



30 June 2017

Ms Mary Franklyn
Secretary, Western Australia Branch
Australian Education Union

By email: gensec@sstuwa.org.au

cc: Auditor dk@drykirkness.com.au

Dear Ms Franklyn

Australian Education Union, Western Australia Branch - Financial Report for the year ended 30 June 2016 (FR2016/164)

I acknowledge receipt of the re-lodged financial report of the Western Australia Branch of the Australian Education Union. The documents were lodged with the Registered Organisations Commission (the ROC) on 26 June 2017.

The financial report has now been filed.

The financial report was filed based on a primary review. This involved confirming whether the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that the financial report for the year ending 30 June 2017 may be subject to an advanced compliance review.

You are not required to take any further action in respect of the report lodged. However I make the following comments to assist you when you next prepare a financial report. The ROC will confirm these issues have been addressed prior to filing next year's report.

Financial documents must be signed before full report provided to members

The Designated Officer's Certificate states that the full report was provided to members on 25 May 2017. However the Operating report, the Committee of management Statement and the Auditor's Statement were not signed until 17 June 2017.

Your advice today was that on 13 May 2017 the Branch Executive approved the provision to the members of the financial statements but referred the documents for signing to the Branch Council which met on 17 June.

As I explained, section 265 requires that members must receive or have made available to them a signed version of the general purpose financial report (which includes the committee of management statement), the operating report and auditor's report within the prescribed period.¹

This means that a competent committee of management must have already passed and signed the resolution described in the committee of management statement and authorised the signing of the

¹ i.e. in the ordinary course, this means, for the WA Branch, by no later than 30 November, which is the last day of the 5 month period after the end of the financial year.

operating report, and that the auditor must have provided a signed auditor's report, before distributing or publishing the documents.

By deferring the signing of the documentation to the June meeting of the Branch Council, until after the documentation had been published on the website, the Branch initially failed to provide the full report for the purposes of the Act.

I have considered the rules of the Branch. In my view rule 5(1) means that the Branch Executive is competent to act as the effective committee of management for the Branch between meetings of the Branch Council and that it would have been competent to have signed the committee of management statement and operating report at its meeting on 13 May, and to have thus enabled the Auditor to have signed the audit report before publishing the documents on the Branch website. The presentation of the signed documents comprising the full report to the Branch Council on 17 June could still have occurred as a separate event, as contemplated by section 266.

The sequence and timing of the events prescribed by sections 265 and s266 are important because they are civil penalty provisions.

For the avoidance of doubt, in relation to the next report, for the year ending 30 June 2017, the Branch will have until 30 November 2017 to provide a signed full report to its members. This means that it must, before doing so, arrange a meeting to sign the committee of management statement, and the operating report, and then obtain a signed auditor's report. The Branch has until 31 December 2017 to present the full report for the purposes of section 266, to a meeting of the relevant committee body.

Reporting Requirements

On the ROC website is a number of factsheets in relation to the financial reporting process and associated timelines. The most recent copy of the Reporting Guidelines² and a model set of financial statements can also be found. The ROC recommends reporting units use this model as it will assist in ensuring compliance with the RO Act, the s.253 Reporting Guidelines and the Australian Accounting Standards. Access to this information may be obtained via [this link](#).

If you have any queries regarding this letter, please contact me by email at stephen.kellett@roc.gov.au

Yours faithfully

Stephen Kellett
Financial Reporting
Registered Organisations Commission

² Please note that for the year ending 30 June 2017, the existing 4th edition of reporting Guidelines will continue to apply. Note however that new Reporting Guidelines will apply to organisations and branches with financial years commencing on or after 1 July 2017. Updates and information on the new guidelines will be provided through the ROC website and the [subscription service](#).

From: KELLETT,Stephen
Sent: Friday, 30 June 2017 5:05 PM
To: 'gensec@sstuwa.org.au'
Cc: 'dk@drykirkness.com.au'
Subject: Attention Ms Mary Franklyn - financial reporting - y/e 30 June 2016 - filing [SEC=UNCLASSIFIED]

UNCLASSIFIED

Dear Ms Franklyn,

Please see attached my letter in relation to the above.

