



**Australian Government**

**Australian Industrial Registry**

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Melbourne, VIC 3000  
GPO Box 1994, Melbourne, VIC 3001  
Telephone: (03) 8661 7764  
Fax: (03) 9655 0410  
Email: [kevin.donnellan@air.gov.au](mailto:kevin.donnellan@air.gov.au)

Mr John Battams  
Branch Secretary  
Australian Education Union, Queensland Branch

email: [qtu@qtu.asn.au](mailto:qtu@qtu.asn.au)

Dear Mr Battams

**Re: Financial Report for the Australian Education Union, Queensland Branch for year ended 31 December 2007 – FR2007/645**

I acknowledge receipt of the financial report of the Australian Education Union, Queensland Branch for the year ended 31 December 2007. The documents were lodged with the Registry on 28 April 2008.

The financial report has now been filed.

I make the following comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged.

### ***Operating Report***

#### ***Right of members to resign***

Subsection 254(2)(c) of the *RAO Schedule* of the *Workplace Relations Act 1996* requires the operating report to “give details” of the right of members to resign from the reporting unit under section 174 of the *RAO Schedule*. This requirement may be met by the inclusion of a statement that a member has the right to resign and a reference to the relevant rule, which makes such provision. Alternatively, the complete text of the relevant resignation rule may be reproduced in the report. It would appear in this case that rules 17(3)-(8) of the organisation’s Rules are applicable.

### ***Committee of Management Statement***

#### ***Recovery of wages activity***

I remind you that the applicable Reporting Guidelines require the Committee of Management Statement to include information in relation to recovery of wages activity. If there has been no recovery of wages activity you may wish to consider words such as:

*(xz) in relation to the recovery of wages activity:*

- (i) there has been no such activity undertaken by the reporting unit.*

### ***Audit Report – signature and qualifications***

In future years please ensure that the audit report:

- provides the personal name and signature of the individual auditor (not just the name and signature of the audit firm)<sup>1</sup>, and
- provides the professional qualifications of the individual auditor to confirm that the individual auditor is an approved auditor as defined in Regulation 4 of the RAO Regulations<sup>2</sup>.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Yours sincerely



Kevin Donnellan

Statutory Services Branch  
7 May 2008

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<sup>1</sup> Section 257(8) of the RAO Schedule states that the form and content of the auditor's report must be in accordance with the Australian Auditing Standards. Paragraph 53 of Australian Auditing Standard ASA 700 provides that "*The auditor's report shall be signed in one or more of the name of the audit firm, the name of the audit company or the personal name of the auditor, as appropriate.*" Section 257(5) of the RAO Schedule provides that "*An auditor must, in his or her report, state whether in the auditor's opinion the general purpose financial report is presented fairly...*" This wording would suggest that it is 'appropriate' under ASA 700.53 for the audit report to be signed in "*the personal name of the auditor*" not just the name of the audit firm. This approach is analogous to the signature protocol under paragraph 20 of Appendix 2 of ASA 700 that pertains to s324AB of the *Corporations Act 2001* which requires an auditor to sign the report: '*in the firm name; and in his or her own name*'.

<sup>2</sup> Regulation 4 of the *Workplace Relations (Registration and Accountability of Organisations) Regulations 2003* defines 'approved auditor' as follows:

(1) For the definition of **approved auditor** in section 6 of the RAO Schedule, an approved auditor means:

(a) a person who:

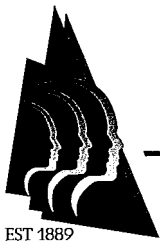
(i) is a member of CPA Australia, The Institute of Chartered Accountants in Australia or the National Institute of Accountants; and

(ii) holds a current Public Practice Certificate; or

...

(2) However, a person whose registration as an auditor has been suspended under the *Corporations Act 2001* is not an approved auditor while the suspension is in force.

Section 256 of the RAO Schedule provides further information relating to approved auditors.



