



**Australian Government**  
**Australian Industrial Registry**

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Melbourne, VIC 3000  
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Mr Robert E Glare  
Branch Secretary  
Australian Education Union  
Victorian Branch  
PO Box 363  
ABBOTSFORD VIC 3067

Dear Mr Glare

**Re: Australian Education Union - Workplace Relations Act 1996  
Financial Documents for year ended 31 December 2004 - FR2004/754**

I have received your letter dated 6 June 2005 accompanied by your certificate and a copy of the financial documents of the Victorian Branch (reporting unit) for the year ended 31 December 2004. The documents were received in this office on 7 June 2005.

The documents have been filed.

Although the documents have been filed I draw your attention to the following matters.

**Auditor's Report**

The opinion of the auditor made under the auditor's report is expressed in terms previously required under the Act. Subsection 257(5) of Schedule 1B (the RAO Schedule) of the Act now sets out the matters upon which an auditor is required to make an opinion. The following would satisfy the requirements of the Schedule:

*"In our opinion 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."*

In addition, the document entitled *Summary of the Financial Statements of the Australian Education Union Victorian Branch* requires modification to reflect the provisions of the RAO Schedule. see for example copies of the financial documents lodged by the AEU federal office which have been place on our web site at: [www.airc.gov.au](http://www.airc.gov.au) under Organisations / Organisations Electronic Files.

Notes to the Financial Statements

Under Note 15, Information to be Provided to Members or Registrar, the reference to "section 274" of the Act should read "section 272".

Under Note 16, Officers Remuneration, the phrase "*Workplace Relations Regulations: Regulation 107 at (XIV), the total remuneration to holders of office in the organisation*" I suggest be altered to read "*the Reporting Guidelines made under s255 of the RAO Schedule at paragraph 11(g) employee benefits to holders of office of the reporting unit*".

Please bring the above matters to the attention of the reporting unit's Auditor. If you wish to discuss the matters raised in this letter you may contact me on 86617990.

Yours sincerely,



Paul Herrod  
Statutory Services Branch  
1 July 2005



# Australian Education Union

## Victorian Branch

112 Trenerry Crescent, Abbotsford, 3067

Postal Address: PO Box 363, Abbotsford, 3067

Telephone: (03) 9417 2822 Fax: (03) 9417 6198

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ABN: 44 673 398 674

6 June 2005

Industrial Registrar  
Australian Industrial Registry – Organisations Branch  
GPO Box 1994S  
MELBOURNE Vic 3001

Dear Madam/Sir

**Re: Financial Documents for the Australian Education Union Victorian Branch for the Year Ended 31 December 2004**

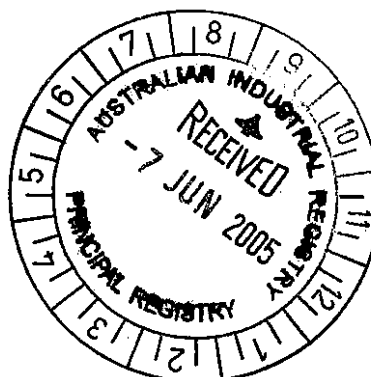
The full report was presented to Branch Council at its meeting on 3 June 2005.

I am now lodging the full report, including the concise report together with the Secretary's Certificate.

Yours sincerely

A handwritten signature in black ink, appearing to read "Robert E Glare".

**ROBERT E GLARE**  
*Branch Secretary*





# *Australian Education Union*

## *Victorian Branch*

*112 Trenerry Crescent, Abbotsford, 3067  
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E-mail: melbourne@aeuvic.asn.au*

### **Certificate of Secretary or other Authorised Officer**

(s268 of Schedule 1B Workplace Relations Act 1996)

I Robert Edward Glare being the Branch Secretary of the Australian Education Union Victorian Branch certify:

- \* that the documents lodged herewith are copies of the full report and the concise report referred to in s268 of the RAO Schedule; and
- \* that the concise report was provided to members on 20 May 2005; and
- \* that the full report was presented to a meeting of the committee of management, being the AEU Victorian Branch Council of the reporting unit on 3 June 2005; in accordance with section 266 of the RAO Schedule.

Signature:

(Branch Secretary)

Date:

3 1 6 / 2 0 0 5

**STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE YEAR ENDED 31 DECEMBER 2004**

		2004	2003
		\$	\$
Sales revenue		-	-
Cost of sales		-	-
Gross profit		<u>-</u>	<u>-</u>
Other revenues from ordinary activities	2	12,298,328	11,119,808
Distribution expenses		-	-
Marketing expenses		-	-
Occupancy expenses		(976,894)	(1,241,551)
Administration expenses		(10,241,519)	(9,180,245)
Borrowing costs expense		-	-
Other expenses from ordinary activities		<u>(18,086)</u>	<u>(16,895)</u>
Profit (loss) from ordinary activities before income tax expense	3	1,061,829	681,117
Net profit from ordinary activities after income tax expense attributable to members of the Union		<u><b>1,061,829</b></u>	<u><b>681,117</b></u>
Investment in TFV Property Pty Ltd - increase/(written off)		<u>3,608,606</u>	<u>73,723</u>
Total changes in equity other than those resulting from transactions with owners as owners	11	<u><u>4,670,435</u></u>	<u><u>754,840</u></u>

The accompanying notes form part of these financial statements.

