Level 5, 11 Exhibition St, Melbourne Vic 3000 GPO Box 1994, Melbourne, VIC 3001 Tel: (03) 8661 7990 Fax: (03) 9655 0410 andrew.schultz@air.gov.au

Mr Clive Haggar Branch Secretary Australian Education Union ACT Branch 40 Brisbane Avenue BARTON ACT 2600

By email: priority1@aeuact.asn.au

Dear Mr Haggar,

Re: Financial Documents - year ended 31 December 2007 (FR2007/642)

Schedule 1 - Workplace Relations Act 1996 (RAO Schedule)

I have received the Financial Report for the ACT Branch of the Australian Education Union for the year ending 31 December 2007. The documents were lodged on 20 March 2008.

The documents have been filed.

If you have any queries please contact me on (03) 8661 7990.

Yours faithfully,

Andrew Schultz

Statutory Services Branch

28 March 2008



File Reference: B47

Mr Andrew Schultz Statutory Services Branch Australian Industrial Relations Commission GPO Box 1994 MELBOURNE VIC 3001



Dear Andrew

Australian Education Union - ACT Branch Financial Return – Year Ending 31 December 2007

I enclose a copy of the Auditor's Report, Accounts and Statements as re-presented for the period ending 31 December 2007 in additional to all documents required under the Workplace Relations Act 1996.

Yours sincerely

CLIVE HAGGAR

Secretary

Attachments

17 March 2008

CERTIFICATE OF SECRETARY OR OTHER AUTHORISED OFFICER

[s268 of Schedule 1B Workplace Relations Act 1996]

I, Clive Haggar, being the Secretary of the Australian Education Union – ACT Branch certify:

- That the documents lodged herewith are copies of the full report, referred to in s268 of the RAO Schedule; and
- That the full report was presented to a meeting of the Committee of Management of the reporting unit on 5 February 2008; in accordance with section 266 of the RAO Schedule.
- That the full report was provided to members via the Internet [6 March 2008] and the Union's journal [22 February 2008].
- That the full report was presented at a general meeting of members on 15 March 2008.

Signed:

CLIVE HAĞGAR Branch Secretary

Date:

17 March 2008

Australian Education Union – ACT Branch

BRANCH EXECUTIVE MEMBERS

[Committee of Management]

Officer	Position	Occupation	Workplace Address
C Haggar	Secretary	Union Official	AEU – ACT Branch 40 Brisbane Avenue Barton 2600
A Zuffo	President	Teacher	Majura Primary Knox Street Watson 2602
J Hamilton	Vice President	TAFE Teacher	Centre for ICT – Reid GPO Box 826 Canberra City 2601
W Cave	Vice President	Teacher	Duffy Primary Burrinjuck Crescent Duffy 2611
P Rasmus	Vice President	Teacher	Lake Ginninderra Çollege Emu Bank Belconnen 2616
R Amey	General Member	Teacher	Dickson College Phillip Avenue Dickson 2602
S Colley	General Member	Teacher	Black Mountain School Dryandra Street O'Connor 2601
V Ellen	General Member	Teacher	Melba Copland Secondary School – Melba Site Copland Drive Melba 2615
G Howatson	General Member	Teacher	Alfred Deakin High Denison Street Deakin 2600
P Rayner	General Member	Teacher	Canberra College Launceston Street Phillip 2606
P Rosser	General Member	Teacher	Amaroo School Katherine Avenue Amaroo 2914
W Semmens	General Member	Teacher	Lake Tuggeranong College, Cowlishaw Street Tuggeranong 2901
I Starr	General Member	Teacher	Campbell High Treloar Crescent Campbell 2612
L Read	Preschool Rep	Preschool Teacher	Preschool Services CTL, Fremantle Drive Stirling 2611
N Leuning	Preschool Alt Rep	Preschool Teacher	Higgins Preschool Fullagar Crescent Higgins 2615

OPERATING REPORT 2007

This report is prepared in accordance with the requirements of Schedule 1B of the Workplace Relations Act 1996, section 254.

Secretary's Overview 2007:

The arbitration decision of 12 January 2007 ended the longest running industrial dispute in the history of the teaching workforce in the ACT with 18 months expended between the serving of the log of claims on the employer and the handing down of the decision by Dr Iain Ross SC former Deputy President of the Industrial Relations Commission on salaries and secondary hours of teaching.