QUEENSLAND  
TEACHERS' UNION  
OF EMPLOYEES

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IN REPLY PLEASE QUOTE: gmw:sl

18<sup>th</sup> April 2008

Mr Ken Ophel  
Statutory Services Branch  
Australian Industrial Registry  
GPO Box 1994  
MELBOURNE VIC 3000



Dear Sir

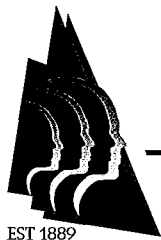
Please find enclosed the dated Financial Statements for the year ended 31 December 2007 for the Australian Education Union (Queensland Branch) accompanied by a verification statement from the Branch Secretary, Mr John Battams.

Yours sincerely

Gail Woods  
Business Manager

Address all correspondence to:

**The General Secretary, Queensland Teachers' Union**  
PO Box 1750, Milton BC Qld 4064 • 21 Graham St, Milton  
Ph: (07) 3512 9000 • Fax: (07) 3369 0022  
ABN 62 408 519 861  
Email: [qtu@qtu.asn.au](mailto:qtu@qtu.asn.au) • Website: [www.qtu.asn.au](http://www.qtu.asn.au)



QUEENSLAND  
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IN REPLY PLEASE QUOTE:

Certificate of Secretary or other Authorised Officer  
s268 of Schedule 1B Workplace Relations Act 1996

I John Battams being the Branch Secretary of the Australian Education Union (Queensland 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 made available to members on 14<sup>th</sup> March 2008; and
- that the full report was presented to the meeting of the committee of management of the reporting unit on 14 April 2008; in accordance with section 266 of the RAO schedule.

Signature:

Date:

21/4/08



Address all correspondence to:

**The General Secretary, Queensland Teachers' Union**  
PO Box 1750, Milton BC Qld 4064 • 21 Graham St, Milton  
Ph: (07) 3512 9000 • Fax: (07) 3369 0022  
ABN 62 408 519 861  
Email: [qtu@qtu.asn.au](mailto:qtu@qtu.asn.au) • Website: [www.qtu.asn.au](http://www.qtu.asn.au)



*Queensland Branch*

# Financial Statements 2007



## **OPERATING REPORT**

The Committee of Management of the Queensland Branch of the Australian Education Union present this operating report in relation to the financial year ended 31 December 2007.

### **Principal Activity**

The principal activity during the financial year was to undertake the function of a trade union of employees.

### **Results of Operation**

The net result for the year was \$0 (2006 - \$0).

### **Review of Operation**

There has been no significant changes in the nature of activities during the year.

### **Significant Changes in the State of Affairs**

There have been no significant changes in the state of affairs of the Branch.

### **Rights of Members to Resign**

A member may resign from membership of the Branch by written notice addressed to and delivered to the Secretary of the Branch to which the member is attached.

### **No Members or Officers are Trustees of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme**

The committee of management is not aware of any officers or members of the Branch who are:

- (i) a trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- (ii) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme; and

where the criterion for the officer or member being a trustee or director is that the officer or member is an officer or member of a registered organisation.

### **Number of Members**

As at 31 December 2007, the number of members was 41,233.

### **Number of Employees**

There were 0 employees for the year (2006 - 0 employees).

## OPERATING REPORT - continued

### Committee of Management

The names of each Executive member during the year ended 31 December 2007 were:

John Battams (Branch Secretary)

Steve Ryan (Branch President)

Graham Moloney (Branch Deputy Secretary)

Julie Brown (Branch Deputy President) 1.3.07 – 31.12.07

Mark Anghel 1.3.07 – 31.12.07

June Coleman

Peter Darben

Stewart Jones

Samantha Knowles

Meegan Maguire

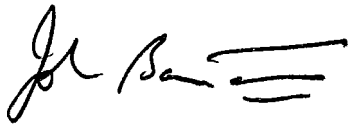
Vicky Sykes

Lyn Winch

Wes Young

Dudley Cowan 1.1.07 - 28.2.07

This report is made in accordance with a resolution of the Committee of Management.