Yours faithfully

STEPHEN KELLETT
Senior Adviser
Financial Reporting
Registered Organisations Commission

Tel: (02) 6746 3283
Email: stephen.kellett@roc.gov.au

GPO Box 2983, MELBOURNE VIC 3001 | Level 13, 175 Liverpool Street, Sydney NSW 2000

www.roc.gov.au



Australian Government
Registered Organisations Commission

Please consider the environment before printing this message



AEU WA FR2016
164 (primary final).pdf

From: Sheryl Spurway [<mailto:sspurway@sstuwa.org.au>]
Sent: Monday, 26 June 2017 4:58 PM
To: ROC - Registered Org Commission
Subject: HPRM: ON CMS FR2016/164 AEU WA Financial Report for Australian Education Union (AEU) WA Branch for Year Ended 30 June 2017.pdf, Financial Reports for the SSTUWA Financial Report for 10 Months Ended 31 December 2016.pdf

Receipt and lodgement have been confirmed-CH

[FR2016/164](#)

Hello, please see the attached Financial Reports from the AEU WA Branch and the SSTUWA.

Could you please confirm that these have been received and lodged.

Thank you.

Your message is ready to be sent with the following file or link attachments:

Financial Report for Australian Education Union (AEU) WA Branch for Year Ended 30 June 2017.pdf
Financial Reports for the SSTUWA Financial Report for 10 Months Ended 31 December 2016.pdf

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Financial Reports for the SSTUWA Financial Reports for Australian Education Union



Australian Education Union (W.A. Branch)
150-152 Adelaide Tce, East Perth WA 6004
PO Box 6140, East Perth WA 6892
(08) 9210 6000 | 1800 199 073
contact@sstuwa.org.au | sstuwa.org.au
ABN: 87 305 684 382

Our Ref: MF:SS:17-06100

26 June 2017

Registered Organisations Commission
Australian Government
Level 4
414 LaTrobe Street
MELBOURNE VIC 3000

Email: regorgs@roc.gov.au

Dear Sir / Madam

Re: Financial Report for Australian Education Union (AEU) WA Branch for Year Ended 30 June 2017

Please find attached Financial Report for AEU WA Branch for the year ended 30 June 2016 for lodgement with Registered Organisations Commission.

Could you please acknowledge receipt and lodgement of this Financial Report.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Mary Franklyn', written over a white rectangular box.

Mary Franklyn
Branch Secretary, AEU WA Branch

Attachment

**AUSTRALIAN EDUCATION UNION
WESTERN AUSTRALIAN BRANCH
ABN 87 305 684 382**

**FINANCIAL REPORT
30 JUNE 2016**

DRY KIRKNESS
West Perth

**BRANCH SECRETARY'S CERTIFICATE
FOR THE PERIOD ENDED 30 JUNE 2016**

I, Mary Franklyn, Branch Secretary, being the officer responsible for keeping the accounting records of the AEU (WA) Branch, certify:

- that the documents lodged with the Fair Work Commission for the twelve-month financial period ended 30 June 2016 is a copy of the full report referred to in Section 268 of the Fair Work (Registered Organisations) Act 2009.
- that the full report was presented to a meeting of the Branch Council of the reporting unit on 17 June 2017, and
- that the full report was provided to members on 25 May 2017 via the members' website in accordance with Section 266 of the Fair Work (Registered Organisations) Act 2009.

Yours sincerely



Mary Franklyn
Branch Secretary, AEU (WA) Branch

Date: 17 June 2017

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Your Branch Executive submits the financial report of the Australian Education Union Western Australian Branch (“the reporting unit”) for the financial period ended 30 June 2016.

Review of principal activities, the results of those activities and any significant changes in the nature of those activities during the year.

The principal activities of the reporting unit during the financial year were:

- To maintain and improve the working conditions and professional welfare of its members.
- Be a professionally managed and democratic Union which provides maximum opportunities for membership involvement in its activities.
- Provide a wide range of appropriate services and benefits to members.
- Work towards ensuring a just and equitable society, including by promoting actively public education, training and unionism.

It is noted that during the financial year, the activities of the reporting unit were suitably carried out.

No significant change in the nature of these activities occurred during the year.

Significant Changes in Financial Affairs

The profit / (loss) from ordinary activities amounted to \$6,863 for the year ending 30 June 2016 [year ended 30 June 2015: \$278.00].

There were no significant change in the financial affairs of the entity.

