

Australian Government

## Australian Industrial Registry

Level 5, 11 Exhibition Street Melbourne, VIC 3000 GPO Box 1994, Melbourne, VIC 3001 Telephone: (03) 8661 7882 Fax: (03) 9655 0410 Email: <u>sarah.billing@air.gov.au</u>

Mr Chris Watt Federal Secretary Independent Education Union of Australia PO Box 1301 South Melbourne VIC, 3205

Dear Chris Watt,

## Re: Financial report for the year ended 31 December 2007- FR2007/598

I acknowledge receipt of the financial report of the Independent Education Union of Australia for the year ended 31 December 2007. The documents were lodged in the Industrial registry on 10 July 2008.

The financial report has been filed.

Should you require any further information please do not hesitate to contact me on (03) 8661 7882 or by email on <u>sarah.billing@air.gov.au</u>.

Yours sincerely,

5.Billing

Sarah Billing

23 July 2008



# INDEPENDENT EDUCATION UNION of Australia

First Floor, 120 Clarendon Street, Southbank, Victoria 3006 PO Box 1301, South Melbourne, Victoria 3205 Ph: (03) 9254 1830 Fax: (03) 9254 1835 ieu@ieu.org.au www.ieu.org.au

8 July 2008

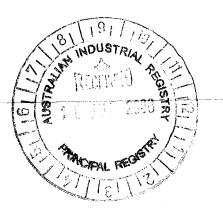
The Registrar Australian Industrial Registry GPO Box 1994 Melbourne VIC 3001

Dear Registrar

Please find attached the 2007 Audit for the Independent Education Union of Australia together with the Designated Officer's Certificate in accordance with Section 268 of the Workplace Relations Act.

Yours sincerely

Chris Watt Federal Secretary



## Designated Officer's Certificate 268 of Schedule 1B Workplace Relations Act 1996

I, Christopher Gerard Watt being the Federal Secretary of the Independent Education Union of Australia certify:

- That the documents lodged herewith are copies of the full report, referred to in s268 of the RAO schedule; and
- That the full report was provided to members via its publication on the IEUA website at <u>www.ieu.org.au</u> on the 28<sup>th</sup> May 2008; and
- That the full report was presented to a meeting of the IEUA Executive on 28<sup>th</sup> February 2008, to the IEUA Federal Council on 17<sup>th</sup> April 2008 and a meeting of the IEUA Executive on 4 July 2008 in accordance with section 266 of the RAO Schedule

Signature:

//10D 3 July 2008

Date:



L. Paroissien & Associates ified Practising Accountants Chartered Secretaries

Certified Practising Accountants Chartered Secretaries 14 Wakefield Street, Hawthorn, 3122. P.O. Box 2106. Telephone 9818 0468 Fax 9818 3448

AUSTRALIAN SOCIETY OF CPAs H. D. Paroissien FCPA ACIS

R. G. Paroissien CPA ACIS

# **INDEPENDENT EDUCATION UNION**

# **OF AUSTRALIA**

Year Ended 31st December, 2007

# INDEPENDENT EDUCATION UNION OF AUSTRALIA GENERAL PURPOSE FINANCIAL REPORT YEAR ENDED 31ST DECEMBER, 2007

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### FEDERAL EXECUTIVE'S STATEMENT

On the 28<sup>th</sup> February, 2008 the Federal Executive of Independent Education Union of Australia passed the following resolution in relation to the General Purpose Financial Report (GPFR) of the reporting unit for the financial year ended 31<sup>st</sup> December, 2007.

The Federal Executive 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 federal executive were held in accordance with the rules of the organisation; and
  - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation; 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) 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 Federal Executive:	Richard Shearman	Chris Watt
Title of Office held:	Federal President	Federal Secretary
Signature:		Jucto
Date: Apple		27/5/08

#### **OPERATING REPORT**

#### PRINCIPAL ACTIVITIES FOR THE YEAR

- (1) **Support** and advice to branches regarding political, industrial, legal and professional agendas. Ensuring ongoing advice to them on the Federal Government's WorkChoices legislation.
- (2) Representation of the industrial and professional interests of the members in a broad range of federal spheres. This includes the ACTU and its committees; participation in forums on educational and professional issues of relevance to IEU members; representation to Government Ministers and Shadow Ministers on government policies relevant to the professional and industrial interests of our members; representation of the Union's interests in the Australian Industrial Relations Commission in relation to rules matters and the defence of members' industrial rights in industrial disputes.
- (3) Submissions to national inquiries on school funding, educational, industrial and human rights issues relevant to the membership and the broader community. Appearance before such Inquiries on behalf of the union and its membership and participation in the public debate on these matters.
- (4) Research in relevant areas of public policy such as the funding of schooling, industrial, legal and constitutional matters, educational issues, and human rights concerns to inform our own policy development. Oversight of the comparative salaries and conditions of various categories of staff in non government schools across the jurisdictions. Monitoring of Commission decisions and decisions from other jurisdictions.
- (5) **Protection and carriage** of the Union's Rules.
- (6) Negotiation and prosecution of claims for improved salaries and conditions for workers in the ELICOS sector and for staff in a number of workplaces in the NT. Maintenance of Federal Awards through Fair Pay Commission processes.
- (7) Participation in the national campaign against the WorkChoices legislation which came into effect in March 2006

#### RESULT OF THOSE ACTIVITIES

- (1) Sustained membership in the Union's branches.
- (2) A proactive membership industrially and professionally
- (3) Continued public profile of the Union on behalf of teachers and support staff in non government education
- (4) Improvements in the industrial and professional conditions of the membership

SIGNIFICANT CHANGES IN THE NATURE OF THESE ACTIVITIES There have been no significant changes in the nature of these activities over the past year.

#### SIGNIFICANT CHANGES IN THE UNION'S FINANCIAL AFFAIRS DURING THE YEAR

Due to payments to staff arising from resignations and redundancy, the union's reserves were expended and a budget deficit was incurred.

### **OPERATING REPORT (Cont'd)**

#### DETAILS OF THE RIGHT OF MEMBERS TO RESIGN

A member may resign from the Union in accord with Rule 21 which states:

#### 21 - RESIGNATION FROM MEMBERSHIP

- (a) A member of the Union may resign from membership by written notice addressed and delivered to the relevant Branch Secretary.
- (b) A notice of resignation from membership takes effect:(i) Where the member ceases to be eligible to become a member of the Union.
  - (A) on the day on which the notice is received by the Union; or
  - (B) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member; whichever is later; or
  - (ii) in any other case:
    - (A) at the end of two weeks after the notice is received by the organisation; or
    - (B) on the day specified in the notice;

whichever is the later.

- (c) Any dues payable and not paid by a former member in relation to a period before the member's resignation from the organisation took effect, may be sued for and recovered in the name of the Union, in a court of competent jurisdiction, as a debt due to the Union.
- (d) A notice delivered to the person mentioned in subclause (a) shall be taken to have been received by the Union when it was delivered.
- (e) A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered in accordance with Subclause (a).
- (f) A resignation from membership of the Union is valid even if it is not effected in accordance with this section if the member is informed in writing by or on behalf of the Union that the resignation has been accepted.