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2004

		2004	2003
		\$	\$
<b>CURRENT ASSETS</b>			
Cash assets	4	1,888,005	457,401
Receivables	5	512,568	431,892
Other	6	164,671	262,979
<b>TOTAL CURRENT ASSETS</b>		<u>2,565,244</u>	<u>1,152,272</u>
<b>NON-CURRENT ASSETS</b>			
Receivables	5	2,180,942	2,371,972
Other financial assets	7	7,911,744	4,303,138
Property, plant and equipment	8	119,328	98,691
<b>TOTAL NON-CURRENT ASSETS</b>		<u>10,212,014</u>	<u>6,773,801</u>
<b>TOTAL ASSETS</b>		<u>12,777,258</u>	<u>7,926,073</u>
<b>CURRENT LIABILITIES</b>			
Payables	9	1,083,027	1,034,418
Provisions	10	1,574,136	1,441,995
<b>TOTAL CURRENT LIABILITIES</b>		<u>2,657,163</u>	<u>2,476,413</u>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	10	-	-
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>-</u>	<u>-</u>
<b>TOTAL LIABILITIES</b>		<u>2,657,163</u>	<u>2,476,413</u>
<b>NET ASSETS</b>		<u>10,120,095</u>	<u>5,449,660</u>
<b>EQUITY</b>			
Retained profits	11	10,120,095	5,449,660
<b>TOTAL EQUITY</b>		<u>10,120,095</u>	<u>5,449,660</u>

The accompanying notes form part of these financial statements.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2004

	2004	2003
	\$	\$
CASH FLOW FROM OPERATING ACTIVITIES		
Receipts from customers	12,236,772	11,014,300
Payments to suppliers and employees	(10,946,604)	(10,472,522)
Dividends received	-	-
Interest received	44,229	16,318
Borrowing costs paid	-	-
Income tax paid	-	-
Net cash provided by (used in) operating activities	18b 1,334,397	558,096
CASH FLOW FROM INVESTING ACTIVITIES		
Proceeds from sale of property, plant and equipment	610	5,114
Proceeds from sale of investments	-	-
Payment for property, plant and equipment	(95,433)	(61,851)
Payment for investments	-	-
Loans to related parties		
— payments made	-	(440,336)
Loans to related parties		
— proceeds from repayments	191,030	-
Net cash provided by (used in) investing activities	96,207	(497,073)
CASH FLOW FROM FINANCING ACTIVITIES		
Proceeds from share issue	-	-
Proceeds from borrowings	-	-
Repayment of borrowings	-	-
Dividends paid	-	-
Net cash provided by (used in) financing activities	-	-
Net increase in cash held	1,430,604	61,023
Cash at beginning of year	457,401	396,378
Cash at end of year	18a 1,888,005	457,401

The accompanying notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 1 Statement of Significant Accounting Policies**

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views, other authoritative pronouncements of the Australian Accounting Standards Board and the *Corporations Act 2001*.

The financial report covers AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH as an individual entity.

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 AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

**a. Income Tax**

AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH is a trade union and no provision for income tax is necessary as trade unions are exempt from income tax under section 23 (f) of the Income Tax Assessment Act 1936.

**b. Property, Plant and Equipment**

Each class of property, plant and equipment is 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 to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

**Depreciation**

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

The depreciation rates used for each class of assets are:

Class of Fixed Asset	Depreciation Rate
Plant and equipment	10 - 40%

**c. Leases**

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the Union are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values. Leased assets are depreciated on a straight line basis over their estimated useful lives where it is likely that the Union will obtain ownership of the asset or over the term of the lease. Lease payments are allocated between the reduction of the lease liability and the lease interest expense. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives received under operating leases are recognised as a liability. Lease payments received reduce the liability.

**d. Investments**

Non-current investments are measured on the cost basis. The carrying amount of investments is reviewed annually by management to ensure it is not in excess of the recoverable amount of these investments. The recoverable amount is assessed from the quoted market value for shares in listed companies or the underlying net assets for other non-listed corporations. The expected net cash flows from investments have not been discounted to their present value in determining the recoverable amounts.

**e. Employee Benefits**

Provision is made for the Union'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 the amounts expected to be paid when the liability is settled plus related on-costs. Provision for long service leave is made for all employees regardless of length of service. 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 Contributions are made by AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH to an employee superannuation fund and are charged as expenses when incurred.

**f. Cash**

For the purposes of the statement of cash flows, cash includes cash on hand and at call deposits with banks or financial institutions, investments in money market instruments maturing within less than two months and net of bank overdrafts.

**g. Revenue**

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

All revenue is stated net of the amount of goods and services tax (GST).



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**h. Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

**i. Adoption of Australian Equivalents to International Financial Reporting Standards**

Australia is currently preparing for the introduction of International Financial Reporting Standards (IFRS) effective for financial years commencing 1 January 2005. This requires the production of accounting data for future comparative purposes at the beginning of the next financial year.

The Union's management, along with its auditors, are assessing the significance of these changes and preparing for their implementation. An IFRS committee has been established to oversee and manage the entity's transition to IFRS.

The management are of the opinion that the key differences in the entity's accounting policies which will arise from the adoption of IFRS are:

*Research and Development Expenditure*

Pending standard AASB 138 *Intangible Assets* further requires that costs associated with research be expensed in the period in which they are incurred. In terms of current policy, research costs are capitalised to the statement of financial position where it is expected beyond any reasonable doubt that sufficient future benefits will be derived so as to recover these deferred costs.

*Impairment of Assets*

The entity currently determines the recoverable amount of an asset on the basis of undiscounted net cash flows that will be received from the assets use and subsequent disposal. In terms of pending AASB 136 *Impairment of Assets*, the recoverable amount of an asset will be determined as the higher of fair value less costs to sell and value in use. It is likely that this change in accounting policy will lead to impairments being recognised, more often than under the existing policy.

*Non-current Investments*

Under the pending AASB 139 *Financial Instruments: Recognition and Measurement* financial instruments that are classified as available for sale instruments must be carried at fair value. Unrealised gains or losses may be recognised either in income or directly to equity. Current accounting policy is to measure non-current investments at cost, with an annual review by management to ensure that the carrying amounts are not in excess of the recoverable value of the instrument.