Right of members to resign

Resignation from membership and termination of eligibility for membership is regulated by Rule 17 of the Federal Rules.

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

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Officers & employees who are superannuation fund trustee(s) or director of a company that is a superannuation fund trustee

There are no members or officers of the reporting unit that are trustees or directors of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme.

Number of Members

14,844 members for period ended 30 June 2016.

Number of Employees

0 employees for period ended 30 June 2016.

Payments to Employers

The reporting unit did not make any payments during the financial year to employers as consideration for the employees making payroll deductions of membership subscriptions.

Officers & employees who are directors of a company or a member of a board:

Paul Bridge	Stronger Smarter Institute
Graeme Repper	Executive of WASTAA
Natalie Blewitt	School Board, Bloco do Norte Member, Level 3 Classroom Association
Edd Black	Member of School Council Chair of Main Roads WA Centre Service Advisory Council Co-Chair Schools Development Group Inc – Not for Profit Association Board Member of Bickley Foundation, Centre Graduate School Curtin University

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Officers & employees who are directors of a company or a member of a board (CONT'D):

Pauline Winrow	Executive Member, Castlereagh School Council Inc WAESPAA Executive
Michelle Murphy	WAIER – West Australian Institute of Educational Research
Wes Buzza	Community Rep, City of Joondalup Strategic Community Reference Group Secretary, Heathridge Residents Association
Bruce Banyard	Director of Officiating, Lacrosse WA Board
Sharon Vertigan	Vice President, Dampier Community Association Member, Dampier Primary School Council

Names of Branch Council members and period positions held during the financial period 01 July 2015 to 30 June 2016 were:

BRANCH PRESIDENT

Patricia Byrne

BRANCH SENIOR VICE PRESIDENT

Lincoln Rose

BRANCH SECRETARY

Mary Franklyn

BRANCH VICE PRESIDENT

Samantha Schofield

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Names of Branch Council members and period positions held during the financial period 01 July 2015 to 30 June 2016 were (CONT'D):

BRANCH EXECUTIVE

Patricia Byrne

Bruce Banyard

Christopher Keunen (Resigned 31 August 2015)

Natalie Blewitt

Edd Black

Lois Neagle

Paul Bridge

Geoff Bunn (Resigned 31 August 2015)

Graeme Repper

Kate Bunney

Samantha Schofield

Caren Burns

Lincoln Rose

Chantal Adams

Kathryn Mannion

Michelle Murphy

Marie Klein

Pauline Winrow

Wes Buzza (Appointed 1 February 2016)

Lauryn Stanlake (Appointed 1 September 2015)

Lauryn Stanlake (Resigned 31 March 2016)

Lou Mylonas (Appointed 1 September 2015)

Lou Mylonas (Resigned 31 January 2016)

Sharon Vertigan (Appointed 1 May 2016)

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Names of Branch Council members and period positions held during the financial period 01 July 2015 to 30 June 2016 were (CONT'D):

BRANCH COUNCILLORS APPOINTED 1 JULY 2015 AND RESIGNED 31 MARCH 2016

Agripa Ncube
Alan Jago
Alana Arcus
Alex Robins
Allan Bertram
Andrew Krinks
Anne Gisborne
Anne Tumak
Ashley Sims
Benjamin Gardner
Bill Kilner
Bob O'Neill
Brenda Wann
Bridget O'Neill
Carly-Jo Stewart
Damian McCann
Daniel Howell
David Bonser
David Bryant
David MacPhail
Dixie Kelly
Dorothy Roe
Elizabeth Brown
Ellie Blokland
Fran Haynes
Gary Gibbon
Gary Hedger
Geoffrey Chambers
Glen Cookson
Glyn Parry
Gwen Stapleton
Harriet Briscoe
Helen Kuehs
Ian Smith
Jade Elvin

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Names of Branch Council members and period positions held during the financial period 01 July 2015 to 30 June 2016 were (CONT'D):

BRANCH COUNCILLORS APPOINTED 1 JULY 2015 AND RESIGNED 31 MARCH 2016 (CONT'D)