An incompetent Treasury advising a secret Review of Government Services, a panic struck government, believing it was heading for "bankruptcy" attempting to cut 145 school based and 90 office based positions, six strikes during 2006, the ambit claim of 39 preschools and schools to close and a 5% cut to CIT funding made 2006 the most difficult year of the ACT education system's history.

Part way through Dr Ross' arbitration hearings it became clear that the ACT's financial circumstances were far better than the figures that the ACT Government had based its slash and burn 2006/2007 Budget on. January saw the Budget deficit halved and by the end of the financial year at 30 June 2007 the projected \$90m deficit had become a \$117m record surplus.

By this time however, schools had experienced their worst start to a school year.

The 2020 school closure program decisions were announced by Government in the last week of the 2006 school year with 22 preschools and schools to close over a three year period. Within the restructuring of the system's infrastructure, new models of schooling were announced with full service preschool to Year 2 schools, P-5 and P-6 schools, a 6-10 secondary school and a 6-12 twin campus school. With these new models, as well as large numbers of school amalgamations and site rationalisations, the work of school leaders and their staff began for 2007 before the year commenced.

Secondary schools began the teaching year having to accommodate the "19th" hour decision of Dr Ross and the Government-imposed staff cut of 5% on secondary schools. For high schools, the loss of 35 positions represented the equivalent level of resources as had been promised as additional in the Stanhope Government's election platform of 2004. For secondary colleges, internal reorganisation of teaching loads saw many staff on five classes – a 12% increase in workload from the 4.5 class standard that had existed for the previous 30 years. The imposition of additional workload by the systemic restructure and resource cuts was to have a massive and ongoing impact on teacher morale throughout the year.

The EBA process incorporating the Arbiter's decisions was finally concluded with an 11.5% increase over 18 months, maintaining ACT teachers' salaries as the highest or second highest in the country. This however, was scant recompense for the 18 month delay between salary increases from July 2005, the personal financial and emotional cost to teachers and the disruption of 2006. The Government's financial incompetence had trashed its reputation as both an economic and educational manager destroying the goodwill of the previous term of office.

While the EBA underwrote a salary claim just short of the 12% sought by the AEU, the Government's decision to axe the employer contribution for PSSA superannuation scheme for new entrants to a 9% base undermined the attractiveness of the ACT public system. The superannuation now on offer is bettered by the private sector and the Commonwealth Public Service, both major competitors for graduates seeking employment.

At the national level, the AEU and its membership have contributed throughout to two major ongoing campaigns. The AEU's National Public Education Campaign has expended \$1.5m on a media campaign this year. The bulk of the funds [\$1.3m] supported television advertising in marginal seats including Eden-Monaro. The campaign highlights the enormous and growing disparity between the Federal Government's support for private schools and that for public schools.

The need for a Federal Government which supports public education has never been greater and the alienation of the teaching profession towards the Federal Government has been particularly reinforced by the policy positions taken by the Federal Government in the electioneering throughout 2007.

The re-election of the Federal Government will, if it happens, entrench the industrial relations imbalance inherent in the *WorkChoices* legislation ensuring the massive advantages of employers over their workforce. The use of the funding powers of the Federal Government will mean that intervention on political and ideological grounds in the operations of State school systems will become the norm. Nationally imposed curriculum, performance pay systems, reporting and assessment, league tables, public examinations, individual contracts, principal hire and fire are simply those elements that are on the table at the moment.

The Liberal Party's commitment to create an alternate system of vocational education with the Australian Technical Colleges expanded by the Federal Government to over 125 institutions will have a significant destabilising impact on State school and TAFE systems.

The AEU's national and public education campaigning effect was contributed to by ACT Branch members through normal affiliation fees to the Federal Office and by a campaign levy that has become an ongoing feature of our budgeting at \$2 per member nationally.

Our contributions to the national campaign on behalf of workers' rights and in opposition to the *WorkChoices* legislation has also been funded through a levy to the ACTU of union members of \$5.50 per member. This has paid for the television advertisements, public rallies, radio and print media etc that have given the momentum to the ongoing campaign against the industrial relations legislation.

The ACT Branch made a significant contribution once more to UnionsACT of \$10,000 to assist in their campaigning efforts against *WorkChoices* in the ACT and local region.