**Note 2 Revenue**

	Note	2004 \$	2003 \$
Operating activities			
— membership subscriptions and levies		12,214,221	11,054,449
— dividends	2a	-	-
— interest	2b	44,229	16,318
— rendering of services		39,268	43,927
		<u>12,297,718</u>	<u>11,114,694</u>
Non-operating activities			
— proceeds on disposal of property, plant and equipment		610	5,114
— proceeds on disposal of investments		-	-
		<u>610</u>	<u>5,114</u>
Total revenue		<u>12,298,328</u>	<u>11,119,808</u>
a. Dividends from			
— other corporations		-	-
b. Interest from			
— director-related entities		-	-
— other persons		44,229	16,318
— directors		-	-
		<u>44,229</u>	<u>16,318</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 3 Profit from Ordinary Activities**

	2004 \$	2003 \$
Profit from ordinary activities before income tax expense has been determined after:		
<b>a. Expenses</b>		
Affiliation fees	934,413	765,734
Borrowing costs		
— other persons	-	-
Total borrowing costs	-	-
Depreciation of non-current assets		
— plant and equipment	74,796	65,512
Total depreciation	74,796	65,512
Bad and doubtful debts		
— trade debtors	13	30
Total bad and doubtful debts	13	30
Remuneration of auditor		
— audit or review	17,270	15,355
— other services	-	-
Remuneration for other services to related practices of the auditor	-	-
<b>b. Revenue and Net Gains</b>		
Net gain on disposal of plant and equipment	610	5,114
Net gain on disposal of investments	-	-
<b>c. Significant Revenues and Expenses</b>		
The following revenue and expense items are relevant in explaining the financial performance		
Increase/(write off) of investments in TFV Property Pty Ltd	3,608,606	73,723

**Note 4 Cash Assets**

	2004 \$	2003 \$
Cash at bank	877,182	455,274
Cash on hand	2,416	2,127
Cash on deposit	1,008,407	-
	<u>1,888,005</u>	<u>457,401</u>

**Note 5 Receivables**

	2004 \$	2003 \$
<b>CURRENT</b>		
Trade debtors	67,802	83,518
Provision for doubtful debts	-	-
	<u>67,802</u>	<u>83,518</u>
Members' subscriptions	444,766	348,374
	<u>512,568</u>	<u>431,892</u>
<b>NON-CURRENT</b>		
Trade debtors	2,250	2,250
Loan to TFV Property Pty Ltd	2,178,692	2,369,722
	<u>2,180,942</u>	<u>2,371,972</u>

**Note 6 Other Assets**

	2004 \$	2003 \$
<b>CURRENT</b>		
Prepayments	164,671	262,979
	<u>164,671</u>	<u>262,979</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 7 Other Financial Assets**

	2004 \$	2003 \$
Shares in other corporations — at cost	8,000,000	8,000,000
Less: Provision for write-down to recoverable amount	(88,256)	(3,696,862)
Shares in other corporations — at recoverable amount	<u>7,911,744</u>	<u>4,303,138</u>

During the 1998 year the Union was allotted additional share capital from TFV Property Pty Ltd of \$3,739,427. This amount offset part of the loan lent to TFV Property Pty Ltd.

The Union owns all of the issued capital of TFV Property Pty Ltd whose significant asset is the property situated at 112 Trennery Crescent Abbotsford.

**Note 8 Property, Plant & Equipment**

	2004 \$	2003 \$
Plant and equipment at cost	335,226	378,056
Less accumulated depreciation	(215,898)	(279,365)
Total Plant and Equipment	<u>119,328</u>	<u>98,691</u>
Total Property, Plant and Equipment	<u>119,328</u>	<u>98,691</u>

**Movements in Carrying Amounts**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year

	Plant and Equipment \$	Total \$
Balance at the beginning of the year	98,691	98,691
Additions	95,433	95,433
Disposals	138,263	138,263
Revaluation increments/(decrements)	(138,263)	(138,263)
Depreciation expense	(74,796)	(74,796)
Capitalised borrowing costs and depreciation	-	-
Carrying amount at the end of the year	<u>119,328</u>	<u>119,328</u>

**Note 9 Payables**

	2004 \$	2003 \$
CURRENT		
Unearned Income - Members' subscriptions paid in advance	443,312	379,353
Sundry creditors	491,947	491,108
Net GST liability	147,768	163,957
	<u>1,083,027</u>	<u>1,034,418</u>

**Note 10 Provisions**

	2004 \$	2003 \$
CURRENT		
Employee benefits - annual leave	731,747	650,834
Employee benefits - long service leave	842,389	791,161
	<u>1,574,136</u>	<u>1,441,995</u>
NON-CURRENT		
Employee benefits	-	-
a. Aggregate employee benefit liability	<u>1,574,136</u>	<u>1,441,995</u>
b. Number of employees at year end	<u>86</u>	<u>84</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 11 Retained Profits**

	Note	2004 \$	2003 \$
Retained profits at the beginning of the financial year		5,449,660	4,694,820
Net profit attributable to members of the Union	20	4,670,435	754,840
Retained profits at the end of the financial year		10,120,095	5,449,660

**Note 12 Capital & Leasing Commitments**

	2004 \$	2003 \$
<b>a. Operating Lease Commitments</b>		
Non-cancellable operating leases contracted for but not capitalised in the financial statements:		
Payable		
—not later than 1 year	225,244	230,827
—later than 1 year but not later than 5 years	263,866	291,178
—later than 5 years	-	-
	489,110	522,005

**Note 13 Contingent Liabilities**

	2004 \$	2003 \$
Estimates of the potential financial effect of contingent liabilities that may become payable:		
<b>Guarantees</b>		
— guarantee by the Union in respect of secured bank facilities of TFV Property Pty Ltd	1,000,000	1,000,000
<b>Other</b>		
— autopay arrangement	180,000	180,000
	180,000	180,000

**Note 14 Events Subsequent to Reporting Date**

Since the end of the financial year AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH has determined that a bonus will be paid to all staff. This bonus is based on the provisions set out in the Certified Agreement applicable to employees of the Union. The amount to be paid in the 2005 year will be \$744,580.