James Christensen
Jeffrey Medcalf
Joanna Dalglish
Joanne Sparrow
Jo-Anne Talbot
Joe Iannitelli
John Whelan
Judy Paul
Julian Agafonoff
Julie-Anne Ellis
Katie Hosking
Kelsey Thompson
Ken Cornwell
Kerry Gow
Leonie Whyte
Letitia Michael
Linda Rossen
Lisa Nelson
Lorien Kirby
Lydia Cavallaro
Margareth
Michaelson
Matthew Gallen
Matthew Leslie
Maurice Palmer
Michael James
Michael Minchin
Natalie Edwards
Nicola Sorrell
Nicole Mason
Patricia Burke
Pauline Floate
Peter Sharrett
Rebecca Collins
Renee Skehan

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Names of Branch Council members and period positions held during the financial period 01 July 2015 to 30 June 2016 were (CONT'D):

BRANCH COUNCILLORS APPOINTED 1 JULY 2015 AND RESIGNED 31 MARCH 2016 (CONT'D)

Rick McMahon
Robin Dark
Robyn Newman
Sharon Vertigan
Simon Hitchens
Simon Lee
Sue Smith
Suzanne Dillon
Tony Mullen
Tristan Broomhall
Trudy Devellerez
Val Cousins
Veronica Sansom
Victor Lundy
Wendy Perriam
Wes Buzza

BRANCH COUNCILLORS APPOINTED 1 APRIL 2016 AND RESIGNED 31 MARCH 2017

Justine Moorman
Bob O'Neill
Simon Hitchens
Bill Kilner
Catherine Mason
Gwen Stapleton
Peter Axton
Lava Naidoo
Jade Elvin
Alex Robins
Justine Moorman
Bob O'Neill
Simon Hitchens
Bill Kilner
Catherine Mason
Gwen Stapleton

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Names of Branch Council members and period positions held during the financial period 01 July 2015 to 30 June 2016 were (CONT'D):

BRANCH COUNCILLORS APPOINTED 1 APRIL 2016 AND RESIGNED 31 MARCH 2017 (CONT'D)

Peter Axton
Lava Naidoo
Jade Elvin
Alex Robins
Katerina Yeomans
Geoffrey Chambers
Robin Dark
Agripa Ncube
Lisa Nelson
Jasmine Porteous
Jo-Anne Talbot
Leonie Whyte
Ruth Zahwe
Geoff Clayton
Lydia Cavallaro
Janet Edmondson
Anne Gisborne
Natalie Edwards
Matthew Highman
Jan Lau
Stacey Summers
Ellie Blokland
Gregory Boylan
Victor Lundy
Maurice Palmer
Sara Pittman
Sue Smith
Sharon Vertigan
Anne Tumak
Catherine Breen
Tristan Broomhall
Amanda Fowler
Daniel Howell
Dixie Kelly
Mardi McNamara

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

OPERATING REPORT

FOR THE PERIOD ENDED 30 JUNE 2016

Names of Branch Council members and period positions held during the financial period 01 July 2015 to 30 June 2016 were (CONT'D):

BRANCH COUNCILLORS APPOINTED 1 APRIL 2016 AND RESIGNED 31 MARCH 2017 (CONT'D)

Glyn Parry
Renee Skehan
Brenda Wann
Glen Cookson
Michael James
Nicholas Virgona
Martha Williams
Oskar Lim
Allan Bertram
Patricia Burke
Rick McMahon
David Bonser
Val Cousins
Joe Iannitelli
Gary Hedger
Helen Kuehs
Sarah Murray
Bridget O'Neill
Kelsey Thompson
Carly Keay
Harriet Briscoe
Ken Cornwell
Sonia Emery
Gary Gibbon
Nicola Sorrell
Julian Agafonoff
Barbara Van Trigt


Mary Franklyn
AEU (WA) Branch Secretary

Date: 17 June 2017

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

BRANCH COUNCIL STATEMENT

FOR THE PERIOD ENDED 30 JUNE 2016

On 17 June 2017 the Branch Council of the Australian Education Union Western Australian Branch ('AEU WA Branch') passed the following resolution in relation to the general purpose financial report (GPFR) for the period ended 30 June 2016:

The AEU WA Branch Council declares 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 General Manager;
- (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 AEU WA Branch will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the Branch Council were held in accordance with the rules of the Australian Education Union (AEU) including the rules of the AEU WA Branch; and
 - (ii) the financial affairs of the AEU WA Branch have been managed in accordance with the rules of the AEU including the rules of the AEU WA Branch; and
 - (iii) the financial records of the AEU WA Branch have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009 ('RO Act'); and
 - (iv) The financial records of the AEU WA Branch have been kept, as far as practicable, in a consistent manner with each of the other Branches of the AEU; and
 - (v) where information has been sought in any request by a member of the AEU WA Branch or General Manager duly made under section 272 of the RO Act, that information has been provided to the member or General Manager; and
 - (vi) where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.


AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

BRANCH COUNCIL STATEMENT

FOR THE PERIOD ENDED 30 JUNE 2016

- (f) No revenue has been derived from undertaking recovery of wages activity during the reporting period.

This declaration is made in accordance with a resolution of the Branch Council.

Signature of designated officer: 

Name and title of designated officer: M. FRANKLTON BRUNNEN BRANCH SECRETARY

Dated: 17.6.17

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Australian Education Union Western Australian Branch (the 'Branch'), which comprise the statement of financial position as at 30 June 2016, the statement of profit or loss and other comprehensive income, statement of changes in members' funds and statement of cash flows for the twelve months then ended, notes to the financial statements, including a summary of significant accounting policies and other explanatory information, and the Branch Council Statement.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of Australian Education Union Western Australian Branch as at 30 June 2016, and of its financial performance and its cash flows for the twelve months then ended in accordance with Australian Accounting Standards and Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Branch in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Responsibilities of the Branch Council for the Financial Report

The Branch Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009*, and for such internal control as the Branch Council determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Branch Council is responsible for assessing the Branch's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Branch Council either intend to liquidate the Branch or to cease operations, or has no realistic alternative but to do so.

The Branch Council is responsible for overseeing the Branch's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Branch's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Branch Council.
- Conclude on the appropriateness of the Branch Council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Branch's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Branch to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Branch Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

Opinion


In our opinion, the Branch Council and management's use of the going concern basis of accounting in the preparation of the financial report is appropriate.

Responsibilities

The Branch Council and management of Australian Education Union Western Australian Branch are responsible for preparing the financial report on a going concern basis of accounting. Our responsibility is to express an opinion on the appropriateness of this requirement under paragraph 39 of the reporting guidelines made under section 253 of the *Fair Work (Registered Organisations) Act 2009*.



DRY KIRKNESS



B ROTHMAN

Partner

Registered Auditor No. AA2017/10

Member of The Institute of Chartered Accountants in Australia
and holder of current Public Practice Certificate

Date: 17th June 2017
Perth, Western Australia

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2016**

	NOTE	2016 \$	2015 \$
CURRENT ASSETS			
Cash and cash equivalents	4	8,697	1,846
Receivables	5	180	168
		-----	-----
TOTAL CURRENT ASSETS		8,877	2,014
		-----	-----
TOTAL ASSETS		8,877	2,014
		-----	-----
CURRENT LIABILITIES			
Payables	6	-	-
Provisions	7	-	-
		-----	-----
TOTAL CURRENT LIABILITIES		-	-
		-----	-----
TOTAL LIABILITIES		-	-
		-----	-----
NET ASSETS		8,877	2,014
		=====	=====
MEMBERS' FUNDS			
Accumulated Funds		8,877	2,014
		-----	-----
TOTAL MEMBERS' FUNDS		8,877	2,014
		=====	=====

The accompanying notes form part of these financial statements

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 30 JUNE 2016

	NOTE	2016 \$	2015 \$
Revenue	2	10,497	2,000
Expenses	3	(3,634)	(1,722)
		-----	-----
Surplus from ordinary activities before income tax expense		6,863	278
		-----	-----
Income tax expense relating to ordinary activities	1(a)	-	-
		-----	-----
Net surplus from ordinary activities after income tax expense		6,863	278
Other comprehensive income		-	-
		-----	-----
Total comprehensive income for the year		6,863	278
		=====	=====
Total comprehensive income attributable to members of the Branch		6,863	278
		=====	=====

The accompanying notes form part of these financial statements

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**STATEMENT OF CHANGES IN MEMBERS' FUNDS
FOR THE PERIOD ENDED 30 JUNE 2016**