## **OPERATING REPORT (Cont'd)**

#### DETAILS (INCLUDING POSITION HELD) OF ANY OFFICER OR MEMBER OF THE UNION WHO IS:

### (1) DIRECTOR OF A SUPER ENTITY

### (2) A DIRECTOR OF A COMPANY THAT IS A DIRECTOR OF A SUPER ENTITY

Debra James	Federal Deputy President Council member and Secretary IEU Victorian Branch - Director of Catholic Superannuation Fund
Cathy Hickey	Federal Council member and Director NGS Super Fund
Janet Sherry	IEU Victorian Branch Committee of Management member - Alternate Director NGS Super
John Mildren	Member of Committee of Management IEU Victorian Branch - Director of Catholic Superannuation Fund
Fran Renehan	Member of Committee of Management IEU Victorian Branch - Director of Catholic Superannuation Fund
Terry Burke	Federal Vice President and Secretary IEU QLD Branch - Director of QIEC Pty. Ltd, the Corporate Trustee of QIEC Super.
John Spriggs	Federal Council member and Senior Industrial Officer IEU QLD Branch - Director of QIEC Pty. Ltd, the Corporate Director of QIEC Super.
Chris Seymour	Federal Council member and Organiser IEU QLD Branch - Director of QIEC Pty. Ltd, the Alternate Corporate Director of QIEC Super.
Greg McGhie	Organiser IEU QLD Branch - Director of QIEC Pty. Ltd, the Corporate Trustee of QIEC Super.
Glen Seidel	Federal Executive member and Secretary IEUSA Branch - Director of NGS Super Fund
Barry Morrison	Member IEUSA - Director of NGS Super Fund
Gloria Taylor	Federal Executive member and Deputy Secretary IEUNSWACT Branch - Director of NGS Super Fund
John Quessy	Federal Council member and Assistant Secretary IEUNSWACT Branch - Director NGS Super Fund
Kevin Phillips	NSWACT Executive member and teacher - Director of NGS Super
Dick Shearman	Federal President and Secretary NSWACT IEU - Alternate Director NGS Super
Chris Wilkinson	President NSWACTIEU and teacher - Alternate Director NGS Super
Helen Spry	Member IEU Council and teacher - Alternate Director NGS Super
Michael Hagan	NSWACT Executive member and teacher - Director of the Catholic
_	Schools Retirement Fund
Theresa Howe	Secretary IEUWA and non voting Plan Secretary of Concept One Superannuation Fund
Nigel Briggs	Federal Council member and Assistant Secretary of IEUWA - Director of the Catholic Schools Superannuation and Retirement Fund.
Angela Briant	Secretary IEU TAS Branch - Director of Tasplan Superannuation Fund

THE NUMBER OF PERSONS THAT WERE RECORDED IN THE REGISTER OF MEMBERS ON 31/12/07. There were 65,062 members on the register of members on 31st December 2007.

THE NUMBER OF PERSONS WHO WERE EMPLOYEES OF THE FEDERAL UNION ON 31/12/07, INCLUDING FULL-TIME OR PART-TIME As at 31 December 2007, there was one person employed by the Federal Union. This person was employed on a full time basis.

## **OPERATING REPORT (Cont'd)**

THE NAMES OF EACH PERSON WHO HAS BEEN A MEMBER OF THE COMMITTEE OF MANAGEMENT AT ANY TIME DURING THE REPORTING PERIOD AND THE PERIOD FOR WHICH HE OR SHE HELD THE POSITION The following persons are on the Federal Executive of the Union. The period of time during the reporting period for which they have held their position is indicated.

Chris Watt	12 months
Lynne Rolley	11 months
Dick Shearman	12 months
Gloria Taylor	12 months
Deb James	12 months
Terry Burke	12 months
Glen Seidel	12 months
Theresa Howe	12 months
Barry McFarlane	12 months
Angela Briant	12 months
Cheryl Salter	8 months

Richard Sherman Federal President

7/5/08

Chris Watt Federal Secretary

# **INDEPENDENT EDUCATION UNION OF AUSTRALIA** Statement of Financial Position as at 31st December, 2007

2006				
\$	MEMBERS FUNDS			
236,882	Balance as at 31st December, 2006			123,478
0 113,404	Plus Profit for Year Less Loss for Year	•		0
\$123,478	Less Loss for Year	* .		165,722
\$123,478			:	(\$42,244)
	CURRENT ASSETS			
200	Cash on Hand		200	
	Commonwealth Bank of Australia			
72,150	- Cheque Account		9,493	
278	- International Account		252	
15,286	AMP Banking - International Account		16,083	
106,098	Members Equity Bank Ltd.		2,692	
27,555	Debtors		109,939	
16,805	Prepayments		10,315	
238,372	Total Current Assets			148,974
	LESS CURRENT LIABILITIES			
17,929	Creditors		33,894	
0	Income Received in Advance International Clearing Account		109,091	
15,564 54,737	Provision for Annual Leave		16,334 20,180	
90,896	Provision for Long Service Leave		48,160	
3,272	GST Payable		31,280	
182,398	Total Current Liabilities			258,939
55,974	Working Capital			(109,965)
	PLUS NON CURRENT ASSETS			
	Property, Plant & Equipment			
64,041	Leasehold Improvements	64,041		
(3,643)	Less Accumulated Amortisation	6,205	57,836	
47,589 (42,149)	Plant & Equipment (at cost) Less Provision for Depreciation	38,789 34,752	4,037	
	Less ritovision for Depreciation		4,037	
19,273	Office Furniture & Fittings (at cost)	18,262		
(17,888)	Less Provision for Depreciation	12,695	5,567	
281	Library		281	
67,504	Total Non Current Assets			67,721
\$123,478	NET ASSETS			(\$42,244)

# INDEPENDENT EDUCATION UNION OF AUSTRALIA Statement of Financial Performance for Year Ended 31st December, 2007

2006 \$	Income	Notes		
795,798	Capitation Fees Received	3		812,166
8,473	Interest Received	5		7,603
3,805	Sundry Income			90,000
808,076	Total Income			909,769
	Less Expenditure			
265,382	Affiliation Fees	4	281,302	
5,079	Annual Leave Provision		(34,557)	
4,300	Audit Fees		4,450	
20	Bank Charges & Duties		65	
60	Computer Costs		390	
61,385	Contributions to Campaigns/Donations	5	73,813	
9,308	Depreciation	C C	6,376	
1,260	Fringe Benefits Tax		609	
4,948	Insurance		2,096	
11,480	Internet		10,640	
284	Leasing Charges		245	
15,712	Legal Fees		0	
9,295	Library Fees & Subscriptions		7,729	
3,261	Long Service Leave Provision		(42,736)	
1,145	Media & Advertising		0	
5,035	Meetings & Business Expenses		501	
615	Office Requisites		515	
16,515	Payroll Tax		22,792	
3,539	Postage		3,070	
7,779	Printing & Stationery		7,366	
40,545	Rent		38,122	
901	Renovations		0	
244	Repairs & Maintenance		798	
0	Research		2,728	
204,830	Salaries - Officers		270,251	
99,531	Salaries - Administration Staff		177,785	
909	Staff Training & Conferences	6	2,729	
61,034	Superannuation		146,763	
18,182	Subsidy IEU - NT		10,909	
815	Sundries		225	
4,433	Telephone - Office		5,734	
4,513	Telephone - Mobiles/Other		5,132	
54,208	Travelling	7	64,004	
4,932	Workcover		5,645	
921,479	Total Expenditure			1,075,49
\$113,403)	SURPLUS (DEFICIT) FOR YEAR			(\$165,72