**Note 15 Information to be Provided to Members or Registrar**

In accordance with requirements of the Workplace Relations Act 1996, as amended, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of section 274 which read as follows:

- (1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under sub-section (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- (3) A Registrar may only make an application under sub-section (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

**Note 16 Officers Remuneration**

In accordance with Workplace Relations Regulations: Regulation 107 at (XIV), the total amount of remuneration to holders of office in the organisation for the year ended 31 December 2004 was \$937,270.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 17 Levies**

**Public Education Campaign Levy**

The 1997 Branch Conference determined that a levy of all members be struck in accordance with AEU Federal Rules for the purpose of funding the AEU Victorian Branch's Public Education Campaign.

A separate fund has been established for this purpose.

The levy was set at \$20 p.a. for members employed 0.6 and above and \$10 for members employed 0.5 or below.

The levy applied for three years commencing on 3rd August 1997. On 5th August 2000 Branch Conference decided to continue the levy in its present form until the end of the calendar year 2003. On 19th July 2003 Branch Conference extended the levy in its present form until the end of the calendar year 2006.

	2004	2003
	\$	\$
Opening Balance	163,221	15,155
Add funds collected from levy	581,000	559,744
Add donation and interest income	8,603	5,157
	<u>589,603</u>	<u>564,901</u>
Total funds available	752,824	580,056
Less amounts paid for Public Education purposes	<u>(447,976)</u>	<u>(416,835)</u>
Funds available for Public Education campaign purposes as at 31 December	<u>304,848</u>	<u>163,221</u>
Public Education bank account at year end	300,310	211,707
Add amounts under/(over) remitted to Public Education account by AEU Vic Branch	<u>4,538</u>	<u>(48,486)</u>
	<u>304,848</u>	<u>163,221</u>
<u>Source of funds</u>		
Excess of income over campaign spending	141,627	148,066
Reduction in bank account	-	-
Increase in amount owing by Public Education Campaign to AEU Vic Branch	-	48,486
Reduction in amount owing by AEU Vic Branch to Public Education Campaign	-	2,805
	<u>141,627</u>	<u>199,357</u>
<u>Application of funds</u>		
Reduction of amount owing to AEU Vic Branch	53,024	-
Increase in bank account	<u>88,603</u>	<u>199,357</u>
	<u>141,627</u>	<u>199,357</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Certified Agreement Levy**

Branch Council on 20th March 1999 determined that a levy of all members in the primary and secondary sectors be struck in accordance with AEU Federal Branch rules for the purpose of funding the AEU Victorian Branch's Certified Agreement Campaign.

A separate fund was established for this purpose.

The levy was set at \$100 per primary or secondary member with pro rata amounts applied to those employed part time.

The levy was due and payable by 30th June 1999.

	2004 \$	2003 \$
Opening Balance	144,254	142,369
Add donation and interest income	3,604	1,885
Total funds available	<u>147,858</u>	<u>144,254</u>
Less amounts paid for Certified Agreement Levy purposes	(126,282)	-
Funds available for Certified Agreement Levy purposes as at 31 December	<u>21,576</u>	<u>144,254</u>
Certified Agreement Levy bank account at year end	22,858	10,586
Add amounts under/(over) remitted to Certified Agreement Levy account by AEU Vic Branch	(1,282)	133,668
	<u>21,576</u>	<u>144,254</u>
<b>Source of funds</b>		
Reduction in bank account	-	22,516
Reduction in amount owing by AEU Vic Branch/Increase in amount owed to AEU Vic Branch	134,950	-
Donation and interest income	3,604	1,885
	<u>138,554</u>	<u>24,401</u>
<b>Application of funds</b>		
Campaign spending	126,282	-
Increase in bank account	12,272	-
Increase in amounts owed by AEU Vic Branch	-	24,401
	<u>138,554</u>	<u>24,401</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 18 Cash Flow Information**

	2004 \$	2003 \$
<b>a. Reconciliation of Cash</b>		
Cash at the end of the financial year as shown in the statements of cash flows is reconciled to the related items in the statement of financial position as follows:		
Cash on hand	879,598	457,401
Deposits with financial institutions	1,008,407	-
Bank overdrafts — secured	-	-
	<u>1,888,005</u>	<u>457,401</u>
<b>b. Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax</b>		
Profit (loss) from ordinary activities after income tax	4,670,435	754,840
Non-cash flows in profit from ordinary activities		
Amortisation	-	-
Depreciation	74,796	65,512
Increase in value of investment	(3,608,606)	(73,723)
Net gain on disposal of plant and equipment	(610)	(5,114)
Net gain on disposal of investments	-	-
Changes in assets and liabilities, net of the effects of purchase and disposals of subsidiaries		
(Increase)/decrease in receivables	(80,676)	(97,177)
(Increase)/decrease in other assets	98,308	(46,442)
Increase/(decrease) in payables	48,609	(3,373)
Increase/(decrease) in provisions	132,141	(36,427)
Cash flows from operations	<u>1,334,397</u>	<u>558,096</u>
<b>c. Non-cash Financing and Investing Activities</b>		
Property, plant and equipment		
During the financial year the company acquired plant and equipment with an aggregate fair value of \$0 (2003: \$0) by means of hire purchase agreements.		
<b>d. Credit Stand-by Arrangement and Loan Facilities</b>		
The company has a bank overdraft and commercial bill facility amounting to \$0 (2003: \$0).		

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 19 Financial Instruments**

**a. Interest Rate Risk**

AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and financial liabilities, is as follows:

	Weighted Average		Floating Interest Rate		Fixed Interest Rate Maturing			
	Effective Interest Rate		2004	2003	Within 1 Year		1 to 5 Years	
	2004	2003			2004	2003	2004	2003
Financial Assets	%	%	\$	\$	\$	\$	\$	\$
Cash at bank	4.2	3.9	877,182	455,274	-	-	-	-
Cash on deposit	5.5	0.0	-	-	1,008,407	-	-	-
<b>Total Financial Assets</b>			<b>877,182</b>	<b>455,274</b>	<b>1,008,407</b>	-	-	-
<b>Financial Liabilities</b>								
Bank overdraft	-	-	-	-	-	-	-	-
Bank bills secured	-	-	-	-	-	-	-	-
Bank loan secured	-	-	-	-	-	-	-	-
Lease Liabilities	-	-	-	-	-	-	-	-
<b>Total Financial Liabilities</b>								
<b>Liabilities</b>								

**b. Credit Risk**

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount of those assets, net of any provisions for doubtful debts, as disclosed in the statement of financial position and notes to the financial statements.

AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH does not have any material credit risk exposure to any single director to any single debtor or group of debtors under financial instruments entered into by AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH.

**c. Net Fair Values**

The net fair values of listed investments have been valued at the quoted market bid price at balance date adjusted for transaction costs expected to be incurred. For other assets and other liabilities the net fair value approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form other than listed investments. Financial assets where the carrying amount exceeds net fair values have not been written down as the Union intends to hold these assets to maturity.

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 20 Detailed Income and Expenditure Statement**

	Note	2004 \$	2003 \$
<b>INCOME</b>			
Certified Agreement levy	17	3,604	1,885
Interest		44,229	16,318
Membership subscriptions		11,621,014	10,487,663
Other income		39,268	43,927
Profit/(Loss) on sale of furniture & fittings		610	5,114
Public Education Campaign levy	17	589,603	564,901
<b>TOTAL INCOME</b>		<b>12,298,328</b>	<b>11,119,808</b>
<b>EXPENSES</b>			
Affiliation Fees		934,413	765,734
Campaigns			
Certified Agreement levy	17	126,282	-
Other campaigns		127,664	64,050
Public Education Campaign levy	17	447,976	416,835
Communications: telephone, fax & internet		110,381	125,169
Conferences			
Annual conference		2,365	3,108
Other conferences & forums		27,843	20,808
Donations		2,657	2,120
Equipment			
Furniture, computer & equipment sundry items		93,788	23,712
Depreciation	8	74,796	65,512
Lease & rental costs		76,645	48,317
Maintenance of computers & equipment		39,803	53,983
Functions & farewells		4,842	7,229
Legal expenses		223,895	291,957
Library/information services		15,059	17,819
Membership services		269,186	232,346
Motor vehicle fleet costs		402,898	370,976
Miscellaneous		4,135	4,805
Office expenses			
Audit		17,270	15,355
Bad debts written off		13	30
Bank charges		11,281	2,711
Office requisites & paper		68,292	61,808
Postage		39,415	27,846
Subscription collection costs		54,599	54,600
Publications		371,341	389,592
Regional offices: rent, rates, telephone, etc		146,628	145,197
Rent & outgoings: Trennery Crescent		691,862	1,050,027
Salaries			
Annual leave		80,914	(76,999)
Fringe benefits tax		25,013	28,414
Insurance		59,696	108,038
Leadership & others		4,523,595	4,432,528
Long service leave		66,371	89,359
Other salary costs		104,476	114,617
Payroll tax		296,556	264,859
Sick leave		22,467	28,105
Staff benefits reserve		539,045	94,516
Superannuation		734,405	703,760
Training		11,112	21,004
Workcover		116,793	100,716
Structures		228,925	232,430
Travel expenses		41,802	35,698
<b>TOTAL EXPENSES</b>		<b>11,236,499</b>	<b>10,438,691</b>
<b>OPERATING SURPLUS/(LOSS) BEFORE ABNORMAL ITEMS</b>		<b>1,061,829</b>	<b>681,117</b>
<b>ABNORMAL ITEM</b>			
Investment in TFV Property Pty Ltd - increase/(written off)	3	3,608,606	73,723
<b>SURPLUS/(LOSS) AND ABNORMAL ITEM FOR THE YEAR</b>		<b>4,670,435</b>	<b>754,840</b>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

**Note 21 Entity Details**

The registered office of the Union is:

AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH  
112 Trennery Crescent  
ABBOTSFORD VIC

The principal place of business is:

AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH  
112 Trennery Crescent  
ABBOTSFORD VIC 3067



# *Australian Education Union*

## *Victorian Branch*

*112 Trenerry Crescent, Abbotsford, 3067  
Postal Address: PO Box 363, Abbotsford, 3067  
Telephone: (03) 9417 2822 Fax: (03) 9417 6198  
Toll Free: 1800 013 379 www.aeuvic.asn.au  
E-mail: melbourne@aeuvic.asn.au*

### COMMITTEE OF MANAGEMENT STATEMENT

On 6 May 2005 the Committee of Management of the Australian Education Union Victorian Branch being the AEU Victorian Branch Council passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 December 2004.

The AEU Victorian Branch Council 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 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 when they become due and payable;
- (e) during the financial year to which the GPFR 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) we are not aware of whether the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
  - (vi) no orders have been made by the Commission under section 273 of the RAO Schedule during the period.

For Committee of Management:  
Title of Office held:

**Robert Edward Glare**  
**Branch Secretary**

Signature: Robert E Glare

Date: 6 15 1 2005

**AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH  
ABN 44 673 398 674****AUDIT REPORT TO THE MEMBERS OF  
AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH**

We have audited the financial report of the Australian Education Union Victorian Branch for the financial year ended 31st December 2004. The financial report includes the financial statements of the Union. The Branch Secretary is responsible for the financial report. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Union.

Our audit has been conducted in accordance with the Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, 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 financial report is represented fairly in accordance with the Accounting Standards and other mandatory professional reporting requirements and statutory requirements so as to present a view which is consistent with our understanding of the Union's financial position and performance as represented by the results of its operations and its cash flows.