John Battams  
Branch Secretary

Dated: 4 February 2008

Brisbane, Queensland

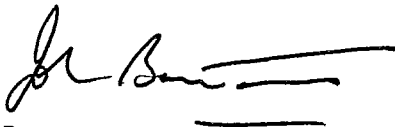
## COMMITTEE OF MANAGEMENT REPORT

In accordance with Section 253(2)(c) of Schedule 1 (the RAO Schedule) of the Workplace Relations Act 1996, the Executive of the Queensland Branch of the Australian Education Union passed the following resolution in relation to the financial report of the reporting unit for the financial year ended 31 December 2007:

The Committee of Management declares in relation to the financial report 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 cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and they become due and payable;
- (e) during the financial year to which the financial report relates 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 a 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 a 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) no orders have been made by a member or a Registrar under section 272 of the RAO Schedule; and
  - (v) no orders have been made by the Commission under section 273 of the RAO Schedule during the period .

This report is made in accordance with a resolution of the Committee of Management dated 4 February 2008.



John Battams  
Branch Secretary

Dated: 4 February 2008

Brisbane, Queensland



## **Independent auditor's report to the members of Australian Education Branch (Queensland Branch)**

We have audited the accompanying financial report of Australian Education Branch (Queensland Branch) ("the Branch"), which comprises the balance sheet as at 31 December 2007, and the income statement, statement of changes in accumulated funds and cash flow statement for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the Committee of Management's declaration.

### *The Committee of Management's Responsibility for the Financial Report*

The members of the Committee of Management of the Branch are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and with Part 3 of Chapter 8 of Schedule 1 (RAO Schedule) of the Workplace Relations Act 1996. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances. In Note 1(d), the Committee of Management also state that the financial report, comprising the financial statements and notes, complies with International Financial Reporting Standards.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, we consider internal controls relevant to the Branch's preparation and fair presentation of the financial report 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 Branch's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee of Management, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

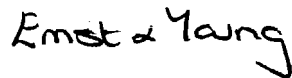
### *Independence*

In conducting our audit we have met the independence requirements of the Australian professional accounting bodies.

### *Auditor's Opinion*

In our opinion:

1. the general purpose financial report presents fairly, in all material respects, the financial position of Australian Education Branch (Queensland Branch) as of 31 December 2007, and of its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and Part 3 of Chapter 8 of Schedule 1 (RAO Schedule) of the Workplace Relations Act 1996;
2. the financial report also complies with International Financial Reporting Standards as disclosed in Note 1(d);
3. the Australian Education Branch (Queensland Branch) kept satisfactory accounting records for the financial year, including records of:
  - (i) the sources and nature of the income of the Branch (including income from members); and
  - (ii) the nature and purposes of expenditure of the Branch;
4. we have received all the information and explanations required from the Branch's officers and employees for the purposes of our audit.

A handwritten signature in black ink that reads 'Ernst & Young' in a cursive, stylized script.

Ernst & Young  
Brisbane  
4 February 2008

**BALANCE SHEET**  
**AS AT 31 DECEMBER 2007**

ACCUMULATED FUNDS	2007	2006
	\$	\$
General Fund	\$ 66	\$ 66
Represented by		
<b>CURRENT ASSETS</b>		
Cash at Bank	3,217	537
Sundry Debtors	3,029	2,529
	<u>6,246</u>	<u>3,066</u>
<b>CURRENT LIABILITIES</b>		
Creditors & Accruals	<u>6,180</u>	<u>3,000</u>
<b>NET ASSETS</b>	<u>\$ 66</u>	<u>\$ 66</u>

**STATEMENT OF CHANGES IN ACCUMULATED FUNDS**  
**AS AT 31 DECEMBER 2007**

ACCUMULATED FUNDS	2007	2006
	\$	\$
Balance 1 January	66	66
Surplus / (Deficit) for the year	<u>-</u>	<u>-</u>
<b>TOTAL ACCUMULATED FUNDS</b>	<u>\$ 66</u>	<u>\$ 66</u>

**INCOME STATEMENT**  
**FOR THE YEAR ENDED 31 DECEMBER 2007**

	2007	2006
	\$	\$
<b>INCOME</b>		
Membership	1,058,504	1,003,418
Public Education on Levy	74,116	72,580
IR Levy	185,290	145,160
Media Campaign Contribution	250,768	-
Bank Interest	210	266
Donations from Queensland Teachers' Union	3,029	2,789
	<u>\$ 1,571,917</u>	<u>\$ 1,224,213</u>
 <b>EXPENDITURE</b>		
Audit	3,180	3,000
Postage	59	55
Subscriptions - Australian Education Union Federal	1,058,504	1,003,418
IR Levy - Australian Education Union Federal	185,290	145,160
Media Campaign Contribution - Australian Education Union Federal	250,768	-
Public Education Levy- Australian Education Union Federal	74,116	72,580
	<u>\$ 1,571,917</u>	<u>\$ 1,224,213</u>

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 DECEMBER 2007**

		2007	2006
		INFLOWS	INFLOWS
		(OUTFLOWS)	(OUTFLOWS)
		\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
	Notes		
<b>RECEIPTS</b>			
Donations Received		2,529	2,445
Interest Received		210	266
Membership		1,058,504	1,003,418
IR Levy		185,290	145,160
Media Campaign Levy		250,768	-
Election Levy		74,116	72,580
GST Received		149,462	115,268
<b>PAYMENTS</b>			
Supplies and other		(59)	(2,655)
Interest & Bank Charges		-	-
Subscriptions		(1,058,504)	(1,003,418)
IR Levy		(185,290)	(145,160)
Media Campaign Levy		(250,768)	-
Election Levy		(74,116)	(72,580)
GST Paid to Suppliers and Others		(149,462)	(115,268)
Net cash flows from operating activities	4	<u>2,680</u>	<u>56</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Net cash flows from investing activities		<u>-</u>	<u>-</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Net cash flows from financing activities		<u>-</u>	<u>-</u>
Net (decrease)/ increase in cash held		2,680	56
Cash at beginning or reporting period		<u>537</u>	<u>481</u>
Cash and cash equivalents		<u>\$ 3,217</u>	<u>\$ 537</u>

**NOTES TO AND FORMING PART OF THE ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**NOTE 1 – ACCOUNTING POLICIES**

**(a) Basis of Preparation of Accounts**

The financial report is a general purpose financial report which has been prepared in accordance with Australian Accounting Standards, and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views).

The financial report has also been prepared in accordance with the historical cost basis.

**(b) Income Tax**

No provision for income tax is made in the accounts as the Union is exempt from income tax under Section 50-15 of the Income Tax Assessment Act 1997.

**(c) Employees**

All officers and staff are employed by the Queensland Teachers' Union of Employees.

**(d) Statement of compliance**

The financial report complies with Australian Accounting Standards, which include Australian equivalents to International Financial Reporting Standard ('AIFRS'). Compliance with AIFRS ensures that the financial report, comprising the financial statements and notes thereto, complies with International Financial Reporting Standards ('IFRS').

**NOTE 2 – INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of Schedule 1 (RAO Schedule) of the Workplace Relations Act 1996 the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of section 272 which reads as follows:

- (1) A member of a reporting unit, 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) A reporting unit must comply with an application made under subsection (1).

**NOTE 3 – SEGMENT INFORMATION**

The Queensland Branch of the Australian Education Union operates solely as the Queensland branch of a trade union in Australia, and is domiciled in Australia.

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

NOTE 4 - CASH FLOW STATEMENT

- (a) Reconciliation of the operating surplus/<deficiency> with the net cash flows from operating activities -

	2007	2006
	\$	\$
Operating surplus/(deficiency)	-	-
Movement in assets and liabilities		
Decrease/(increase) in sundry debtors	(500)	(344)
Increase/(decrease) in sundry creditors	<u>3,180</u>	<u>400</u>
Net cash flows from operating activities	<u><u>2,680</u></u>	<u><u>56</u></u>

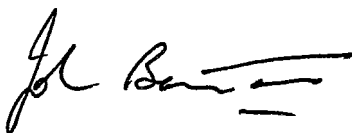
- (b) Reconciliation of Cash

For the purposes of the Cash Flow Statement, cash and cash equivalents comprise the following at 31 December 2007

	2007	2006
	\$	\$
Cash on hand and at bank	<u><u>3,217</u></u>	<u><u>537</u></u>

Cash at Bank earns interest at floating rates based on daily bank deposit rates.

Fair value of cash and cash equivalents is \$ 3,217 (2006: \$537).



John Battams  
Branch Secretary

Dated: 4 February 2008

Brisbane, Queensland