	Accumulated Funds	Total
	\$	\$
Balance at 1 July 2014	1,736	1,736
Comprehensive income		
Surplus attributable to members of the Branch	278	278
Other comprehensive income for the year	-	-
	-----	-----
Total comprehensive income attributable to members of the Branch for the year	278	278
	-----	-----
Balance at 30 June 2015	2,014	2,014
Comprehensive income		
Surplus attributable to members of the Branch	6,863	6,863
Other comprehensive income for the year	-	-
	-----	-----
Total comprehensive income attributable to members of the Branch for the period	6,863	6,863
	-----	-----
Balance at 30 June 2016	8,877	8,877
	=====	=====

The accompanying notes form part of these financial statements

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDED 30 JUNE 2016**

	NOTE	2016 \$	2015 \$
CASH FLOWS FROM OPERATING ACTIVITIES:			
Donations received		10,497	2,000
Payments for expenses		(3,646)	(1,727)
		-----	-----
Net cash inflows from operating activities	9 a)	6,851	273
		-----	-----
Net increase in cash held		6,851	273
Cash at beginning of financial year		1,846	1,573
		-----	-----
Cash at end of financial year	4	8,697	1,846
		=====	=====

The accompanying notes form part of these financial statements

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Preparation

The financial statements are general purpose financial statements prepared in accordance with Australian Accounting Standards and Interpretations of the Australian Standards Board (AASB) that apply for the reporting period and the *Fair Work (Registered Organisations) Act 2009* ('RO Act'). The Australian Education Union Western Australian Branch ('Branch') is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The financial statements are presented in Australian dollars and amounts presented in the financial statements have been rounded to the nearest dollar.

a) Income Tax

The Branch is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however still has obligation for Goods and Services Tax (GST).

b) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable.

Donation income is recognised when it is received.

c) Cash and cash equivalents

Cash and cash equivalents is recognised at their nominal amounts. Cash and cash equivalents include cash at bank.

d) 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 Taxation office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with the other receivables or payables in the statement of financial position.

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d) Goods and Services Tax (GST) (Continued)

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payments to suppliers.

e) Comparative Figures

Comparatives are for 12 months and are consistent with prior years, unless otherwise stated. The current reporting period is for 12 months ended 30 June 2016.

f) Economic Dependency

The Branch is dependent on the ongoing administrative support provided by State School Teachers' Union of Western Australia ('SSTUWA'). The Branch Council endorses all the decisions that SSTUWA Council makes in relation to the Branch. (Refer Note 10)

At the date of these financial statements, the Branch Council has no reason to believe that SSTUWA will not continue to support the Branch.

g) Going Concern

These financial statements are prepared on the going concern basis, which contemplates the continuity of normal business activities and the realisation of assets and the settlement of liabilities in the normal course of business for at least the next 12 months following the signing of these financial statements.

The ability of the Branch to continue as a going concern and to pay its debts as and when they fall due is dependent on the continued financial support provided by SSTUWA.

The financial statements do not include any adjustments relating to the recoverability and classification of recorded asset amounts or to the amounts and classification of liabilities that may be necessary should the Branch be unable to continue as a going concern.

The Branch has not provided any financial support to any other reporting unit to continue on as a going concern basis.

These financial statements were authorised for issue on 17 June 2017.

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

h) New Accounting Standards for Application in Future Periods

An assessment of Accounting Standards and Interpretations issued by the AASB that are not yet mandatory applicable to the Branch and their potential impact on the Branch when adopted in future periods is discussed below:

- AASB 9: *Financial Instruments* (December 2014) and associated Amending Standards (applicable for annual reporting periods commencing on or after 1 January 2018).

This Standard is not expected to significantly impact the Branch's financial statements.

- AASB 15: *Revenue from Contracts with Customers* (applicable to annual reporting periods beginning on or after 1 January 2018). When effective, this Standard will replace the current accounting requirements applicable to revenue with a single, principles-based model. Except for a limited number of exceptions, including leases, the new revenue model in AASB 15 will apply to all contracts with customers as well as non-monetary exchanges between entities in the same line of business to facilitate sales to customers and potential customers. In relation to not-for-profit entities, this Standard will be applicable only to exchange transactions.

The Standard is not expected to impact the Branch's financial statements.

- AASB 2014-5: *Amendments to Australian Accounting Standards arising from AASB 15* (applicable for annual reporting periods beginning on or after 1 January 2017).