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

**Audit Opinion**

(a) In our opinion

(i) there were kept by the Union in relation to the year satisfactory accounting records including:

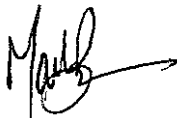
- (A) records of the sources and nature of the income of the organisation (including income from members); and
- (B) records of the nature and purposes of the expenditure of the organisation; and

(ii) the accounts and statements prepared under section 273 of the Workplace Relations Act 1996 were properly drawn up so as to give a true and fair view of:

- (A) the financial affairs of the organisation as at the end of the year; and
- (B) the income and expenditure, and any surplus or deficit, of the organisation for the year; and

(iii) the financial statements are properly drawn up in accordance with applicable Accounting Standards and other mandatory professional reporting requirements.

(b) All information and explanations that, under section 276(2) of the Workplace Relations Act 1996 officers or employees of the organization were required to provide were provided.



**Charman Partners**

**Partner : Mark Peter Barson**

**Registered Company Auditor**

**Date : 11th May 2005**

Suite 4  
10-12 Chapel Street  
Blackburn Victoria 3130  
Email  
mail@charmanpartners.com.au

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PO Box 341  
Blackburn Victoria 3130

Telephone  
(03) 9878 8200  
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(03) 9878 8400

Directors  
P.A. Tierney, FCA  
N.G. Johnston, CPA  
M.P. Barson, CA  
W.C. Goodwin, CA

**SUMMARY OF THE FINANCIAL STATEMENTS OF THE  
AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH  
FOR THE YEAR ENDED 31ST DECEMBER 2004**

The Financial Statements of the Union have been audited in accordance with the provisions of the Workplace Relations Act 1996 and the following Summary is provided for members in accordance with Section 279(2) of the Act.

A copy of the Auditor's Report, Accounts and Statements will be supplied free of charge to members who request same.

Certificates required to be given under the Act by the Principal Accounting Officer and the Branch Council have been completed in accordance with provisions of the Act and contain no qualifications.

In accordance with the requirements of the Workplace Relations Act 1996 the attention of Members is drawn to the provisions of sub section (1), (2) and (3) of Section 274 which read as follows:

- (1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under sub section (1) by a member of the organisation, or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- (3) A Registrar may only make an application under sub section (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

**AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH  
STATEMENT OF ASSETS & LIABILITIES  
AS AT 31ST DECEMBER 2004**

	<b>2004</b>	<b>2003</b>
Accumulated Members Funds	<u>10,120,095</u>	<u>5,449,660</u>
Represented by		
<b>Assets</b>		
Current (see Notes 1 & 2)	2,565,244	1,152,272
Non Current	<u>10,212,014</u>	<u>6,773,801</u>
<b>Total Assets</b>	<u>12,777,258</u>	<u>7,926,073</u>
<b>Less Liabilities</b>		
Current	<u>2,657,163</u>	<u>2,476,413</u>
<b>Total Liabilities</b>	<u>2,657,163</u>	<u>2,476,413</u>
<b>Net Assets</b>	<u>10,120,095</u>	<u>5,449,660</u>

**AUSTRALIAN EDUCATION UNION VICTORIAN BRANCH**  
**INCOME & EXPENDITURE STATEMENT**  
**FOR THE YEAR ENDED 31ST DECEMBER 2004**

	2004	2003
Subscription Income	11,621,014	10,487,663
Certified Agreement Levy (see Note 1)	3,604	1,885
Public Education Levy (see Note 2)	589,603	564,901
Other Income	<u>84,107</u>	<u>65,359</u>
<b>Total Income</b>	<b>12,298,328</b>	<b>11,119,808</b>
Certified Agreement Levy	126,282	0
Public Education Levy	447,976	416,835
Other Expenditure	<u>10,662,241</u>	<u>10,021,856</u>
<b>Total Expenditure</b>	<b>11,236,499</b>	<b>10,438,691</b>
Operating Surplus for Period	1,061,829	681,117
Abnormal Item (see Note 3)	<u>3,608,606</u>	<u>73,723</u>
<b>Surplus/(Loss) including Abnormal Items for the Period</b>	<b><u>4,670,435</u></b>	<b><u>754,840</u></b>

NOTES:

1. In March 1999 Branch Council decided to levy all Primary and Secondary sector members the amount of \$100 or pro rata for part time for the purpose of financing the Certified Agreement Campaign. The levy was due and payable by 30 June 1999

Funds from the levy are accounted for separately and can only be expended on activities related to the Certified Agreement Campaign.

The current assets figure of \$2,565,244 includes an amount of \$22,858 cash in the Certified Agreement Levy Fund.

2. 1997 Branch Annual Conference determined to levy all members for the purpose of conducting the Public Education Campaign.

The levy applied for 3 years from 3 August 1997. The amount is \$20 pa for members employed 0.6 or more and \$10 pa for members employed 0.5 or less. On 5 August 2000 Branch Conference decided to continue the levy in its present form until the end of calendar year 2003 and on 19 July 2003 Branch Conference further extended the levy in its present form until the end of the calendar year 2006.

The current assets figure of \$2,565,244 includes an amount of \$300,310 cash in the Public Education Campaign Fund.

- 3 This amount is related to charges and expenses related to the loan and provision in investment on 112 Trenerry Crescent, Abbotsford.

**Auditor's Certificate**

I certify that the above Summary is a fair and accurate summary of the Report, Accounts and Statements of the Australian Education Union Victorian Branch for the year ended 31st December, 2004.

Our Auditor's Report dated 11th May, 2005 on the Accounts did not contain particulars of any deficiency, failure or shortcoming as referred to in the Workplace Relations Act 1996.

**Charman Partners**  
**Partner: Mark Peter Barson**  
**Registered Company Auditor**

**Date: 11th May, 2005**



# AUSTRALIAN EDUCATION UNION

## Victorian Branch

112 Trenerry Crescent Abbotsford 3067  
PO Box 363 Abbotsford 3067

Telephone: 03 9417 2822; 1800 013 379 fax: 1300 658 078 web: [www.aeuvic.asn.au](http://www.aeuvic.asn.au) email: [melbourne@aeuvic.asn.au](mailto:melbourne@aeuvic.asn.au)

### OPERATING REPORT FOR THE 2004 FINANCIAL YEAR AEU VICTORIAN BRANCH

#### Principal Activities

In the schools sectors, the major activity was the pursuit of a new Certified Agreement. After taking industrial action in February, the new agreement covering teachers and principals was certified on the 4th August 2004.