Obviously the November 24 election outcome will be the determinant of whether or not the campaigns will have been successful and whether we move further into a hostile punitive environment for work, people and public education or into one that is better and more equitably resourced.

The ACT Branch will enter into 2008 well positioned to meet the challenges whatever the outcome of the Federal Election. Membership density is high following the high level of recruitment in 2004, 2005 and 2006 with the recruitment levels of 2007 around 200 new members. This is down because of cuts in positions in schools and the Office as well as a 1% decline in student numbers. It is expected that numbers will increase in 2008 with the opportunity to recruit expanded numbers of high school staff and school support staff.

Staff changes at the AEU office during 2007 have been significant with the retirement of Assistant to the Secretary [Professional] Robin Ballantyne, the departure of long serving Membership Clerk Ros Tovey and the retirement of Finance Clerk Terry Butters. Robin Ballantyne will be honoured with a Life Membership of the AEU at Federal Conference in Sydney in January.

We have welcomed new staff in Michelle Kirby [Membership] and Sue Lai [Finance] with Organiser Cathy Smith taking on the role of Assistant to the Secretary [Professional] from September Council and new Schools Organiser Glenn Fowler joining the Union office from November.

The opportunity to attend the Education International Conference in Berlin in July 2007 reinforced my strong view that it is because of teacher unionism and public education that much of what is good about Australian society is as it is despite the social, economic and political trends that in the last 20 years have worked to undermine civil society and the public good.

In addition to the Secretary's Overview and the financial statements [attached] as reported, the ACT Branch is required by the legislation to detail the Resignation Rules of the organisation. The member is entitled to resign in accordance with Federal Rule 17 – Sub-rule 17[1A][3].

In effect, this Rule provides that a member's notice of resignation takes effect:

- [a] if you are ceasing to be a teacher in the ACT Government sector entirely, from no earlier than the date you leave.
- [b] in any other case [ie you are remaining a teacher in the ACT Government sector], no earlier than two weeks after you have notified the Union.

All notices of resignation must be in writing, specify the precise date of resignation and be delivered to the AEU – ACT Branch Secretary.

No Officers of the ACT Branch holds positions designated under section 254[2d].

The list of Executive Members [Committee of Management] is attached.

The AEU – ACT Branch had 3295 financial members at 31 December 2007; 1 full time officer and 9 other employees.

The full Annual Report and Financial Report for 2007 are available on the ACT Branch website.

Clive Haggar - Branch Secretary

1 February 2008

FR2007/642

AUSTRALIAN EDUCATION UNION ACT BRANCH

General Purpose Financial Report For The Year Ended 31st December, 2007



Houston & Hanna Chartered Accountants 15/11 McKay Gardens TURNER ACT 2601

Phone: 02-62498515 Fax: 02-62496792 Email: kim@khanna.com.au

COMMITTEE OF MANAGEMENT STATEMENT

On 5/02/2008 the Committee of Management of Australian Education Union - ACT Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 December 2007.

The Committee of management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards:
- **(b)** the financial statements and notes comply with the reporting guidelines of the Industrial Registrar.
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cashflows of the reporting unit for the financial year to which they relate;
- there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which GPFR related and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of the branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of the branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv) reports done on a single reporting unit basis; and
 - (v) there has been no requests by any member or the Registrar that required a report under Section 272 of the RAO Schedule.
 - (vi) no orders have been made by the Commission under section 273 of the RAO Schedule during the period.

Clive Haggar

		30
Title of Office held:		Branch Secretary
		211
Signature:		EM79
o.g.,a.a.o.	,	
Date:	5.76	February, 2008

For Committee of management:

