



13 October 2014

Mr Chris Watt  
Secretary  
Independent Education Union of Australia  
PO Box 177  
DEAKIN WEST ACT 2600

Dear Mr Watt,

**Re: Lodgement of Financial Report - *Fair Work (Registered Organisations) Act 2009* - Independent Education Union of Australia - for year ended 31 December 2013 (FR2013/476)**

I acknowledge receipt of the amended financial report for the Independent Education Union of Australia ('the reporting unit') for the year ended 31 December 2013, which was lodged with the Fair Work Commission (FWC) today.

The amended financial report has been filed. The amended report addresses issues raised in my previous correspondence and you are not required to take any further action in respect of the report lodged.

On the FWC website a number of factsheets in relation to the financial reporting process and associated timelines are available. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The FWC recommends reporting units use this model as it will assist in ensuring compliance with the *Fair Work (Registered Organisations) Act 2009*, the s.253 Reporting Guidelines and the Australian Accounting Standards. Access to this information may be obtained via [this link](#).

Should you require further information on the financial reporting requirements of the Act or wish to discuss these, I invite you to contact me on [REDACTED] or by email at [stephen.kellett@fwc.gov.au](mailto:stephen.kellett@fwc.gov.au).

Yours sincerely

Stephen Kellett  
Senior Adviser, Regulatory Compliance Branch  
Fair Work Commission

# Independent Education Union

Unit 10, 40 Brisbane Avenue  
BARTON ACT 2600

PO Box 177  
DEAKIN WEST ACT 2600



Telephone: (02) 6273 3107

Fax: (02) 6273 3710

Website: <http://www.ieu.org.au>

13 October 2014

General Manager

Fair Work Commission

GPO Box 1994

Melbourne VIC 3001

Dear General Manager

Please find attached the 2013 Audit for the Independent Education Union of Australia together with the Designated Officer's Certificate in accordance with the Fair Work (Registered Organisations) Act 2009.

Yours sincerely



Chris Watt

Federal Secretary

Designated Officer's Certificate  
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 the Fair Work (Registered Organisations) Act 2009; and
- That the full report was provided to members via its publication on the IEUA website at [www.ieu.org.au](http://www.ieu.org.au) on 17 September 2014; and
- That the full report was presented to the IEUA Federal Executive on 10 September 2014 and to the IEUA Federal Executive on 1 October 2014 in accordance with Fair Work (Registered Organisations) Act 2009

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

  
13/10/14.

**INDEPENDENT EDUCATION UNION  
OF AUSTRALIA**

*General Purpose Financial Report  
For The Year Ended 31 December 2013*

# INDEPENDENT EDUCATION UNION OF AUSTRALIA

## FEDERAL EXECUTIVE'S STATEMENT (COMMITTEE OF MANAGEMENT STATEMENT)

*for the period ended 31 December 2013*

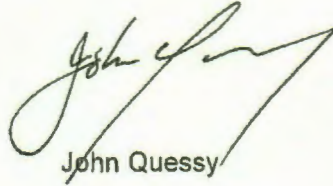
On the 10/09/2014 the Federal Executive of the Independent Education Union of Australia passed the following resolution in relation to the general purpose financial report (GPRF) for the year ended 31<sup>st</sup> December 2013:

The Federal Executive 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 reporting unit will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the GPRF relates and since the end of that year:
  - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RO Act; and
  - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation; and
  - (v) where information has been sought in any request by a member of the reporting unit or General Manager duly made under section 272 of the RO Act has been provided to the member or General Manager; and
  - (vi) No orders where made for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.
- (f) There were no recovery of wages activities during the financial year.

This declaration is made in accordance with a resolution of the Federal Executive.

Signature:



John Quessy  
Federal President



Chris Watt  
Federal Secretary

For Federal Executive:

Title of office held:

Dated:

September 2014

September 2014

# INDEPENDENT EDUCATION UNION OF AUSTRALIA

## OPERATING REPORT

*for the period ended 31<sup>st</sup> December 2013*

The committee presents its report on the reporting unit for the financial year ended 31<sup>st</sup> December 2013.

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

#### **Principal Activities**

- (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.
- (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 at the Fair Work 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 Fair Work 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 on Federal Awards through Fair Pay Commission processes.

#### **Results of these Activities**

- (1) Sustained membership of 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**

- (1) There have been no significant changes in the nature of these activities over the past year

### **Significant changes in financial affairs**

- (1) There have been no significant changes in the financial activities over the past year.

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

A member may resign from the Union in accord with Rule 21.

#### **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.

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

Debra James	Federal Vice President, Secretary IEUA VicTas Branch – Director of Catholic Superannuation Fund
Cathy Hickey	Federal Council member - Director NGS Super Fund
John Connors	Member Victoria Tasmania IEUA Branch – Director Catholic Superannuation Fund
Terry Burke	Federal Deputy President, Secretary IEUA QNT Branch – Director QIEC Pty. Ltd. the Corporate Trustee of QIEC Super
John Spriggs	Federal Council member, Senior Industrial Officer IEUA QNT Branch - Director QIEC Pty. Ltd., the Corporate Trustee of QIEC Super
Chris Seymour	Organiser IEUA QNT Branch – Alternate Director QIEC Pty. Ltd. the Corporate Trustee of QIEC Super
Greg McGhie	Organiser IEUA QNT Branch – Director QIEC Pty. Ltd. the Corporate Trustee of QIEC Super
Glen Seidel	Federal Executive member, Secretary IEU(SA) Branch – Director NGS Super Fund
Gloria Taylor	Federal Executive member, Deputy Secretary IEUA NSWACT Branch – Director NGS Super Fund
John Quessy	Federal Executive member, Secretary IEUA NSWACT Branch – Director NGS Super Fund
Richard Shearman	Federal President – Director NGS Super Fund
Christine Wilkinson	President IEUA NSWACT Branch –Director NGS Super Fund
Theresa Howe	Secretary IEUA WA Branch – Director Concept One The Industry Superannuation Fund
Angela Briant	Assistant Secretary IEUA VicTas Branch – Director TasPlan Superannuation Fund
Bernadette Baker	Federal Council member, teacher – Director Australian Catholic Superannuation Retirement Fund
Paul Dolan	Member IEUA NSWACT Branch - Director Australian Catholic Superannuation Retirement Fund
Helen Spry	Member IEUA NSWACT Branch – Alternate Director NGS Super Fund
Kevin Phillips	Organiser IEUA NSWACT Branch –Director NGS Super Fund (until 30 Jan 2013)

### **Number of members**

There were 75,575 members on the register of members on 31<sup>st</sup> December 2013

### **Number of employees**

As at 31 December 2013 the number of employees employed on a full-time equivalent basis was 3.6 FTE

### **Names of Committee of Management members and period positions held during the financial year**

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	Federal Secretary	12 months
Christine Cooper	Assistant Federal Secretary	12 months
Anthony Odgers	Assistant Federal Secretary	12 months
Dick Shearman	President	12 months
Terry Burke	Deputy President	12 months
Deb James	Vice President	12 months
Glen Seidel	Vice President	12 months
Theresa Howe	Delegate	12 months
Lyn Tunbridge	Delegate	12 months
John Quessy	Delegate	12 months

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

Christine Cooper	Director Teachers Union Health Fund Ltd Principal activity: Health Insurance The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.
Theresa Howe	Director Employment Law Centre of WA Inc Principal activity: Legal services The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council. Director Community Services Health and Education Training Council Inc Principal activity: Advice to Ministers on workforce requirements and industry qualifications

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Terry Burke

Director The Private Capital Group Pty Ltd.

Principal activity: Infrastructure Investment

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Director Teachers Union Health Fund Ltd

Principal activity: Health Insurance

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Director TIF International 1 Pty Ltd.