This Standard makes consequential amendments to various AASB Standards arising as a result of issuance of AASB 15: *Revenue from Contracts with Customers*

This Standard is not expected to impact the Branch's financial statements.

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2016**

	2016	2015
	\$	\$
2. REVENUE		
The Branch received the followings during the year.		
a) Capitation fees (Note 10)	-	-
b) Compulsory levies and appeals for voluntary contributions	-	-
c) Membership subscriptions	-	-
d) Grants or donations		
- Donations	10,497	2,000
3. EXPENSES		
a) Employee expenses-		
- Holders of office	-	-
- Employees other than office holders	-	-
b) Capitation fees	-	-
c) Affiliation fees/subscriptions	-	-
d) Administration expenses-		
- Consideration to employers for payroll deductions	-	-
- Compulsory levies	-	-
- Fees and allowances – meetings and conferences	-	-
- Conference and meeting expenses	-	-
- Postage and courier expenses	-	-
- Bank charges	34	72
- Audit fees	3,600	1,650
e) Grants and donations	-	-
f) Legal costs	-	-
g) Penalties – via RO Act or RO Regulations	-	-

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2016**

	NOTE	2016 \$	2015 \$
4. CASH AND CASH EQUIVALENTS			
CBA cheque account		8,697	1,846
		-----	-----
		8,697	1,846
		=====	=====
5. RECEIVABLES			
GST receivable from the Australian Taxation Office		180	168
Receivables from other reporting units		-	-
		-----	-----
		180	168
		=====	=====
Loans and receivables at amortised cost classified as trade and other receivables			
- Current trade and other receivables		180	168
Less: other receivables		(180)	(168)
		-----	-----
Financial assets as loans and receivables	13	-	-
		=====	=====
6. PAYABLES			
Payables to other reporting units		-	-
Other payables-			
- Consideration payable to employers for payroll deductions		-	-
- Legal costs payable		-	-
		-----	-----
		-	-
		=====	=====
7. PROVISIONS			
Employee provisions -			
- Office holders		-	-
- Employees other than office holders		-	-
		-----	-----
		-	-
		=====	=====

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2016**

8. EQUITY

There have been no funds or accounts operated in respect of compulsory levies raised by the Branch or voluntary contributions collected from members of the Branch during the financial year.

There have been no funds or accounts operated which is required by the rules of the Branch.

There have been no transfers or withdrawals to a fund, account or controlled entities for a specific purpose(s).

	2016	2015
	\$	\$
9. CASH FLOW INFORMATION		
a) Reconciliation between operating surplus and cash flow from operating activities		
Surplus for year	6,863	278
Changes in assets and liabilities:		
Decrease/(Increase) in receivables	(12)	(5)
(Decrease)/Increase in payables	-	-
Net cash provided by operating activities	6,851	273
b) Cash inflows from other reporting units	-	-
c) Cash outflows to other reporting units	-	-

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2016**

10. RELATED PARTY INFORMATION

The members of the Branch Council act in a voluntary capacity and do not receive any remuneration for their services.

The Branch receives administrative support provided by staff employed by a related entity, the State School Teachers' Union of Western Australia ('SSTUWA'), for which there is no charge.

The SSTUWA pays capitation fees directly to the Australian Education Union (AEU) and not to the Australia Education Union Western Australian Branch based on an agreement between the SSTUWA and AEU that was endorsed by the SSTUWA Executive on 29 January 1993.

The amount of capitation fees paid directly to the AEU for the twelve months ended 30 June 2016 amounted to \$437,156.70 (year ended 30 June 2015: \$417,465.70).

11. KEY MANAGEMENT PERSONNEL REMUNERATION

The Branch does not employ any staff (refer Note 10 Related Party Information).

	NOTE	2016 \$	2015 \$
12. AUDITOR'S REMUNERATION			
Remuneration of the auditor of the Branch for:			
Audit of financial statements		3,600	1,650
Other services		-	-
		-----	-----
		3,600	1,650
		=====	=====

13. FINANCIAL RISK MANAGEMENT

The Branch's financial instruments consist of cash at bank.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

Financial assets			
Cash and cash equivalents	4	8,697	1,846
Loans and receivables	5	-	-
		-----	-----
Total financial assets		8,697	1,846
		=====	=====

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2016**

14. EVENT AFTER REPORTING PERIOD

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Branch, the results of those operations or the state of affairs of the Branch in future financial years.