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2007

2006		2007
\$	INCOME	\$
1,612,328	Members subscriptions Less collection costs	1,546,663
9,546	Interest on investments	10,754
22,702	Other income	16,960
21,603	Rent received	33,034
1,666,178	TOTAL INCOME	1,607,411
28,362	Affiliation fees & I.T.F. Subscriptions	20,535
27,591	Amortisation - leasehold buildings	27,591
137,684	Arbitration & campaign expenses	74,138
3,500	Audit & Accounting Costs	3,100
10,896	Bank fees & merchant fees	11,414
4,560	Provision for Doubtfull Debts & Bad Debts	•
4,189	Cleaning	5,809
22,543	Computer Services & Data base Costs	20,060
8,526	Depreciation	11,733
14,595	Donations - general	15,700
2,891	Electricity	3,005
18,488	Meeting & conference expenses	9,779
11,973	Membership services & Training	19,166
92,075	Federal capitation fees	93,961
29,176	Newsletter Expenses	26,103
25,187	Insurance	30,182
11,957	Office equipment & Leases	11,410
57,309	Legal - annual retainer	60,208
5,584	Legal - member's	5,948
2,461	Legislation reports & awards	2,778
2,651	Photocopying charges	3,252
16,690	Postage, staff recruitment & general expenses	36,306
16,247	Printing & stationery (Inc. year planner)	18,501
6,048	Professional development & training	12,930
(18,902)	Provision for annual leave	20,729
12,318	Provision for long service leave	(5,986)
25,373	Rates, taxes and body corporate fees	30,868
16,357	Repairs, maintenance & replacements	15,045
107,799	Salaries - officers	128,595
677,984	Salaries - other employees	697,192
93,994	Superannuation -general staff	105,277
17,465	- officers	19,932
17,226	Telephone & internet costs	17,282
7,889	Travel	8,336
29,673	Vehicle expenses (including FBT)	39,217
10,552	Vehicle depreciation	4,507
2,105	Women's Budget	2,453
1,561,016	TOTAL EXPENSES	1,607,057
105,162	Operating surplus for year	354

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2007

2006 \$		NOTES	2007 \$
·	CURRENT ASSETS		·
181,576	Cash at Bank		125,984
242,975	Cash on Deposit		352,487
21,612	Sundry Debtors and Prepayments		19,332
4,810	Members Subscriptions in Arrears	_	-
19,590	Members Welfare Loans	5	18,175
(9,000)	Less: Provision for Doubtful Debts		(9,000)
461,562	TOTAL CURRENT ASSETS		506,978
	NON CURRENT ASSETS		
792,946	Leasehold Property, Plant & Equipment	3	764,662
1,254,508	TOTAL ASSETS		1,271,640
	LESS CURRENT LIABILITIES		
53,198	Sundry Creditors		64,707
88,576	Provision for Staff Entitlements - general staff	6	107,614
76,520	- officers	6	67,220
58,759	Subscriptions Paid in Advance		54,285
277,053	TOTAL CURRENT LIABILITIES		293,826
	NON - CURRENT LIABILITIES		
5,000	Rent Deposit held	•	-
26,465	Provision for Staff Entitlements	6	31,470
31,465	TOTAL NON-CURRENT LIABILITIES		31,470
308,518	TOTAL LIABILITIES		325,296
945,990	NET ASSETS		946,344
	Represented By:		
840,828	Members Funds Balance as at 1 January 2007		945,990
105,162	ADD - Surplus/(Deficit) for Year		945,990 354
945,990	Balance as at 31 December 2007		946,344
			2.0,017

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2007

2006 \$		2007 \$
	CASH FLOW FROM OPERATING ACTIVITIES	
1,637,392	Receipts from Members	1,554,692
9,546	Interest received	9,013
44,305	Receipts - other persons	44,042
(1,596,826)	Payments to suppliers & employees	(1,538,280)
94,417	NET CASH PROVIDED BY OPERATIONS (Note 4(b))	69,467
	CASH FLOW FROM INVESTING & FINANCING ACTIVITI	ES
12,304	Sale of assets (net)	_
(46,927)	Loan Repayments	-
(18,588)	Payments for Assets	15,547
(53,211)	NET CASH PROVIDED BY INVESTING & FINANCING	15,547
41,206	NET INCREASE/(DECREASE) IN CASH HELD	53,920
383,345	Cash at beginning of year	424,551
424,551	CASH AT END OF YEAR (Note4 (a))	478,471

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 DECEMBER 2007

Note 1 Statement of Accounting Policies

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Workplace Relations Act 1996 and associated Regulations 2003.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the Association in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

(a) Income Tax

The association is a tax exempt body under the division 50 of the income tax assessment Act 1997 as a registered employee organisation.

(b) Property, Plant & Equipment

Each class of property, plant and equipment are carried at cost or fair value less, where applicable, any accumulated depreciation.

Plant and Equipment

Plant and Equipment are measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the Association to ensure it is not in excess of the recoverable amount from those assets.