The School Services Officer log of claims was successfully negotiated in 2004 after some industrial action but it was not actually certified until 2005.

In TAFE, a new Certified Agreement was negotiated and certified on 28 June 2004. This represented a significant change for the better in that it covered all 18 TAFE Colleges whereas previously there were 18 separate agreements.

A log of claims was lodged with employers in the Disability Services sub-sector but little response was evident for the remainder of that year.

In respect of members employed in Adult Migrant education Services, a new agreement was negotiated in 2004 that was certified on 21/1/2005.

In our Early Childhood Sector there was a major industrial and community campaign in an attempt to secure a further Multi-Employer Certified Agreement. While there was a partial settlement late in 2004, negotiations are continuing.

The following significant submissions were lodged during the year:

- Parliament of Victoria Economic Development Committee Inquiry into Labour Hire Employment in Victoria
- Parliament of Victoria's Education and Training Committee Inquiry into Pre-Service Education
- Victorian Curriculum and Assessment Authority in response to its Curriculum Reform consultation paper: "A Framework of Essential Learning.
- Department of Education and Training regarding the Evaluation of the Teaching Scholarship Scheme



- Submission (supplementary) to the Parliament of Victoria's Education and Training Committee Inquiry into the Impact of High Levels of Unmet Demand for Places in Higher Education Institutions in Victoria.

Significant resources were devoted to our continuing Public Education campaign in an attempt to maximise the political importance of Public Education.

### Recruitment

This reporting year was our best recruitment year on record. Prior to 2004, our best year for recruitment was 2003. That record was broken by a further 818 recruitments. The following table details recruitments month by month:

	Jan	Feb	Mar	April	May	June	July	Aug
Sept	Oct	Nov	Dec	TOTAL				
<b>2003</b>	152	604	606	264	412	278	333	483
1,147	253	203	141	4,876				
<b>2004</b>	143	1,809	1,464	234	304	232	205	425
285	245	215	133	5,694				

An increase in recruitment of 818

### Financial Affairs

Since 1998, when the organisation had debts exceeding \$3M, strenuous efforts have been made to eliminate debt and to start to build a significant financial base to secure financial health into the future.

In broad terms this has been achieved by growing membership levels, securing supplementary sources of income and more efficient management of the organisation.

The debt on the Union building was eliminated during 2004 and a cash reserve of over two million dollars was accrued. One million dollars was invested in term deposits with compounding interest. Such investments should be increased in future years.

In 2004 the net profit from ordinary activities was \$1,061,829 compared to \$681,117 in 2003. Most of the 2004 profit was directly attributable to the dramatic increase in membership. Leaving that factor aside, the 2004 budget was delivered as planned.

Taking into account the \$3,608,606 improvement in value of the Union building owned by TFV Property Pty Ltd, the overall increase in assets was \$4,670,435. One must keep in mind that increases in the value of the building are "book entries" and not actual cash.

The cash assets of the Union exceed \$2,565,244. With careful management and continuing increases in membership levels, the financial viability of the organisation will continue to grow steadily in future years.

One should not get carried away with the amount of cash assets. Put in context, our current cash assets represent about 2 months operating expenses. In my opinion it is vital we grow the cash base to at least 6 months operating expenses and preferably 12 months operating expenses. Our cash reserves are sufficient to cover staff entitlements such as annual leave and long service leave but that would not leave much cash in the bank. There is no need to change course in a financial sense to improve the level of cash assets. We are achieving that growth at an acceptable rate and with continuing prudent financial management, cash reserves will continue to increase over future years. The other key factor is continuing the improvement in membership numbers.

Given the improved financial outlook, there is a danger that the organisation will believe it can make significant changes in the number of employees or increase financial commitments without undermining the financial viability. While it has taken seven years to extract the organisation from the "financial mire", that improvement can be frittered away quite rapidly by a few reckless decisions and/or a lack of financial vigilance.

#### Right of Resignation

Resignation from membership and termination of eligibility for membership is regulated by Federal Branch Rule 17. In keeping with that rule, AEU Victorian Branch Council, at its meeting held on Saturday 24 March, 2001 adopted a policy in respect of refunds of membership dues when members resign.

The policy is:

1. When a member lodges a resignation from the union it will take effect from the date of the letter or the date specified in that letter, whichever is later
2. Where a member's resignation from the union is received but not processed at the time, no disadvantage will be applied when the resignation is processed.
3. Branch Executive is authorised to vary this policy in exceptional circumstances and upon written request.
4. That this policy be highlighted in the AEU News in the first edition each year.

It is imperative that the union receives formal notification when members resign from the union.

Superannuation Trustees/Directors

The following members of our Branch Council are trustees of a superannuation entity or an exempt public sector superannuation scheme:

Jennifer A CASSIDY

Barbra A NORRIS

Both are Directors of the Government Superannuation Office (Victoria)

The following members of our Branch Council are directors of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme:

Jennifer A CASSIDY

Barbra A NORRIS

Both are Directors of VicSuper.

The criterion that makes them eligible to stand for election to both bodies is that they are contributors to those superannuation schemes. Periodically elections for Director positions are conducted by the Victorian Electoral Commission and all contributors are eligible to nominate. A ballot of all contributors decides the positions.

Prescribed Information

- (a) We started the year with 28,724 members and ended with 31,416 members which represents a growth of 2,692 members in the reporting year.

While the following figures are not strictly within the reporting year, they indicate the growth of the organisation on a Sector basis from 1 December 2003 to 1 December 2004:

Primary	10.70%	or	1,416 members
Secondary	9.36%	or	1,087 members
Early Child.	4.07%	or	46 members
TAP	0.41%	or	13 members
<b>TOTAL</b>	<b>8.83%</b>	<b>or</b>	<b>2,554 members</b>

- (b) At 31/12/2004 the reporting unit employed 86 persons which translated to 78.4 equivalent full-time employees.