Principal activity: Infrastructure Investment

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Glen Seidel

Director NGS Financial Services and NGS Financial Planning.

Principal activity: Financial advice

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Dick Shearman

Director NGS Financial Services

Principal Activity: Financial advice

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Loretta Cotter

Director Teacher Learning Network

Principal Activity: Teacher professional development

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Deb James Director Teacher Learning Network  
Principal Activity: Teacher professional development  
The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Angela Briant Director Tasmanian Growth and Development Fund Pty Ltd  
Principal Activity: Financial Investments  
The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Director The Children's Book Council of Australia

Principal Activity: Promoting children's literature

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Director Lu Rees Archives of Australian Children's Literature Inc

Principal Activity: enhance appreciation of Australian children's literature

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

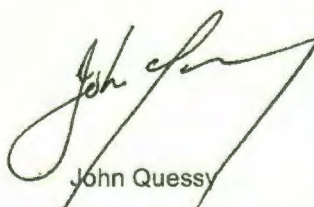
The Operating Report for the period ended 31<sup>st</sup> December 2013 was prepared by Chris Watt, Federal Secretary

Signature:

For Federal Executive:

Title of office held:

Dated:



John Quessy  
Federal President

10 September 2014



Chris Watt  
Federal Secretary

11 September 2014

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**BALANCE SHEET  
AS AT 31 DECEMBER 2013**

2012		Notes	2013
\$			\$
	<b>Current Assets</b>		
200	Cash on Hand		104
348,442	Cash at Bank		254,775
2,792	Business Investment Account		103,827
58,260	Amounts owing from other related Reporting Unit:	11(b)	142,877
<b>409,694</b>	<b>Total current assets</b>		<b>501,583</b>
	<b>Non Current Assets</b>		
21,624	Furniture & Equipment at cost	3	21,624
(12,763)	Less: Accumulated depreciation		(15,481)
<b>8,861</b>	<b>Total Non Current Assets</b>		<b>6,143</b>
<b>418,554</b>	<b>Total Assets</b>		<b>507,726</b>
	<b>Current Liabilities</b>		
19,069	Accrued Expenses & Creditors		49,906
77,292	Provision for Annual Leave - Officers	5	62,106
154,157	Provision for Long Service Leave - Officers	5	173,570
16,851	GST Payable		23,737
<b>267,369</b>	<b>Total current liabilities</b>		<b>309,319</b>
<b>-</b>	<b>Non Current Liabilities</b>		<b>-</b>
<b>267,369</b>	<b>Total Liabilities</b>		<b>309,319</b>
<b>151,185</b>	<b>Net Assets</b>		<b>198,407</b>
	<b>Represented by:</b>		
	<b>Members Funds</b>		
(25,921)	Balance at beginning of Year		151,185
177,106	Surplus(Deficit) for the Year		47,222
<b>151,185</b>	<b>Balance at End of Year</b>		<b>198,407</b>

*These financial statements should be read in conjunction with the attached notes.*

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**INCOME STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2013**

2012					2013
\$	\$		Notes	\$	\$
<b>INCOME</b>					
1,091,335		Capitation Fees Received	11(b)		1,099,328
-		Levies Charged - ACTU	11(b)		386,058
7,599		Interest Received & Other Income			1,063
<u>1,098,934</u>		<b>Total Income</b>			<u>1,486,449</u>
<b>EXPENSES</b>					
-		Affiliation Fees & Levies- ACTU			380,522
133,889		- International			139,424
1,210		- Other			1,327
3,000		Audit fees			3,000
		Employment Costs	9		
	440,690	- Officers		448,481	
	39,743	- Other		49,704	
	62,281	- On Costs (incl Super) - Officers		57,522	
	5,120	- On Costs (incl Super) Other		6,241	
	19,868	- Leave provisions - Annual -Officers		( 15,186)	
	<u>16,246</u>	- LSL - Officers		<u>19,413</u>	
583,948	<u>583,948</u>			<u>566,175</u>	566,175
3,243		Depreciation			2,718
2,655		Donations - APHEDA			10,000
34,169		Office Rent & Associated Costs			37,474
18,826		Communication Costs & Website Costs			24,299
104,461		Conference, meeting & travel Costs			159,127
13,284		Meeting costs - Executive/Council			22,337
16,631		Administration/Other Costs			32,551
6,513		Campaigns & Project Costs			60,273
<u>921,828</u>		<b>Total expenses</b>			<u>1,439,227</u>
<u>177,106</u>		<b>Net Operating Surplus (Loss) for year</b>			<u>47,222</u>

## INDEPENDENT EDUCATION UNION OF AUSTRALIA

### STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 DECEMBER 2013

2012		2013
\$		\$
	<b>Cashflows from Operating Activities</b>	
7,500	Revenue from Operations	-
1,486,858	Inflows from Related Reporting Entities	1,401,380
( 1,405,379)	Payments to Suppliers and Employees	( 1,395,173)
99	Interest Received	1,063
89,078	<b>Total Cashflows from Operating Activities</b> Note 4 (b)	7,270
	<b>Cash Flows from Investing Activities</b>	
-	Purchase of Plant & Equipment	-
-	Net Cash used in other activities	-
89,078	Net Increase (Decrease) in Cash Held	7,270
262,356	Cash at beginning of year	351,434
351,434	<b>Cash at end of year</b> Note 4 ( a)	358,704

### STATEMENT IN CHANGE IN EQUITY

	General Account	Indemnified by Branches	<b>Total</b>
Balance at 31/12/11	218,504	( 218,504)	\$ 0
Surplus/Loss for Year - 2012	177,106	( 25,921)	151,185
Balance at 31/12/12	151,185	-	151,185
Surplus for Year - 2013	47,222	-	47,222
Balance at 31/12/13	198,407	-	<b>198,407</b>

These financial statements should be read in conjunction with the attached notes.

# INDEPENDENT EDUCATION UNION OF AUSTRALIA

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### **Note 1 Summary of Significant Accounting Policies**

#### **1.1 Basis of Preparation of the Financial Statements**

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period and the Fair Work (Registered Organisation) Act 2009. For the purpose of preparing the general purpose financial statements, the Independent Education Union of Australia is a not-for-profit entity.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost, except for certain assets and liabilities are measured at fair value, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position. The financial statements are presented in Australian dollars.

#### **1.2 New Australian Accounting Standards**

##### **Adoption of New Australian Accounting Standard Requirements**

No accounting standard has been adopted earlier than the application date stated in the standard.

The accounting policies adopted are consistent with those of the previous financial year.

##### **Future Australian Accounting Standards Requirements**

New standards, amendments to standards or interpretations that were issued prior to the sign-off date and are applicable to the future reporting period that are not expected to have a future financial impact on independent Education Union of Australia.

#### **1.3 Capitation fees and levies**

Capitation fees and levies are to be recognised on an accrual basis and record as a revenue and/or expense in the year to which it relates.

#### **1.4 Employee Benefits**

A liability is recognised for benefits accruing to employees in respect of wages and salaries, annual leave, long service leave and termination benefits when it is probable that settlement will be required and they are capable of being measured reliably.

Liabilities for short-term employee benefits (as defined in AASB 119 Employee Benefits) and termination benefits due within twelve months of the end of reporting period are measured at their nominal amounts. The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

Other long-term employee benefits are measured as the present value of the estimated future cash outflows to be made by the reporting unit in respect of services provided by employees up to reporting date.

#### **1.5 Cash**

Cash is recognised at its nominal amount. Cash and cash equivalents included cash on hand, deposits held at call with bank, other short-term highly liquid investments with original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the consolidated statement of financial position.



# INDEPENDENT EDUCATION UNION OF AUSTRALIA

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### 1.6 Financial Instruments

#### Recognition

Financial instruments are initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist.