15. SEGMENT REPORTING

The Branch is the Western Australian Branch of the Australian Education Union and acts solely in Western Australia and in one business segment being in industrial relations activities for members of the Australian Education Union.

16. BRANCH DETAILS

The registered office of the Branch and its principal place of business are:
150 - 152 Adelaide Terrace
East Perth WA 6004

17. RECOVERY OF WAGES ACTIVITY

There has been no recovery of wages activity during the financial year.

18. ACQUISITION OF ASSETS AND/OR LIABILITIES

The Branch has not acquired any assets or liabilities during the financial year as a result of the following:

- a) an amalgamation under Part 2 of Chapter 3, of the RO Act in which the organisation (of which the reporting unit form part) was the amalgamated organisation; or
- b) a restructure of the branches of the organisation; or
- c) a determination by the General Manager under subsection 245(1) of the RO Act of an alternative reporting structure for the organisation; or
- d) a revocation by the General Manager under subsection 249(1) of the RO Act of a certificate issued to an organisation under subsection 245(1); or
- e) a business combination.

AUSTRALIAN EDUCATION UNION WESTERN AUSTRALIAN BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2016**

19. SECTION 272 FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, the attention of members is drawn to the provisions of subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or General Manager:

- (1) A member of a reporting unit, or the General Manager, 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).



FAIR WORK
COMMISSION

20 December 2016

Ms Mary Franklyn
Secretary, Western Australia Branch
Australian Education Union

By email: gensec@sstuwa.org.au

cc. Ms Pat Byrne, President

Dear Ms Franklyn

Re: Lodgement of Financial Statements and Accounts – Australian Education Union, Western Australia Branch - for year ended 30 June 2016 (FR2016/164)

I refer to the financial report for the Western Australia Branch of the Australian Education Union. The report covered a period from 1 July 2015 to 31 December 2015, and was received by the Fair Work Commission on 13 December 2016.

The financial report has not been filed. FWC notes your advice about the reasons for having prepared a 6 month period report. However this has not complied with relevant provisions of the *Fair Work (Registered Organisations) Act 2009* ('the RO Act').

Application of the RO Act

Section 253(1) provides that each reporting unit must cause a general purpose financial report to be prepared from financial records *in relation to the financial year*.

Section 6 defines the financial year, *except where the rules provide for another period*, as the period of 12 months commencing on 1 July.

It is FWC's view that the Western Australia Branch rules do not provide for another period and that the 1 January to 31 December financial year described in Federal rule 66 explicitly excludes the Federal Branch Rules.¹

The effect of the above means that until the Branch's rules provide for another period, the reportable financial period is 12 months commencing on 1 July.

Section 240 provides for a transitional period to be reported if the rules change the period constituting the financial year. Assuming the Branch applies for, and has certified, an appropriate rule alteration before the expiry of the current financial year ending on 30 June 2017, the earliest the transitional period can occur and be reported would be the period 1 July 2017 to 31 December 2017.

Action required

The General Purpose Financial Report (GPFR), and Operating Report must be re-prepared to cover the full financial year from 1 July 2015 to 30 June 2016. The new reports will need to be approved by the committee of management (i.e. with a new committee of management statement), and an Auditor's report signed in relation to the new report. The new reports will then need to be provided to the members/republished on the Branch's website, and then presented to the committee of management before re-lodgement with the FWC.

¹ The rule begins "*For the purposes of the Federal Rules excluding the Federal Branch Rules...*"

The replacement reports should be prepared and lodged as soon as practicable, bearing in mind that the Branch will also have the obligation of preparing a financial report for the full financial year from 1 July 2016 to 30 June 2017 next year.

If the Branch wishes to change its financial year, it may obtain advice from FWC about a suitable rule, and, in order to give effect to any such change as soon as permissible, it should take such steps so that any rule alteration can be considered and certified by the General Manager of FWC before 30 June 2017.

Should you require further information on the financial reporting requirements of the Act, I may be contacted on (02) 6746 3283 or 0429 462 979 or by email at stephen.kellett@fwc.gov.au

Yours sincerely

A handwritten signature in black ink that reads "Stephen Kellett". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch