities	6.4	844	520
<b>Total liabilities</b>		<b>54,774</b>	<b>74,831</b>
<b>Net assets</b>		<b>459,124</b>	<b>426,438</b>
<b>Equity</b>			
Accumulated surplus/(deficit)	9.2	79,686	47,000
Contributed capital	6.3	31,681	31,681
Reserves	9.2	347,757	347,757
<b>Net worth</b>		<b>459,124</b>	<b>426,438</b>

The above Balance Sheet should be read in conjunction with the accompanying notes to the financial statements.



## Statement of Changes in Equity for the Year Ended 31 December 2023

	Reserves	Accumulated surplus \$'000	Contributions by owner \$'000	Total \$'000
<b>As at 1 January 2022</b>	<b>328,051</b>	<b>36,084</b>	<b>31,681</b>	<b>395,816</b>
Net result for the year	-	10,916	-	10,916
Other economic flows - other comprehensive income	19,706	-	-	19,706
Total comprehensive income	19,706	10,916	-	30,622
<b>Year ended 31 December 2022</b>	<b>347,757</b>	<b>47,000</b>	<b>31,681</b>	<b>426,438</b>
Net result for the year	-	32,686	-	32,686
Other economic flows - other comprehensive income	-	-	-	-
Total comprehensive income	-	32,686	-	32,686
<b>Year ended 31 December 2023</b>	<b>347,757</b>	<b>79,686</b>	<b>31,681</b>	<b>459,124</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes to the financial statements.

# Cash Flow Statement for the Year Ended 31 December 2023

	Note	2023 \$'000	2022 \$'000
<b>Cash flows from operating activities</b>			
<b>Receipts</b>			
Government contributions		106,350	102,184
Receipts from customers – fees, charges and sales		125,485	101,917
Goods and services tax recovered from the ATO		3,144	830
Interest received		1,290	556
<b>Total receipts from operating activities</b>		<b>236,269</b>	<b>205,487</b>
<b>Payments</b>			
Payments to employees		(86,513)	(87,245)
Payments to suppliers		(122,480)	(101,814)
Goods and services tax paid to the ATO		(2)	(1,437)
Short-term, low value and variable lease payments		(536)	(1,588)
Interest paid – lease liability		(14)	(29)
<b>Total payments from operating activities</b>		<b>(209,545)</b>	<b>(192,113)</b>
<b>Net cash flows from/(used in) operating activities</b>	<b>6.1.1</b>	<b>26,724</b>	<b>13,374</b>
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment		(38,141)	(12,256)
Payments for intangible assets		(3,945)	(1,774)
Proceeds from sales of non-financial assets		75	176
<b>Net cash flows from/(used in) investing activities</b>		<b>(42,011)</b>	<b>(13,854)</b>
<b>Cash flows from financing activities</b>			
Repayment of borrowings		(346)	(72)
Payment of lease liabilities		(157)	(1,501)
<b>Net cash flows from/(used in) financing activities</b>		<b>(503)</b>	<b>(1,573)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>(15,790)</b>	<b>(2,053)</b>
<b>Cash and cash equivalents at beginning of year</b>		<b>31,366</b>	<b>33,419</b>
<b>Cash and cash equivalents at end of year</b>	<b>6.1</b>	<b>15,576</b>	<b>31,366</b>

The above Cash Flow Statement should be read in conjunction with the accompanying notes to the financial statements.

---

## NOTE 1. About This Report

---

Melbourne Polytechnic (the Institute) is a statutory body corporate, established pursuant to an Act made by the Victorian Government under the *Education and Training Reform Act 2006* Section 3.1.12 4(a).

Melbourne Polytechnic is a Technical and Further Education (TAFE) provider, based predominantly in Melbourne, Victoria.

Its registered office and principal address is:

Melbourne Polytechnic  
77 St Georges Road  
Preston VIC 3072  
Australia

### 1.1 BASIS OF PREPARATION

These financial statements are presented in Australian dollars, the functional and presentation currency of Melbourne Polytechnic. These financial statements have been prepared in accordance with the historical cost convention, unless a different measurement basis is specifically disclosed in the notes associated with the item measured on a different basis. Amounts in the financial report have been rounded to the nearest thousand dollars, unless otherwise stated.

The accrual basis of accounting has been applied in the preparation of these financial statements whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the financial information being presented. The estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Judgements made by management in the application of Australian Accounting Standards (AAS) that have significant effects on the financial statements relate to:

- ▶ determining whether government contributions received should be recognised as revenue under AASB 15 or income under AASB 1058 depending on whether the performance obligations within the contract are assessed as sufficiently specific and measuring Melbourne Polytechnic's satisfaction of a performance obligation (refer to Note 2.1);
- ▶ AASB 16 Leases and the requirements to determine the lease term to the extent that extension options are certain (refer to Note 6.4);
- ▶ whether AASB 1059 Service Concession Arrangements: Grantors is applicable – specifically, in determining whether an asset provides public services and in determining whether the operator manages at least some of the public services and not acting merely as an agent on behalf of the grantor.



---

Estimates and assumptions made by management in the application of Australian Accounting Standards (AAS) that have significant effects on the financial statements relate to:

- ▶ actuarial assumptions for employee benefit provisions based on likely tenure of existing staff, patterns of leave claims, future salary movements and future discount rates (refer to Note 5.6);
- ▶ the loss rate used in calculating the allowance for expected credit losses (refer to Note 7.1.2);
- ▶ the fair value of land, buildings, plant and equipment (refer to Note 7.3); and
- ▶ the fair value of assets measured at current replacement cost as a result of rising costs of construction and inflation.

These estimates and associated assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision.

These financial statements cover Melbourne Polytechnic as an individual reporting entity.

### **GOODS AND SERVICES TAX (GST)**

Income and expenses are recognised net of the amount of associated GST.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

### **FUNDING RISK**

Funding risk is the risk of over-reliance on a particular funding source to the extent that a change in that funding source could impact on the operating results of the current year and future years.

Melbourne Polytechnic has substantial economic dependency on government operating and capital contributions in particular, the Department of Jobs, Skills, Industry and Regions (the "Department"). The Department has provided confirmation, via a letter of support, that it will continue to provide Melbourne Polytechnic adequate cash flow support to meet its current and future obligations as and when they fall due for a period up to 1 April 2025. On that basis, the financial statements have been prepared on a going concern basis.

Melbourne Polytechnic manages funding risk by continuing to diversify and endeavouring to increase funding from commercial activities.

There has been no significant change in Melbourne Polytechnic's exposure, or its objectives, policies and processes for managing funding risk or the methods used to measure this risk from the previous reporting period.

---

## 1.2 COMPLIANCE INFORMATION

These general purpose financial statements have been prepared in accordance with the *Financial Management Act 1994* (FMA) and applicable AAS, which include Interpretations, issued by the Australian Accounting Standards Board (AASB). In particular, they are presented in a manner consistent with the requirements of AASB 1049 Whole of Government and General Government Sector Financial Reporting.

For the purposes of preparing financial statements, Melbourne Polytechnic is classed as a not-for-profit entity. Where appropriate, those AAS paragraphs applicable to not-for-profit entities have been applied.

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

## 1.3 IMPACT OF COVID-19

In 2023, the impacts of the COVID-19 pandemic, including movement and density restrictions, were no longer significant to Melbourne Polytechnic's operations.

Between 2020 and 2022, various restrictions such as self-isolation and border entry rules were enforced and implemented by the government in order to contain the spread of the virus and to prioritise the health and safety of our communities. Melbourne Polytechnic conducted classes through remote learning where possible, held examinations online, placed restrictions on non-essential work, performed COVID-19 testing and implemented work from home arrangements where possible. The Department of Jobs, Skills, Industry and Regions (formerly Department of Education) also provided grants to assist Melbourne Polytechnic with response to the pandemic in order to retain staff, assist with the transition to online and remote learning and maintain government funding at pre-pandemic levels.

Following the easing of restrictions in 2022, learning returned to campus and no further funding was provided by the Department in relation to the pandemic.

## 1.4 CLIMATE CHANGE

Melbourne Polytechnic has considered climate-related matters in the preparation of the financial statements. During 2023, there has been no material events impacting the financial statements. The Institute will continue to monitor the impact of climate change in future reporting periods and make necessary disclosures as required.

## NOTE 2. How We Earned our Funds

Melbourne Polytechnic generates revenue from various sources including the government, students and commercial entities.

### 2.1 GOVERNMENT GRANTS

#### 2.1.1 REVENUE AND INCOME FROM GOVERNMENT GRANTS

	2023 \$'000	2022 \$'000
<b>Grants and other transfers</b>		
<b>Government grants – operating revenue</b>		
<b>State government – contestable</b>		
State government – DJSIR - contestable	43,194	43,908
<b>Commonwealth government</b>		
Commonwealth government grants	55	-
<b>Total government grants – operating revenue</b>	<b>43,249</b>	<b>43,908</b>
<b>Government grants – operating income</b>		
<b>State government – other grants</b>		
State government – DJSIR	50,089	38,767
State government – non DJSIR departments	1,568	144
<b>Total government grants – operating income</b>	<b>51,657</b>	<b>38,911</b>
<b>Total government grants – operating</b>	<b>94,906</b>	<b>82,819</b>

#### REVENUE AND INCOME FROM GOVERNMENT GRANTS

The Institute is first required to determine whether the government grants received should be accounted for as Revenue per AASB 15 or Income per AASB 1058.

Significant judgement is applied to assess if a government grant or contract contains sufficiently specific performance obligations.

#### REVENUE FROM GOVERNMENT GRANTS

The Institute's revenue streams are predominately for transactions relating to the delivery of courses to students and education services to clients. In all cases, the total transaction price for these services is allocated amongst the various performance obligations based on the consideration specified in the contract with the customer. The transaction price for a contract excludes any amounts collected on behalf of third parties. Revenue is recognised either at a point in time or over time as the Institute satisfies the performance obligations by transferring the promised goods or services to its customers. Where government grants have been received for services to be delivered in the following year, these amounts are deferred as a contract liability (Note 5.5).

Revenue is measured at the amount of consideration to which Melbourne Polytechnic expects to be entitled in exchange for transferring promised goods or services to a customer.

#### INCOME FROM GOVERNMENT GRANTS

Income from government grants without any sufficiently specific performance obligations, or that are not enforceable, is recognised when Melbourne Polytechnic has an unconditional right to receive cash, which usually coincides with receipt of cash. On initial recognition of the asset, Melbourne Polytechnic recognises any related grants by owners, increases in liabilities and decreases in assets ('related amounts') in accordance with other Australian Accounting Standards. Related amounts may take the form of:

- ▶ contributions by owners, in accordance with AASB 1004;
- ▶ a lease liability in accordance with AASB 16;
- ▶ a financial instrument, in accordance with AASB 9; or
- ▶ a provision, in accordance with AASB 137 Provisions, Contingent Liabilities and Contingent Assets.



Specific criteria in relation to determining whether government grants are accounted for as revenue per AASB 15 or Income per AASB 1058 are set out below.

Source of funding	Nature	Performance obligation	Timing of satisfaction
<b>State Government – contestable</b>	Refers to Victorian state government funding for which the Institute must compete with other registered training providers. Funding is allocated primarily through a combination of a 'User Choice' system for all providers and a competitive tendering process for private providers.	The funding agreement for these grants outlines the performance obligations to provide education services to eligible students and relevant terms and conditions. These grants are recognised as revenue from contracts with customers in line with the requirements of AASB 15.	Revenue is recognised over time, on the basis of the number of units of training delivered to eligible students over the life of the agreement.
<b>State Government – other grants</b>	Refers to funding that is not recognised as contestable and includes specific purpose grants.	In general, funding agreements for these grants do not contain sufficiently specific performance obligations and are therefore recognised as income under AASB 1058. The Institute recognises income immediately in the comprehensive operating statement when control is achieved over the funds which occurs on execution of the relevant contract.	
		Where <b>performance obligations are sufficiently specific</b> in accordance with AASB 15.	Revenue is recognised <b>over time</b> in the comprehensive operating statement as the performance obligations are delivered.

#### TRANSACTION PRICE ALLOCATED TO REMAINING PERFORMANCE OBLIGATIONS

Revenue is recognised on a quantitative basis using the time bands that are most appropriate for the duration of the remaining performance obligations.

The following table includes revenue expected to be recognised in the future related to performance obligations that are unsatisfied (or partially satisfied) at the reporting date:

	2024	2025	2026
	\$'000	\$'000	\$'000
<b>Revenue expected to be recognised</b>	<b>5,533</b>	<b>-</b>	<b>-</b>

Note: These are estimates only, based on professional judgement and past experience.

#### 2.1.2 CAPITAL GRANTS INCOME

	2023	2022
	\$'000	\$'000
<b>Government grants - capital</b>		
State Government – capital	32,511	6,852
<b>Total government grants – capital</b>	<b>32,511</b>	<b>6,852</b>
<b>Total government grants</b>	<b>127,417</b>	<b>89,671</b>

Income type	Nature	Performance obligation	Timing of satisfaction
<b>State Government - capital</b>	Where Melbourne Polytechnic receives a financial asset to construct or acquire a non-financial asset which is to be retained and used by Melbourne Polytechnic.	Whilst Melbourne Polytechnic has an obligation acquire or construct a non-financial asset, such transactions are accounted for following specific guidance under AASB 1058.	When the asset is acquired. Or Over time, as the building or facility is constructed. Income is recognised to the extent of costs incurred-to-date because the costs of construction are the best measure of the stage of completion of the building.

## 2.2 REVENUE FROM FEES, CHARGES AND SALES

	2023	2022
	\$'000	\$'000
Student fees and charges	11,057	11,106
Fee for service – government	75,398	59,018
Fee for service – international operations – onshore	11,538	11,523
Fee for service – international operations – offshore	5,214	4,474
Fee for service – other	10,745	14,131
<b>Other non-course fees and charges</b>		
Student amenities and services	2,173	1,580
<b>Total revenue from fees, charges and sales</b>	<b>116,125</b>	<b>101,832</b>

The following table provides a breakdown of contractual sales with customers based on timing of revenue:

	2023	2022
	\$'000	\$'000
Over time	113,952	100,252
At a point in time	2,173	1,580
<b>Total revenue from fees, charges and sales</b>	<b>116,125</b>	<b>101,832</b>

The timing of satisfaction of a sufficiently specific performance obligation and the amount of revenue to be allocated to each performance obligation involves significant judgement. The accounting policy below outlines the material performance obligations and, how and when these are satisfied.

Revenue for student fees and charges is recognised as the course is delivered to the student and is measured as the amount Melbourne Polytechnic expects to be entitled to. Any fee waivers are recognised as a reduction in the amount of revenue recognised. Where revenue has been received for programs or services to be delivered in the following year, these amounts are deferred as a contract liability.

Other non-course fees and charges are recognised as the service is delivered to the student. For example, student amenities and services revenue is recognised as Melbourne Polytechnic provides the service to the student.

Melbourne Polytechnic uses actual student contact hours to recognise revenue over time in line with AASB 15.

Revenue type	Nature	Performance obligation	Timing of satisfaction
<b>Student fees and charges</b>	The Institute provides educational services to eligible domestic students.  Student fees and charges revenue includes student tuition fees and course materials received or to be received from eligible students for the provision of these services.	Provision of education services	Student fees and charges are recognised in accordance with the relevant enrolment terms and conditions and over the period that the education and training services are provided.  Any fee waivers are recognised as a reduction in the amount of revenue recognised. Where revenue has been received for programs or services to be delivered in the following year, these amounts are deferred as a contract liability.
<b>Fee for service - government</b>	Relates to course fees funded by State government departments (excluding revenue/income recognised in note 2.1.1).	Provision of services	Revenue is recognised over time by reference to the percentage completion of each contract, i.e. in the reporting period in which the services are rendered.  Where fee for service revenue of a reciprocal nature has been clearly received in respect of programs or services to be delivered in the following year, such amounts are disclosed as a contract liability.
<b>Fee for service - International onshore/offshore</b>	Relates to international student course fees and other revenue for onshore and offshore training operations.		
<b>Fee for service - other</b>	Relates to revenue from training programs to domestic students (who are <b>not</b> eligible for a government funded subsidy) and private organisations (industry).		
<b>Revenue from sale of goods</b>		Delivery of goods e.g. printroom printing, hospitality and livestock.	Revenue is recognised at a point in time when the goods are delivered and have been accepted by customers. Sales are recognised based on the contractual price, net of any discounts (if applicable). Payment of transaction price is due immediately.

#### REVENUE RECOGNISED IN RELATION TO CONTRACT LIABILITIES

The following table shows how much of the revenue recognised in the current reporting period relates to carried-forward contract liabilities and how much relates to performance obligations that were satisfied in a prior year:

	2023	2022
	\$'000	\$'000
Student fees and charges	2,534	3,081
Fee for service	2,639	2,146
Other	26,525	7,645
	<b>31,698</b>	<b>12,872</b>



## TRANSACTION PRICE ALLOCATED TO REMAINING PERFORMANCE OBLIGATIONS

Revenue is recognised on a quantitative basis using the time bands that are most appropriate for the duration of the remaining performance obligations.

The following table includes revenue expected to be recognised in the future related to performance obligations that are unsatisfied (or partially satisfied) at the reporting date:

2023	Total \$'000	2024 \$'000	2025 \$'000	2026 \$'000	2027 \$'000
<b>Revenue expected to be recognised</b>	<b>6,170</b>	<b>5,945</b>	<b>156</b>	<b>66</b>	<b>3</b>

2022	Total \$'000	2023 \$'000	2024 \$'000	2025 \$'000	2026 \$'000
<b>Revenue expected to be recognised</b>	<b>5,362</b>	<b>5,179</b>	<b>147</b>	<b>35</b>	<b>1</b>

Note: These are estimates only, based on professional judgement and past experience.

### Payment terms

The payment terms for student fees are as follows:

- ▶ up-front payment via cash, EFTPOS or credit card prior to course commencement;
- ▶ payment plan via a third party (Debit Success);
- ▶ government assistance (FEE Help and VET student loan); and/or
- ▶ invoice to a third party (e.g. a student's employer or workers' compensation provider).

Students are generally entitled to a refund (less administration fee) if they withdraw from a course before the census date. Students who withdraw after this time are generally not entitled to a refund.

## 2.3 OTHER REVENUE AND INCOME

	2023 \$'000	2022 \$'000
Revenue recovery	3	2
<b>Total other revenue</b>	<b>3</b>	<b>2</b>
Interest income	1,290	556
Scholarships	6	83
Rental income	2,037	1,833
Donations, bequests and grants	127	81
Income from sub-leasing right-of-use assets	1,045	536
Other income	605	10,870
<b>Total other income</b>	<b>5,110</b>	<b>13,959</b>
<b>Total revenue and other income</b>	<b>5,113</b>	<b>13,961</b>

Other income type	Nature	Performance obligation	Timing of satisfaction
<b>Interest</b>	Interest income includes interest received on bank term deposits and other investments and the unwinding over time of the discount on financial assets.	None	Recognised taking into account the effective interest rates applicable to the financial assets.
<b>Rental income from operating leases</b>	Melbourne Polytechnic receives rental income for certain land and buildings leased out to the general public during the semester break period and when the buildings are excess to the current requirement. Melbourne Polytechnic also receives rental income from long-term lease arrangements with third parties.  Refer to Note 2.3.1 for Melbourne Polytechnic's lessor accounting policy.	None	Rental income is recognised on a time proportional basis and is brought to account when Melbourne Polytechnic's right to receive the rental is established.
<b>Donations and bequests</b>	From time to time, generous benefactors may provide donations or gifts to further the objectives of Melbourne Polytechnic. Typically, donations and bequests do not contain performance obligations that are sufficiently specific.	None	Recognised on receipt, when there are no sufficiently specific performance obligations. Typically, the stated purpose of the gift is not specific enough for the requirements of AASB 15. In the rare circumstance where a gift has a sufficiently specific performance obligation, revenue will be recognised when or as the obligation is satisfied.
<b>Other income</b>		Other income is recognised when Melbourne Polytechnic's right to receive payment is established.	

### 2.3.1 LEASES RECEIVABLE

	2023 \$'000	2022 \$'000
<b>Receivable:</b>		
Within one year	2,008	1,976
Later than one year but not later than five years	5,913	5,988
Later than five years	1,696	2,870
<b>Total leases receivable</b>	<b>9,617</b>	<b>10,834</b>
GST payable on the above	874	983
<b>Net operating leases receivable</b>	<b>8,743</b>	<b>9,851</b>

When Melbourne Polytechnic is a lessor, a lease is classified as an operating lease when it does not transfer substantially all of the risks and rewards incidental to ownership of the underlying asset. Indicators such as whether the lease is for the major part of the economic life of the asset are considered as part of this assessment. Payments received under operating leases are recognised as income on a straight-line basis over the lease term and are included under the line item - rental income.

## NOTE 3. How we expended our funds

### 3.1 EMPLOYEE BENEFITS

The present value of employee benefit obligations including annual leave, long service leave and on-costs are determined using various assumptions that may differ from actual developments in the future. These include future salary growth rate, future discount rates, tenure of existing staff, and patterns of leave claims.

All assumptions are reviewed at each reporting date.

#### 3.1.1 EMPLOYEE BENEFITS IN THE COMPREHENSIVE OPERATING STATEMENT

	2023	2022
	\$'000	\$'000
Salaries, wages, overtime and allowances	81,134	80,214
Superannuation	9,249	8,653
Payroll tax	4,820	4,876
Mental health levy	397	489
Workers compensation	1,688	1,401
Annual leave	5,877	6,281
Long service leave	2,216	1,912
Termination benefits	424	314
Other	68	102
<b>Total employee benefits</b>	<b>105,873</b>	<b>104,242</b>

Employee expenses include all costs related to employment, including wages and salaries, fringe benefits tax, leave entitlements, termination payments and WorkCover premiums. Superannuation expenses / benefits disclosed above are employer contributions that are paid or payable during the reporting period.

Termination benefits are payable when employment is terminated before the normal retirement date, or when an employee accepts voluntary redundancy in exchange for these benefits. Melbourne Polytechnic recognises termination benefits when it is demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits which are expected to be wholly-settled more than 12 months after balance sheet date are discounted to present value.

### 3.2 SUPERANNUATION

Melbourne Polytechnic employees are entitled to receive superannuation benefits and Melbourne Polytechnic contributes to both defined benefit and defined contribution plans. The defined benefit plan(s) provide benefits based on years of service and final average salary.

Melbourne Polytechnic does not recognise any defined benefit liability in respect of the plan(s) because the entity has no legal or constructive obligation to pay future benefits relating to its employees; its only obligation is to pay superannuation contributions as they fall due. The Department of Treasury and Finance recognises and discloses the state's defined benefit liabilities in its financial statements.

However, superannuation contributions paid or payable for the reporting period are included as part of employee benefits in the comprehensive income statement.



The name and details of the major employee superannuation funds and contributions made by Melbourne Polytechnic are as follows:

	2023	2022
	\$'000	\$'000
<b>Paid contribution for the year</b>		
<b>Defined benefit plans:</b>		
State Superannuation Fund - revised and new	174	204
<b>Total defined benefit plans</b>	<b>174</b>	<b>204</b>
<b>Accumulation contribution plans:</b>		
Aware Super / VicSuper	4,307	4,120
Other	4,814	4,433
<b>Total accumulation contribution plans</b>	<b>9,121</b>	<b>8,553</b>
<b>Total paid contribution for the year</b>	<b>9,295</b>	<b>8,757</b>
<b>Contribution outstanding at year end</b>		
<b>Accumulation contribution plans:</b>		
Aware Super / VicSuper	-	-
Other	-	-
<b>Total accumulation contribution plans</b>	<b>-</b>	<b>-</b>
<b>Total contribution outstanding at year end</b>	<b>-</b>	<b>-</b>

### ACCUMULATION CONTRIBUTION PLANS

Contributions are expensed when they become payable.

The bases for contributions are determined by the various schemes.

The above amounts were measured as at 31 December of each year; or in the case of employer contributions, they relate to the years ended 31 December.

## 3.3 SUPPLIES AND SERVICES

	2023	2022
	\$'000	\$'000
Repairs and maintenance	5,061	4,333
General consultancy	3,422	5,079
Legal expenses	244	317
Contract and other services	4,885	5,568
Services of training providers - third party	10,026	7,503
Services of training providers - state government - DJSIR	47,565	37,079
Cost of goods sold / distributed (ancillary trading)	1,569	952
Computer software and hardware expenses	6,342	5,765
Purchase of supplies and consumables	5,074	4,531
Communication expenses	449	476
<b>Total supplies and services</b>	<b>84,637</b>	<b>71,603</b>

Supplies and services are recognised as expenses in the reporting period in which they are incurred. The carrying amounts of any inventories held for distribution are expensed when the inventories are distributed.

### 3.3.1 NON-CANCELLABLE LEASE COMMITMENTS - SHORT-TERM AND LOW VALUE LEASES

Melbourne Polytechnic had no material non-cancellable lease commitments for short-term and low value leases as at 31 December 2023.

### 3.3.2 OTHER EXPENDITURE COMMITMENTS

Commitments for future maintenance, repairs or services at reporting date but not recognised as liabilities are as follows:

	2023 \$'000	2022 \$'000
<b>Payable</b>		
Within one year	14,263	7,721
Later than one year but not later than five years	8,901	2,203
Later than five years	-	-
<b>Total other expenditure commitments</b>	<b>23,164</b>	<b>9,924</b>
GST payable on the above	2,089	902
<b>Net other expenditure commitments</b>	<b>21,075</b>	<b>9,022</b>

### 3.4 OTHER OPERATING EXPENSES

	2023 \$'000	2022 \$'000
Audit fees and services	204	257
Impairment of assets	123	-
Equipment below capitalisation threshold	1,096	2,975
Marketing and promotional expenses	1,971	1,654
Settlement payments	-	(50)
Staff development	535	457
Travel and motor vehicle expenses	544	291
Utilities	2,445	2,770
Expenses relating to short-term leases	536	1,588
Bad debt expense	75	90
Insurance	716	629
Other	2,847	2,455
<b>Total other operating expenses</b>	<b>11,092</b>	<b>13,116</b>

Other operating expenses generally represent the day-to-day running costs incurred in normal operations and are recognised when they are incurred and reported in the financial year to which they relate.

Audit fees and services relate to costs associated with internal audit services, as well as remuneration to the Victorian Auditor-General's Office for the audit of the financial statements.

### 3.5 FINANCE COSTS

	2023 \$'000	2022 \$'000
Interest on lease liabilities	14	29
<b>Total finance costs</b>	<b>14</b>	<b>29</b>

## 3.6 DEPRECIATION AND AMORTISATION

	2023	2022
	\$'000	\$'000
Depreciation of buildings and leasehold improvements	11,499	4,071
Depreciation of plant and equipment	1,753	1,537
Depreciation of library collections	75	85
Depreciation of motor vehicles	36	12
Depreciation of right-of-use assets	158	1,455
Amortisation of intangible assets	711	395
<b>Total depreciation and amortisation</b>	<b>14,232</b>	<b>7,555</b>

## NOTE 4. The assets we invested in

### 4.1 PROPERTY, PLANT AND EQUIPMENT

#### FAIR VALUE MEASUREMENT

Where the assets included in this section are carried at fair value, additional information is disclosed in Note 7.3 in connection with how those fair values were determined.

In accordance with government purpose classifications (used by the Australian Bureau of Statistics to classify expenses and acquisitions of non-financial assets of the public sector and general government sector), Melbourne Polytechnic's property, plant and equipment are assets used for the purpose of education. Property, plant and equipment includes all operational assets.

	Gross carrying amount		Accumulated depreciation		Net carrying amount	
	2023	2022	2023	2022	2023	2022
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Land	251,383	251,383	-	-	251,383	251,383
Buildings	174,292	170,019	(11,200)	-	163,092	170,019
Construction in progress	42,853	10,969	-	-	42,853	10,969
Plant and equipment	31,532	30,805	(24,392)	(23,310)	7,140	7,495
Motor vehicles	1,382	1,115	(1,123)	(1,086)	259	29
Leasehold improvements	2,083	1,934	(1,678)	(1,379)	405	555
Library collections	5,415	5,379	(5,308)	(5,233)	107	146
<b>Total carrying amount</b>	<b>508,940</b>	<b>471,604</b>	<b>(43,701)</b>	<b>(31,008)</b>	<b>465,239</b>	<b>440,596</b>

Refer to Note 4.1.1 for reconciliation of movements in carrying amount of property, plant and equipment.

#### INITIAL RECOGNITION

Immediately upon acquisition, items of property, plant and equipment are measured initially at cost and subsequently revalued at fair value less accumulated depreciation and impairment. Where an asset is received for no or nominal consideration, the cost is the asset's fair value at the date of acquisition.

The cost of constructed non-financial physical assets includes the cost of all materials used in construction, direct labour on the project, and an appropriate proportion of variable and fixed overheads.

The cost of leasehold improvements is capitalised and depreciated over the shorter of the remaining term of the lease or their estimated useful lives.

## SUBSEQUENT MEASUREMENT

Where there is an indication that the value of property, plant and equipment has changed, these assets are subsequently measured at fair value less accumulated depreciation and impairment. Fair value is determined with regard to the asset's highest and best use (considering legal or physical restrictions imposed on the asset, public announcements or commitments made in relation to the intended use of the asset) and is summarised by asset category.

Non-specialised land, non-specialised buildings and artworks are valued using the market approach, whereby assets are compared to recent comparable sales or sales of comparable assets that are considered to have nominal value.

Specialised land and specialised buildings: The market approach is also used for specialised land, although is adjusted for the community service obligation (CSO) to reflect the specialised nature of the land being valued.

The CSO adjustment is a reflection of the valuer's assessment of the impact of restrictions associated with an asset to the extent that is also equally applicable to market participants.

For the majority of Melbourne Polytechnic's specialised buildings, the current replacement cost method is used, adjusting for the associated depreciation.

The fair value of plant, equipment and vehicles is normally determined by reference to the asset's current replacement cost.

The last formal revaluation of land and building assets (including land improvements) were conducted for the year ended 31 December 2022. For the year ended 31 December 2023, an assessment was conducted using indices provided by the Office of the Victorian Valuer-General. No revaluation was required as a result of this assessment.

## REVALUATIONS OF NON-FINANCIAL PHYSICAL ASSETS

Non-current physical assets measured at fair value are revalued in accordance with Financial Reporting Directions (FRDs) issued by the Assistant Treasurer.

Refer to Note 7.3 for additional information on fair value determination of property, plant and equipment.

### 4.1.1 RECONCILIATION OF MOVEMENTS IN CARRYING AMOUNT OF PROPERTY, PLANT AND EQUIPMENT

	Land \$'000	Buildings \$'000	Construction in progress \$'000	Plant and equipment \$'000	Motor vehicles \$'000	Leasehold improvements \$'000	Library collections \$'000	Total \$'000
<b>2023</b>								
Opening net book amount	251,383	170,019	10,969	7,495	29	555	146	<b>440,596</b>
Additions	-	-	38,105	-	-	-	36	<b>38,141</b>
Disposals	-	-	-	(12)	-	-	-	<b>(12)</b>
Transfers	-	4,273	(6,221)	1,533	266	149	-	<b>-</b>
Depreciation	-	(11,200)	-	(1,753)	(36)	(299)	(75)	<b>(13,363)</b>
Impairment	-	-	-	(123)	-	-	-	<b>(123)</b>
<b>Net carrying amount</b>	<b>251,383</b>	<b>163,092</b>	<b>42,853</b>	<b>7,140</b>	<b>259</b>	<b>405</b>	<b>107</b>	<b>465,239</b>
<b>2022</b>								
Opening net book amount	217,533	184,367	4,631	7,527	24	68	189	<b>414,339</b>
Additions	-	-	12,214	-	-	-	42	<b>12,256</b>
Revaluations	33,850	(14,144)	-	-	-	-	-	<b>19,706</b>
Transfers	-	3,739	(5,876)	1,505	17	615	-	<b>-</b>
Depreciation	-	(3,943)	-	(1,537)	(12)	(128)	(85)	<b>(5,705)</b>
<b>Net carrying amount</b>	<b>251,383</b>	<b>170,019</b>	<b>10,969</b>	<b>7,495</b>	<b>29</b>	<b>555</b>	<b>146</b>	<b>440,596</b>



## 4.1.2 CAPITAL COMMITMENTS

These capital commitments are recorded below at their nominal value and inclusive of GST.

	2023	2022
	\$'000	\$'000
<b>Payable</b>		
Within one year	6,261	36,566
Later than one year but not later than five years	-	1,103
Later than five years	-	-
<b>Total capital expenditure commitments</b>	<b>6,261</b>	<b>37,669</b>
GST payable on the above	569	3,424
<b>Net capital expenditure commitments</b>	<b>5,692</b>	<b>34,245</b>

The large capital commitment as at 31 December 2022 mainly relates to the delivery of the State Government-funded Collingwood Campus Redevelopment Project, which is a multi-year project.

## 4.1.3 NET GAIN/(LOSS) ON NON-FINANCIAL ASSETS

	2023	2022
	\$'000	\$'000
Net gain/(loss) on disposal of property, plant and equipment	63	202
<b>Net gain/(loss) on non-financial assets</b>	<b>63</b>	<b>202</b>

Net gain/(loss) on non-financial assets includes realised and unrealised gains and losses from revaluations, impairments, and disposals of all physical and intangible assets.

Any gain or loss on disposal of non-financial assets is recognised at the date control of the asset is passed to the buyer and is determined after deducting from the proceeds the carrying value of the asset at the time.

## 4.2 INTANGIBLE ASSETS

	Software	Courseware	Courseware developments in progress	2023
	\$'000	\$'000	\$'000	\$'000
<b>2023</b>				
<b>Gross carrying amount</b>				
Opening balance	5,320	-	1,296	6,616
Additions	911	-	3,034	3,945
Transfers	-	2,527	(2,527)	-
<b>Closing balance</b>	<b>6,231</b>	<b>2,527</b>	<b>1,803</b>	<b>10,561</b>
<b>Accumulated amortisation and impairment</b>				
Opening balance	(3,732)	-	-	(3,732)
Amortisation charge	(349)	(362)	-	(711)
<b>Closing balance</b>	<b>(4,081)</b>	<b>(362)</b>	<b>-</b>	<b>(4,443)</b>
<b>Net carrying amount at end of the year</b>	<b>2,150</b>	<b>2,165</b>	<b>1,803</b>	<b>6,118</b>

	Software \$'000	Courseware \$'000	Courseware developments in progress \$'000	2022 \$'000
<b>2022</b>				
<b>Gross carrying amount</b>				
Opening balance	4,842	-	-	4,842
Additions	478	-	1,296	1,774
<b>Closing balance</b>	<b>5,320</b>	<b>-</b>	<b>1,296</b>	<b>6,616</b>
<b>Accumulated amortisation and impairment</b>				
Opening balance	(3,337)	-	-	(3,337)
Amortisation charge	(395)	-	-	(395)
<b>Closing balance</b>	<b>(3,732)</b>	<b>-</b>	<b>-</b>	<b>(3,732)</b>
<b>Net carrying amount at end of the year</b>	<b>1,588</b>	<b>-</b>	<b>1,296</b>	<b>2,884</b>

## INITIAL RECOGNITION

### Internally generated intangible assets

When recognition criteria in AASB 138 Intangible Assets are met, internally generated intangible assets are recognised at cost. Subsequently, intangible assets with finite useful lives are carried at cost less accumulated amortisation and accumulated impairment losses. Amortisation begins when the asset is available for use, that is, when it is in the location and condition necessary for it to be capable of operating in the manner intended by management.

An internally-generated intangible asset arising from development (or from the development phase of an internal project) is recognised if all of the following are demonstrated:

- ▶ the technical feasibility of completing the intangible asset so that it will be available for use or sale;
- ▶ the intention to complete the intangible asset for use or sale;
- ▶ the ability to use or sell the asset;
- ▶ the intangible asset will generate probable future economic benefits;
- ▶ the availability of adequate technical, financial and other resources to complete the development and to use or sell the intangible asset; and
- ▶ the ability to measure reliably the expenditure attributable to the intangible asset during its development.

### Configuration and customisation costs incurred related to a Software as a Service (SaaS) arrangement

SaaS arrangements are service contracts providing Melbourne Polytechnic with the right to access the software provider's application software over the contract period. Where costs incurred to configure or customise SaaS arrangements result in the creation of a resource which is identifiable, and where Melbourne Polytechnic has the power to obtain the future economic benefits flowing from the underlying resource and to restrict the access of others to those benefits, such costs are recognised as a

separate intangible software asset. Where costs incurred to configure or customise do not result in the recognition of an intangible software asset, then those costs that provide Melbourne Polytechnic with a distinct service (in addition to the SaaS access) are recognised as expenses when the supplier provides the services. When such costs incurred do not provide a distinct service, the costs capitalised as a prepayment are recognised as expenses over the duration of the SaaS contract.

Judgement is required in determining whether:

- ▶ costs incurred result in the creation of an intangible asset that meets the recognition criteria in AASB 138;
- ▶ the configuration and customisation costs provide a distinct service where such costs do not give rise to the recognition of an intangible asset.

### SUBSEQUENT MEASUREMENT

Intangible assets are amortised as an 'expense from transactions' on a straight-line basis over their useful lives. Intangible assets have useful lives of 5 years for software and 4 years for courseware.

Intangible assets recognised in accordance with AASB 1059 are subsequently measured under the revaluation model.

### IMPAIRMENT OF INTANGIBLE ASSETS

Intangible assets with indefinite useful lives (and intangible assets not yet available for use) are tested annually for impairment and whenever there is an indication that the asset may be impaired. Intangible assets with finite useful lives are tested for impairment whenever an indication of impairment is identified.

If there is an indication of impairment, the assets concerned are tested as to whether their carrying value exceeds their possible recoverable amount. Where an asset's carrying value exceeds its recoverable amount, the difference is written off by a charge to the comprehensive operating statement. Impairment of goodwill is not reversed.

## 4.3 DEPRECIATION AND AMORTISATION

Depreciation and amortisation is provided on software, property, plant and equipment, freehold buildings and right-of-use assets.

Depreciation and amortisation is generally calculated on a straight-line basis, at rates that allocate the asset's value, less any estimated residual value, over its estimated useful life. Right-of-use assets and leasehold improvements are depreciated over the period of the lease or estimated useful life, whichever is shorter, using the straight-line method. The only exception is where Melbourne Polytechnic expects to obtain ownership of the leased asset at the end of the lease term, where in such instances, the right-of-use assets and leasehold improvements will be depreciated over their expected useful lives.

Depreciation and amortisation methods and useful life used for each class of depreciable assets are:

Class of assets	Useful Life		Method
Buildings	3 - 60 years	(2022: 3 - 60 years)	Straight Line
Plant and equipment	3 - 20 years	(2022: 4 - 20 years)	Straight Line
Motor vehicles	3 - 13 years	(2022: 4 - 13 years)	Straight Line
Leasehold improvements	1 - 6 years	(2022: 2 - 6.5 years)	Straight Line
Library collections	5 years	(2022: 5 years)	Straight Line
Right-of-use assets	Lease term	(2022: lease term)	Straight Line
Software	5 years	(2022: 5 years)	Straight Line
Courseware	4 years		Straight Line

The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period, and adjustments made where appropriate.

Leasehold improvements are depreciated over the shorter of the lease term and their useful lives.

## NOTE 5. Balances from operations

### 5.1 RECEIVABLES

	2023	2022
	\$'000	\$'000
<b>Current</b>		
Trade receivables	4,049	2,595
Loss allowance on trade receivables	(568)	(472)
Other receivables	2,218	1,496
Loss allowance on other receivables	(28)	(76)
<b>Total receivables from contracts with customers</b>	<b>5,671</b>	<b>3,543</b>
<b>Statutory</b>		
GST input tax credit recoverable	335	644
<b>Total current receivables</b>	<b>6,006</b>	<b>4,187</b>

**Receivables** consist of:

- ▶ statutory receivables, which include predominantly GST input tax credits recoverable; and
- ▶ contractual receivables, **which include mainly debtors in relation to goods and services**, accrued investment income, and finance lease receivables.

Receivables other than sale of goods and services are stated exclusive of the amount of GST receivable. Receivables that are contractual are classified as financial instruments. Statutory receivables are recognised and measured similarly to contractual receivables, but are not classified as financial instruments and are not included in the category of financial assets at amortised cost, because they do not arise from a contract.

Receivables are recognised initially at fair value and subsequently measured at amortised cost, using the effective interest method, less an allowance for any required impairments.

Trade receivables are recognised initially at the amount of consideration that is unconditional unless they contain significant financing components, when they are recognised at fair value. Melbourne Polytechnic holds the trade receivables with the objective to collect the contractual cash flows and therefore measures them subsequently at amortised cost using the effective interest method.

Due to the short-term nature of current receivables, their carrying amount approximates the fair value.

### IMPAIRMENT

Melbourne Polytechnic measures loss allowances at an amount equal to lifetime Expected Credit Losses (ECLs). Lifetime ECLs are the ECLs that result from all possible default events over the expected life of a financial instrument. ECLs are a probability-weighted estimate of credit-losses. Credit losses are measured as the present value of all cash shortfalls.

The movement in the allowance for impairment in respect of trade and other receivables during the year is shown in the following table.

	2023 \$'000	2022 \$'000
<b>Balance at the beginning of the year</b>	<b>548</b>	<b>523</b>
Amounts written off	(60)	-
Reversal of unused loss allowance recognised in net result	(487)	(523)
Increase in loss allowance recognised in net result	596	548
<b>Balance at the end of the year</b>	<b>597</b>	<b>548</b>

Trade receivables of Melbourne Polytechnic consists of some customers having similar characteristics in that they are predominantly government or educational who operate both locally and internationally. Based on historical information about customer default rates, management considers the credit quality of trade receivables that are not past due or impaired to be good.

### AGEING ANALYSIS OF CONTRACTUAL RECEIVABLES

	Carrying amount \$'000	Not past due and not impaired \$'000	Less than 1 month \$'000	1-3 months \$'000	3 months to 1 year \$'000	1-5 years \$'000
<b>2023</b>						
Trade receivables	4,049	3,254	433	37	309	16
Other receivables	2,218	1,606	261	237	7	107
<b>Total</b>	<b>6,267</b>	<b>4,860</b>	<b>694</b>	<b>274</b>	<b>316</b>	<b>123</b>
<b>2022</b>						
Trade receivables	2,595	2,144	39	50	361	1
Other receivables	1,496	1,145	174	60	23	94
<b>Total</b>	<b>4,091</b>	<b>3,289</b>	<b>213</b>	<b>110</b>	<b>384</b>	<b>95</b>

**Note:** The disclosures above exclude statutory receivables (e.g. GST credits).

The weighted average credit period on receivables is 16 (2022: 13) days.

There are no financial assets that have their terms renegotiated so as to prevent them from being past due or impaired, and they are stated at the carrying amounts as indicated.



## 5.2 CONTRACT ASSETS

	2023 \$'000	2022 \$'000
<b>Current</b>		
Contract assets	14,211	14,552
<b>Total contract assets</b>	<b>14,211</b>	<b>14,552</b>

Contract assets are recognised when Melbourne Polytechnic has transferred goods or services to the customer but where the Institute is yet to establish an unconditional right to consideration. Contract assets are treated as financial assets for impairment purposes.

## 5.3 OTHER NON-FINANCIAL ASSETS

	2023 \$'000	2022 \$'000
<b>Current</b>		
Prepayments	2,559	3,187
Inventories	129	125
Biological assets	18	186
<b>Total current other non-financial assets</b>	<b>2,706</b>	<b>3,498</b>
<b>Non-current</b>		
Prepayments	3,198	3,651
<b>Total non-current other non-financial assets</b>	<b>3,198</b>	<b>3,651</b>
<b>Total other non-financial assets</b>	<b>5,904</b>	<b>7,149</b>

Prepayments represent payments in advance of receipt of goods and services, or that part of expenditure made in one accounting period covering a term extending beyond that period.

Inventories include goods and other items held either for sale or for distribution at a zero or nominal cost, or for consumption in the ordinary course of business operations.

Inventories held-for-distribution are measured at cost, adjusted for any loss of service potential. All other inventories are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

Cost includes an appropriate portion of fixed and variable overhead expenses. Cost is assigned to other high-value, low-volume inventory items on a specific identification of cost basis. Cost for all other inventory is measured on the basis of weighted average cost.

## 5.4 PAYABLES

	2023 \$'000	2022 \$'000
<b>Current</b>		
<b>Contractual</b>		
Supplies and services	3,609	4,227
Refund liability	42	4
Other payables	14,552	12,381
<b>Total contractual payables</b>	<b>18,203</b>	<b>16,612</b>
<b>Statutory</b>		
FBT payable	20	27
Other taxes payable	24	59
<b>Total statutory payables</b>	<b>44</b>	<b>86</b>
<b>Total current payables</b>	<b>18,247</b>	<b>16,698</b>

Payables consist of:

- ▶ contractual payables, such as accounts payable and refund liabilities. Accounts payable represent liabilities for goods and services provided to Melbourne Polytechnic prior to the end of the financial year that are unpaid, and arise when Melbourne Polytechnic becomes obliged to make future payments in respect of the purchase of those goods and services; and
- ▶ statutory payables, such as goods and services tax and fringe benefits tax payable.

Contractual payables are classified as financial instruments and categorised as financial liabilities at amortised cost.

Statutory payables are recognised and measured similarly to contractual payables, but are not classified as financial instruments and are not included in the category of financial liabilities at amortised cost, because they do not arise from a contract.

### AGEING ANALYSIS OF CONTRACTUAL PAYABLES

The amounts disclosed in the table are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances as the impact of discounting is not significant.

	Carrying amount \$'000	Nominal amount \$'000	Less than 1 month \$'000	1-3 months \$'000	3 months to 1 year \$'000	1-5 years \$'000
<b>2023</b>						
Supplies and services	3,609	3,609	3,231	261	96	21
Refund liability	42	42	39	-	3	-
Other payables	14,552	14,552	11,867	2,162	425	98
<b>Total</b>	<b>18,203</b>	<b>18,203</b>	<b>15,137</b>	<b>2,423</b>	<b>524</b>	<b>119</b>
<b>2022</b>						
Supplies and services	4,227	4,227	3,615	549	21	42
Refund liability	4	4	1	-	-	3
Other payables	12,381	12,381	9,865	952	576	988
<b>Total</b>	<b>16,612</b>	<b>16,612</b>	<b>13,481</b>	<b>1,501</b>	<b>597</b>	<b>1,033</b>

Note: The disclosures above exclude statutory payables (e.g. GST payable).

The Institute implemented the State Government fair payment policy whereby all Victorian creditors are paid within 10 days. No interest is charged on the other payables.

Terms and conditions of amounts payable to other government agencies vary according to a particular agreement with that agency.

Due to their short-term nature, the carrying amounts of trade and other payables are not considered to be materially different to their fair values.

## 5.5 CONTRACT AND OTHER LIABILITIES

Refer to Note 2.2 for further information around revenue recognised in relation to contract liabilities.

	2023	2022
	\$'000	\$'000
<b>Contract liabilities</b>		
Student fees	3,193	2,629
Fee for service	2,977	2,733
Government contributions - other contributions	-	2,448
<b>Total contract liabilities</b>	<b>6,170</b>	<b>7,810</b>

### CONTRACT LIABILITIES

Any fees received by Melbourne Polytechnic during the current financial year in respect of performance obligations that have not been satisfied are classified as a liability and recognised as a contract liability.

	2023	2022
	\$'000	\$'000
<b>Other liabilities</b>		
Deferred capital grants	5,282	24,296
Other	252	354
<b>Total other liabilities</b>	<b>5,534</b>	<b>24,650</b>
<b>Total contract and other liabilities</b>	<b>11,704</b>	<b>32,460</b>

### DEFERRED CAPITAL GRANTS

Grant consideration was received from the State government to support the construction of Collingwood campus redevelopment; arboriculture tower and purchases of equipment for Technical Schools. Grant consideration is recognised as income following specific guidance under AASB 1058 as the asset is constructed or purchased. Income is recognised to the extent of costs incurred-to-date because the costs of construction or purchases most closely reflect the stage of completion. As such, Melbourne Polytechnic has deferred recognition of a portion of the grant consideration received as a liability for outstanding obligations.

	2023	2022
	\$'000	\$'000
<b>Contractual</b>		
Deferred capital grants at beginning of the year	24,296	14,419
Grant consideration for capital works received during the year	13,496	16,729
Grant consideration recognised as income under AASB 1058	(32,510)	(6,852)
<b>Closing balance of deferred capital grants</b>	<b>5,282</b>	<b>24,296</b>

## 5.6 EMPLOYEE BENEFITS IN THE BALANCE SHEET

	2023	2022
	\$'000	\$'000
<b>Current Provisions</b>		
<b>Annual leave</b>		
Unconditional and expected to settle within 12 months	4,588	5,377
Unconditional and expected to settle after 12 months	2,155	2,619
<b>Long service leave</b>		
Unconditional and expected to settle within 12 months	2,207	1,529
Unconditional and expected to settle after 12 months	9,927	10,228
<b>Total current provisions</b>	<b>18,877</b>	<b>19,753</b>
<b>Non-Current Provisions</b>		
<b>Long service leave</b>		
Conditional and expected to settle after 12 months	3,199	3,101
<b>Total non-current provisions</b>	<b>3,199</b>	<b>3,101</b>
<b>Total employee provisions</b>	<b>22,076</b>	<b>22,854</b>

The leave obligations cover Melbourne Polytechnic's liabilities for long service leave and annual leave, which are classified as either other long-term benefits or short-term benefits.

The current portion of this liability includes all of the accrued annual leave, the unconditional entitlements to long service leave where employees have completed the required period of service and also for those employees that are entitled to pro rata payments in certain circumstances. The entire amount of the provision of \$18,877,000 (2022: \$19,753,000) is presented as current, since Melbourne Polytechnic does not have an unconditional right to defer settlement for any of these obligations. However, based on past experience, Melbourne Polytechnic does not expect all employees to take the full amount of accrued leave or require payment within the next 12 months.

The following amounts reflect leave that is not expected to be taken or paid within the next 12 months:

	2023	2022
	\$'000	\$'000
Unconditional and expected to settle within 12 months	6,795	6,906
Unconditional and expected to settle after 12 months	9,927	10,228
<b>Total current employee provisions</b>	<b>16,722</b>	<b>17,134</b>



## 5.7 OTHER PROVISIONS

	2023	2022
	\$'000	\$'000
Other provisions	-	50
Make good provision	924	924
<b>Total other provisions</b>	<b>924</b>	<b>974</b>

### Provisions

Provisions are recognised when Melbourne Polytechnic has a present obligation, the future sacrifice of economic benefits is probable, and the amount of the provision can be measured reliably.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at reporting date, taking into account the risks and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows.

### Reconciliation of other provisions

	2023	2022
	\$'000	\$'000
Opening balance	974	2,123
Additional provisions recognised	-	50
Reductions arising from payments	-	(198)
Adjustments resulting from re-measurement or settlement without cost	(50)	(1,001)
<b>Closing balance</b>	<b>924</b>	<b>974</b>

## NOTE 6. How we financed our operations

### 6.1 CASH AND CASH EQUIVALENTS

	2023	2022
	\$'000	\$'000
Cash at bank and on hand	15,576	31,366
<b>Total cash and deposits</b>	<b>15,576</b>	<b>31,366</b>

Cash and cash equivalents comprise cash on hand and cash at bank, deposits at call and those highly liquid investments with an original maturity of 3 months or less, which are held for the purpose of meeting short-term cash commitments rather than for investment purposes, and which are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value.

### 6.1.1 RECONCILIATION OF OPERATING RESULT TO NET CASH FLOWS FROM OPERATING ACTIVITIES

	2023	2022
	\$'000	\$'000
<b>Net result for the year</b>	<b>32,686</b>	<b>10,916</b>
<b>Non-cash movements</b>		
Depreciation/amortisation of non-financial assets	14,232	7,555
Net (gain)/loss on sale of non-financial assets	(63)	(176)
Finance costs	14	29
Impairment of non-financial assets	123	-
Impairment of loans and receivables	109	25
Forgiveness of loans and receivables	-	(9,750)
Adjustments resulting from settlement without cost	-	(4,280)
<b>Movements in assets and liabilities</b>		
Decrease/(increase) in receivables	(1,928)	435
Decrease/(increase) in inventories	164	(58)
Decrease/(increase) in contract assets	341	(4,452)
Decrease/(increase) in other assets	1,081	(456)
(Decrease)/increase in payables	1,549	4,928
(Decrease)/increase in provisions	(828)	(1,856)
(Decrease)/increase in contract liabilities	(1,640)	805
(Decrease)/increase in other liabilities	(19,116)	9,709
<b>Net cash flows from/(used in) operating activities</b>	<b>26,724</b>	<b>13,374</b>
<b>Per cash flow statement</b>	<b>26,724</b>	<b>13,374</b>

Cash flows are included in the cash flow statement on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority are presented as operating cash flows.

## 6.2 BORROWINGS

	2023 \$'000	2022 \$'000
<b>Current</b>		
Advances from government	346	346
<b>Non-Current</b>		
Advances from government	633	979
<b>Total borrowings</b>	<b>979</b>	<b>1,325</b>

### ADVANCES FROM GOVERNMENT

Advances from Government are initially measured at fair value, being the cost of the interest bearing liabilities, and where applicable, adjusted for transaction costs unless Melbourne Polytechnic designated a financial liability at fair value through profit or loss.

The measurement basis subsequent to initial recognition depends on whether Melbourne Polytechnic has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost.

For advances at amortised cost, any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

For advances at fair value through profit or loss, any changes in its fair value and if applicable, any interest related charges are reported in profit or loss.

### CHANGES IN LIABILITIES ARISING FROM FINANCING ACTIVITIES

	Advances from State Government \$'000	Advances from Commonwealth Government \$'000	Total \$'000
Balance at 1 January 2022	10,572	-	10,572
Advances from Government	-	575	575
Net cash used in financing activities (per cash flow statement)	-	(72)	(72)
Forgiveness of loans and receivables (refer to Note 2.3)	(9,750)	-	(9,750)
<b>Balance as at 31 December 2022</b>	<b>822</b>	<b>503</b>	<b>1,325</b>
Net cash used in financing activities (per cash flow statement)	(274)	(72)	(346)
<b>Balance as at 31 December 2023</b>	<b>548</b>	<b>431</b>	<b>979</b>

### MATURITY ANALYSIS OF BORROWINGS

	Carrying amount \$'000	Nominal amount \$'000	1-3 months \$'000	3 months to 1 year \$'000	1-5 years \$'000	5+ years \$'000
<b>2023</b>						
Advances from government	979	979	274	72	561	72
<b>Total</b>	<b>979</b>	<b>979</b>	<b>274</b>	<b>72</b>	<b>561</b>	<b>72</b>
<b>2022</b>						
Advances from government	1,325	1,325	274	72	835	144
<b>Total</b>	<b>1,325</b>	<b>1,325</b>	<b>274</b>	<b>72</b>	<b>835</b>	<b>144</b>

The fair values are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short-term nature.

The fair values of non-current borrowings are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 7.3) due to the use of unobservable inputs, including own credit risk.

## 6.3 CONTRIBUTED CAPITAL

	2023	2022
	\$'000	\$'000
Balance at 1 January	31,681	31,681
<b>Balance at 31 December</b>	<b>31,681</b>	<b>31,681</b>

Funding that is in the nature of contributions by the Victorian State Government are treated as contributed capital when designated in accordance with UIG Interpretation 1038 Contribution by Owners Made to Wholly-Owned Public Sector Entities. Capital funds provided by the Commonwealth Government are treated as income.

## 6.4 LEASES

### POLICY

At inception of a contract, Melbourne Polytechnic will assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- the contract involves the use of an identified asset;
- the customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- the customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 January 2019.

### AS A LESSEE

Melbourne Polytechnic recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- ▶ any lease payments made at or before the commencement date; plus
- ▶ any initial direct costs incurred; and
- ▶ an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located, less any lease incentive received.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate as provided by Treasury Corporation of Victoria (TCV). Generally, Melbourne Polytechnic uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- ▶ fixed payments;
- ▶ variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- ▶ amounts expected to be payable under a residual value guarantee; and
- ▶ the exercise price under a purchase option that Melbourne Polytechnic is reasonably certain to exercise, lease payments in an optional renewal period if Melbourne Polytechnic is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Melbourne Polytechnic is reasonably certain not to terminate early.

The lease liability is measured at amortised cost using the effective interest method. It is remeasured:

- ▶ when there is a change in future lease payments arising from a change in an index or rate;
- ▶ if there is a change in Melbourne Polytechnic's estimate of the amount expected to be payable under a residual value guarantee; or
- ▶ if Melbourne Polytechnic changes its assessment of whether it will exercise a purchase, extension or termination option.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.



## PEPPERCORN LEASES

Right-of-use assets that arise from below market (including peppercorn) leases, are to be measured at cost in accordance with FRD 123.

Melbourne Polytechnic has the peppercorn leases as follows:

Melbourne Polytechnic has the peppercorn leases as follows:

### i. Growling Frog

This lease is for part of the land at the Growling Frog golf course in Yan Yean that is available to Melbourne Polytechnic. The lease period is 30 years with a commencement date of 1 October 2003 with annual lease payments of \$1. The permitted use is for vineyard research purposes and must not be used for the sale of retail goods and services.

### ii. Prahran campus

This lease is for the area known as "Prahran Campus, 144 High Street, Prahran, Victoria 3181". The permitted use of the property under the lease is an educational campus for the provision of education, training and services and other related activities. Melbourne Polytechnic has leased the property from the former landlord for 6 years and 6 months (including extended terms) commencing from 1 January 2016, and after the expiry have been on month-to-month rent during the overholding period from 1 July 2022 to 31 December 2022. This lease has been subsequently assigned to the current landlord, DJSIR with new commencement date of 1 January 2023 and expires on 31 December 2024. The annual lease payment has been reduced to \$1 per annum if demanded with the current landlord, which is considered to be below market value for such property.

## RIGHT-OF-USE ASSETS

	Property \$'000	Motor vehicles \$'000	Plant and equipment \$'000	Total \$'000
<b>2023</b>				
Balance as at 1 January 2023	-	519	16	535
Additions	-	467	-	467
Amortisation	-	(142)	(16)	(158)
<b>Balance as at 31 December 2023</b>	<b>-</b>	<b>844</b>	<b>-</b>	<b>844</b>
<b>2022</b>				
Balance as at 1 January 2022	988	319	355	1,662
Additions	-	353	-	353
Remeasurements arising from reassessments	-	-	23	23
Disposals	-	(48)	-	(48)
Amortisation	(988)	(105)	(362)	(1,455)
<b>Balance as at 31 December 2022</b>	<b>-</b>	<b>519</b>	<b>16</b>	<b>535</b>

## LEASE LIABILITIES

	2023 \$'000	2022 \$'000
<b>Maturity analysis - contractual undiscounted cash flows</b>		
Within one year	280	225
Later than one year but not later than five years	594	311
Later than five years	-	-
<b>Total undiscounted lease liabilities as at 31 December</b>	<b>874</b>	<b>536</b>
Future finance charges	(30)	(16)
<b>Total discounted lease liabilities as at 31 December</b>	<b>844</b>	<b>520</b>
Current	267	217
Non-current	577	303
<b>Total lease liabilities</b>	<b>844</b>	<b>520</b>

## NOTE 7. Managing risks and uncertainties

### 7.1 FINANCIAL INSTRUMENTS

Financial instruments arise out of contractual agreements that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

#### CATEGORIES OF FINANCIAL INSTRUMENTS

	2023 \$'000	2022 \$'000
<b>Contractual financial assets</b>		
<b>Financial assets measured at amortised cost</b>		
Cash and cash equivalents	15,576	31,366
Trade receivables	3,481	2,123
Other receivables	2,190	1,420
<b>Total contractual financial assets</b>	<b>21,247</b>	<b>34,909</b>
<b>Contractual financial liabilities</b>		
<b>At amortised cost</b>		
<b>Financial liabilities measured at amortised cost</b>		
Trade and other payables	18,203	16,612
Borrowings (advances from government)	979	1,325
Lease liabilities	844	520
<b>Total contractual financial liabilities</b>	<b>20,026</b>	<b>18,457</b>

Note: The total amounts disclosed here exclude statutory amounts (e.g. GST input tax credit recoverable and taxes payable).

#### CATEGORIES OF FINANCIAL INSTRUMENTS

Melbourne Polytechnic classifies its financial assets at amortised cost only if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows; and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets measured at amortised cost are financial instrument assets with fixed and determinable payments that are not quoted on an active market. These assets are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial measurement, receivables are measured at amortised cost using the effective interest method (and for assets, less any necessary impairment).

Melbourne Polytechnic recognises the following assets in this category:

- ▶ cash and deposits; and
- ▶ receivables (excluding statutory receivables).

Financial liabilities at amortised cost are initially recognised on the date they originate. They are initially measured at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, these financial instruments are measured at amortised cost with any difference between the initial recognised amount and the redemption value being recognised in profit and loss over the period of the interest-bearing liability, using the effective interest rate method. Melbourne Polytechnic recognises the following liabilities in this category:

- ▶ payables (excluding statutory payables);
- ▶ borrowings (including finance lease liabilities); and
- ▶ advances from government.

## 7.1.1 FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES

Melbourne Polytechnic is exposed to a variety of financial risks, market risk (including foreign currency risk, interest rate risk and equity price risk), credit risk and liquidity risk.

Melbourne Polytechnic's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of Melbourne Polytechnic. Melbourne Polytechnic uses different methods to measure different types of risk to which it is exposed. These methods include sensitivity analysis in the case of interest rate, foreign exchange and other price risks and ageing analysis for credit risk.

Primary responsibility for the identification and management of financial risks rests with Melbourne Polytechnic's finance function, overseen by the Finance, Audit and Risk Management Committee of Melbourne Polytechnic on behalf of the Board.

## 7.1.2 CREDIT RISK

Credit risk refers to the possibility that a customer will default on its financial obligations as and when they fall due. Credit risk arises from the contractual financial assets of Melbourne Polytechnic, which comprise cash and deposits and non-statutory receivables. Melbourne Polytechnic's exposure to credit risk arises from the potential default of a counterparty on their contractual obligations resulting in financial loss to Melbourne Polytechnic.

The trade receivables balances at 31 December 2023 and 31 December 2022 largely relate to student debtors, sponsor debtors, other debtors who engage Melbourne Polytechnic to provide training services or short courses as well as government agencies. These balances do not include any counterparties with external credit ratings.

Melbourne Polytechnic does not hold any security on the trade receivables balance. In addition, Melbourne Polytechnic does not hold collateral relating to other financial assets.

In addition, Melbourne Polytechnic does not engage in hedging for its contractual financial assets and mainly obtains contractual financial assets that are on fixed interest, except for cash assets, which are mainly cash at bank. Melbourne Polytechnic's policy is to only deal with banks with high credit ratings.

The carrying amount of contractual financial assets recorded in the financial statements, net of any allowances for losses, represents Melbourne Polytechnic's maximum exposure to credit risk without taking account of the value of any collateral obtained.

There are no material financial assets which are individually determined to be impaired.

### CREDIT QUALITY OF CONTRACTUAL FINANCIAL ASSETS THAT ARE NEITHER PAST DUE NOR IMPAIRED

	Financial institutions (AA-rating) \$'000	Government agencies (AAA-rating) \$'000	Other counterparty \$'000	Total \$'000
<b>2023</b>				
Cash and cash equivalents	15,576	-	-	15,576
Trade receivables	-	131	3,350	3,481
Other receivables	-	1,550	640	2,190
<b>Total contractual financial assets</b>	<b>15,576</b>	<b>1,681</b>	<b>3,990</b>	<b>21,247</b>
<b>2022</b>				
Cash and cash equivalents	31,366	-	-	31,366
Trade receivables	-	169	1,954	2,123
Other receivables	-	1,189	231	1,420
<b>Total contractual financial assets</b>	<b>31,366</b>	<b>1,358</b>	<b>2,185</b>	<b>34,909</b>

Note: The total amounts disclosed here exclude statutory amounts (e.g. GST input tax credit recoverable and taxes payable).

AASB 9 uses an 'expected credit loss' (ECL) model. Under this model, loss allowances are measured on either of the following bases:

- ▶ 12-month ECLs: these are ECLs that result from possible default events within the 12 months after the reporting date; or
- ▶ lifetime ECLs: these are ECLs that result from all possible default events over the expected life of a financial instrument.

In measuring expected credit losses, trade receivables have been assessed on a collective basis as they possess shared credit risk characteristics. They have been grouped based on the days past due.

The expected loss rates are based on the payment profile, as well as the corresponding historical credit losses during that period. The historical rates are adjusted to reflect current and forward-looking macroeconomic factors affecting the customer's ability to settle the amount outstanding. However given the short period exposed to credit risk, the impact of these macroeconomic factors has not been considered significant within the reporting period.

The following table provides information about the estimated exposure to credit risk and ECLs for trade and other receivables as at 31 December 2023:

	Estimated gross carrying amount \$'000	Weighted average loss rate %	Estimated loss allowance \$'000	Credit impaired (yes/no)
<b>31 December 2023</b>				
Current (not past due)	4,860	7%	239	Yes
31 - 60 days past due	694	10%	43	Yes
61 - 90 days past due	274	50%	16	Yes
More than 90 days past due	439	90%	298	Yes
	<b>6,267</b>		<b>596</b>	
<b>31 December 2022</b>				
Current (not past due)	3,289	6%	197	Yes
31 - 60 days past due	213	10%	4	Yes
61 - 90 days past due	110	50%	25	Yes
More than 90 days past due	479	90%	322	Yes
	<b>4,091</b>		<b>548</b>	

Loss rates are based on actual credit loss experience. These rates are multiplied by scale factors to reflect differences between economic conditions during the period over which the historical data has been collected, current conditions and Melbourne Polytechnic's view of economic conditions over the expected lives of the receivables.

Trade receivables and contract assets are written off when there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, among others, the failure of a debtor to engage in a repayment plan with Melbourne Polytechnic, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on trade receivables and contract assets are presented as net impairment losses within operating profit. Subsequent recoveries of amounts previously written off are credited against the same line item.

Of the above impairment losses, \$75,000 (2022: \$90,000) relate to receivables arising from contracts with customers.



---

### 7.1.3 LIQUIDITY RISK

Liquidity risk is the risk that Melbourne Polytechnic would be unable to meet its financial obligations as and when they fall due.

Melbourne Polytechnic operates under a payments policy of settling financial obligations within 10 days for local suppliers and contract terms for non-local suppliers, and in the event of a dispute, making payments within 30 days from the date of resolution.

Melbourne Polytechnic's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in Note 7.1.

Melbourne Polytechnic manages liquidity risk by:

- ▶ maintaining adequate short-term reserves and banking facilities that can be drawn at short notice to meet its short-term obligations;
- ▶ holding investments and other contractual financial assets that are readily tradeable in the financial market; and
- ▶ careful maturity planning of its financial obligations based on forecasts of future cash flows.

Melbourne Polytechnic's exposure to liquidity risk is deemed to be not material based on prior periods' data and current assessment of risk.

There has been no significant change in Melbourne Polytechnic's exposure, the Institute's objectives, policies and processes for managing liquidity risk, or the methods used to measure this risk from the previous reporting period.

### 7.1.4 MARKET RISK

In its daily operations, Melbourne Polytechnic, is exposed to a number of market risks. Market risks relate to the risk that market rates and prices will change and that this will have an adverse effect on the operating result and/or net worth of Melbourne Polytechnic.

The Board ensures that all market risk exposure is consistent with Melbourne Polytechnic's business strategy and within the risk tolerance of Melbourne Polytechnic. Regular risk reports are presented to the Board.

There has been no significant change in the organisation's exposure, or its objectives, policies and processes for managing market risk or the methods used to measure this risk from the previous reporting period.

### FOREIGN CURRENCY RISK

Foreign currency risk is the risk that Melbourne Polytechnic's operating result, cash flow or capital are negatively impacted by a change in foreign exchange rates. Melbourne Polytechnic has minimal exposure to foreign currency risk.

### INTEREST RATE RISK

Interest rate risk arises from the potential for a change in interest rates to change the expected net interest earnings in the current reporting period and in future years, or cause a fluctuation in the fair value of the financial instruments.

The objective is to manage the interest rate risk to achieve stable and sustainable net interest earnings in the long term. This is managed predominantly through a mixture of short-term and longer-term investments. Management monitors movement in interest rates on a monthly basis.

There has been no significant change in the organisation's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

The organisation's exposure to interest rate risks and the effective interest rates of financial assets and financial liabilities are set out in the financial instrument composition and maturity analysis table opposite:

## INTEREST RATE EXPOSURE OF FINANCIAL INSTRUMENTS

	Weighted average interest rate	Carrying amount at 31 December \$'000	Interest rate exposure		
			Floating interest rate \$'000	Fixed interest rate \$'000	Non-interest bearing \$'000
<b>2023</b>					
<b>Financial assets</b>					
Cash and cash equivalents	3.97%	15,576	15,547	-	29
Trade receivables		3,481	-	-	3,481
Other receivables		2,190	-	-	2,190
<b>Total financial assets</b>		<b>21,247</b>	<b>15,547</b>	<b>-</b>	<b>5,700</b>
<b>Financial liabilities</b>					
Trade and other payables		18,203	-	-	18,203
Borrowings		979	-	-	979
<b>Total financial liabilities</b>		<b>19,182</b>	<b>-</b>	<b>-</b>	<b>19,182</b>
<b>2022</b>					
<b>Financial assets</b>					
Cash and cash equivalents	1.16%	31,366	31,361	-	5
Trade receivables		2,123	-	-	2,123
Other receivables		1,420	-	-	1,420
<b>Total financial assets</b>		<b>34,909</b>	<b>31,361</b>	<b>-</b>	<b>3,548</b>
<b>Financial liabilities</b>					
Trade and other payables		16,612	-	-	16,612
Borrowings		1,325	-	-	1,325
<b>Total financial liabilities</b>		<b>17,937</b>	<b>-</b>	<b>-</b>	<b>17,937</b>

## SENSITIVITY ANALYSIS AND ASSUMPTIONS

	Carrying amount at 31 December \$'000	Interest rate risk			
		-1% (100 basis points)		+1% (100 basis points)	
		Result \$'000	Equity \$'000	Result \$'000	Equity \$'000
<b>2023</b>					
<b>Financial assets</b>					
Cash and cash equivalents	15,576	(156)	(156)	156	156
<b>Total impact</b>	<b>15,576</b>	<b>(156)</b>	<b>(156)</b>	<b>156</b>	<b>156</b>
<b>2022</b>					
<b>Financial assets</b>					
Cash and cash equivalents	31,366	(314)	(314)	314	314
<b>Total impact</b>	<b>31,366</b>	<b>(314)</b>	<b>(314)</b>	<b>314</b>	<b>314</b>

## 7.2 CONTINGENT ASSETS AND CONTINGENT LIABILITIES

Contingent assets and contingent liabilities are not recognised in the balance sheet but are disclosed and, if quantifiable, are measured at nominal value.

Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

There were no contingent assets or contingent liabilities as at 31 December 2023 (31 December 2022: nil) that may have a material effect on the financial operations of Melbourne Polytechnic.

## 7.3 FAIR VALUE DETERMINATION

### SIGNIFICANT JUDGEMENT: FAIR VALUE MEASUREMENTS OF ASSETS AND LIABILITIES

Fair value determination requires judgement and the use of assumptions. This section discloses the most significant assumptions used in determining fair values. Changes to assumptions could have a material impact on the results and financial position of Melbourne Polytechnic.

This section sets out information on how Melbourne Polytechnic determined fair value for financial reporting purposes. 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.

The following assets and liabilities are carried at fair value:

- ▶ land, buildings, plant and equipment, vehicles, and leasehold improvements.

In addition, the fair values of other assets and liabilities that are carried at amortised cost also need to be determined for disclosure purposes.

Melbourne Polytechnic determines the policies and procedures for determining fair values for both financial and non-financial assets and liabilities as required.

### FAIR VALUE ESTIMATION

A number of inputs are used in determining fair values. To increase consistency and comparability in the financial statements, these inputs are categorised into 3 levels, also known as the fair value hierarchy. The levels are as follows:

- ▶ Level 1 – quoted (unadjusted) market prices in active markets for identical assets or liabilities;
- ▶ Level 2 – valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
- ▶ Level 3 – valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

Melbourne Polytechnic determines whether transfers have occurred between levels in the hierarchy by reassessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

A summary of changes between levels can be found in Note 7.3(a).

The Valuer-General Victoria (VGV) is Melbourne Polytechnic's independent valuation agency.

### FAIR VALUE DETERMINATION OF FINANCIAL ASSETS AND LIABILITIES

Melbourne Polytechnic currently holds a range of financial instruments that are recorded in the financial statements where the carrying amounts are a reasonable approximation of fair value, either due to their short-term nature or with the expectation that they will be paid in full.

There is no reportable difference between the carrying amount and fair value for the year ended 31 December 2023.

### (A) FAIR VALUE DETERMINATION OF NON-FINANCIAL ASSETS INCLUDING RIGHT-OF-USE ASSETS

Melbourne Polytechnic holds property, plant and equipment for which fair values are determined.

Melbourne Polytechnic, in conjunction with the Valuer-General Victoria (VGV), monitors changes in the fair value of each asset through relevant data sources to determine whether revaluations are required. The recurring fair value measurements of non-financial physical assets, such as land and buildings, are based on Level 2 observable inputs and Level 3 unobservable inputs due to the nature and characteristics of Melbourne Polytechnic's campus assets. There is little or no observable market evidence of the market selling price of campus assets as they are specialised assets with a Community Service Obligation (CSO) applied.

Right-of-use assets that arose from below market (including peppercorn) leases, were measured at cost in accordance with FRD 123 Transitional requirements on the application of AASB 16 Leases.

The table below shows the relevant fair value information relating to those assets.

	Carrying amount at 31 December \$'000	Fair value hierarchy		
		Level 1 Quoted prices \$'000	Level 2 Observable price inputs \$'000	Level 3 Unobservable inputs \$'000
<b>2023</b>				
Non-specialised land	6,170	-	6,170	-
Specialised land	245,213	-	-	245,213
<b>Total land at fair value</b>	<b>251,383</b>	<b>-</b>	<b>6,170</b>	<b>245,213</b>
Non-specialised buildings	16,220	-	5,322	10,898
Specialised buildings	146,872	-	3,383	143,489
<b>Total buildings at fair value</b>	<b>163,092</b>	<b>-</b>	<b>8,705</b>	<b>154,387</b>
Plant and equipment	7,140	-	-	7,140
Vehicles	259	-	-	259
Leasehold improvements	405	-	-	405
Land improvements	107	-	-	107
Right-of-use assets	844	-	-	844
<b>Total other assets at fair value</b>	<b>8,755</b>	<b>-</b>	<b>-</b>	<b>8,755</b>
<b>2022</b>				
Non-specialised land	6,170	-	6,170	-
Specialised land	245,213	-	-	245,213
<b>Total land at fair value</b>	<b>251,383</b>	<b>-</b>	<b>6,170</b>	<b>245,213</b>
Heritage buildings	17,314	-	5,640	11,674
Specialised buildings	152,705	-	3,660	149,045
<b>Total buildings at fair value</b>	<b>170,019</b>	<b>-</b>	<b>9,300</b>	<b>160,719</b>
Plant and equipment	7,495	-	-	7,495
Motor vehicles	29	-	-	29
Leasehold improvements	555	-	-	555
Library collections	146	-	-	146
Right-of-use assets	535	-	-	535
<b>Total other assets at fair value</b>	<b>8,760</b>	<b>-</b>	<b>-</b>	<b>8,760</b>



## IMPAIRMENT

Non-financial assets, including items of software, property, plant and equipment, are tested for impairment whenever there is an indication that the asset may be impaired.

The assets concerned are tested as to whether their carrying value exceeds their recoverable amount. Where an asset's carrying value exceeds its recoverable amount, the difference is written off as an 'other economic flow', except to the extent that it can be debited to an asset revaluation surplus applicable to that class of asset.

If there is an indication that there has been a reversal in impairment, the carrying amount shall be increased to its recoverable amount. However this reversal should not increase the asset's carrying amount above what would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised in prior years.

The recoverable amount for most assets is measured at the higher of current replacement cost and fair value less costs to sell. Recoverable amount for assets held primarily to generate net cash inflows is measured at the higher of the present value of future cash flows expected to be obtained from the asset and fair value less costs to sell.

## VALUATIONS OF PROPERTY, PLANT AND EQUIPMENT

Non-financial physical assets are measured at fair value on a cyclical basis, in accordance with Financial Reporting Direction (FRD) 103 Non-financial Physical Assets issued by the Assistant Treasurer. A full revaluation of education assets normally occurs every five years, but may occur more frequently if fair value assessments indicate material changes in values. Independent valuers are generally used to conduct these scheduled revaluations with interim revaluations determined in accordance with the requirements of the FRD. Revaluation increases and decreases arise from differences between an asset's carrying value and the fair value. Consistent with all government education assets, an independent valuation of all land and buildings was performed by the Valuer-General Victoria with an effective date of 31 December 2022.

For the year ending 31 December 2023 Melbourne Polytechnic conducted a managerial revaluation. As part of the managerial revaluation, the following inputs and assumptions were included:

- (a) assumptions made about the future
- (b) source of estimation uncertainty
- (c) the nature or class of assets impacted; and
- (d) the carrying amount of the assets subject to the significant uncertainty.

During the current year, the RBA have progressively increased the cash rate target from 3.1% at 1 January to 4.35% by year end. The RBA have taken these measures in response to higher than target inflation rates currently being experienced in the Australian economy. The increases in the cash rate target has had a consequential impact on the risk free and capitalisation rates used in determining the fair value of non-financial assets and creates increased estimation uncertainty as the market continues to adjust.

Further, rising costs of construction and inflation creates estimation uncertainty for assets measured at current replacement cost.

**Non-specialised land and non-specialised buildings** are valued using the market approach. Under this valuation method, the assets are compared to recent comparable sales or sales of comparable assets which are considered to have nominal or no added improvement value.

For non-specialised land and non-specialised buildings, an independent valuation was performed by the Valuer General Victoria with an effective date of 31 December 2023. Valuation of the assets was determined by analysing comparable sales and allowing for share, size, topography, location and other relevant factors specific to the asset being valued. From the sales analysed, an appropriate rate per square metre has been applied to the subject asset

To the extent that non-specialised land and non-specialised buildings do not contain significant, unobservable adjustments, these assets are classified as Level 2 under the market approach.

**Specialised land and specialised buildings:** the market approach is also used for specialised land, although is adjusted for the Community Service Obligation (CSO) to reflect the specialised nature of the land being valued.

The CSO adjustment is a reflection of the valuer's assessment of the impact of restrictions associated with an asset to the extent that is also equally applicable to market participants. This approach is in light of the highest and best use consideration required for fair value measurement, and takes into account the use of the asset that is physically possible, legally permissible, and financially feasible. As adjustments of CSO are considered as significant unobservable inputs, specialised land would be classified as a Level 3 asset.

For Melbourne Polytechnic's majority of heritage and specialised buildings, the depreciated replacement cost method is used. The replacement cost of heritage and specialised buildings is based on comparing the existing building with a modern equivalent, then adjusting for associated depreciation. As depreciation adjustments are considered as significant, unobservable inputs in nature, heritage and specialised buildings are classified as Level 3 fair value measurements. Where no CSO adjustment has been applied to land, and buildings were valued on a market approach (in particular the residential properties and child care centre), the specialised land and buildings would be classified as a Level 2 asset.

An independent valuation of Melbourne Polytechnic's specialised land and specialised buildings was performed by the Valuer-General Victoria. The valuation was performed using the market approach adjusted for CSO. The effective date of the valuation is 31 December 2022.

Construction in progress assets are held at cost. Melbourne Polytechnic transfers the assets out of construction in progress and into the relevant asset category when they are ready for use.

Motor vehicles are valued using the current replacement cost method. Melbourne Polytechnic acquires new vehicles and at times disposes of them before the end of their economic life. The process of acquisition, use and disposal in the market is managed by experienced fleet managers in Melbourne Polytechnic who set relevant depreciation rates during use to reflect the utilisation of the vehicles.

**Plant and equipment** is held at fair value. When plant and equipment is specialised in use, such that it is rarely sold other than as part of a going concern, fair value is determined using the current replacement cost method.

**Leasehold improvements** are held at fair value being current replacement cost. As there is no evidence of a reliable market-based fair value (or other relevant fair value indicators) for leasehold improvements, depreciated cost is the fair value for these types of assets. The valuation of leasehold improvements is based on significant unobservable inputs and accordingly is classified as a Level 3 asset.

Library collections is held at cost. The process of acquisition, use and disposal is managed by Melbourne Polytechnic who set relevant depreciation rates during use to reflect the utilisation of its collections.

There were no changes in valuation techniques throughout the period to 31 December 2023.

For all assets measured at fair value, the current use is considered the highest and best use.

#### RECONCILIATION OF LEVEL 3 ITEMS FOR THE PERIODS ENDED 31 DECEMBER 2022 AND 31 DECEMBER 2023

	Specialised land \$'000	Heritage and specialised buildings \$'000	Other assets \$'000
<b>Level 3 Fair value measurements 2022</b>			
<b>As at 1 January 2022</b>	<b>210,869</b>	<b>182,371</b>	<b>9,470</b>
Additions	-	-	418
Disposals	-	-	(48)
Depreciation	-	(3,867)	(3,217)
Revaluation	28,830	(15,224)	-
Write-ups/transfers/(write-offs)	-	3,738	2,137
Transfers into or out of Level 3	5,514	(6,299)	-
<b>Balance as at 31 December 2022</b>	<b>245,213</b>	<b>160,719</b>	<b>8,760</b>
<b>Level 3 Fair value measurements 2023</b>			
<b>As at 1 January 2023</b>	<b>245,213</b>	<b>160,719</b>	<b>8,760</b>
Additions	-	-	503
Disposals	-	-	(12)
Depreciation	-	(10,605)	(2,321)
Impairment	-	-	(123)
Write-ups/transfers/(write-offs)	-	4,273	1,948
<b>Balance as at 31 December 2023</b>	<b>245,213</b>	<b>154,387</b>	<b>8,755</b>

## DESCRIPTION OF SIGNIFICANT UNOBSERVABLE INPUTS TO LEVEL 3 VALUATIONS

2023 and 2022	Valuation technique	Significant unobservable inputs	Estimated sensitivity
Specialised land	Market approach	Community service obligation (CSO) adjustment	A significant increase or decrease in the CSO adjustment would result in a significantly higher or lower fair value.
Heritage and specialised buildings	Current replacement cost	Useful life of buildings and cost per square metre	A change in the useful life of the buildings and/or cost per square metre would result in a significantly higher or lower fair value.
Other assets (plant and equipment, motor vehicles, leasehold improvements, library collections)	Current replacement cost	Useful life of other assets	A change in the useful life may have an impact on the fair value (higher/lower).
Leasehold improvements	Current replacement cost	Useful life of lease	A change in the useful life may have an impact on the fair value (higher/lower).

There were no significant inter-relationships between unobservable inputs that materially affect fair values.

## NOTE 8. Governance disclosures

### 8.1 RESPONSIBLE PERSONS

In accordance with the Ministerial Directions issued by the Assistant Treasurer under the *Financial Management Act 1994*, the following disclosures are made regarding responsible persons and executive officers for the reporting period.

The persons who held the positions of Ministers and Accountable Officers in Melbourne Polytechnic were as follows:

Position	Name	Relevant Period
Minister for Training and Skills and Minister for Higher Education	The Hon. Gayle Tierney MP	1 January 2023 to 30 September 2023
Minister for Skills and TAFE	The Hon. Gayle Tierney MP	1 October 2023 to 31 December 2023
Chief Executive Officer (Accountable Officer)	Frances Coppolillo	1 January 2023 to 31 December 2023
Board Chairperson	Helen Clarke	1 January 2023 to 31 December 2023
Board Member	Helen Clarke	1 January 2023 to 31 December 2023
Board Member	Fiona Wahr	1 January 2023 to 31 December 2023
Board Member	Ian Munro	1 January 2023 to 31 December 2023
Board Member	Jim Pasinis	1 January 2023 to 30 September 2023
Board Member	Karen Janiszewski	1 January 2023 to 31 December 2023
Board Member	Michael Grogan	1 January 2023 to 31 December 2023
Board Member	Tali Bernard	1 January 2023 to 31 December 2023
Board Member	Marcia Devlin	1 January 2023 to 20 January 2023
Board Member	John Gavens	1 January 2023 to 31 December 2023
Board Member	Binda Gokhale	1 January 2023 to 31 December 2023
Board Member	Jenny Wajsenberg	1 May 2023 to 31 December 2023
Board Member	Scott Phillips	1 October 2023 to 31 December 2023

## REMUNERATION

Remuneration received or receivable by the Accountable Officer in connection with the management of Melbourne Polytechnic during the reporting period was in the range: \$450,000 - \$459,999 (2022: \$430,000 - \$439,999).

There were no termination benefits included in the 2023 remuneration above.

Remuneration received or receivable by the Responsible Persons, excluding the Accountable Officer, during the reporting period was in the range:

Income range	2023	2022
Less than \$10,000	1	-
\$10,000 - \$19,999	1	1
\$20,000 - \$29,999	1	2
\$30,000 - \$39,999	2	1
\$40,000 - \$49,999	6	7
\$70,000 - \$79,999	-	1
\$80,000 - \$89,999	1	-
<b>Total number</b>	<b>12</b>	<b>12</b>
<b>Total remuneration (\$'000)</b>	<b>446</b>	<b>455</b>

Remuneration of the Responsible Minister is included in the financial statements of the Department of Parliamentary Services.

## 8.2 REMUNERATION OF EXECUTIVES

The number of executive officers, other than the Accountable Officer, and their total remuneration during the reporting period is shown in the table below. Total annualised employee equivalents provides a measure of full-time-equivalent executive officers over the reporting period.

Remuneration comprises employee benefits in all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered, and is disclosed in the following categories.

**Short-term employee benefits** include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

**Post-employment benefits** include pensions and other retirement benefits paid or payable on a discrete basis when employment has ceased.

**Other long-term benefits** include long service leave, other long service benefits or deferred compensation.

**Termination benefits** include termination of employment payments, such as severance packages.

Remuneration	2023 \$'000	2022 \$'000
Short-term employee benefits	2,929	2,948
Post-employment benefits	296	278
Other long-term benefits	88	88
<b>Total remuneration</b>	<b>3,313</b>	<b>3,314</b>
<b>Total number of executives</b>	<b>13</b>	<b>14</b>
<b>Total annualised employee equivalents <sup>(i)</sup></b>	<b>12</b>	<b>13</b>

(i) Annualised employee equivalent is based on paid working hours of 38 ordinary hours per week over the 52 weeks for a reporting period.



## 8.3 RELATED PARTIES

Related parties of Melbourne Polytechnic include:

- ▶ all key management personnel and their close family members and personal business interests (controlled entities, joint ventures and entities they have significant influence over);
- ▶ all departments and public sector entities that are controlled and consolidated into the whole-of-state consolidated financial statements.

### SIGNIFICANT TRANSACTIONS WITH GOVERNMENT RELATED ENTITIES

	Transaction values for year ended 31 December		Balances outstanding as at 31 December	
	2023 \$'000	2022 \$'000	2023 \$'000	2022 \$'000
<b>Related party transactions</b>				
State government – contestable (Note 2.1.1)	43,194	43,908	2,840	2,608
State government – other grants (Note 2.1.1)	51,657	38,911	-	-
State government – capital (Note 2.1.2)	32,511	6,852	-	-
Fee for service – government (Note 2.2)	75,398	59,018	11,308	11,944
Forgiveness of advances from government	-	9,750	-	-
Advances from government (Note 6.2)	-	-	979	1,325
<b>Total</b>	<b>202,760</b>	<b>158,439</b>	<b>15,127</b>	<b>15,877</b>

Key management personnel of Melbourne Polytechnic include the members of the Melbourne Polytechnic Board, the Chief Executive Officer, the Chief Finance Officer, and the members of the Executive Committee.

### COMPENSATION OF KEY MANAGEMENT PERSONNEL

	2023 \$'000	2022 \$'000
<b>Remuneration</b>		
Short-term employee benefits	2,447	2,428
Post-employment benefits	212	197
Other long-term benefits	56	55
<b>Total remuneration</b>	<b>2,715</b>	<b>2,680</b>

### TRANSACTIONS AND BALANCES WITH KEY MANAGEMENT PERSONNEL AND OTHER RELATED PARTIES

Melbourne Polytechnic had no related party transactions with key management personnel for the period ending 31 December 2023 (2022: \$Nil).

## 8.4 REMUNERATION OF AUDITORS

	2023 \$'000	2022 \$'000
<b>Remuneration of the Victorian Auditor-General's Office</b>		
Audit of the financial statements	78	71
<b>Total remuneration of the Victorian Auditor-General's Office</b>	<b>78</b>	<b>71</b>
<b>Remuneration of other auditors</b>		
Internal audit services	140	186
<b>Total remuneration of other auditors</b>	<b>140</b>	<b>186</b>
<b>Total</b>	<b>218</b>	<b>257</b>

The Victorian Auditor-General's Office is not allowed to provide non-audit services.

## NOTE 9. Other disclosures

### 9.1 OTHER ECONOMIC FLOWS INCLUDED IN NET RESULT

	2023 \$'000	2022 \$'000
<b>(a) Net gain/(loss) on financial instruments</b>		
Foreign currency exchange gain/(loss)	(29)	(24)
Impairment of loans and receivables	(109)	(25)
<b>Total net gain/(loss) on financial instruments</b>	<b>(138)</b>	<b>(49)</b>
<b>(b) Net gain/(loss) on non-financial assets</b>		
Net gain/(loss) on disposal of assets	63	202
<b>Total net gain/(loss) on non-financial assets</b>	<b>63</b>	<b>202</b>
<b>(c) Other gains/(losses) from other economic flows</b>		
Net gain/(loss) arising from revaluation of long service leave liability	(46)	1,844
<b>Total other gains/(losses) from other economic flows</b>	<b>(46)</b>	<b>1,844</b>
<b>Total other economic flows included in net result</b>	<b>(121)</b>	<b>1,997</b>
<b>(d) Items that will not be reclassified to net result</b>		
Gain/(loss) on revaluation of non-financial assets through other comprehensive income	-	19,706
<b>Total items that will not be reclassified to net result</b>	<b>-</b>	<b>19,706</b>
<b>Total other economic flows included in other comprehensive income</b>	<b>-</b>	<b>19,706</b>

Net gain/(loss) from revaluation of long service leave liability are changes arising due to changes in bond rates.

'Other economic flows' are changes arising from market remeasurements. They include:

- ▶ gains and losses from disposals of non-financial assets (refer to Note 4.1);
- ▶ revaluations and impairments of non-financial physical and intangible assets (refer to Note 4.1 and Note 4.2);
- ▶ remeasurement arising from employee benefits (refer to Note 3.1); and
- ▶ fair value changes of financial instruments (refer to Note 7.3).

This classification is consistent with the whole of government reporting format and is allowed under AASB 101 Presentation of Financial Statements.

## 9.2 EQUITY RESERVES

	2023	2022
	\$'000	\$'000
<b>Accumulated surplus/(deficit)</b>		
Balance at 1 January	47,000	36,084
Transfer to / from Reserves	-	-
Net operating result for the year	32,686	10,916
<b>Balance at 31 December</b>	<b>79,686</b>	<b>47,000</b>
<b>Physical asset revaluation surplus</b>		
Balance at 1 January	347,757	328,051
Revaluation increment/(decrement) on non-current assets	-	19,706
<b>Balance at 31 December</b>	<b>347,757</b>	<b>347,757</b>

Note: The physical asset revaluation surplus arises on the revaluation of land and buildings.

## 9.3 EX GRATIA EXPENSES

Melbourne Polytechnic had no ex gratia expenses for the period ending 31 December 2023 (2022: \$Nil).

## 9.4 EVENTS AFTER REPORTING DATE

No matters or circumstances have occurred subsequent to period end that have significantly affected, or may significantly affect, the operations of Melbourne Polytechnic, the results of those operations or the state of affairs of Melbourne Polytechnic in subsequent financial years.

## 9.5 APPLICATION OF STANDARDS ISSUED BUT NOT YET EFFECTIVE

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 31 December 2023 reporting period. The Department of Treasury and Finance assesses the impact of these new standards and advises Melbourne Polytechnic of their applicability and early adoption where applicable.

AASB 2021-7c - Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections is effective from 1 January 2022. However, this amendment is part of a series of amendments that defers the mandatory effective date (application date) of amendments to AASB 10 and AASB 128 that were originally made in AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture to annual reporting periods beginning on or after 1 January 2025 instead of 1 January 2018.

AASB 2022-5 - Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback amends AASB 16 Leases to add subsequent requirements for sale and leaseback transactions that satisfy the requirements in AASB 15 Revenue from Contracts with Customers to be accounted for as a sale. The amendment is not expected to impact Melbourne Polytechnic and Melbourne Polytechnic will not early adopt the standard.

In March 2020, the AASB issued AASB 2020-1 - Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-Current, which makes amendments to AASB 101 Presentation of Financial Statements to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current.

In December 2022, the AASB issued AASB 2022-6 - Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants, which amends AASB 101 to improve the information an entity provides in its financial statements about liabilities arising from loan arrangements for which the entity's right to defer settlement of those liabilities for at least twelve months after the reporting period is subject to the entity complying with conditions specified in the loan arrangement. It also amends an example in Practice Statement 2 regarding assessing whether information about covenants is material for disclosure.

The amendment is not expected to impact Melbourne Polytechnic and Melbourne Polytechnic will not early adopt the standard.

AASB 2022-10 - Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial assets of Not-for-Profit Public Sector Entities amends AASB 13 Fair Value Measurement, including adding authoritative implementation guidance and providing related illustrative examples, for fair value measurements of non-financial assets of not-for-profit public sector entities not held primarily for their ability to generate net cash inflows.

AASB 2023-1 - Amendments to Australian Accounting Standards - Supplier Finance Arrangements amends AASB 107 and AASB 7 to require an entity to provide additional disclosures about its supplier finance arrangements. The amendment is not expected to impact Melbourne Polytechnic and Melbourne Polytechnic will not early adopt the standard.

---

## 9.6 NEW OR AMENDED ACCOUNTING STANDARDS AND INTERPRETATIONS ADOPTED

The following Australian Accounting Standards and interpretations are mandatory for the 31 December 2023 reporting period.

AASB 2021-2 - Amendments to Australian Accounting Standards - Disclosure of Accounting Policies and Definition of Accounting Estimates amends:

- ▶ AASB 7 - Financial Instruments;
- ▶ AASB 101 - Presentation of Financial Statements;
- ▶ AASB 108 - Accounting Policies, Changes in Accounting Estimates and Errors; and
- ▶ AASB 134 - Interim Financial Reporting.

The Standard also makes amendments to AASB Practice Statement 2 Making Materiality Judgements (December 2017). These amendments arise from the issuance by the International Accounting Standards Board (IASB) in February 2022 of the following International Financial Reporting Standards:

- ▶ Disclosure of Accounting Policies (Amendments to IAS 1 and IFRS Practice Statement 2); and
- ▶ Definition of Accounting Estimates (Amendments to IAS 8)

The amendment has not had a material impact on the consolidated entity's financial statements.

AASB 2022-3 - Amendments to Australian Accounting Standards - Illustrative examples for NFPs accompanying AASB 15 amends the Australian illustrative examples for not-for-profit entities accompanying AASB 15 Revenue from Contracts with Customers to illustrate how AASB 15 applies to the recognition and measurement of upfront fees. The amendments do not change the requirements of AASB 15. The Basis for Conclusions also document the Board's decision to retain the accounting policy choice on an ongoing basis for NFP private sector lessees to elect to initially measure a class of right-of-use assets arising under concessionary leases at cost or at fair value. The amendment did not have an impact on the consolidated entity's financial statements.

AASB 2022-7 - Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards makes editorial corrections to 6 Standards and to Practice Statement 2 Making Materiality Judgements. It also formally repeals superseded and redundant Australian Account Standards as set out in Schedules 1 and 2 to the Standard. The amendment did not have an impact on the consolidated entity's financial statements.



# Performance

## Audit Report On Performance Statement



### Independent Auditor's Report

#### To the Board of Melbourne Polytechnic

<b>Opinion</b>	<p>I have audited the accompanying performance statement of Melbourne Polytechnic (the institute) which comprises the:</p> <ul style="list-style-type: none"><li>• performance statement for the year ended 31 December 2023</li><li>• declaration by Board Chair, Chief Executive and Chief Finance and Accounting Officer.</li></ul> <p>In my opinion, the performance statement of Melbourne Polytechnic in respect of the year ended 31 December 2023 presents fairly, in all material respects, in line with the reporting requirements outlined by the Minister in the statement of priorities.</p>
<b>Basis for Opinion</b>	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. I and my staff are independent of the institute in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria and have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
<b>Board's responsibilities for the performance statement</b>	<p>The Board are responsible for the preparation and fair presentation of the performance statement and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of the performance statement that is free from material misstatement, whether due to fraud or error.</p>
<b>Auditor's responsibilities for the audit of the performance statement</b>	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement 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 Standards on Assurance Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement.</p>

## Audit Report On Performance Statement cont.

---

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the performance statement, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the institute's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

---

MELBOURNE  
28 March 2024



Charlotte Jeffries  
*as delegate for the Auditor-General of Victoria*

# Performance Statement for the year ended 31 December 2023

---

## DECLARATION BY BOARD CHAIR, CHIEF EXECUTIVE AND CHIEF FINANCE AND ACCOUNTING OFFICER

In our opinion, the accompanying Statement of Performance of Melbourne Polytechnic, in respect of the year ended 31 December 2023, is presented fairly.

The Statement outlines the performance indicators as determined by the responsible Minister, pre-determined targets where applicable, the actual results for the year against these indicators, and an explanation of any significant variance between the actual results and performance targets.

As at the date of signing, we are not aware of any circumstance which would render any particulars in the Statement to be misleading or inaccurate.



Helen Clarke  
Board Chairperson  
Melbourne Polytechnic

Date: 27 March 2024



Frances Coppelillo  
Chief Executive  
Melbourne Polytechnic

Date: 27 March 2024



Joseph Santiago  
Chief Finance and Accounting Officer  
Melbourne Polytechnic

Date: 27 March 2024

## Key Performance Indicators

TAFES ARE REQUIRED TO REPORT ON THE FOLLOWING KPIS IN THE FORMAT SHOWN IN THE TABLE BELOW

Indicator title	Description and methodology	Measure	2023 Target	2023 Actual	Explanation of variances	Prior year result
Training revenue diversity	Breakdown of training revenue by: <ul style="list-style-type: none"> <li>▶ Government Funded (GF)</li> <li>▶ Fee for Service (FFS)</li> <li>▶ Student Fees and Charges</li> </ul>	%	<b>VTG - 32.95%</b> <b>FFS - 58.65%</b> <b>SFC - 8.40%</b>	<b>VTG - 27.51%</b> <b>FFS - 65.45%</b> <b>SFC - 7.03%</b>	Total training was 5.5% above target mainly due to a material increase in AMEP delivery hours. This has resulted in the training revenue diversity mix being weighted towards FFS.	VTG - 30.55% FFS - 61.76% SFC - 7.69%
Employment costs as a proportion of training revenue	Employment and third-party training delivery costs as a proportion of training revenue <i>(Employment costs - workforce reduction expenses - mental health levy reimbursement + third-party training delivery costs)/Training revenue</i>	%	<b>100.98%</b>	<b>103.46%</b>	Training revenue higher than target and a number of vacancies throughout the year resulted in lower employment cost. However higher third-party training delivery costs due to increased AMEP delivery resulted in higher employment costs as a proportion of training revenue.	102.55%
Training revenue per teaching FTE in \$'000	Training revenue (excl. revenue delivered by third parties) per Teaching FTE <i>Training revenue (excl. revenue delivered by third parties)/Teaching FTEs</i>	\$K	<b>234</b>	<b>226</b>	Lower training revenue (excluding revenue delivered by third parties) versus target has resulted in lower target training revenue per teacher. However performance improved compared to prior year.	214
Operating margin percentage	Operating margin % <i>EBIT (excl. capital contributions)/Total revenue (excl. capital contributions)</i>	%	<b>-4.12%</b>	<b>0.14%</b>	Increased Fee for Service revenue due to increased AMEP delivery hours, the TAFE assistance funding and revenue recognition of SMS resulted in operating margin favourable to target.	1.06%

Note: all account groupings (e.g. employment costs, training revenue etc.) included in the table above are prescribed by the official Department of Education and Training (DET) financial account structure, and are in line with the quarterly financial data submission template provided by DET for completion by TAFES.







# Disclosure Index

Locksmithing teacher, Rebecca Thomson, and student, Emily Waite, in a Locksmithing classroom, Heidelberg Campus.

# Disclosure Index

Item No.	Source	Summary Of Reporting Requirement	Page No.
<b>REPORT OF OPERATIONS</b>			
<b>CHARTER AND PURPOSE</b>			
1.	FRD 22	Manner of establishment and the relevant Minister	41
2.	FRD 22	Purpose, functions, powers and duties	44
3.	FRD 22	Key initiatives and projects	10-24, 26-35
4.	FRD 22	Nature and range of services provided	10-13, 16-17, 20-24, 26-28, 30-34
<b>MANAGEMENT AND STRUCTURE</b>			
5.	FRD 22	Organisational structure	41-43
<b>FINANCIAL AND OTHER INFORMATION</b>			
6.	FRD 10	Disclosure Index	120-121
7.	FRD 22	Employment and conduct principles	47
8.	FRD 29	Workforce data disclosures	45-46
9.	FRD 22	Occupational health and safety policy	48-49
10.	FRD 22	Summary of the financial results for the year	40
11.	FRD 22	Significant changes in financial position during the year	40, 69
12.	FRD 22	Summary of operational and budgetary objectives	10-13, 20-24, 26-31, 40, 117
13.	FRD 22	Major changes or factors affecting performance	40, 117
14.	FRD 22	Subsequent events	112
15.	FRD 22	Application and operation of the <i>Freedom of Information Act 1982</i>	50
16.	FRD 22	Compliance with building and maintenance provisions of <i>Building Act 1993</i>	51
17.	FRD 22	Statement on National Competition Policy	51
18.	FRD 22	Application and operation of the <i>Public Interest Disclosures Act 2012</i>	50
19.	FRD 22	Application and operation of the <i>Carers Recognition Act 2012 (Carers Act)</i>	51
20.	FRD 22	Details of consultancies over \$10 000	54
21.	FRD 22	Details of consultancies under \$10 000	54
22.	FRD 22	Disclosure of government advertising expenditure	55
23.	FRD 22	Disclosure of ICT expenditure	55
24.	FRD 22	Summary of Environmental Performance	35-39
25.	FRD 22	Statement of availability of other information	57
26.	FRD 25	Local Jobs First	51
27.	SD 5.2	Specific requirements under Standing Direction 5.2	63
28.	CG 10 Clause 27	Summary of Major Commercial Activities	55
29.	CG 12 Clause 33	TAFE Institute Controlled Entities	N/A

## Disclosure Index continued

Item No.	Source	Summary Of Reporting Requirement	Page No.
<b>COMPLIANCE ATTESTATION AND DECLARATION</b>			
30.	SD 5.1.4	Financial Management Compliance Attestation Statement	58
31.	SD 5.2.3	Declaration in report of operations	11
<b>FINANCIAL STATEMENTS</b>			
<b>DECLARATION</b>			
32.	SD 5.2.2	Declaration in financial statements	63
<b>OTHER REQUIREMENTS UNDER STANDING DIRECTIONS 5.2</b>			
33.	SD 5.2.1(a)	Compliance with Australian accounting standards and other authoritative pronouncements	63, 72-74
34.	SD 5.2.1(a)	Compliance with Standing Directions	52, 58, 63
<b>OTHER DISCLOSURES AS REQUIRED BY FINANCIAL REPORTING DIRECTIONS IN NOTES TO THE FINANCIAL STATEMENTS</b>			
35.	FRD 11	Disclosure of ex-gratia expenses	112
36.	FRD 21	Disclosures of Responsible Persons, Executive Officer and Other Personnel (contractors with significant management responsibilities) in the Financial Report	108-109
37.	FRD 103	Non-financial physical assets	84-85, 104-106
38.	FRD 110	Cash flow statements	71
39.	FRD 112	Defined benefit superannuation obligations	81-82
<p><b>Note:</b> References to FRDs have been removed from the Disclosure Index when specific FRDs do not contain requirements that are in the nature of disclosure.</p>			
<b>COMPLIANCE WITH OTHER LEGISLATION, SUBORDINATE INSTRUMENTS AND POLICIES</b>			
40.	Legislation	Compliance statement	52-53
41.	ETRA s3.2.8	Statement about compulsory non-academic fees, subscriptions and charges payable in 2023	56
42.	Policy	Statement of compliance with the Victorian Public Service Travel Policy	50
43.	KPIs	Key Performance Indicators: <ul style="list-style-type: none"> <li>▶ Employment costs as a proportion of training revenue</li> <li>▶ Training revenue per teaching FTE</li> <li>▶ Operating margin percentage</li> <li>▶ Training revenue diversity</li> </ul>	117
44.	PAEC and VAGO (June 2003 Special Review – Recommendation 11)	Overseas operations: <ul style="list-style-type: none"> <li>▶ Financial and other information on initiatives taken or strategies relating to the Institute's overseas operations</li> <li>▶ Nature of strategic and operational risks for overseas operations</li> <li>▶ Strategies established to manage such risks of overseas operations</li> <li>▶ Performance measures and targets formulated for overseas operations</li> <li>▶ The extent to which expected outcomes for overseas operations have been achieved</li> </ul>	32-34



# Student and Staff Awards and Achievements

---

## STAFF AWARD

### ADVANCED DIPLOMA OF JEWELLERY AND OBJECT DESIGN FIRST-YEAR EXHIBITION (FAIRFIELD)

Syz Ibrahim	Award for Commitment (sponsored by John Lazos & Associates)
Thao Bui	Encouragement and Mentoring Award (sponsored by Studio Ingot)
Monique Pinczewski	Technical Skill Award (sponsored by Koodak)

### ADVANCED DIPLOMA OF JEWELLERY AND OBJECT DESIGN FIRST-YEAR EXHIBITION (PRAHRAN)

Kyan Powlett	Technical Skill Award (sponsored by Koodak)
Charmion Whyte	Encouragement and Mentoring Award (sponsored by Studio Ingot)

### ADVANCED DIPLOMA OF JEWELLERY AND OBJECT DESIGN GRADUATE EXHIBITION

Pui Ching (Lilian) Fung	Traditional Techniques Award (sponsored by John Lazos & Associates) Comune Gallery Mentorship (sponsored by Comune Gallery)
Jiyoung Lee	Creativity Award (sponsored by Apecs Casting) Comune Gallery Group Exhibition Award (sponsored by Comune Gallery)
Ko Jou (Tiffany) Chen	e.g.etal Award (sponsored by e.g.etal) Innovation Award (sponsored by Australian Jewellers Supplies)
Patricia Chiuriu	Design Award (sponsored by O'Neil's Affiliated) Comune Gallery Group Exhibition Award (sponsored by Comune Gallery)
Emily Chandler	Comune Gallery Group Exhibition Award (sponsor Comune Gallery)
Karen Gall	Concept Development Award (sponsored by Koodak)

### APPRENTICESHIP EMPLOYMENT NETWORK AWARDS 2023

Patrice Vassiliou	Winner, Inspiration Award: Disability Achievement
Drue McEntee	Finalist, Inspiration Award: Indigenous Student of the Year

### AUSTRALIAN PRODUCTION DESIGN GUILD - 2023 AWARDS

Kate Schmitzer	Most Outstanding Design Student
----------------	---------------------------------

### AUSTRALIAN WOOD REVIEW - MAKER OF THE YEAR 2023

Jessica Currie	Tertiary Student, Winner
----------------	--------------------------

### BLAST FROM THE PAST 2023 HAIRDRESSING AND BARBERING SHOWCASE

Tamara Stewart	1st Place, Hairdressing Category (Sponsored by Alfa Parf Milano)
Lucy Iwasa	2nd Place, Hairdressing Category (Sponsored by Alfa Parf Milano)
Cara Sobol-Day	Honourable Mention, Hairdressing Category (Sponsored by Alfa Parf Milano)
Renas Ali	1st Place, Barbering Category (Sponsored by Alfa Parf Milano)

### CINAESTHESIA 2023 SWINBURNE ADVANCED DIPLOMA OF SCREEN AND MEDIA FILMS

Samantha Lo Pizzo	Best Make-up in the short film <i>Night Tide</i>
Rachel Mahtani	Best Make-up in the short film <i>Night Tide</i>
Oskar Garrett	Best Costume in the short film <i>Kiss for Me</i>

### COLOURS OF THE WORLD HAIRDRESSING AND BARBERING SHOWCASE 2023

Eleni Koutsougeras	1st Prize, Hairdressing
Somayeh Rashidi Kouchaki	2nd Prize, Hairdressing
Hannah Borg	Honourable Mention, Hairdressing
Ayman El Haddad	1st Prize, Barbering (sponsored by M&U Imports)
Ahmad Batah	2nd Prize, Barbering
Brascha Jane	Honourable Mention, Barbering



### **DAREBIN A1 ART SALON**

Megan Tampaline                      People's Choice Award, Drawing/Printmaking

### **DAVID PROVAN & SONS ANNUAL AWARD FOR CARPENTRY, JOINERY AND CABINET MAKING**

Glenn Ellingsen                      Winner

### **DIPLOMA OF JEWELLERY AND OBJECT DESIGN – GRADUATE EXHIBITION**

Denise Gu                              Student Achievement Award (sponsored by Koodak)

### **ELYSIUM ADVANCED DIPLOMA OF CREATIVE PRODUCT DEVELOPMENT GRADUATE EXHIBITION**

Jasper Tolhurts                      Best Traditional Media (sponsored by Deans Art)  
James Lynch                          Outstanding Illustration (sponsored by Illustrators Australia)  
   Best Digital Work (sponsored by WACOM)  
Eilish Driver                          Outstanding Illustration  
Amy Wickham                        Outstanding Printmaking Student (sponsored by Firestation Print Studio)  
Nilbog Wormwood Vasen        Best Theme Development (sponsored by Eckersley)  
Alex Dathe                            Best Body of Work (sponsored by Regent Gallery)  
Sid Cross                              The Packing Room Prize (sponsored by the Arts Department)

### **ENGINEERS AUSTRALIA – APPOINTMENT OF AMBASSADORS FOR MELBOURNE POLYTECHNIC**

Rinu Lama Muktan                  Engineers Australia Ambassador  
Pradip Sapkota                      Engineers Australia Ambassador  
Hasitha Kawinda                    Engineers Australia Ambassador  
Wickramasinghe

### **EPOCH DIPLOMA OF VISUAL ARTS (PAINTING/PRINTMAKING STREAM) GRADUATE EXHIBITION**

Holly Hunt                            Best Body of Work (sponsored by Regent Gallery)  
Ruth Wein                            Outstanding Painting Student (sponsored by Deans Art)  
Jason Colling                        Course Achievement Award  
Bernice Tate                        Printmaking Achievement Award  
Maria Ella Ampongan              Outstanding Painting Student (sponsored by Deans Art)  
Johana Miyata                      Adam & Stathi Kotzapavlidis Memorial Award (sponsored by Anastasia Kotzapavlidis)  
John Puli                              Visual Arts Department, The Packing Room Prize  
Tajhana Gibbons                    Visual Arts Department, Highly Commended  
Astrid Fisher                        Visual Arts Department, Highly Commended

### **FACT OR FICTION EXHIBITION**

James Lynch                        1st Prize (sponsored by Eckersley's Art and Craft)  
Zohreh Izadikia                    2nd Prize (sponsored by Eckersley's Art and Craft)  
Eilish Driver                        3rd Prize (sponsored by Eckersley's Art and Craft)  
Soo Chua                            4th Prize (sponsored by the Melbourne Polytechnic Arts Department)  
Maddie Yates                       5th Prize (sponsored by the Melbourne Polytechnic Arts Department)  
Brigette Smith                      People's Choice Award (sponsored by Eckersley's Art and Craft)

### **FIRESTATION PRINT STUDIO – BIENNIAL AUSTRALIAN MONOPRINT PRIZE**

Jane Mullett                        Finalist

### **FORTYFIVEDOWNSTAIRS GALLERY – ANNUAL EMERGING ARTIST AWARD**

Holly Hunt                        Finalist

### **GLASS EVOLUTION 2023 GRADUATE EXHIBITION**

Jordan Benson	Outstanding Student Award (sponsored by Axxess Glass and GLAAS Inc) Awarded a Canberra Glassworks Graduate in Residency 2023
Layla Fibbins	Encouragement Award (sponsored by Axxess Glass and GLAAS Inc)
Yuan Zhou	Industry Award (sponsored by Studio Ingot)
Anouk Hartlieb Baudouin	Outstanding Student Award (sponsored by Axxess Glass and GLAAS Inc)
Yasmin Kennedy	Outstanding Student Award (sponsored by Axxess Glass and GLAAS Inc)
Lindus Conlan	Outstanding Student Award (sponsored by Axxess Glass and GLAAS Inc)
Grant Collins	Outstanding Part-time Student, first year (sponsored by Axxess Glass)
Fay Robertshawe	Outstanding Part-time Student, second year (sponsored by Axxess Glass)
Shea Oberleuter	Encouragement Award (sponsored by Axxess Glass and GLAAS Inc)
Greg Arnoldussen	Studio Award (sponsored by Axxess Glass)

### **ILLUSTRE DIPLOMA OF VISUAL ARTS - GRADUATE EXHIBITION**

Jessica Callaway	Children's Book Illustration Prize (sponsored by Hardie-Grant Egmont)
Elise Francis	Best Traditional Media (sponsored by Eckersleys)
Katelyn Coppola	Best Digital Work 1 (sponsored by WACOM)
Wraith Koutroudiss	Best Digital Work 2 (sponsored by Image Science)
Mahya Amiri	Cutting Edge Illustration Award (sponsored by Deans Art)
Kat Avent	Best Individual Work on Show (sponsored by Jacky Winter Groups) Best Body of Work on Show (sponsored by Illustrators Australia)
Jeremy Jenkins	Best Body of Work on Show 2 (sponsored by Illustrators Australia) Adam & Stathi Kotzapavlidis Memorial Award (sponsored by Anastasia Kotzapavlidis)
Maddy Varcoe	Best Body of Work on Show 3 (sponsored by Illustrators Australia)
Sally McKinnon	Adam & Stathi Kotzapavlidis Memorial Award (sponsored by Anastasia Kotzapavlidis)
Yolanda Severi	Visual Arts Illustration, The Packing Room Prize

### **JOHN ANDREW APPRENTICE OF THE YEAR COMPETITION**

Sam Ellison	Apprentice of the Year
-------------	------------------------

### **MELBOURNE INTERNATIONAL FLOWER AND GARDEN SHOW 2023**

Oliver Ashworth-Martin	Gold Medal, Award for Excellence, Overall Best in Show - Achievable Garden Competition
Carla Perry	Gold Medal - Achievable Garden Competition
Daniel Althaus	Silver Medal - Achievable Garden Competition
Leana Rose Cox	1st Place, Best in Competition - Hanging Basket Competition
Jacinta Culhane-Pomponio	10th Place - Hanging Basket Competition
Anieka Knevet	2nd Place - Advanced Student Competition, Floristry
Jarred Briggs	5th Place - Advanced Student Competition, Floristry
April Hamilton	11th Place - Advanced Student Competition, Floristry
Kenneth Bushby	12th Place - Advanced Student Competition, Floristry
Bridget Parke	15th Place - Advanced Student Competition, Floristry

### **NATIONAL ELECTRICAL AND COMMUNICATIONS ASSOCIATION (NECA) EDUCATION AND CAREERS AWARDS (VICTORIA)**

Damien Pace	Trainee of the Year
Alexandra Wardell	Trainee of the Year
Anthony Elice	Inspirational Trainee of the Year
Jordy Brash	Honourable Mention, Inspirational Trainee of the Year

### **PROVAN AND ROSENBERG FAMILIES - CARPENTRY, JOINERY AND CABINET MAKING SCHOLARSHIPS**

Sarah Hall	Awarded a Scholarship
Muhammad Al Moukhles	Awarded a Scholarship

### **ROTARY CLUB PRESTON - PRIDE OF WORKMANSHIP AWARD**

Eric Luisetto	Winner
---------------	--------

### **SOFITEL MELBOURNE ON COLLINS PRIZE**

Beth Sanderson	Winner of an exhibition in their exclusive gallery, valued at \$3,000
----------------	---

## **SOROPTOMIST INTERNATIONAL OF DEAKIN - TOOLS FOR TRADE SCHOLARSHIP**

Annabelle Barrow                      Awarded a Scholarship

## **SPORTS TURF ASSOCIATION VICTORIA - APPRENTICE OF THE YEAR AWARDS**

Wade Oliver                              Winner, Apprentice of the Year

## **THE FUTURE LEADERS AWARD**

Mariana Blanco                         Winner

## **UNFOLD GRADUATE EXHIBITION**

Elsie Martin	Deans Art Outstanding Painting Award
Jessica Kujawski	Illustrators Australia Award
	Deans Art Outstanding Achievement Award
Ethan Rose	Illustrators Australia Award
	Course Achievement Award (sponsored by the Arts Department)
Zohreh Izadikia	Course Achievement Award
	Highly Commended (sponsored by the Arts Department)
Paulette De-Har	Course Achievement Award (sponsored by the Arts Department)
Jake Tynan	Course Achievement Award (sponsored by the Arts Department)
Greta Barrett	Packing Room Prize (sponsored by the Arts Department)
Laura Longo	Highly Commended (sponsored by the Arts Department)
Kerry Lennon	Highly Commended (sponsored by the Arts Department)

## **VICTORIAN TRAINING AWARDS 2023**

Rebecca Hope                            Trainee of the Year

## **WHITTLESEA SHOW**

Melbourne Polytechnic entered 3 cows in different categories at the Whittlesea Show. One of the cows was awarded Junior Female Grand Champion (1st Place) and another won Junior Reserve Champion (2nd Place). The following students cared for, trained and presented the successful animals at the show as part of their Certificate 3 in Agriculture course.

Hayden Cramp	Sophie Hine	Ayman El Farra	Kasey Humphrey
Taysha Kirby	Ibrahim Ibrahim	Maxwell Clear	Tahlea Jefferies
Brock Emery	Anna Lindeman	Matthew Gardner	Kylie Spratling
Shay Grant	Alanah Wood		

## **WORLDSKILLS AUSTRALIA 2023 NATIONAL CHAMPIONSHIPS**

Luca Mascaro	Gold Medal, Joinery
Marc Colarusso	Bronze Medal, Bricklaying

## **STAFF AWARD**

### **AMERICAN JOURNALS PUBLISHING CENTER**

Karim Noura                                Excellent Scholar Award

### **LETHBRIDGE LANDSCAPE PRIZE 2023**

Warren Crossett                         Winner

### **MELBOURNE INTERNATIONAL FLOWER AND GARDEN SHOW 2023**

Alistair Kirkpatrick                      Best in Show - Boutique Garden

## **INSTITUTE AWARDS**

### **VICTORIAN TRAINING AWARDS - INDUSTRY COLLABORATION AWARD**

Winner, International Education and Training Award

### **VICTORIAN INTERNATIONAL EDUCATION AWARDS 2023**

Winner, Excellence in Innovation in Partnerships and International Engagement

Winner, Excellence in International Education - TAFE

### **VICTORIAN TRAINING AWARDS 2023**

Winner, Inclusive Training Provider of the Year



Carpentry teacher, Alex McGough, teaching hands-on skills at Heidelberg campus.





Angela Wingate-Wade, Acting Program Leader, Hair and Barbering, with hairdressing student Noni Cole.

# MELBOURNE POLYTECHNIC

## CAMPUSES, TRAINING CENTRES, SKILLS AND JOBS CENTRE

---

### CAMPUSES

---

**Collingwood**

20 Otter Street  
Collingwood VIC 3066

**Epping**

Corner Cooper Street and Dalton Road  
Epping VIC 3076

**Fairfield**

Yarra Bend Road  
Fairfield VIC 3078

**Greensborough**

61 Civic Drive  
Greensborough VIC 3088

**Heidelberg**

Corner Waterdale Road and Bell Street  
Heidelberg West VIC 3081

**Prahran**

144 High Street  
Prahran VIC 3181

**Preston**

77 St Georges Road  
Preston VIC 3072

### INTERNATIONAL CAMPUS

---

**Fuzhou Melbourne Polytechnic Campus**

199 Xi Yuan Gong Road  
Shangjie District, Minhou County, Fuzhou  
Fujian Province, China

### TRAINING CENTRES

---

**Ararat**

Grano Street  
Ararat VIC 3377

**Northern Lodge, Eden Park**

Glen Robin Court  
Eden Park VIC 3757

### SKILLS AND JOBS CENTRE

---

Preston Campus - Building C  
77 St Georges Road  
Preston VIC 3072

Information correct at March 2024 © MELBOURNE POLYTECHNIC



National Provider No. 3075 | CRICOS Provider 00724G | 4450|MP|280324|