Financial assets at fair value through profit and loss

A financial asset is classified in this category if acquired principally for the purpose of selling in the short term or if so designated by management. Derivatives are also categorised as held for trading unless they are designated as hedges. Realised and unrealised gains and losses arising from changes in the fair value of these assets are included in the income statement in the period in which they arise.

Available-for-sale financial assets

Available-for-sale financial assets include any financial assets not included in the above categories. Available-for-sale financial assets are reflected at fair value. Unrealised gains and losses arising from changes in fair value are taken directly to equity.

#### Financial Liabilities

Non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

#### Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are stated at amortised cost using the effective interest rate method.

#### Held-to-maturity investments

These investments have fixed maturities, and it is the group's intention to hold these investments to maturity. Any held-to-maturity investments held by the group are stated at amortised cost using the effective interest rate method.

#### Impairment of Assets

At each reporting date, the group assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the income statement.

# INDEPENDANT EDUCATION UNION OF AUSTRALIA

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### 1.7 Land, Buildings, Plant and Equipment

#### Asset Recognition Threshold

Purchases of land, buildings, plant and equipment are recognised initially at cost in the Statement of Financial Position. The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

#### Depreciation

Depreciable property, plant and equipment assets are written-off to their estimated residual values over their estimated useful life using, in all cases, the straight line method of depreciation. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

Plant and equipment	3-5 years
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### 1.8 Taxation

Independant Education Union is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however still has obligation for Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office;
- and
- for receivables and payables.

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 2 - INFORMATION TO BE PROVIDED TO MEMBERS OR GENERAL MANAGER - FAIR WORK AUSTRALIA**

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, as amended, the attention of members is drawn to the provisions of Section 272, which indicates as follow:

- (1) A member of a reporting unit, or a General Manager Fair Work Australia, 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, 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).

**NOTE 3 - PLANT & EQUIPMENT**

	2013 \$	2012 \$
Furniture & Fittings @ Cost	9,546	9,546
Accumulated Depreciation	6,857	6,067
	<hr/> 2,689	<hr/> 3,479
Office Equipment @ Cost	12,078	12,078
Accumulated Depreciation	8,624	6,696
	<hr/> 3,454	<hr/> 5,382
<b>Total of Net Plant &amp; Equipment</b>	<b>6,143</b>	<b>8,861</b>

- movements in carrying amounts  
movement in the carrying amounts for each class of Plant & Equipment between the beginning and end of the current financial

	Office Furniture & Fittings	Office Equipment
Beginning of year	3,479	5,382
Additions/disposals	-	-
Depreciation for year	790	1,928
Balance at End of Year	<hr/> 2,689	<hr/> 3,454

**NOTE 4 - CASH FLOW INFORMATION**

**(a) Reconciliation of Cash**

	2013 \$	2012 \$
Cash on hand	102	200
Cash at bank	358,602	351,234
	<hr/> 358,704	<hr/> 351,434

**(b) Reconciliation of Cash Flows from Operations**

	2013 \$	2012 \$
Operating Surplus(Deficit) for Year	47,222	177,106
Depreciation	2,718	3,243
(Increase)Decrease in Prepayments/Debtors	(84,617)	( 56,328)
Increase (Decrease) in Creditors	30,834	( 62,196)
Increase (Decrease) in GST Payable	6,886	( 8,860)
Increase (Decrease) in Provision for:		
- Annual Leave	(15,186)	19,868
- Long Service Leave	19,413	16,246
	<hr/> 7,270	<hr/> 89,078

**NOTE 5 - PROVISION FOR STAFF LEAVE ENTITLEMENTS**

**Current Liabilities**

**Office Holder**

Provision for Annual Leave	62,106	77,292
Provision for Long Service Leave	173,570	154,157
	<hr/> 231,449	<hr/> 235,676

Annual Leave Entitlements to Other Staff

LSL to Other Staff	-	-
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<b>Total Current Staff Entitlements</b>	<hr/> 231,449	<hr/> 235,676
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**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

<b>NOTE 6 Key Management Personnel Remuneration</b>	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
Short - term employee benefits		
Salary (including annual leave taken)	448,481	440,690
Annual leave accrued	(15,186)	19,868
Performance bonus	-	-
<b>Total short-term employee benefits</b>	<u>433,295</u>	<u>460,558</u>
<b>Post - employment benefits:</b>		
Superannuation	57,522	62,281
<b>Total post - employment benefits</b>	<u>57,522</u>	<u>62,281</u>
<b>Other long - term benefits</b>		
Long - service leave - Accrued	19,413	16,246
<b>Total other long - term benefits</b>	<u>19,413</u>	<u>16,246</u>
<b>Total Remuneration to Key Management Personnel</b>	<u>510,230</u>	<u>539,085</u>

**NOTE 7 Transactions with key management personnel and their close family members**

There were no loans or other transactions between the reporting entity & it's key management employee during the reporting period

<b>NOTE 8 Remuneration of Auditors</b>	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
Values of the services provide		
Financial statement audit services	3,000	3,000
Other services (FBT)	-	300
<b>Total remuneration of auditors</b>	<u>3,000</u>	<u>3,300</u>

**NOTE 9 Employee Expenses**

<b>Holders of Office</b>		
Wages & Salaries	417,280	414,014
Leave payments made	31,201	26,676
Superannuation	57,522	62,281
Separation & other Employee expenses or provisions	-	-
<b>Subtotal Office Holder Employee Expenses</b>	<u>506,003</u>	<u>502,971</u>
<b>Employee other than office holders</b>		
Wages & Salaries	26,904	39,743
Leave payments made	22,800	-
Superannuation	6,241	5,120
Separation & other employee expenses/provisions	-	-
<b>Subtotal of non office holder employee expenses</b>	<u>55,945</u>	<u>44,863</u>
<b>Total Employee Expenses</b>	<u>561,948</u>	<u>547,834</u>

**INDEPENDENT EDUCATION UNION  
OF AUSTRALIA**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**Note 10 Financial Risk Management**

The Union's financial instruments consist mainly of deposits with banks, short and long-term investments, accounts receivable and accounts payable.

The main risks arising from the Union's financial instruments are liquidity risk, credit risk and market price risk. The Branch does not use derivative instruments to manage risks associated with its financial instruments.

The Union's Council have overall responsibility for risk management, including risks associated with financial instruments.

This note presents, information about the Union's exposure to liquidity, credit and market price risk, and its objectives, policies and processes for measuring and managing risk.

**Liquidity Risk**

Liquidity risk is the risk that the Union will not be able to fund its obligations as they fall due.

The following are the contractual maturities of financial assets and liabilities

WITHIN 1 YEAR		1 TO 5 YEARS		OVER 5 YEARS		TOTAL	
2013	2012	2013	2012	2013	2012	2013	2012
\$	\$	\$	\$	\$	\$	\$	\$

**Financial Liabilities Due For Payment**

Trade & other payables (including estimated annual leave and deferred income)	49,906	19,064	-	-	-	-	-	68,970
<b>Total expected outflows</b>	<b>49,906</b>	<b>19,064</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>68,970</b>

**Financial Assets - Cash Flows Realisable**

Cash and Cash Equivalents	358,706	351,434	-	-	-	-	-	710,140
Trade and other receivables	142,877	58,260	-	-	-	-	-	201,137
<b>Total anticipated inflows</b>	<b>501,583</b>	<b>409,694</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>911,277</b>
<b>Net inflow on financial instruments</b>	<b>451,677</b>	<b>390,630</b>						<b>842,307</b>

**Credit Risk**

Credit risk is the risk of financial loss to the Union if a customer or counterparty to a financial instrument fails to meet its contractual obligations.

**Exposure to Credit Risk**

The carrying amount of the Union's financial assets best represents its maximum credit risk exposure. The Union's maximum exposure to credit risk at the reporting date was:

	2013	2012
Cash and cash equivalents	358,706	351,434
Trade debtors	142,877	58,260
Other receivables	-	-

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**Note 11(a) Related Party Transactions**

Transactions between related parties are on normal commercial terms and conditions unless otherwise stated.