# **INDEPENDENT EDUCATION UNION OF AUSTRALIA** Statement of Cash Flows for Year Ended 31st December, 2007

2006			
\$	<b>Cash Flows from Operating Activities</b>		
815,977	Revenue from Operations	928,873	
(895,053)	Payments to Suppliers and Employees	(1,123,183)	
8,473	Interest Received	7,603	
(6,080)	Net GST Collected	28,008	
(76,683)	Net Cash provided by Operating Activities (see Note 2)		(158,699)
	<b>Cash Flows from Investing Activities</b>		
0	Purchase of Plant & Equipment	(4,830)	
0	Proceeds from Sale of Plant & Equipment	(1,763)	
0	Net Cash used in other activities		(6,593)
(76,683)	Net Increase (Decrease) in Cash Held		(165,292)
270,695	Cash at beginning of year		194,012
\$194,012	Cash at end of year	-	\$28,720

# **INDEPENDENT EDUCATION UNION OF AUSTRALIA** Statement of Cash Flows for Year Ended 31st December, 2007

2006 \$	NOTES TO THE STATEMENT OF CASH FLOWS 1. Reconciliation of Cash For the purpose of the Statement of Cash Flows, cash includes cash on hand and in banks and investments in money market instruments. Cash at the end of the year as shown in the Statement of Cash Flows is reconciled to the related items in the financial statements as follows:	
200	Cash on Hand Commonwealth Bank of Australia	200
72,150	- Cheque Account	9,493
278	- International Account AMP Banking	252
15,286	- International Account	16,083
106,098	Members Equity Bank Ltd.	2,692
\$194,012		\$28,720
	2. Reconciliation of Net Cash provided by Operating Activities to Operating Profit after Income Tax	
(113,403)	Operating Surplus for Year	(165,722)
9,308	Depreciation	6,376
0	(Profit)/Loss on Disposal of Plant & Equipment Changes in Assets and Liabilities	0
16,374	(Increase) Decrease in Debtors	(82,384)
(1,141)	(Increase) Decrease in Prepayments	6,490
(29,931)	Increase (Decrease) in Creditors	15,965
0	Increase (Decrease) in Income Received in Advance	109,091
(6,020)	Increase (Decrease) in East Timor Clearing Account	770
(6,080)	Increase (Decrease) in GST Payable Increase (Decrease) in Provision for:	28,008
19,327	Annual Leave	(34,557)
34,883	Long Service Leave	(42,736)
(\$76,683)		(\$158,699)

Cash Outflows shown in brackets

## INDEPENDENT EDUCATION UNION OF AUSTRALIA NOTES TO AND FORMING PART OF THE ACCOUNTS

#### NOTE 1

The General Purpose Financial Report has been prepared in accordance with Accounting Standards, other mandatory professional reporting requirements and The Workplace Relations Act 1996.

The accounts are prepared in accordance with the historical cost convention. The accounting policies adopted are consistent with those of the previous year.

#### (a) Income Tax

The Union is exempt from income tax under section 50-15 of the Income Tax Assessment Act 1997. The ongoing applicability of this ruling is at the discretion of the Australian Taxation Office.

#### (b) Depreciation

Depreciation is calculated on a straight line basis so as to write off the full net cost of each fixed asset during its effective working life.

The principal annual rates are:-	
Leasehold Improvements	48
Office Furniture & Fittings	10%
Computer & Office Equipment	27%

#### (c) Employee Entitlements

Provisions for employee long service leave and annual leave have been made for the estimated accrued entitlements of all employees on the basis of their terms of employment.

#### (d) Cash

For the purpose of the statement of cash flows, cash includes deposits at call which are readily convertible to cash on hand and are used in the cash management function on a day to day basis, net of outstanding bank overdrafts.

#### (e) Goods and Services Tax

Business expenses and assets are recognised net of the amount of GST except where the amount of GST accrued is not recoverable from the Australian Taxation Office.

#### 2. Information to be provided to Members or Registrar

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

- (1) A member of an reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit.
- (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 be not less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under sub-section (1).

# INDEPENDENT EDUCATION UNION OF AUSTRALIA NOTES TO AND FORMING PART OF ACCOUNTS (CONT'D)

2006		
\$	Note 3	
	Capitation Fees Received	
331,622	NSW/ACT	337,273
4,009	NT	3,945
172,836	QLD	181,364
45,818	ANGEE	43,273
5,219	TISTA	5,142
9,405	TCEE	11,327
182,216	VIEU	185,170
44,673	WA	44,672
\$795,798		\$812,166

	Note 4	
	Affiliation Fees Paid	
164,268	ACTU	165,371
500	ACTU Organising Centre	500
1,460	APHEDA	1,460
15,020	COPE	15,020
83,248	EI	97,924
750	ICTUR	750
136	NEF	277
\$265,382		\$281,302

	Note 5	
	<b>Contributions to Campaigns/Donations</b>	
61,135	ACTU Industrial Relations Campaign	63,813
0	ACTU Soloman Campaign (Darwin)	10,000
250	Workers Out	0
\$61,385		\$73,813

## INDEPENDENT EDUCATION UNION OF AUSTRALIA NOTES TO AND FORMING PART OF ACCOUNTS (CONT'D)

## 2006

\$	Note 6	
	Staff Training & Conferences	
273	ACTU	1,563
636	Australian Curriculum Studies Australia	1,166
\$909		\$2,729
<u> </u>		<u>_</u> _

#### Note 7 Travelling 953 Accommodation & Meals - International 1,817 25,648 Accommodation & Meals - Interstate 33,368 3,613 Airfares - International 11,033 17,167 Airfares - Interstate 12,051 5,735 6,827 Cabcharge Fees \$54,208 \$64,004



K. L. Paroissien & Associates Certified Practising Accountants Chartered Secretaries 14 Wakefield Street, Hawthorn, 3122. P.O. Box 2106. Telephone 9818 0468 Fax 9818 3448

AUSTRALIAN SOCIETY OF CPAs H. D. Paroissien FCPA ACIS

R. G. Paroissien CPA ACIS

## AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION 307C OF THE CORPORATIONS ACT 2001 TO DIRECTORS OF INDEPENDENT EDUCATION UNION OF AUSTRALIA

I declare that, to the best of my knowledge and belief, during the year ended 31<sup>st</sup> December, 2007 there have been:-

- a. no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit, and
- b. assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of the significant accounting estimates made by the committee.

