

20 May 2011

Mr. Chris Watt Federal Secretary Independent Education Union of Australia

Email: ieu@ieu.org.au

Dear Mr Watt

Financial report for the Independent Education Union of Australia for the financial year ended 31 December 2010 (FR2010/2885)

I acknowledge receipt of the financial report of the Independent Education Union of Australia for the financial year ended 31 December 2010. The documents were lodged in this office on 12 May 2011.

The financial report is filed.

I direct your attention to the following comments concerning the above reports and the financial reporting obligations under the Fair Work (Registered Organisations) Act 2009 (the RO Act). Please note that these matters are generally advised for assistance in the future preparation of financial reports. No further action is required in respect of the subject documents.

1. Cash flows between reporting units

In addition to the disclosure in the Income Statement that \$1,025,579 in received capitation fees, the notes should also disclose any cash flows to or from other parts of the union. Item 15 of the Reporting Guidelines requires that where another reporting unit is the source of a cash inflow or the application of a cash outflow, such cash flow should be separately disclosed in the notes and the name of the other reporting unit should be shown.

2. **Disclosures**

(a) The Reporting Guidelines require reporting units to disclose in the income statement or in the notes to the financial statements employee benefits to holders of office (item 11(g)) and employee benefits to other employees (item 11(h)).

I note that the income statement provides 'Employment Costs' for 'Officers and Other'. Also provided are 'On Costs (incl Super)' and 'Leave provisions - Annual - LSL'. These further disclosures should have distinguished between employee benefits for office holders and other employees. Employee benefits for office holders and other employees should be separately disclosed.

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The Reporting Guidelines also require either the balance sheet or the notes to disclose any liability for employee benefits in respect of office holders and other employees (items 14(c) and 14 (d)). I note that the Balance Sheet and Note 2 discloses these liabilities but does not distinguish between provisions for office holders and other employees. Provisions for office holders and other employees should be separately disclosed.

- (b) The income statement contains an item of disclosure entitled 'Conference, meeting & travel Costs'. Item 11 of the Reporting Guidelines requires a separate disclosure for, among other things, expenses incurred in connection with meetings of members of the reporting unit and any conferences or meetings of councils, committees, panels or other bodies for the holding of which the reporting unit was wholly or partly responsible. Travel costs, unless in relation to attending the abovementioned meetings etc.should be separately disclosed.
- (c) The income statement contains an item of disclosure entitled 'Administration/Other Costs/Depreciation'.

AASB 116(73) requires, among other things, that the financial report shall disclose a reconciliation of the carrying amount at the beginning and end of the period showing depreciation. In future years please ensure that a separate disclosure is provided in relation to depreciation.

3. Operating report - Membership of Committee of Management

The Operating Report is required to contain the name of each person who has been a member of the committee of management of the reporting unit at any time during the reporting period, and the period for which he or she held such a position - refer regulation 159(c) of the Fair Work (Registered Organisations) Regulations 2009.

The Operating Report should have provided the positions which all members of the committee of management held during the reporting period.

4. Notes to and forming part of the financial statements - Revenue

AASB 118 makes it mandatory to state, in the notes to and forming part of the financial statements, your policy in relation to revenue recognition.

The present accounts are silent on this issue. Please include a statement of your revenue recognition policy in future notes.

5. References

I note that the Designated Officer's Certificate, Auditor's Report and Committee of Management Statement refer to the 'RAO Schedule'. This piece of legislation is now the Fair Work (Registered Organisations) Act 2009 (the RO Act).

Also, the reference to the 'RAO Regulations' in the Committee of Management Statement should refer to the Fair Work (Registered Organisations) Regulations 2009 (the RO Regulations).

I further note a reference to the 'Industrial Registrar' and also to a 'Registrar'. These references should be to the General Manager, Fair Work Australia. Also, the reference to 'Commission' should now refer to 'Fair Work Australia'.

Yours sincerely,

Larry Powell

Tribunal Services and Organisations



Unit 10/40 Brisbane Avenue, Barton. ACT 2600 PO Box 177, Deakin West. ACT 2600

> Telephone: (02) 6273 3107 Facsimile: (02) 6273 3710 Email: ieu@ieu.org.au

12 May 2011

General Manager Fair Work Australia GPO Box 1994 Melbourne VIC 3001

Dear General Manager

Please find attached the 2010 Audit for the Independent Education Union of Australia together with the Designated Officer's Certificate in accordance with Section 268 of the Fair Work (Registered Organisations) Act 2009.

Yours sincerely

Chris Watt Federal Secretary

<u>Designated Officer's Certificate</u> 268 of Division 5 Fair Work (Registered Organisations) Act 2009

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 www.ieu.org.au on the 1st March 2011; and
- That the full report was presented to a meeting of to the IEUA Federal Executive on 25th February 2011 and to the IEUA Council on 11th May 2011 in accordance with section 266 of the RAO Schedule

12 May 2011

Signature:

Date:

General Purpose Financial Report For The Year Ended 31st December, 2010

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

Phone: 02-62498515 Fax: 02-62496792 Email: <u>kim@khanna.com.au</u>

FEDERAL EXECUTIVE'S STATEMENT (COMMITTEE OF MANAGEMENT REPORT)

On the $25^{\rm th}$ February, 2011 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 $31^{\rm st}$ December, 2010.

The Federal Council declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the 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.

(vii) There were no recovery of wages activities during the financial year.

For Federal Council:

Richard Shearman

Chris Watt

Title of Office held:

Federal President

Federal Secretary

Signature:

Date: 25 February, 2011

INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2010

2009 \$		\$	2010 \$
	INCOME		
847,194 12,690	Capitation Fees Received Interest Received & Other Income	_	1,025,579 10,888
859,885	Total Income		1,036,467
	EXPENSES		
195,095	Affiliation Fees - ACTU		191,914
_	- Special IR Levy		64,244
111,254	- International		97,723
20,847	- Other		18,165
5,100	Audit fees		3,500
	Employment Costs		
	- Officers	464,029	
	- Other	12,724	
;	- On Costs (incl Super)	73,402	
	- Leave provisions - Annual - LS L	((31,149) 13,838	
518,328		532,844	532,844
3,850	Donations - non related parties	55_,5	-
28,199	Office Rent & Associated Costs		31,741
13,908	Communication Costs		14,304
80,191	Conference, meeting & travel Costs		76,944
15,628	Administration/Other Costs/Depreciation		9,776
992,401			1,041,156
(132,516)	Net Operating Surplus (Loss) for year		(4,689)
	OTHER COSTS		
69,615	Bad Debts w/off & Prior Year Adjustments		
55,274_	Leasehold improvements written off		
124,889	Total Other Costs		
1,117,290	Total Expenditure for year		1,041,156
(257,405)	Net Surplus/(Deficit) for year		(4,689)

BALANCE SHEET AS AT 31 DECEMBER 2010

2009 \$		2010 \$
	Current Assets	
100 4,984 2,706 1,400	Cash on Hand CBA Cheque Account Members Equity Bank Ltd Debtors & Prepayments	300 182,997 2,713 3,271
9,190	Total current assets	189,281
	Non Current Assets	
13,368 (4,744) 8,624	Furniture & Equipment at cost Less: Accumulated depreciation	21,052 (8,173) 12,879
8,624	Total Non Current Assets	12,879
17,814	Total Assets	202,160
	Current Liabilities	
41,995 - 97,094 108,533 9,928 (239,736)	Accrued Expenses & Creditors Income Received in Advance Provision for Annual Leave Provision for Long Service Leave GST Payable Liabilities Indemnified by Branches	110,354 129,864 65,945 122,371 18,052 (244,425)
17,814	Total current liabilities	202,160
	Non Current Liabilities	
17,814	Total Liabilities	202,160
-	Net Assets	_
17,669 (257,405) 239,736	Represented by: Members Funds Balance at beginning of Year Surplus(Deficit) for the Year Funds Indemnified by Branches Balance at End of Year	(239,736) (4,689) 244,425

STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 DECEMBER 2010

2009 \$ 858,195 (941,443) 60	Cashflows from Operating Activities Revenue from Operations Payments to Suppliers and Employees Interest Received	2010 \$ 1,166,309 (980,426) 22
(83,188)	Total Cashflows from Operating Activities	185,904
(3,068)	Cash Flows from Investing Activities Purchase of Plant & Equipment	(7,684)
(3,068) (86,256)	Net Cash used in other activities Net Increase (Decrease) in Cash Held	(7,684) 178,220
94,046	Cash at beginning of year	7,790
7,790	Cash at end of year	186,010

STATEMENT IN CHANGE IN EQUITY

	General Account	Indemnified by Branches	Total
	, (cooding	<u> </u>	- Total
Balance at 1/1/09	17,669		17,669
Movement in Branch Indemnities		239,736	239,736
Surplus for Year - 2009	(257,405)		(257,405)
Balance at 31/12/09	(239,736)	239,736	-
Movement in Branch Indemnities		4,689	4,689
Surplus for Year - 2010	(4,689)		(4,689)
Balance at 31/12/10	(244,425)	244,425	<u> </u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2010

2009		2010
\$	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:	
	· ·	
100	Cash on Hand	300
•	CBA - Cheque Account	182,997
	_Members Equity Bank Ltd.	2,713
7,790	<u>-</u>	186,010
	2. Reconciliation of Net Cash provided by Operation	
	Activities to Operation Profit after Income Tax	
(257,405)	Operating Surplus(Deficit) for Year	(4,689)
1,372	Depreciation	3,429
55,274	Write off Leasehold Improvements	
88,313	(Increase)Decrease in Debtors	
	(increase)Decrease in Prepayments	(1,871)
•	Increase (Decrease) in Creditors	68,359
,	Increase (Decrease) in Income Received in Advance	129,864
(42,043)	Increase (Decrease) in GST Payable	8,123
	Increase (Decrease) in Provision for:	(04 (10)
-	-Annual Leave	(31,149)
115,115	LSL	13,838
(83,188)	_	185,904

INDEPENDENT EDUCATION UNION OF AUSTRALIA THE YEAR ENDED 31st DECEMBER, 2010

Note 1 Statement of Accounting Policies

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, and the requirements of the Fair Work (Registered Organisation) Act 2009 and associated Regulations 2009.

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

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

(a) Income Tax

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

(b) Property, Plant & Equipment

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

Plant and Equipment

Plant and Equipment are measured on the cost basis.

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

Depreciation

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

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

Class of Fixed Assets	Depreciation Rate
Office Furniture & Fittings	10 - 20%
Office Equipment	27%

(c) Employee Benefits

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

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

FOR THE YEAR ENDED 31ST DECEMBER 2010

NOTE 2 - INFORMATION TO BE PROVIDED TO MEMBERS OR THE GENERAL MANAGER OF FWA.

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009 the attention of members is drawn to the provisions subsection (1),(2) & (3) of Section 272 of the RAO Schedule, which indicates as follows:

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

Civil penalty provision applies for non compliance.

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 industrial legislation including development of the Fair Work Bill.
- (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 and Maintenance of Federal Awards through Fair Pay Commission processes.

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.

There have been no significant changes in the financial activities over the past year.

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 Victorian IEU Branch - Director of Catholic Superannuation Fund
Cathy Hickey	Federal Council member and Director NGS Super Fund
John Connors	Member of Victorian IEU Branch - Director of Catholic
	Superannuation Fund
Fran Renehan	Member of Committee of Management Victorian IEU Branch - Director
	of Catholic Superannuation Fund
Terry Burke	Federal Vice President and Secretary TEUA QLDNT Branch - Director
	of QIEC Pty. Ltd.
John Spriggs	Federal Council member and Senior Industrial Officer IEUA QLDNT
	Branch - Director of QIEC Pty. Ltd.
Chris Seymour	Federal Council member and Organiser IEUA QLDNT Branch - Alternate
	Director of QIEC Pty. Ltd.
Greg McGhie	Organiser IEUA QLDNT Branch - Director of QIEC Pty. Ltd.
Glen Seidel	Federal Vice President and Secretary IEUA SA Branch - Director of
	NGS Super Fund
Marg Sansom	President IEUA SA Branch Member Federal Council - Director of NGS
	Super Fund
Gloria Taylor	Federal Executive member and Deputy Secretary IEUA NSWACT Branch -
	Director of NGS Super Fund
John Quessy	Federal Council member and Assistant Secretary IEUA NSWACT Branch -
	Director NGS Super Fund
Kevin Phillips	IEUA NSWACT Branch Executive member and teacher - Director of NGS
	Super
Dick Shearman	Federal President and Secretary IEUA NSWACT Branch - Alternate
	Director NGS Super
Chris Wilkinson	President IEUA NSWACT Branch and teacher - Alternate Director NGS
	Super
Helen Spry	Member IEUA NSW/ACT Branch - Alternate Director NGS Super
Michael Hagan	IEUA NSWACT Branch Executive member and teacher - Director of the
Mhomogo Horro	Australian Catholic Superannuation Retirement Fund
Theresa Howe	Secretary IEUA WA Branch and non voting Plan Secretary of Concept
Nicol Prices	One Superannuation Fund
Nigel Briggs	Federal Council member and Assistant Secretary of IEUA WA Branch-
Decolo Deicet	Director of the Australian Catholic Superannuation Retirement Fund.
Angela Briant Bernadette Baker	Secretary IEUA TAS Branch - Director of Tasplan Superannuation Fund
bernauette Baker	Member IEUA Council and teacher - Director of the Australian Catholic Superannuation Retirement Fund
Paul Dolan	Member IEUA NSWACT Branch- Director of the Australian Catholic
Faul DOTall	
	Superannuation Retirement Fund

THE NUMBER OF PERSONS THAT WERE RECORDED IN THE REGISTER OF MEMBERS ON 31012/10 There were 66,361 members on the register of members on 31st December 2010.

THE NUMBER OF PERSONS WHO WERE EMPLOYEES OF THE FEDERAL UNION ON 31/12/10, INCLUDING FULL-TIME OR PART-TIME

As at 31 December 2010, there were four persons employed by the Federal Union. Three persons were employed on a full time basis and one on a part 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
Christine Cooper	12	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
Anthony Odgers	12	months

Richard Shearman

Federal President

Chris Watt

Federal Secretary

Dated 25 Chiny, 2011

HOUSTON & HANNA CHARTERED ACCOUNTANT

GPO Box 810, Canberra ACT 2601

Suite 15, George Turner Offices 11 McKayGardens, Turner ACT

K D Hanna FCA (Principal)

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INDEPENDENT AUDIT REPORT TO THE MEMBERS OF THE INDEPENDANT EDUCATION UNION OF AUSTRALIA FOR THE YEAR ENDED 31ST DECEMBER, 2010

I have audited the general purpose financial report, comprising the Income Statement, Balance Sheet, Statement of Change in Equity, Cashflow Statement, the Committee of Management Statement and accompanying Notes of the Independent Education Union of Australia, in respect of the year ended 31st December 2010 and received all the information and explanations I required for the purposes of my audit.

Scope

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

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

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

Audit Opinion.

In my opinion,

- (i) There were kept by the Organisation in respect of the year satisfactory accounting records detailing the sources and nature of the income of the Organisation (including income from members) and the nature and purpose of expenditure:
- (ii) The general purpose financial report is presented fairly in accordance with relevant Australian Accounting Standards and the requirements imposed the Fair Work (Registered Organisations) ACT 2009 ,including Part 3 of Chapter 8 of the RAØ Schedule.
- (iii) That the branch has not being involved with recovery of wages/activities puring the year.

Kim Hanna FCA Registered Company Auditor

Date ASI ATT