- (c) Members of Branch Council in 2004:

ELECTORATE	PRIMARY	SECONDARY	EARLY CH	Comment [I1]: Overwrite same doc in lship/councillors by elec - sec-prim-ec
SOUTH EAST 1 Doncaster / Warringal Inner East Greater Waverley	Brookes, Gillian Cooke, Jean Halden, Andrea Martini, Tania Walker, Mary	Angus, Cheryl Steane, Valerie Stuart, Meg Tripp, Marita Anastasiou, Tas from 10/9/04		
SOUTH EAST 2 Outer Easter Yarra Valley Knox /Dandenong Ranges	Cassidy, Jenny Ebert, Sue Exton, John Pontin, Clive Cassidy, Andrew from 22/10/04 (Swan, Erica resigned 21/6/04)	O'Brien, Eileen Mulhall, Joe De Gama, David from 10/9/04 <b>VACANT</b>		
SOUTH EAST 3 Berwick/Pakenham/Cranbourne Wonthaggi South Eastern	Hussey, Mick from 10/9/04 (Mason, Brenda resigned 26/4/04) Rothstadt, Kay Sharp, Kathy Vrondou, Chris	McMeekin, Terry Paterson, John Glare, Dean	Murray, Ann	
SOUTH EAST 4 Longbeach/Moorabbin Frankston Peninsula	Farrelly, Rita Lee Ack, Donna Luebbers, Barbara Squire, Rosemary Woods, Wayne Svigos, Russell Evison, Janet from 22/10/04	Breen, John Bryce, Andy from 10/9/04 (Sawyer, Fiona resigned 19/7/04) <b>VACANT</b> Taylor, Emma resigned 22/3/04) Wright, Paul	Ayliffe, Grace	
NORTH WEST 1 Diamond Valley Latrobe/Plenty Inner City	Norris, Barbra Edmonds, Robert Patford, Kathryn Skinner, Gail	Butler, Mick Fry, John Merkenich, Mary Rundle, Norrian Twiddy, Andrew		
NORTH WEST 2 Inner West Werribee	Clancy, Carolyn Pope, Kevin Horvath, Eva	Gillies, Pepe Skourdombis, Andrew Lovelock, Chris		
NORTH WEST 3 Broadmeadows Maribymong Sunbury Melton	Merlino, Robert Pontikis, Mary-Anne Perry, Brendan Biondi, Georgina Mitchell, Ann	Breen, Geoffrey Caust, David D'Ortenzio, Marino Ludbrook, Fiona Cook, Philip	O'Dwyer, Dianne	
BARWON SOUTH WEST 1 Geelong	Crockart, Ian Augerinos, Andrew from 22/10/04 (Evans, Marg resigned 2/8/04)	Collins, Liz Wilson, Rory		
BARWON SOUTH WEST 2 Colac Hamilton/Portland Warrnambool	Anderson, Anne Jacobs, Adrian	Blakeslee, James Peter Martina		
CENTRAL HIGHLANDS WIMMERA 1 Ballarat	Farquhar, Reginald Schenk, Henny	Breen, John	Embling, Bronwyn	
CENTRAL HIGHLANDS WIMMERA 2 Stawell Horsham	<b>VACANT</b>	Sargent, Lynne		
GIPPSLAND 1 West Gippsland South Gippsland	Brangrove, James	Humphries, Jessie Ann		
GIPPSLAND 2 Latrobe Valley	Stringer, Angela	Gray, Jeff		
GIPPSLAND 3 Sale East Gippsland	Nicholas, Ross	Blake, Donald Charles from 10/9/04		
GOULBURN NORTH EAST 1 Benalla Seymour	Cunningham, Colleen	<b>VACANT</b>		
GOULBURN NORTH EAST 2 Kyabram Shepparton	Jelliff, Gail	Schear, Walder		
GOULBURN NORTH EAST 3 Wodonga Wangaratta	Dews, Merrilyn	Cunningham, Frank		

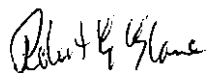
ELECTORATE	PRIMARY	SECONDARY	EARLY CH	Comment [11]: Overwrite same doc in lship/councillors by elec - sec-prim-ec
LODDON CAMPASPE MALLEE 1 Bendigo-Maryborough Castlemaine	Dunn, Lidia Underwood, Matthew	Manning, Jack Dodgshun, Andrew F		
LODDON CAMPASPE MALLEE 2 Bendigo/Echuca Swan Hill	De Morton, Phillip	VACANT		
LODDON CAMPASPE MALLEE 3 Mildura	Lofus, Keith	Donnelly, James		
ALLIED SUB-SECTOR	Bennett, Andrew Foenander, Jan Lowe, Nicole from 22/10/04	Jo Henry Vojtek, Barbara		

TAP SECTOR	Branch Councillors
Ballarat University	Bruce Kuhne
Bendigo Regional Institute of TAFE	Greg Barclay from 22/10/04
Central Gippsland Institute of TAFE	Peter Sheehan
Gordon Institute of TAFE	Mark Hyde from 22/10/04
Holmesglen Institute of TAFE	Helen Wiggins from 22/10/04
Northern Melbourn Institute of TAFE	Craig Jones,
Swinburne Uni of Technology - TAFE Division	Kay Matthiesson

**Branch Officers;**

Mary Bluett, Ann Taylor, Rob Glare, Christine Stewart, Peter Steele, Jodi Watt, Brian Henderson, Meredith Peace, Rosalie Kinson, Shayne Quinn, Pat Forward (resigned 27/2/04), Gillian Robertson, Tam Vistarini (started 9/3/04 and ceased 4/6/04), Rob Stewart

**Rob Glare**  
**Branch Secretary**



6/5/2005