And from

Andrew R. Paroissien

K.L. Paroissien & Associates

Accountant

Certified Practicing Accountants

Dated in Hawthorn on 2714 MA1. 2008



R. G. Paroissien CPA ACIS

## AUDITORS REPORT TO THE MEMBERS OF

## INDEPENDENT EDUCATION UNION OF AUSTRALIA

### The Financial Report and Directors' Responsibility

H. D. Paroissien FCPA ACIS

The financial report comprises the statement of financial performance, statement of financial position, statement of cash flow, the federal executive statement and notes to the financial report for Independent Education Union of Australia for the year ended 31st December, 2007.

The committee is responsible for the preparation and true and fair presentation of the financial report. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### Audit Approach

We conducted an independent audit in order to express an opinion to the members of the Union. Our audit was conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal controls, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We perform procedures to assess whether in all material respects the financial report presents fairly Australian Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the Union's financial position, and of their performances as represented by the results of their operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- examine on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and - assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the directors.

While we considered the effectiveness of the Union's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance of internal controls.

#### Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

#### **Audit Opinion**

In our opinion the general purpose financial report is presented fairly in accordance with applicable Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the RAO Schedule of the Workplace Relations Act 1996.

K.L. Paroissien & Associates

A.R. Paroissien PNA National Institute of Accountants Member No. 102449

Melbourne,

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Year Ended 31st December, 2007

## DEPRECIATION SCHEDULE

	Original Cost	Value at 31/12/06	Writter	n Off	Sales	Value at 31/12/07
1. Furniture & Fittings						
Workstations	5,469	-		-		-
2 Seater Sofa Monaco	1,329	_		-		-
Lounge Chairs (4)	1,940			-		-
Occassional Table	150	-		-		-
Office Chair Vogue	475	-		-		-
Desk & Return	510	-		-		-
Office Chairs (6)	30	-		-		
Desk	70	_		-		-
Boardroom Table	200	-		-		-
Filing Cabinets (2)	180	_		-		-
Amber Executive Chair	495	-		-		-
Typist Chair	265	59	13%	34		25
Clerical Chair	274	66	11	36		30
Shelving	2,045	1,260	10%	205		1,055
	13,432	1,385		275		1,110
Additions						
Table & Chairs (28-02-07)	504	504	10%	42		462
Storage Units (27-03-07)	4,326	4,326	11	331		3,995
	\$18,262	\$6,215		\$648		\$5,567
<pre>2. Office Machines &amp; Equipmer Photocopier/Printer/Fax Computers P4 2.4 Ghz(2) Computers (2) Laptop Laptop Additions Laptop (17-04-07) Computer (25-06-07)</pre>	20,587 5,813 5,278 2,807 2,541 37,026 988 775 \$38,789	- 2,480 1,519 1,441 5,440 988 775 \$7,203	27% " 27% "	- 1,425 758 686 2,869 189 108 \$3,166		1,055 761 755 2,571 799 667 \$4,037
3. Leasehold Improvements Office Fit Out	\$64,041	\$60,398	4%	\$2,562		\$57,836
Totals	\$121,092	\$73,816		\$6,376	· · · · · · ·	\$67,440



Australian Government

## Australian Industrial Registry

Level 5, 11 Exhibition Street Melbourne, VIC 3000 GPO Box 1994, Melbourne, VIC 3001 Telephone: (03) 8661 7882 Fax: (03) 9655 0410 Email: michelle.baldini@air.gov.au

Ms Lynne Rolley Federal Secretary Independent Education Union of Australia PO Box 1301 SOUTH MELBOURNE VIC 3205

By email: ieu@ieu.org.au

Dear Ms Rolley,

## **Re: Financial Report for the Year Ended 31 December 2007 - FR2007/598** Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)

Thank you for the financial reports of the Independent Education Union of Australia for the year ended 31 December 2007. The documents were lodged in the Industrial Registry on 23 April 2007.

The financial report has not yet been filed due to the issues raised in the following paragraphs.

## **General Purpose Financial Reports**

## Donations, Grants or Loans

I note that contributions to ACTU campaigns totalling \$73,813 were made in the year ending 31 December 2007 in Note 5 of your 'Notes To and Forming Part of Accounts'. Please advise the Registry if these contributions were donations that should be disclosed in a subsection 237(1) statement or compulsory contributions.

## **Auditor's Report**

In order to secure compliance with the organisation's obligations under the RAO Schedule, I require you to amend the Auditor's Report as follows:

## Composition of Auditor's Report

I note that paragraph 1 of the Auditor's Report states that "The financial report comprises the statement of financial performance, statement of financial position and statement of cash flow...".

Please note that under section 257(1), the Auditor must audit the financial report of the organisation. Under section 253 of the RAO Schedule and in the Reporting Guidelines for section 253, the Committee of Management statement (in your report called Federal Executive's Statement) and Notes to the Financial Statements are included in the financial report and must be listed with the other documents.

## Auditor's Opinion

The term "true and fair view" was used in the superseded legislation. Subsection 257(5) of the RAO Schedule sets out the matters upon which an auditor is required to make an opinion on whether the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and other requirements of the RAO Schedule. The following wording in the auditor's opinion would satisfy the requirements:

"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 the RAO Schedule of the Workplace Relations Act 1996".

## Auditor's Qualifications

The Auditor's Report should be amended so that it provides details of the Auditor's qualifications to confirm he or she is an 'approved auditor' under s256 of the RAO Schedule and Regulation 4 of the RAO Regulations.

Regulation 4 defines an approved auditor as a person who is a member of CPA Australia, The Institute of Chartered Accountants in Australia or the National Institute of Accountants and holds a current Public Practice Certificate.

## **Operating Report**

## Signing of documents

It is noted that the Operating Report was not signed or dated. The Operating Report must be prepared, signed and dated by a member of the Committee of Management or a designated officer – see s254 of the RAO Schedule.

Please provide a signed and dated Operating Report in the full report which is to be distributed to members.

## **Incorrect Chronology of Events**

Schedule 1 of the Workplace Relations Act 1996 sets out a particular chronological order in which the financial documents must be prepared, provided to members and presented to a meeting. On the basis of the dates on the documents lodged it is apparent the Branch could not have complied with those requirements. For example, the Auditor's report is dated 12 March 2008, which clearly post-dates the date the documents were provided to members.

Accordingly, in order to secure compliance with the organisation's obligations under the RAO Schedule, I require you to:

- Provide all members with the full report, including the amended, signed and dated Auditor's report and amended Operating Report, prior to the Committee of Management meeting
- Present the full report to the Committee of Management meeting
- Re-file the documents in the Registry within 14 days of the Committee of Management meeting accompanied by the appropriate Designated Officer's Certificate.

Should you wish to discuss the matters raised in this letter, I can be contacted on (03) 8661 7882 or by email at <u>michelle.baldini@air.gov.au</u>.