Transactions with related parties - State Branches of the Independent Education Union

	2013	2012
	\$	\$
- NSW/ACT - Rent	36,381	37,880

- Income from State Branches - Cash Basis

<b>Branches</b>	<b>Capitation fees</b>	<b>ACTU Levy</b>
- NSW/ACT	437,364	120,339
- S.A	50,459	13,995
- TISTA	5,687	1,565

Reimbursement of Various Expenses from Branch's not included.

**Note 11(b) Capitation Fees Charged to Branches & Associated Entities ( Accrual basis)**

<b>Branches</b>	<b>Capitation fees</b>	<b>ACTU Levy</b>	<b>Amounts Owing from Branches - 30/06/13</b>
- NSW/ACT	437,364	153,592	56,600
- VIC/TAS	293,636	103,118	38,000
- S.A	50,459	17,720	32,400
- W.A	61,818	21,709	6,530
- QLD/NT	250,364	87,922	8,000
- TISTA	5,687	1,997	1,347
	1,099,328	386,058	142,877

**Note 12**

	\$	\$
- Penalties -via RO Act or RO Regulations	-	-
- Legal Costs		
~ Litigation	-	-
~ Other - Special Projects/Equal Pay Case	19,027	-
- Grants or Donations Paid		
~ Grants - APHEDA	10,000	-
~ General Donations	-	-
- Affiliation Fees		
~ International Teacher Union	139,424	164,934
~ ACTU APHEDA	1,495	1,567
- Accounts other than general funds held ( Investment Acc)	103,827	2,792
- Consideration to Employers for payroll deductions	-	-
- Entrance fees -Payment or received	-	-
- Donations or grant income	-	-
- Transfer/withdrawals from special purpose accounts	-	-
- Fees or allowances paid to office - holders for attendance at meetings, ( other than their normal salary etc)		
- Payables to - Other reporting Units	-	-
- to employers (payroll)	-	-
- Legal Costs	-	-
- Separation/redundancy or other provisions for Office Hold	-	-
- Separation/redundancy or other provisions for other staff	-	-

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**Note 13 Other Disclosure Requirements**

- the purpose of compulsory levy to the ACTU was to support campaigns to protect members rights and entitlements.
  
- there are no agreed going concern financial support received or paid to another reporting unit
  
- there were no assets or liabilities acquired as a result of an amalgamation or restructure, or s245 certificate or s249 revocation.
  
- there have been no financial support from another reporting unit (other than reported in Note 10)
  
- There are no accounts or investments held in respect of compulsory levies or voluntary contributions (as none collected)
  
- There has been no administration of financial affairs by a third party.
  
- There were no business combinations and/or assets or liabilities acquired through any business combination

**Note 14 Contingent Liability**

There are no contingent liabilities outstanding at balance date.

**Note 15 Events after Balance Date**

There has not being any other material events between the balance date and the date of signing of the operating report.

**HOUSTON & HANNA**  
**CHARTERED ACCOUNTANT**

**K D Hanna FCA (Principal)**

**Telephone:** (02) 6249 8515  
(02) 6248 8175  
**Facsimile:** (02) 6249 6792

**GPO Box 810, Canberra ACT 2601**  
Suite 15, George Turner Offices  
11 McKay Gardens, Turner ACT

**email:** [kim@khanna.com.au](mailto:kim@khanna.com.au)

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF  
THE INDEPENDANT EDUCATION UNION OF AUSTRALIA  
FOR THE YEAR ENDED 31 DECEMBER 2013**

I have audited the general purpose financial report, comprising the Income Statement, Balance Sheet Statement of Change in Equity, Cashflow Statement, Committee of Management Statement and accompanying Notes of the Independent Education Union of Australia, in respect of the year ended 31 December 2013 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.

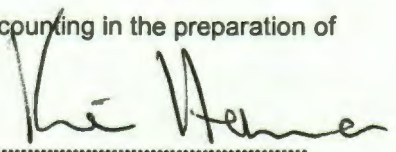
My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial 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 ,
- (iii) That the branch has not being involved with recovery of wages activities during the year.
- (iv) That the management's use of the going concern basis of accounting in the preparation of the financial statement is appropriate.

  
.....  
**Kim Hanna FCA**  
**Registered Company Auditor (341)**

Date.....11/9/14.....





22 August 2014

Mr Chris Watt  
Secretary  
Independent Education Union of Australia  
PO Box 177  
DEAKIN WEST ACT 2600

Dear Mr Watt,

**Re: Lodgement of Financial Report - *Fair Work (Registered Organisations) Act 2009* - Independent Education Union of Australia - for year ended 31 December 2013 (FR2013/476)**

I acknowledge receipt of the financial report for the Independent Education Union of Australia ('the reporting unit') for the year ended 31 December 2013, which was lodged with the Fair Work Commission (FWC) on 20 June 2014.

The financial report has not been filed. The financial report has been examined and following that examination a number of matters, the details of which are set out below, have been identified that you are required to address before the report will be filed.

The matters identified should be read in conjunction with the *Fair Work (Registered Organisations) Act 2009* (the RO Act), *Fair Work (Registered Organisations) Regulations 2009* (the RO Regs), Reporting Guidelines (RG) made under section 255 of the RO Act and Australian Accounting Standards. A 'Model financial statements' is also available on the FWC website to assist organisations in preparing returns, and I attach a copy with this letter.

The Notes to the general purpose financial report (GPFR), the Operating report and the Auditor's statement will require amendment as follows. The amended reports will need to be the subject of a fresh resolution and Committee of Management statement by the Committee, and after a fresh Auditor's statement has been signed, presented to the Committee for the purposes of section 266, republished on the reporting unit's website (or provided by other means to the members) and re-lodged with FWC.

Notes to the financial statements - Financial instruments disclosures

Australian Accounting Standard *AASB 7 Financial Instruments: Disclosures* details various reporting disclosures required by an entity in relation to financial instruments. This information, as applicable, has not been provided.

Disclosure of new Australian Accounting Standards

Australian Accounting Standard *AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors* paragraphs 14 and 28 require that the entity disclose:

- Australian Accounting Standards adopted during the period; and
- Australian Accounting Standards issued but not yet effective with an assessment of the future impact of the standard on the entity.

This latter information was not provided.

#### Activities under Reporting Guidelines not disclosed

Items 14, 16, 18, 20, 22, 24, 26 and 33 of the 2012-2013<sup>1</sup> Reporting Guidelines state that if any activities identified in items 10-13, 15, 17, 19, 21, 23, 25 or 27 respectively have not occurred in a reporting period, a statement to this effect (or a nil balance as per the Model Financial Statements) for each item must be included in the notes to the GPFR. I note that for the following items no such disclosure or statement has been made:

- 10 - agreed going concern financial support received from another reporting unit
- 11 - agreed going concern financial support paid to another reporting unit
- 12 - assets or liabilities acquired as a result of an amalgamation, restructure, or s245 certificate or s249 revocation
- 13 - business combination and/or assets or liabilities acquired through any business combination
- 15(a) - entrance fees or membership subscriptions
- 15(d) - donations or grants (or voluntary contributions) income
- 15(e) - financial support from another reporting unit of the organisation other than capitation or support already disclosed under RG10
- 17(d)(ii) - brief description of purpose of compulsory levy (to ACTU)
- 17(g)(iii) - leave expense to non-office (other) employees
- 17(h) - fees or allowances paid to office-holders for attendance at meetings
- 19(a) - receivables from any other reporting unit of the organisation
- 19(b) - payables to any other reporting unit of the organisation
- 21(a) - payables to employers as consideration for payroll deductions<sup>2</sup>
- 21(b) - payables in respect of legal costs or litigation<sup>3</sup>
- 21(c)(iii) - separation/redundancy provisions for office-holders
- 21(c)(iv) - 'other employee provisions' for office-holders
- 21(d)(i)-(iv) - provisions' separately broken down for employees other than office-holders
- 23(a) - name and balance of each fund or account operated in respect of compulsory levies or voluntary contributions
- 23(b) - investment of monies from compulsory levies or voluntary contributions
- 23(c) - any fund or account other than the general fund required to be kept by the rules of the Branch
- 23(d) - transfers to or withdrawals from any special purpose fund or account

The notes should be amended to include such statements (or nil balances) as appropriate.