Depreciation

The depreciable amount of all fixed assets are depreciated on a straight line basis over the useful lives of the assets to the association commencing from time the assets is held ready for use.

The depreciation rates used for each class of depreciable asset are:

Class of Fixed Assets	<u>Depreciation Rate</u>		
Office Furniture & Fittings	10 - 15%		
Office Equipment	20 - 25%		
Leasehold Buildings	2.50%		

(c) Employee Benefits

Provision is made for the company's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their nominal amount. Other employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

Contributions are made by the association to an employee superannuation fund and are charged as expenses when incurred.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2007

NOTE 2 - INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, as amended, the attention of members is drawn to the provisions of Section 272 of Schedule 1B, which indicates as follows:

- (1) A member of a branch, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) The reporting unit must comply with an application made under subsection (1).

Civil penalty provision applies for non compliance.

NOTE 3 - LEASEHOLD PROPERTY, PLANT & EQUIPMENT

2006 Written			Accumulated	2007 Written
Down Value		Cost	Depreciation	Down Value
\$		\$	\$	\$
750,383	Leasehold land & buildings	994,472	271,680	722,792
4,121	Furniture & fittings	88,692	84,867	3,825
15,908	Office equipment	104,601	84,583	20,018
22,534	Motor vehicles	29,059	11,032	18,027
792,946	Total written down value	1,216,824	452,162	764,662

NOTE 4 - CASH FLOW INFORMATION

(a) Reconciliation of Cash	2007 \$	2006 \$
Cash on hand	500	500
Cash at bank	125,984	181,076
Cash on deposit	351,987	242,975
	478,471	424,551

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 DECEMBER 2007

NOTE 4 - CASH FLOW INFORMATION (continued)		
(b) Reconciliation of Cash Flows from Operations	2007 \$	2006 \$
Operating surplus/(deficit)	354	105,162
Add Back Non-Cash Items		
Amortisation	27,591	27,591
Depreciation	16,239	19,048
Increase/(decrease) in provisions	14,743	(6,584)
Total Non-Cash Items	58,927	145,217
Changes in Assets & Liabilities		
Decrease/(Increase) in Debtors, Prepayments & Members Loans	8,505	(10,019)
Increase(decrease) in Creditors, including Subs in Advance	2,035	(40,781)
Cash Flows from Operations	69,467	94,417
NOTE 5 - TEACHER WELFARE FUND		
Summary of Transactions in the Teacher Welfare Fund		
Balance of loans outstanding 1 January 2007	19,590	18,210
Loans made during the year	2,660	8,800
•	22,250	27,010
Less: Loan repayments received	(4,075)	(2,860)
Loans written off		(4,560)
Balance of loans outstanding 31 December 2007		19,590
NOTE 6 - PROVISION FOR STAFF LEAVE ENTITLEMENTS		
Current Liabilities		
General Staff		
Provision for Annual Leave	72,102	48,443
Provision for Long Service Leave	35,512	40,133
	107,614	88,576
Office Holder		
Provision for Annual Leave	25,712	28,642
Provision for Long Service Leave	41,508	47,878
	67,220	76,520
Non Current Liability		
Provision for Long Service Leave	31,470	26,465

AUDITOR'S REPORT

I have audited the accounts of the Australian Education Union, ACT Branch in respect of the year ended 31 December 2007 and have received all the information and explanations I required for the purposes of my audit.

Scope

The Executive Committee is responsible for the preparation and presentation of the financial reports and the information contained therein. I have conducted an independent audit of the financial reports in order to express an opinion on them to the members.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the accounts are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the accounts are presented fairly in accordance with Australian Accounting Standards and Statutory Requirements so as to present a view of the Australian Education Union, ACT Branch which is consistent with my understanding of its financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

In my opinion:

- (i) there were kept by the Organisation in respect of the year satisfactory accounting records detailing the sources and nature of the income of the Organisation (including income from members) and the nature and purpose of expenditure;
- (ii) the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1B of the Workplace relations Act 1996, and
- (iii) that the branch has not being involved with recovery of wages activities during the year.

Suite 15 George Turner Offices 11 McKay Gardens TURNER ACT 2601

Kim D Hanna FCA

Registered Company Auditor
Date......\st \Fe\structure{\text{Fe}\s