Yours sincerely

nelle

Michelle Baldini Statutory Services Branch

1 May 2008

FR 2007/



INDEPENDENT EDUCATION UNION OF AUSTRALIA First Floor, 120 Clarendon Street, Southbank, Victoria 3006 PO Box 1301, South Melbourne, Victoria 3205 Ph: (03) 9254 1830 Fax: (03) 9254 1835 Email: ieu@ieu.org.au

18 April 2008

The Registrar Australian Industrial Registry GPO Box 1994 Melbourne VIC 3001

**Dear Registrar** 

Please find attached the 2007 Audit for the Independent Education Union of Australia together with the Designated Officer's Certificate in accordance with Section 268 of the Workplace Relations Act.

Yours sincerely

Chris Watt Federal Secretary



FR2007/598

## Designated Officer's Certificate 268 of Schedule 1B Workplace Relations Act 1996

I, Christopher Gerard Watt being the Federal Secretary of the Independent Education Union of Australia certify:

- That the documents lodged herewith are copies of the full report, referred to in s268 of the RAO schedule; and
- That the full report was provided t members via its publication on the IEUA website at www.ieu.org.au on the 06<sup>th</sup> March 2008; and
- That the full report was presented to a meeting of the IEUA Executive on 28<sup>th</sup> February 2008 and to the IEUA Federal Council on 17<sup>th</sup> April 2008 in • accordance with section 266 of the RAO Schedule

18 ADD: Signature: Date:

T:\ieua\registry return annual audit 07.doc

FR2007/598



K. L. Paroissien & Associates Certified Practising Accountants Chartered Secretaries 14 Wakefield Street, Hawthorn, 3122. P.O. Box 2106. Telephone 9818 0468 Fax 9818 3448

AUSTRALIAN SOCIETY OF CPAs H. D. Paroissien FCPA ACIS

R. G. Paroissien CPA ACIS

# **INDEPENDENT EDUCATION UNION**

# **OF AUSTRALIA**

# Year Ended 31st December, 2007

# INDEPENDENT EDUCATION UNION OF AUSTRALIA GENERAL PURPOSE FINANCIAL REPORT YEAR ENDED 31ST DECEMBER, 2007

Item	Page Number
Federal Executive Statement	1
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Statement of Cash Flows	8
Notes to and Forming Part of the Accounts	10
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Auditors Report	14
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### FEDERAL EXECUTIVE'S STATEMENT

On the 28<sup>th</sup> February, 2008 the Federal Executive of Independent Education Union of Australia passed the following resolution in relation to the General Purpose Financial Report (GPFR) of the reporting unit for the financial year ended 31<sup>st</sup> December, 2007.

The Federal Executive 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 federal executive were held in accordance with the rules of the organisation; and
  - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation; 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) 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 Federal Executive:

Richard Shearman

Title of Office held:

Signature:

**E**deral President

Chris Watt

Federal Secretary

///UN 28/2/07

Date:

10.00

#### **OPERATING REPORT**

#### PRINCIPAL ACTIVITIES FOR THE YEAR

- (1) **Support** and advice to branches regarding political, industrial, legal and professional agendas. Ensuring ongoing advice to them on the Federal Government's WorkChoices legislation.
- (2) Representation of the industrial and professional interests of the members in a broad range of federal spheres. This includes the ACTU and its committees; participation in forums on educational and professional issues of relevance to IEU members; representation to Government Ministers and Shadow Ministers on government policies relevant to the professional and industrial interests of our members; representation of the Union's interests in the Australian Industrial Relations Commission in relation to rules matters and the defence of members' industrial rights in industrial disputes.
- (3) Submissions to national inquiries on school funding, educational, industrial and human rights issues relevant to the membership and the broader community. Appearance before such Inquiries on behalf of the union and its membership and participation in the public debate on these matters.
- (4) Research in relevant areas of public policy such as the funding of schooling, industrial, legal and constitutional matters, educational issues, and human rights concerns to inform our own policy development. Oversight of the comparative salaries and conditions of various categories of staff in non government schools across the jurisdictions. Monitoring of Commission decisions and decisions from other jurisdictions.
- (5) **Protection and carriage** of the Union's Rules.
- (6) Negotiation and prosecution of claims for improved salaries and conditions for workers in the ELICOS sector and for staff in a number of workplaces in the NT. Maintenance of Federal Awards through Fair Pay Commission processes.
- (7) Participation in the national campaign against the WorkChoices legislation which came into effect in March 2006

#### RESULT OF THOSE ACTIVITIES

- (1) Sustained membership in the Union's branches.
- (2) A proactive membership industrially and professionally
- (3) Continued public profile of the Union on behalf of teachers and support staff in non government education
- (4) Improvements in the industrial and professional conditions of the membership

#### SIGNIFICANT CHANGES IN THE NATURE OF THESE ACTIVITIES

There have been no significant changes in the nature of these activities over the past year.

#### SIGNIFICANT CHANGES IN THE UNION'S FINANCIAL AFFAIRS DURING THE YEAR

Due to payments to staff arising from resignations and redundancy, the union's reserves were expended and a budget deficit was incurred.

#### **OPERATING REPORT (Cont'd)**

DETAILS OF THE RIGHT OF MEMBERS TO RESIGN

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A member may resign from the Union in accord with Rule 21 which states:

#### 21 - RESIGNATION FROM MEMBERSHIP

- (a) A member of the Union may resign from membership by written notice addressed and delivered to the relevant Branch Secretary.
- (b) A notice of resignation from membership takes effect:(i) Where the member ceases to be eligible to become a member of the Union.
  - (A) on the day on which the notice is received by the Union; or
  - (B) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member; whichever is later; or
  - (ii) in any other case:
    - (A) at the end of two weeks after the notice is received by the organisation; or
    - (B) on the day specified in the notice;

whichever is the later.

- (c) Any dues payable and not paid by a former member in relation to a period before the member's resignation from the organisation took effect, may be sued for and recovered in the name of the Union, in a court of competent jurisdiction, as a debt due to the Union.
- (d) A notice delivered to the person mentioned in subclause (a) shall be taken to have been received by the Union when it was delivered.
- (e) A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered in accordance with Subclause (a).
- (f) A resignation from membership of the Union is valid even if it is not effected in accordance with this section if the member is informed in writing by or on behalf of the Union that the resignation has been accepted.

### **OPERATING REPORT (Cont'd)**

### DETAILS (INCLUDING POSITION HELD) OF ANY OFFICER OR MEMBER OF THE UNION WHO IS:

### (1) DIRECTOR OF A SUPER ENTITY

#### (2) A DIRECTOR OF A COMPANY THAT IS A DIRECTOR OF A SUPER ENTITY

Debra James	Federal Deputy President Council member and Secretary IEU Victorian Branch – Director of Catholic Superannuation Fund
Cathy Hickey	Federal Council member and Director NGS Super Fund
Janet Sherry	IEU Victorian Branch Committee of Management member - Alternate
	Director NGS Super
John Mildren	Member of Committee of Management IEU Victorian Branch - Director
	of Catholic Superannuation Fund
Fran Renehan	Member of Committee of Management IEU Victorian Branch - Director
	of Catholic Superannuation Fund
Terry Burke	Federal Vice President and Secretary IEU QLD Branch - Director of
	QIEC Pty. Ltd, the Corporate Trustee of QIEC Super.
John Spriggs	Federal Council member and Senior Industrial Officer IEU QLD Branch
	- Director of QIEC Pty. Ltd, the Corporate Director of QIEC Super.
Chris Seymour	Federal Council member and Organiser IEU QLD Branch - Director of
	QIEC Pty. Ltd, the Alternate Corporate Director of QIEC Super.
Greg McGhie	Organiser IEU QLD Branch - Director of QIEC Pty. Ltd, the Corporate
	Trustee of QIEC Super.
Glen Seidel	Federal Executive member and Secretary IEUSA Branch - Director of
	NGS Super Fund
Barry Morrison	Member IEUSA - Director of NGS Super Fund
Gloria Taylor	Federal Executive member and Deputy Secretary IEUNSWACT Branch -
	Director of NGS Super Fund
John Quessy	Federal Council member and Assistant Secretary IEUNSWACT Branch -
	Director NGS Super Fund
Kevin Phillips	NSWACT Executive member and teacher - Director of NGS Super
Dick Shearman	Federal President and Secretary NSWACT IEU - Alternate Director NGS
	Super
Chris Wilkinson	President NSWACTIEU and teacher - Alternate Director NGS Super
Helen Spry	Member IEU Council and teacher - Alternate Director NGS Super
Michael Hagan	NSWACT Executive member and teacher - Director of the Catholic
	Schools Retirement Fund
Theresa Howe	Secretary IEUWA and non voting Plan Secretary of Concept One
	Superannuation Fund
Nigel Briggs	Federal Council member and Assistant Secretary of IEUWA - Director
	of the Catholic Schools Superannuation and Retirement Fund.
Angela Briant	Secretary IEU TAS Branch - Director of Tasplan Superannuation Fund

THE NUMBER OF PERSONS THAT WERE RECORDED IN THE REGISTER OF MEMBERS ON 31/12/07. There were 65,062 members on the register of members on 31st December 2007.

THE NUMBER OF PERSONS WHO WERE EMPLOYEES OF THE FEDERAL UNION ON 31/12/07, INCLUDING FULL-TIME OR PART-TIME

As at 31 December 2007, there was one person employed by the Federal Union. This person was employed on a full time basis.

## **OPERATING REPORT (Cont'd)**

THE NAMES OF EACH PERSON WHO HAS BEEN A MEMBER OF THE COMMITTEE OF MANAGEMENT AT ANY TIME DURING THE REPORTING PERIOD AND THE PERIOD FOR WHICH HE OR SHE HELD THE POSITION The following persons are on the Federal Executive of the Union. The period of time during the reporting period for which they have held their position is indicated.

Chris Watt	12 months
Lynne Rolley	ll months
Dick Shearman	12 months
Gloria Taylor	12 months
Deb James	12 months
Terry Burke	12 months
Glen Seidel	12 months
Theresa Howe	12 months
Barry McFarlane	12 months
Angela Briant	12 months
Cheryl Salter	8 months

# **INDEPENDENT EDUCATION UNION OF AUSTRALIA** Statement of Financial Position as at 31st December, 2007

\$         MEMBERS FUNDS           236,882         Balance as at 31 st December, 2006 $123,478$ 0         113,404         Less Loss for Year $0$ 113,404         Less Loss for Year $0$ 200         Cash on Hand $200$ Commonwealth Bank of Australia $9,493$ 278         - International Account $9,493$ 15,286         - International Account $16,083$ 106,098         Members Equity Bank Ltd. $2,692$ 27,555         Debtors $109,939$ 16,805         Prepayments $109,939$ 16,805         Prepayments $109,919$ 15,564         International Account $16,334$ 0         Income Received in Advance $109,091$ 15,564         International Account $16,334$ 0         Income Received in Advance $190,091$ 15,564         International Account $16,334$ 90,896         Provision for Long Service Leave $48,160$ 3,272         GST Payable $31,280$ 9182,398         Total Current Liabil	2006				
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182,398Total Current Liabilities $258,939$ 55,974Working Capital(109,965)PLUS NON CURRENT ASSETS Property, Plant & Equipment64,041Leasehold Improvements64,041(3,643)Less Accumulated Amortisation6,20557,83647,589Plant & Equipment (at cost)38,789(42,149)Less Provision for Depreciation34,7524,03719,273Office Furniture & Fittings (at cost)18,262(17,888)Less Provision for Depreciation12,6955,567281Library28167,721	-	-		-	
55,974Working Capital(109,965)PLUS NON CURRENT ASSETS Property, Plant & Equipment $64,041$ Leasehold Improvements $64,041$ $(3,643)$ Less Accumulated Amortisation $6,205$ $57,836$ $47,589$ Plant & Equipment (at cost) $38,789$ $(42,149)$ Less Provision for Depreciation $34,752$ $4,037$ $19,273$ Office Furniture & Fittings (at cost) $18,262$ $(17,888)$ Less Provision for Depreciation $12,695$ $5,567$ $281$ Library $281$ $67,504$ Total Non Current Assets $67,721$		-		31,280	
PLUS NON CURRENT ASSETSProperty, Plant & Equipment64,041Leasehold Improvements64,041(3,643)Less Accumulated Amortisation6,20557,83647,589Plant & Equipment (at cost)38,789(42,149)Less Provision for Depreciation34,7524,03719,273Office Furniture & Fittings (at cost)18,262(17,888)Less Provision for Depreciation12,6955,567281Library28167,504Total Non Current Assets67,721	182,398	Total Current Liabilities			258,939
Property, Plant & Equipment64,041Leasehold Improvements64,041(3,643)Less Accumulated Amortisation6,20557,83647,589Plant & Equipment (at cost)38,789(42,149)Less Provision for Depreciation34,7524,03719,273Office Furniture & Fittings (at cost)18,262(17,888)Less Provision for Depreciation12,6955,567281Library28167,50467,721	55,974	Working Capital			(109,965)
Property, Plant & Equipment64,041Leasehold Improvements64,041(3,643)Less Accumulated Amortisation6,20557,83647,589Plant & Equipment (at cost)38,789(42,149)Less Provision for Depreciation34,7524,03719,273Office Furniture & Fittings (at cost)18,262(17,888)Less Provision for Depreciation12,6955,567281Library28167,50467,721		DI LIS NON CUIDDENT ASSETS			
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(3,643)Less Accumulated Amortisation $6,205$ $57,836$ $47,589$ Plant & Equipment (at cost) $38,789$ $(42,149)$ Less Provision for Depreciation $34,752$ $4,037$ $19,273$ Office Furniture & Fittings (at cost) $18,262$ $(17,888)$ Less Provision for Depreciation $12,695$ $5,567$ $281$ Library $281$ $67,504$ Total Non Current Assets $67,721$	64 041		64.041		
47,589       Plant & Equipment (at cost)       38,789         (42,149)       Less Provision for Depreciation       34,752       4,037         19,273       Office Furniture & Fittings (at cost)       18,262         (17,888)       Less Provision for Depreciation       12,695       5,567         281       Library       281       67,504       67,721	,	-	,	57 836	
(42,149)       Less Provision for Depreciation       34,752       4,037         19,273       Office Furniture & Fittings (at cost)       18,262         (17,888)       Less Provision for Depreciation       12,695       5,567         281       Library       281         67,504       Total Non Current Assets       67,721	(5,0+5)		0,205	57,050	
19,273       Office Furniture & Fittings (at cost)       18,262         (17,888)       Less Provision for Depreciation       12,695       5,567         281       Library       281         67,504       Total Non Current Assets       67,721	47,589	Plant & Equipment (at cost)	38,789		
(17,888)       Less Provision for Depreciation       12,695       5,567         281       Library       281         67,504       Total Non Current Assets       67,721	(42,149)	Less Provision for Depreciation	34,752	4,037	
(17,888)       Less Provision for Depreciation       12,695       5,567         281       Library       281         67,504       Total Non Current Assets       67,721	19,273	Office Furniture & Fittings (at cost)	18,262		
67,504Total Non Current Assets67,721	,		-	5,567	
67,504Total Non Current Assets67,721	281	Library		281	
\$123,478 NET ASSETS (\$42,244)		-			67,721
	\$123,478	NET ASSETS			(\$42,244)