#### Auditor's Report - Declaration relating to management use of the going concern basis of accounting

Item 45<sup>4</sup> of the Reporting Guidelines requires that the Auditor's Statement include a declaration, that as part of the audit of the financial statements, they have concluded that management's use of the going concern basis of accounting in the preparation of the financial statement is appropriate.

The Auditor's Statement that will have to be made in respect of the amended GPFR must include this declaration.

---

<sup>1</sup> These have been renumbered in the 2014 Reporting Guidelines (4th ed)

<sup>2</sup> As distinct from expenses incurred set out in Note 13 "Other Reportable Items"

<sup>3</sup> As distinct from expenses incurred set out in Note 13 "Other Reportable Items"

<sup>4</sup> Now renumbered RG 39 in the 4th edition

### Operating Report - Number of employees

Regulation 159(b) requires that where the number of employees includes both full-time and part-time the number of employees is to be disclosed as measured on a full-time equivalent basis.

The Operating Report stated that ‘Three persons were employed on a fulltime basis and one on a part-time basis’. The number of employees must be expressed as full-time equivalent.

Item 39(c) of the Reporting Guidelines requires that the Operating report must be dated by each officer who has signed the Operating Report.

The amended Operating Report must be dated by each officer who signs.

### Content of Designated Officer’s Certificate

The Designated Officer’s Certificate originally provided signed on 20 June 2014 did not indicate the date when the financial report was provided to members. This omission was brought to the reporting unit’s attention in respect of the previous year in Ms Fenwick’s letter dated 19 November 2013. This information indicates whether the reporting unit has complied with the time frame prescribed by sub-section 265(5). Please provide an amended Designated Officer’s certificate that includes this information.

In addition, the fresh Designated Officer’s certificate that will have to be signed in respect of the amended report(s) when they have been provided to the members (by publication on the reporting unit’s website) and presented to the Committee must also include this information.

### Advice in relation to Capitation receipts from Branches

Finally, I seek your advice in relation to the amounts disclosed as Income from the State Branches at Note 10 of the report, as to why the said amounts might not correspond in the reports of the relevant Branches.

For example, “affiliation fee” (i.e. capitation in the Income Statement) income from the NSW/ACT Branch is reported as \$437,364; however the report of the NSW/ACT Branch (see <http://www.e-airc.gov.au/files/130nsw/FR2013493.pdf>) states that no capitation was paid or payable.

Similarly, the capitation income from the WA Branch is reported as \$61,818; however the report of the WA Branch (see <http://www.e-airc.gov.au/files/130nwa/RevisedBranch2013signedaccou.pdf>) shows capitation expense as \$55,218.

Your advice will assist in understanding the relationship of the various accounts and statements and may be provided verbally directly to me on the telephone number below or by email at [stephen.kellett@fwc.gov.au](mailto:stephen.kellett@fwc.gov.au).

Yours sincerely



Stephen Kellett  
Senior Adviser, Regulatory Compliance Branch  
Fair Work Commission

cc. Ms Kim Hanna FCA



## INDEPENDENT EDUCATION UNION OF AUSTRALIA

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](mailto:ieu@ieu.org.au)

20 June 2014

General Manager  
Fair Work Commission  
GPO Box 1994  
Melbourne VIC 3001

Dear General Manager

Please find attached the 2013 Audit for the Independent Education Union of Australia together with the Designated Officer's Certificate in accordance with the Fair Work (Registered Organisations) Act 2009.

Yours sincerely

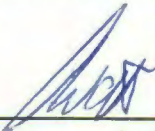
Chris Watt  
Federal Secretary

Designated Officer's Certificate  
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 the Fair Work (Registered Organisations) Act 2009; and
- That the full report was provided to members via its publication on the IEUA website at [www.ieu.org.au](http://www.ieu.org.au); and
- That the full report was presented to a meeting of to the IEUA Federal Executive on 20<sup>th</sup> March 2014 and to the IEUA Federal Executive on 19 June 2014 in accordance with Fair Work (Registered Organisations) Act 2009

Signature:

  
\_\_\_\_\_

Date:

20/6/14  
\_\_\_\_\_

**INDEPENDENT EDUCATION UNION  
OF AUSTRALIA**

*General Purpose Financial Report  
For The Year Ended 31 December 2013*



**FEDERAL EXECUTIVE'S STATEMENT  
(COMMITTEE OF MANAGEMENT STATEMENT)**

*for the period ended 31 December 2013*

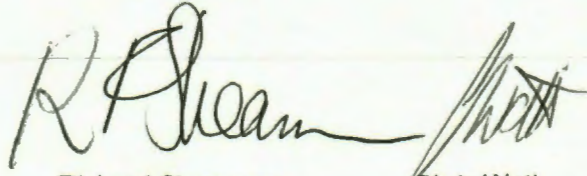
On the 20/03/2014 the Federal Executive of the Independent Education Union of Australia passed the following resolution in relation to the general purpose financial report (GPRF) for the year ended 31<sup>st</sup> December 2013:

The Federal Executive 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 reporting unit 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 committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RO Act; and
  - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation; and
  - (v) where information has been sought in any request by a member of the reporting unit or General Manager duly made under section 272 of the RO Act has been provided to the member or General Manager; and
  - (vi) No orders where made for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.
- (f) There were no recovery of wages activities during the financial year.

This declaration is made in accordance with a resolution of the Federal Executive.

Signature:

Handwritten signatures of Richard Shearman and Chris Watt. The signature of Richard Shearman is on the left, and the signature of Chris Watt is on the right.

For Federal Executive:

Richard Shearman

Chris Watt

Title of office held:

Federal President

Federal Secretary

Dated: 20<sup>th</sup> March 2014



**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**INCOME STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2013**

2012			Notes		2013
\$	\$			\$	\$
		<b>INCOME</b>			
1,091,335		Capitation Fees Received	10		1,099,328
-		Levies Charged - ACTU			386,058
7,599		Interest Received & Other Income			1,063
<u>1,098,934</u>		<b>Total Income</b>			<u>1,486,449</u>
		<b>EXPENSES</b>			
-		Affiliation Fees & Levies- ACTU			380,522
133,889		- International			139,424
1,210		- Other			1,327
3,000		Audit fees			3,000
		Employment Costs	9		
	440,690	- Officers		448,481	
	39,743	- Other		49,704	
	62,281	- On Costs (incl Super) - Officers		57,522	
	5,120	- On Costs (incl Super) Other		6,241	
	19,868	- Leave provisions - Annual -Officers		( 15,186)	
	16,246	- LSL - Officers		19,413	
583,948	583,948			<u>566,175</u>	566,175
3,243		Depreciation			2,718
2,655		Donations - APHEDA			10,000
34,169		Office Rent & Associated Costs			37,474
18,826		Communication Costs & Website Costs			24,299
104,461		Conference, meeting & travel Costs			159,127
13,284		Meeting costs - Executive/Council			22,337
16,631		Administration/Other Costs			32,551
6,513		Campaigns & Project Costs			60,273
<u>921,828</u>		<b>Total expenses</b>			<u>1,439,227</u>
<u>177,106</u>		<b>Net Operating Surplus (Loss) for year</b>			<u>47,222</u>