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# **INDEPENDENT EDUCATION UNION OF AUSTRALIA** Statement of Financial Performance for Year Ended 31st December, 2007

2006				
\$	Income	Notes		
795,798	Capitation Fees Received	3		812,166
8,473	Interest Received			7,603
3,805	Sundry Income			90,000
808,076	Total Income			909,769
	Less Expenditure			
265,382	Affiliation Fees	4	281,302	
5,079	Annual Leave Provision		(34,557)	
4,300	Audit Fees		4,450	
20	Bank Charges & Duties		65	
60	Computer Costs		390	
61,385	Contributions to Campaigns/Donations	5	73,813	
9,308	Depreciation		6,376	
1,260	Fringe Benefits Tax		609	
4,948	Insurance		2,096	
11,480	Internet		10,640	
284	Leasing Charges		245	
15,712	Legal Fees		0	
9,295	Library Fees & Subscriptions		7,729	
3,261	Long Service Leave Provision		(42,736)	
1,145	Media & Advertising		0	
5,035	Meetings & Business Expenses		501	
615	Office Requisites		515	
16,515	Payroll Tax		22,792	
3,539	Postage		3,070	
7,779	Printing & Stationery		7,366	
40,545	Rent		38,122	
901	Renovations		0	
244	Repairs & Maintenance		798	
0	Research		2,728	
204,830	Salaries - Officers		270,251	
99,531	Salaries - Administration Staff		177,785	
909	Staff Training & Conferences	6	2,729	
61,034	Superannuation		146,763	
18,182	Subsidy IEU - NT		10,909	
815	Sundries		225	
4,433	Telephone - Office		5,734	
4,513	Telephone - Mobiles/Other		5,132	
54,208	Travelling	7	64,004	
4,932	Workcover	-	5,645	
921,479	Total Expenditure			1,075,491
(\$113,403)	SURPLUS (DEFICIT) FOR YEAR			(\$165,722)

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## INDEPENDENT EDUCATION UNION OF AUSTRALIA Statement of Cash Flows for Year Ended 31st December, 2007

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2006			
\$	Cash Flows from Operating Activities		
815,977	Revenue from Operations	928,873	
(895,053)	Payments to Suppliers and Employees	(1,123,183)	
8,473	Interest Received	7,603	
(6,080)	Net GST Collected	28,008	
(76,683)	Net Cash provided by Operating Activities		(158,699)
	(see Note 2)		
	<b>Cash Flows from Investing Activities</b>		
0	Purchase of Plant & Equipment	(4,830)	
0	Proceeds from Sale of Plant & Equipment	(1,763)	
0	Net Cash used in other activities		(6,593)
(76,683)	Net Increase (Decrease) in Cash Held		(165,292)
270,695	Cash at beginning of year		194,012
\$194,012	Cash at end of year	-	\$28,720

# INDEPENDENT EDUCATION UNION OF AUSTRALIA Statement of Cash Flows for Year Ended 31st December, 2007

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2006		
\$	NOTES TO THE STATEMENT OF CASH FLOWS	
	<b>1. Reconciliation of Cash</b> For the purpose of the Statement of Cash Flows, cash	
	includes cash on hand and in banks and investments in	
	money market instruments. Cash at the end of the year	
	as shown in the Statement of Cash Flows is reconciled	
	to the related items in the financial statements as follows:	
200	Cash on Hand	200
	Commonwealth Bank of Australia	
72,150	- Cheque Account	9,493
278	- International Account	252
	AMP Banking	
15,286	- International Account	16,083
106,098	Members Equity Bank Ltd.	2,692
\$194,012		\$28,720
	2. Reconciliation of Net Cash provided by Operating	
	Activities to Operating Profit after Income Tax	
(113,403)	Operating Surplus for Year	(165,722)
9,308	Depreciation	6,376
0	(Profit)/Loss on Disposal of Plant & Equipment	0
	Changes in Assets and Liabilities	
16,374	(Increase) Decrease in Debtors	(82,384)
(1,141)	(Increase) Decrease in Prepayments	6,490
(29,931)	Increase (Decrease) in Creditors	15,965
0	Increase (Decrease) in Income Received in Advance	109,091
(6,020)	Increase (Decrease) in East Timor Clearing Account	770
(6,080)	Increase (Decrease) in GST Payable Increase (Decrease) in Provision for:	28,008
19,327	Annual Leave	(34,557)
34,883	Long Service Leave	(42,736)
	Doing Solvido Douvo	<u> </u>
(\$76,683)		(\$158,699)

Cash Outflows shown in brackets

## INDEPENDENT EDUCATION UNION OF AUSTRALIA NOTES TO AND FORMING PART OF THE ACCOUNTS

#### NOTE 1

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The General Purpose Financial Report has been prepared in accordance with Accounting Standards, other mandatory professional reporting requirements and The Workplace Relations Act 1996.

The accounts are prepared in accordance with the historical cost convention. The accounting policies adopted are consistent with those of the previous year.

#### (a) Income Tax

The Union is exempt from income tax under section 50-15 of the Income Tax Assessment Act 1997. The ongoing applicability of this ruling is at the discretion of the Australian Taxation Office.

#### (b) Depreciation

Depreciation is calculated on a straight line basis so as to write off the full net cost of each fixed asset during its effective working life.

The principal annual rates are:-	
Leasehold Improvements	48
Office Furniture & Fittings	10%
Computer & Office Equipment	27%

#### (c) Employee Entitlements

Provisions for employee long service leave and annual leave have been made for the estimated accrued entitlements of all employees on the basis of their terms of employment.

#### (d) Cash

For the purpose of the statement of cash flows, cash includes deposits at call which are readily convertible to cash on hand and are used in the cash management function on a day to day basis, net of outstanding bank overdrafts.

#### (e) Goods and Services Tax

Business expenses and assets are recognised net of the amount of GST except where the amount of GST accrued is not recoverable from the Australian Taxation Office.

#### 2. Information to be provided to Members or Registrar

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

- (1) A member of an reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit.
- (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 be not less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under sub-section (1).

# INDEPENDENT EDUCATION UNION OF AUSTRALIA NOTES TO AND FORMING PART OF ACCOUNTS (CONT'D)

2006		
\$	Note 3	
	Capitation Fees Received	
331,622	NSW/ACT	337,273
4,009	NT	3,945
172,836	QLD	181,364
45,818	ANGEE	43,273
5,219	TISTA	5,142
9,405	TCEE	11,327
182,216	VIEU	185,170
44,673	WA	44,672
\$795,798		\$812,166

	Note 4	
	Affiliation Fees Paid	
164,268	ACTU	165,371
500	ACTU Organising Centre	500
1,460	APHEDA	1,460
15,020	COPE	15,020
83,248	EI	97,924
750	ICTUR	750
136	NEF	277
\$265,382		\$281,302

	Note 5	
	<b>Contributions to Campaigns/Donations</b>	
61,135	ACTU Industrial Relations Campaign	63,813
0	ACTU Soloman Campaign (Darwin)	10,000
250	Workers Out	0
\$61,385		\$73,813

# INDEPENDENT EDUCATION UNION OF AUSTRALIA NOTES TO AND FORMING PART OF ACCOUNTS (CONT'D)

2006 \$	Note 6	
	Staff Training & Conferences	
273	ACTU	1,563
636	Australian Curriculum Studies Australia	1,166
\$909		\$2,729
	Note 7	
	Travelling	
953	Accommodation & Meals - International	1,817
25,648	Accommodation & Meals - Interstate	33,368
3,613	Airfares - International	11,033

0,010	i mini vo mitvinational	11,055
17,167	Airfares - Interstate	12,051
6,827	Cabcharge Fees	5,735
\$54,208		\$64,004

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K. L. Paroissien & Associates Certified Practising Accountants Chartered Secretaries 14 Wakefield Street, Hawthorn, 3122. P.O. Box 2106. Telephone 9818 0468 Fax 9818 3448

AUSTRALIAN SOCIETY OF CPAS H. D. Paroissien FCPA ACIS

R. G. Paroissien CPA ACIS

## AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION 307C OF THE CORPORATIONS ACT 2001 TO DIRECTORS OF INDEPENDENT EDUCATION UNION OF AUSTRALIA

I declare that, to the best of my knowledge and belief, during the year ended 31<sup>st</sup> December, 2006 there have been:-

- a. no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit, and
- b. assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of the significant accounting estimates made by the committee.

K.L. Paroissien & Associates

And for

Andrew R. Paroissien Accountant

Certified Practicing Accountants

Dated in Hawthorn on 12TH MACCH, 2008



## **K. L. Paroissien & Associates** <u>Certified Pract</u>ising Accountants Chartered Secretaries

14 Wakefield Street, Hawthorn, 3122. P.O. Box 2106. Telephone 9818 0468 Fax 9818 3448

RALIAN SOCIETY OF CPAs H. D. Paroissien FCPA ACIS

R. G. Paroissien CPA ACIS

## AUDITORS REPORT TO THE MEMBERS OF

## INDEPENDENT EDUCATION UNION OF AUSTRALIA

#### The Financial Report and Directors' Responsibility

The financial report comprises the statement of financial performance, statement of financial position and statement of cash flow for Independent Education Union of Australia for the year ended 31st December, 2007.

The committee is responsible for the preparation and true and fair presentation of the financial report. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### Audit Approach

We conducted an independent audit in order to express an opinion to the members of the Union. Our audit was conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal controls, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We perform procedures to assess whether in all material respects the financial report presents fairly Australian Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the Union's financial position, and of their performances as represented by the results of their operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- examine on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and - assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the directors.

While we considered the effectiveness of the Union's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance of internal controls.

#### Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

#### Audit Opinion

We have received all the information and explanations we required for the purpose of our audit.

In our opinion:

- (i) there were kept by the Union in respect of the year under review, satisfactory accounting records detailing the sources and nature of the income of the union (including income from members) and the nature and purpose of expenditure : and
- (ii) the attached accounts and statements, including the Federal Executive Statement, are prepared in accordance with Section 253 of the Workplace Relations Act, 1996. The accounts set out on page 6 to 11 have been prepared from the accounting records of the Union and are properly drawn up so as to give a true and fair view of:
- (iii) the financial position of the union as at 31st December, 2007; and
- (iv) the financial performance of the union for the year ended on the date; and

are in accordance with Statements of Accounting Concepts and applicable Accounting Standards as required by Section 257(5) of the RAO Schedule.

K.L. Paroissien & Associates

A.R. Paroissien PNA

Melbourne, 12 TH MARCH. 2003

Year Ended 31st December, 2007

## DEPRECIATION SCHEDULE

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	Original Cost	Value at 31/12/06	Writte	en Off	Sales	Value at 31/12/07
1. Furniture & Fittings						
Workstations	5,469	-		_		
2 Seater Sofa Monaco	1,329	-		-		_
Lounge Chairs (4)	1,940	-		-		
Occassional Table	150	-		—		-
Office Chair Vogue	475	-		-		-
Desk & Return	510	-		-		-
Office Chairs (6)	30	-		-		-
Desk	70	-		-		-
Boardroom Table	200	-		-		-
Filing Cabinets (2)	180	-		-		-
Amber Executive Chair	495	-		-		-
Typist Chair	265	59	13%	34		25
Clerical Chair	274	66	11	36		30
Shelving	2,045	1,260	10%	205		1,055
	13,432	1,385		275		1,110
Additions						
Table & Chairs (28-02-07)	504	504	10%	42		462
Storage Units (27-03-07)	4,326	4,326	11	331		3,995
	\$18,262	\$6,215	·	\$648		\$5,567
2. Office Machines & Equipmer	ıt					
Photocopier/Printer/Fax	20,587	-		-		
Computers P4 2.4 Ghz(2)	5,813	_		_		-
Computers (2)	5,278	2,480	278	1,425		1,055
Laptop	2,807	1,519	11	758		761
Laptop	2,541	1,441	н	686		755
	37,026	5,440		2,869		2,571
Additions						
Laptop (17-04-07)	988	988	27%	189		799
Computer (25-06-07)	775	775	Ŧ	108		667
	\$38,789	\$7,203		\$3 <b>,</b> 166		\$4,037
3. Leasehold Improvements	AC4 041	A.C.A. 2000		40.500		
Office Fit Out	\$64,041	\$60,398	48	\$2,562	<u></u>	\$57,836
Totals	\$121,092	\$73,816		\$6,376		\$67,440