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**BALANCE SHEET  
AS AT 31 DECEMBER 2013**

2012		2013
\$	Notes	\$
	<b>Current Assets</b>	
200	Cash on Hand	104
348,442	Cash at Bank	254,775
2,792	Business Investment Account	103,827
58,260	Debtors - State Branches	142,877
<u>409,694</u>	<b>Total current assets</b>	<u>501,583</u>
	<b>Non Current Assets</b>	
21,624	Furniture & Equipment at cost	3 21,624
(12,763)	Less: Accumulated depreciation	(15,481)
<u>8,861</u>	<b>Total Non Current Assets</b>	<u>6,143</u>
<u>418,554</u>	<b>Total Assets</b>	<u>507,726</u>
	<b>Current Liabilities</b>	
19,069	Accrued Expenses & Creditors	49,906
77,292	Provision for Annual Leave - Officers	5 62,106
154,157	Provision for Long Service Leave - Officer	5 173,570
16,851	GST Payable	23,737
<u>267,369</u>	<b>Total current liabilities</b>	<u>309,319</u>
<u>-</u>	<b>Non Current Liabilities</b>	<u>-</u>
<u>267,369</u>	<b>Total Liabilities</b>	<u>309,319</u>
<u>151,185</u>	<b>Net Assets</b>	<u>198,407</u>
	<b>Represented by:</b>	
	<b>Members Funds</b>	
(25,921)	Balance at beginning of Year	151,185
177,106	Surplus(Deficit) for the Year	47,222
<u>151,185</u>	<b>Balance at End of Year</b>	<u>198,407</u>

*These financial statements should be read in conjunction with the attached notes.*

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**STATEMENT OF CASHFLOWS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

2013			2013
\$			\$
7,500	<b>Cashflows from Operating Activities</b>		
1,486,858	Revenue from Operations		-
( 1,405,379)	Inflows from Related Reporting Entities	Note 10	1,401,380
99	Payments to Suppliers and Employees		( 1,395,173)
<u>89,078</u>	Interest Received		<u>1,063</u>
	<b>Total Cashflows from Operating Activities</b>	Note 4 (b)	<u>7,270</u>
	<b>Cash Flows from Investing Activities</b>		
-	Purchase of Plant & Equipment		-
-	Net Cash used in other activities		-
89,078	<b>Net Increase (Decrease) in Cash Held</b>		7,270
262,356	Cash at beginning of year		351,434
<u>351,434</u>	<b>Cash at end of year</b>	Note 4 ( a)	<u>358,704</u>

**STATEMENT IN CHANGE IN EQUITY**

	<u>General Account</u>	<u>Indemnified by Branches</u>	<u>Total</u>
Balance at 31/12/11	218,504	( 218,504)	\$ 0
Surplus/Loss for Year - 2012	<u>177,106</u>	<u>( 25,921)</u>	<u>151,185</u>
Balance at 31/12/12	151,185	-	151,185
Surplus for Year - 2013	<u>47,222</u>	-	<u>47,222</u>
Balance at 31/12/13	<u>198,407</u>	-	<u>198,407</u>

These financial statements should be read in conjunction with the attached notes.



# INDEPENDENT EDUCATION UNION OF AUSTRALIA

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### **Note 1 Summary of Significant Accounting Policies**

#### **1.1 Basis of Preparation of the Financial Statements**

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period and the Fair Work (Registered Organisation) Act 2009. For the purpose of preparing the general purpose financial statements, the Independent Education Union of Australia is a non taxable entity.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost, except for certain assets and liabilities at measured at fair value, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position. The financial statements are presented in Australian dollars.

#### **1.2 Revenue**

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

Revenue from subscriptions is accounted for on an accrual basis and is recorded as revenue in the year to which it relates.

Interest revenue is recognised on an accrual basis using effective interest method.

#### **1.3 Capitation fees and levies**

Capitation fees and levies are to be recognised on an accrual basis and record as a revenue and/or expense in the year to which it relates.

#### **1.4 Employee Benefits**

A liability is recognised for benefits accruing to employees in respect of wages and salaries, annual leave, long service leave and termination benefits when it is probable that settlement will be required and they are capable of being measured reliably.

Liabilities for short-term employee benefits (as defined in AASB 119 Employee Benefits) and termination benefits due within twelve months of the end of reporting period are measured at their nominal amounts. The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

Other long-term employee benefits are measured as the present value of the estimated future cash outflows to be made by the reporting unit in respect of services provided by employees up to reporting date.

#### **1.5 Cash**

Cash is recognised at its nominal amount. Cash and cash equivalents included cash on hand, deposits held at call with bank, other short-term highly liquid investments with original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the consolidated statement of financial position.

# INDEPENDENT EDUCATION UNION OF AUSTRALIA

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### 1.6 Financial Instruments

#### Recognition

Financial instruments are initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist.

Financial assets at fair value through profit and loss

A financial asset is classified in this category if acquired principally for the purpose of selling in the short term or if so designated by management. Derivatives are also categorised as held for trading unless they are designated as hedges. Realised and unrealised gains and losses arising from changes in the fair value of these assets are included in the income statement in the period in which they arise.

#### Available-for-sale financial assets

Available-for-sale financial assets include any financial assets not included in the above categories. Available-for-sale financial assets are reflected at fair value. Unrealised gains and losses arising from changes in fair value are taken directly to equity.

#### Financial Liabilities

Non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

#### Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are stated at amortised cost using the effective interest rate method.

#### Held-to-maturity investments

These investments have fixed maturities, and it is the group's intention to hold these investments to maturity. Any held-to-maturity investments held by the group are stated at amortised cost using the effective interest rate method.

#### Impairment of Assets

At each reporting date, the group assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the income statement.



# INDEPENDANT EDUCATION UNION OF AUSTRALIA

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### 1.7 Land, Buildings, Plant and Equipment

#### Asset Recognition Threshold

Purchases of land, buildings, plant and equipment are recognised initially at cost in the Statement of Financial Position. The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

#### Depreciation

Depreciable property, plant and equipment assets are written-off to their estimated residual values over their estimated useful life using, in all cases, the straight line method of depreciation. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

Plant and equipment	3-5 years
---------------------	-----------

### 1.8 Taxation

Independant Education Union is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however still has obligation for Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office;
- and
- for receivables and payables.

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 2 - INFORMATION TO BE PROVIDED TO MEMBERS OR GENERAL MANAGER - FAIR WORK AUSTRALIA**

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, as amended, the attention of members is drawn to the provisions of Section 272, which indicates as follows:

- (1) A member of a reporting unit, or a General Manager Fair Work Australia, 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).

**NOTE 3 - PLANT & EQUIPMENT**

	2013	2012
	\$	\$
Furniture & Fittings @ Cost	9,546	9,546
Accumulated Depreciation	<u>6,857</u>	<u>6,067</u>
	2,689	3,479
Office Equipment @ Cost	12,078	12,078
Accumulated Depreciation	<u>8,624</u>	<u>6,696</u>
	3,454	5,382
Total of Net Plant & Equipment	<u>6,143</u>	<u>8,861</u>
- movements in carrying amounts		
movement in the carrying amounts for each class of Plant & Equipment between the beginning and end of the current financial		
	Office Furniture & Fittings	Office Equipment
Beginning of year	<u>3,479</u>	<u>5,382</u>
Additions/disposals	-	-
Depreciation for year	<u>790</u>	<u>1,928</u>
Balance at End of Year	<u>2,689</u>	<u>3,454</u>

**NOTE 4 - CASH FLOW INFORMATION**

(a) Reconciliation of Cash	2013	2012
	\$	\$
Cash on hand	102	200
Cash at bank	<u>358,602</u>	<u>351,234</u>
	<u>358,704</u>	<u>351,434</u>

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 4 - CASH FLOW INFORMATION (continued)**

<b>2012</b>	<b>(b) Reconciliation of Cash Flows from Operations</b>	<b>2013</b>
\$		\$
177,106	Operating Surplus(Deficit) for Year	47,222
3,243	Depreciation	2,718
( 56,328)	(Increase)Decrease in Prepayments/Debtors	(84,617)
( 62,196)	Increase (Decrease) in Creditors	30,834
( 8,860)	Increase (Decrease) in GST Payable	6,886
	Increase (Decrease) in Provision for:	
19,868	- Annual Leave	(15,186)
16,246	- Long Service Leave	19,413
<u>89,078</u>		<u>7,270</u>

**NOTE 5 - PROVISION FOR STAFF LEAVE ENTITLEMENTS**

	<b>Current Liabilities</b>	
	<b>Office Holder</b>	
77,292	Provision for Annual Leave	62,106
154,157	Provision for Long Service Leave	173,570
<u>231,449</u>		<u>235,676</u>
-	leave Entitlements to Other Staff	-
<u>231,449</u>	<b>Total Current Staff Entitlements</b>	<u>235,676</u>



**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

<b>NOTE 6 Key Management Personnel Remuneration</b>	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
Short - term employee benefits		
Salary (including annual leave taken)	448,481	440,690
Annual leave accrued	(15,186)	19,868
Performance bonus	-	-
<b>Total short-term employee benefits</b>	<u>433,295</u>	<u>460,558</u>
<b>Post - employment benefits:</b>		
Superannuation	57,522	62,281
<b>Total post - employment benefits</b>	<u>57,522</u>	<u>62,281</u>
<b>Other long - term benefits</b>		
Long - service leave - Accrued	19,413	16,246
<b>Total other long - term benefits</b>	<u>19,413</u>	<u>16,246</u>
<b>Total Remuneration to Key Management Personnel</b>	<u>510,230</u>	<u>539,085</u>

**NOTE 7 Transactions with key management personnel and their close family members**

There were no loans or other transactions between the reporting entity & it's key management employee during the reporting period

<b>NOTE 8 Remuneration of Auditors</b>	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
Values of the services provide		
Financial statement audit services	3,000	3,000
Other services (FBT)	-	300
<b>Total remuneration of auditors</b>	<u>3,000</u>	<u>3,300</u>

**NOTE 9 Employee Expenses**

<b>Holders of Office</b>		
Wages & Salaries	448,481	440,690
Superannuation	57,522	62,281
Seperation & other Employee expenses	-	-
<b>Subtotal Office Holder Employee Expenses</b>	<u>506,003</u>	<u>502,971</u>
<b>Employee other than office holders</b>		
Wages & Salaries	49,704	39,743
Superannuation	6,241	5,120
Seperation & other employee expenses	-	-
<b>Subtotal of non office holder employee expenses</b>	<u>55,945</u>	<u>44,863</u>
<b>Total Employee Expenses</b>	<u>561,948</u>	<u>547,834</u>

# INDEPENDENT EDUCATION UNION OF AUSTRALIA

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### Note 10 Related Party Transactions

Transactions between related parties are on normal commercial terms and conditions unless otherwise stated.

Transactions with related parties - State Branches of the Independent Education Union

	2013	2012
	\$	\$
- Expenses - Independent Education Union - Vic - payroll tax	7,285	7,259
- NSW/ACT - Rent	36,381	37,880
- Income from State Branches ACT Affiliation Contributions & ACTU Levy ( CASH BASIS)		
<b>Branches</b>	<b>Affiliation fees</b>	<b>ACTU Levy</b>
- NSW/ACT	437,364	120,339
- VIC/TAS	293,636	80,793
- S.A	50,459	13,995
- W.A	61,818	17,009
- QLD/NT	250,364	68,351
- TISTA	5,687	1,565
	<u>1,099,328</u>	<u>302,052</u>

Reimbursement of Various Expenses from Branches not included.

### Note 11 Events after Balance Date

There has not been any other material events between the balance date and the date of signing of the operating report.

### Note 12 Contingent Liability

There are no contingent liabilities outstanding at balance date.

### Note 13 Other Reportable Items

	2013	2012
	\$	\$
- Penalties -via RO Act or RO Regulations	-	-
- Legal Costs		
~ Litigation	-	-
~ Other - Special Projects/Equal Pay Case	19,027	-
- Grants or Donations		
~ Grants - APHEDA	10,000	-
~ General Donations	-	-
- Affiliation Fees		
~ International Teacher Union	139,424	164,934
~ ACTU	1,495	1,567
- Consideration to Employers for payroll deductions	-	-



**HOUSTON & HANNA**  
**CHARTERED ACCOUNTANT**

**K D Hanna FCA (Principal)**

**Telephone:** (02) 6249 8515  
(02) 6248 8175  
**Facsimile:** (02) 6249 6792

**GPO Box 810, Canberra ACT 2601**  
Suite 15, George Turner Offices  
11 McKay Gardens, Turner ACT

**email:** [kim@khanna.com.au](mailto:kim@khanna.com.au)

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF  
THE INDEPENDANT EDUCATION UNION OF AUSTRALIA  
FOR THE YEAR ENDED 31 DECEMBER 2013**

I have audited the general purpose financial report, comprising the Income Statement, Balance Sheet Statement of Change in Equity, Cashflow Statement, Committee of Management Statement and accompanying Notes of the Independent Education Union of Australia, in respect of the year ended 31 December 2013 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.

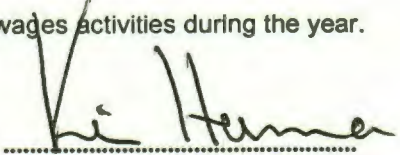
My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial 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 ,
- (iii) That the branch has not being involved with recovery of wages activities during the year.

  
.....  
**Kim Hanna FCA**  
**Registered Company Auditor (341)**  
Date.....25/3/14.....

**INDEPENDENT EDUCATION UNION OF AUSTRALIA**  
**OPERATING REPORT**

*for the period ended 31<sup>st</sup> December 2013*

The committee presents its report on the reporting unit for the financial year ended 31<sup>st</sup> December 2013.

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

**Principal Activities**

- (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.
- (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 at the Fair Work 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 Fair Work 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 on Federal Awards through Fair Pay Commission processes.

**Results of these Activities**

- (1) Sustained membership of 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**

- (1) There have been no significant changes in the nature of these activities over the past year

### **Significant changes in financial affairs**

- (1) There have been no significant changes in the financial activities over the past year.

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

A member may resign from the Union in accord with Rule 21.

#### **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.

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

Debra James	Federal Vice President, Secretary IEUA VicTas Branch – Director of Catholic Superannuation Fund
Cathy Hickey	Federal Council member - Director NGS Super Fund
John Connors	Member Victoria Tasmania IEUA Branch – Director Catholic Superannuation Fund
Terry Burke	Federal Deputy President, Secretary IEUA QNT Branch – Director QIEC Pty. Ltd. the Corporate Trustee of QIEC Super
John Spriggs	Federal Council member, Senior Industrial Officer IEUA QNT Branch - Director QIEC Pty. Ltd., the Corporate Trustee of QIEC Super
Chris Seymour	Organiser IEUA QNT Branch – Alternate Director QIEC Pty. Ltd. the Corporate Trustee of QIEC Super
Greg McGhie	Organiser IEUA QNT Branch – Director QIEC Pty. Ltd. the Corporate Trustee of QIEC Super
Glen Seidel	Federal Executive member, Secretary IEU(SA) Branch – Director NGS Super Fund
Gloria Taylor	Federal Executive member, Deputy Secretary IEUA NSWACT Branch – Director NGS Super Fund
John Quessy	Federal Executive member, Secretary IEUA NSWACT Branch – Director NGS Super Fund
Richard Shearman	Federal President – Director NGS Super Fund
Christine Wilkinson	President IEUA NSWACT Branch –Director NGS Super Fund
Theresa Howe	Secretary IEUA WA Branch – Director Concept One The Industry Superannuation Fund
Angela Briant	Assistant Secretary IEUA VicTas Branch – Director TasPlan Superannuation Fund
Bernadette Baker	Federal Council member, teacher – Director Australian Catholic Superannuation Retirement Fund
Paul Dolan	Member IEUA NSWACT Branch - Director Australian Catholic Superannuation Retirement Fund
Helen Spry	Member IEUA NSWACT Branch – Alternate Director NGS Super Fund
Kevin Phillips	Organiser IEUA NSWACT Branch –Director NGS Super Fund (until 30 Jan 2013)



### **Number of members**

There were 75,575 members on the register of members on 31<sup>st</sup> December 2013

### **Number of employees**

As at 31 December 2013 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

### **Names of Committee of Management members and period positions held during the financial year**

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	Federal Secretary	12 months
Christine Cooper	Assistant Federal Secretary	12 months
Anthony Odgers	Assistant Federal Secretary	12 months
Dick Shearman	President	12 months
Terry Burke	Deputy President	12 months
Deb James	Vice President	12 months
Glen Seidel	Vice President	12 months
Theresa Howe	Delegate	12 months
Lyn Tunbridge	Delegate	12 months
John Quessy	Delegate	12 months

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

Christine Cooper	Director Teachers Union Health Fund Ltd Principal activity: Health Insurance The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.
Theresa Howe	Director Employment Law Centre of WA Inc Principal activity: Legal services The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council. Director Community Services Health and Education Training Council Inc Principal activity: Advice to Ministers on workforce requirements and industry qualifications

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Terry Burke

Director The Private Capital Group Pty Ltd.

Principal activity: Infrastructure Investment

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Director Teachers Union Health Fund Ltd

Principal activity: Health Insurance

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Director TIF International 1 Pty Ltd.

Principal activity: Infrastructure Investment

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Glen Seidel

Director NGS Financial Services and NGS Financial Planning.

Principal activity: Financial advice

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Dick Shearman

Director NGS Financial Services

Principal Activity: Financial advice

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Loretta Cotter

Director Teacher Learning Network

Principal Activity: Teacher professional development

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.



Deb James

Director Teacher Learning Network

Principal Activity: Teacher professional development

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Angela Briant

Director Tasmanian Growth and Development Fund Pty Ltd

Principal Activity: Financial Investments

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

Director The Children's Book Council of Australia

Principal Activity: Promoting children's literature

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

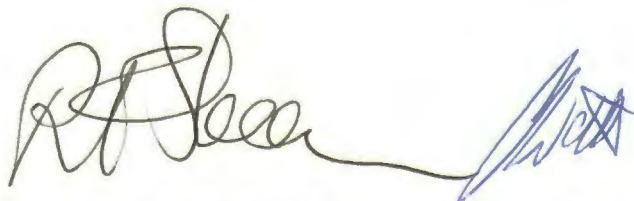
Director Lu Rees Archives of Australian Children's Literature Inc

Principal Activity: enhance appreciation of Australian children's literature

The officer does not hold the position because they are an officer or employee of the reporting unit or were nominated for the position by the reporting unit or by a peak council.

The Operating Report for the period ended 31<sup>st</sup> December 2013 was prepared by Chris Watt, Federal Secretary

Signature:

The image shows two handwritten signatures in blue ink. The signature on the left is for Richard Shearman, and the signature on the right is for Chris Watt. Both signatures are stylized and cursive.

For Federal Executive:

Richard Shearman

Chris Watt

Title of office held:

Federal President

Federal Secretary

Dated: 20<sup>th</sup> March 2014



3 March 2014

Mr Chris Watt  
Federal Secretary  
Independent Education Union of Australia  
Sent by email: [cwatt@ieu.org.au](mailto:cwatt@ieu.org.au)

Dear Mr Watt,

**Re: Lodgement of Financial Report - [FR2013/476]  
Fair Work (Registered Organisations) Act 2009 (the RO Act)**

The financial year of the Independent Education Union of Australia (the reporting unit) ended on 31 December 2013.

This is a courtesy letter to remind you of the obligation to prepare and lodge the financial report for the reporting unit by the due date, namely 15 July 2014 (being the expiry date of 6 months and 14 days from the end of the financial year), under s.268 of the RO Act.

The RO Act sets out a particular chronological order in which financial documents and statements must be prepared, audited, provided to members and presented to a meeting. For your assistance, the attached *Timeline/Planner* summarises these requirements.

Fact sheets and guidance notes in relation to financial reporting under the RO Act are provided on the Fair Work Commission website. Additionally, the General Manager's updated Reporting Guidelines, that apply to all financial reports prepared on or after 30 June 2013, are also available on the website as is our webinar on the financial Reporting Guidelines.

The Fair Work Commission has also developed a model set of financial statements for the 2012-2013 financial year. There is no requirement to use this model but it may be a useful resource to ensure compliance with the RO Act, the Reporting Guidelines and the Australian Accounting Standards. All of the above information can be accessed through our website under [Compliance & litigation](#).

The financial report and any statement of loans, grants or donations made during the financial year [statement must be lodged within 90 days of end of financial year] can be emailed to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au). A sample statement of loans, grants or donations is available at [sample documents no.5](#)

**It should be noted that s.268 is a civil penalty provision.** Failure to lodge a financial report may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$51,000 for a body corporate and \$10,200 for an individual per contravention) being imposed upon an officer whose conduct led to the contravention and/or your organisation.

Should you seek any clarification in relation to the above, please contact me on (03) 8661 7936 or via email at [robert.pfeiffer@fwc.gov.au](mailto:robert.pfeiffer@fwc.gov.au).

Yours sincerely,

Robert Pfeiffer  
Senior Adviser  
Regulatory Compliance Branch

## TIMELINE/ PLANNER

Financial reporting period ending:	/ /	
Prepare financial statements and Operating Report.		
<p>(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.</p> <p>(b) A #designated officer must sign the Statement which must then be forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR).</p>	/ /	As soon as practicable after end of financial year
Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /	<p>Within a reasonable time of having received the GPFR</p> <p>(NB: Auditor's report must be dated on or after date of Committee of Management Statement</p>
<p>Provide full report free of charge to members – s265</p> <p>The full report includes:</p> <ul style="list-style-type: none"> <li>the General Purpose Financial Report (which includes the Committee of Management Statement);</li> <li>the Auditor's Report; and</li> <li>the Operating Report.</li> </ul>	/ /	<p>(a) if the report is to be presented to a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting,</p> <p>or</p> <p>(b) in any other case including where the report is presented to a Committee of Management meeting*, the report must be provided to members within 5 months of end of financial year.</p>
Present full report to:		
(a) General Meeting of Members - s266 (1),(2); OR	/ /	Within 6 months of end of financial year
(b) where the rules of organisation or branch allow* - a Committee of Management meeting - s266 (3)	/ /	Within 6 months of end of financial year
Lodge full report with the Fair Work Commission, together with the #Designated Officer's certificate++ – s268	/ /	Within 14 days of meeting

\* the full report may only be presented to a committee of management meeting if the rules of the reporting unit provide that a percentage of members (not exceeding 5%) are able to call a general meeting to consider the full report.

# The Committee of Management Statement and the Designated Officer's certificate must be signed by the Secretary or another officer who is an elected official and who is authorised under the rules (or by resolution of the organisation) to sign the statement or certificate – s243.

++ The Designated Officer's certificate must state that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with s266 – dates of such events must be included in the certificate. The certificate cannot be signed by a non-elected official.