



Australian Government
Australian Industrial Registry

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Melbourne, VIC 3000
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Mr John Barlow
Branch Secretary
National Tertiary Education Industry Union
Australian Catholic University Branch
C/- Dept of Professional Development
Australian Catholic University
Mt. S. Mary Campus
179 Albert Road
STRATHFIELD NSW 2135

By email: j.barlow@mary.acu.edu.au

Dear Mr Barlow

**Re: Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)
Financial Reports for year ended 30 June 2007 – FR2007/313**

I acknowledge receipt of the financial reports of the National Tertiary Education Industry Union – Australian Catholic University Branch for the year ended 30 June 2007 and the further Committee of Management Statement and Operating Report both dated 10 August 2007. The documents were lodged in the Industrial Registry on 19 December 2007 and 21 February 2008 respectively.

Based on the information provided in the Committee of Management Statement and the Operating Report dated 10 August 2007 the documents have been filed.

For future financial reports, you should take advantage of the electronic lodgement service provided by the Registry for future lodgements. You may register as a user and then lodge your documents via the Electronic Lodgement page of the AIRC website at www.airc.gov.au. Alternatively, you may send an email with the documents attached to riateam3@air.gov.au.

Should you wish to discuss any matters regarding your reporting unit's financial reporting obligations I may be contacted on (03) 8661 7989 (Wed and Thurs) or by e-mail at cynthia.lobooth@air.gov.au.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Cynthia Lo-Booth'.

Cynthia Lo-Booth
Statutory Services Branch

5 March 2008

Cc: Ken Smith
By email: ken.smith@acu.edu.au

Committee of Management Statement

On **10 August 2007** the Committee of Management of **Australian Catholic University NTEU Branch** passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended **30 June 2007**:

The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv) no orders have been made by the Commission under Section 273 of the RAO Schedule during the financial year.

For Committee of Management: **Ken Smith**

Title of Office held: **Finance Officer**



Ken Smith
ACU NTEU Branch Finance Officer

Date: 10 August 2007

OPERATING REPORT

AND

GENERAL PURPOSE FINANCIAL REPORT

ACU NTEU BRANCH

JULY 1, 2006 TO JUNE 30, 2007

OPERATING REPORT

ACU NTEU BRANCH

JULY 1, 2006 TO JUNE 30, 2007

Principal Activities

The principal activities of the Branch during the financial year were:

- To improve and protect the salaries and conditions of employment of our members;
- To represent our members in approaches to and discussions with their employer;
- To negotiate collective agreements which improve the conditions of employment of our members;
- To enforce existing industrial agreements on behalf of our members; and
- To promote industrial peace through conciliation and arbitration.

Results of Principal Activities

The Branch's principal activities resulted in the maintenance and improvement of the salaries and conditions of employment of our members, especially for those members covered by collective agreements negotiated by the Branch.

Significant Changes in the Nature of Principal Activities

There were no significant changes in the nature of the Branch's principal activities during the financial year.

Significant Changes in the Branch's Financial Affairs

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Branch.

Trustee or Director of a Trustee Company of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme

No officer of the Branch was a Trustee or Director of a Trustee Company of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme.

Number of Members

The number of persons who, at the end of the financial year, were recorded on the Register of Members was 333.

Number of Employees

The Branch had no paid employees during the financial year.

Members of the Committee of Management

The persons who held office as members of the Committee of Management of the Branch at the beginning of the financial year were:

President -----	Glenis Davey
Vice-President (Academic) -----	Robin Fisher
Vice-President (General) -----	Jeremy Gauder
Secretary -----	John Barlow
Committee Member -----	Peter Bastian
Committee Member -----	Ken Ralph
Committee Member -----	Ken Smith
Committee Member -----	Brian King
Committee Member -----	Peter Blakey
Committee Member -----	Beatrice Johnson
Committee Member -----	Elizabeth O'Brien
Committee Member -----	Des Matejka
Committee Member -----	Patrick McArdle

There were no changes to the composition of the Committee of Management during the financial year.

There were no changes to the composition of the Committee of Management during the financial year.

Manner of Resignation – s254(2)(c)

Members may resign from the Branch in accordance with Rule 11 (Resignation from Membership) which reads as follows:

11.1 A member may resign from membership by written notice addressed and delivered to the member's Division Secretary or Branch Secretary provided that:

- (a) Where a written notice of resignation is received by a Division Secretary, he or she shall as soon as practicable forward a copy of the notice of resignation to the appropriate Branch Secretary;
- (b) Where a written notice of resignation is received by a Branch Secretary, he or she shall as soon as practicable forward a copy of the notice of resignation to the relevant Division Secretary.

11.2 A notice of resignation from membership takes effect :

(a) where the member ceases to be eligible to become a member of the Union

- (i) on the day on which the notice is received by the Union; or
- (ii) 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

(b) in any other case:

- (i) at the end of two weeks, or if permitted by law three months after the notice is received by the Union; or
- (ii) on the day specified in the notice;

whichever is later.

- 11.3 Any dues payable but not paid by a former member in relation to a period before the member's resignation 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.
- 11.4 A notice delivered to the Division Secretary or Branch Secretary shall be taken to have been received by the Union when it was delivered.

A handwritten signature in black ink, appearing to read 'Ken Smith', with a stylized flourish at the end.

Ken Smith
ACU NTEU Branch Finance Officer

Date:10 August 2007

GENERAL PURPOSE FINANCIAL REPORT

ACU NTEU BRANCH

JULY 1, 2006 TO JUNE 30, 2007

INFLOWS

ACU ACT Inc	9314.04
ACU NSW Inc	46121.93
ACU QLD Inc	27865.05
ACU VIC Inc	46550.28
Interest	566.50
Nat Off Reimb	6173.77

TOTAL INFLOWS	136591.57

OUTFLOWS

Auditor Fees	2750.00
Bookkeeping	2400.00
Exec expenses	393.85
NTEU ACT	3725.61
NTEU FED	71919.12
NTEU NSW	17526.34
NTEU QLD	11146.00
NTEU VIC	14896.08
SESSIONAL FEES	858.50

TOTAL OUTFLOWS	125615.50

OVERALL TOTAL	10976.07

INCOME

ACU ACT Inc		
31/07/06	S	R 982.28
31/08/06	S	R 870.76
30/09/06	S	R 743.95
31/10/06	S	R 741.88
30/11/06	S	R 741.88
31/12/06	S	R 1112.82
31/01/07	S	R 759.19
28/02/07	S	R 638.00
31/03/07	S	R 624.71
30/04/07	S	R 618.60
31/05/07	S	R 618.60
30/06/07	S	R 861.37
TOTAL ACU ACT Inc		9314.04
ACU NSW Inc		
31/07/06	S	R 3712.07
31/08/06	S	R 3633.36
30/09/06	S	R 3572.44
31/10/06	S	R 3579.12
30/11/06	S	R 3589.63
31/12/06	S	R 5274.80
31/01/07	S	R 3536.65
28/02/07	S	R 3508.30
31/03/07	S	R 3517.84
30/04/07	S	R 3469.08
31/05/07	S	R 3450.88
30/06/07	S	R 5277.76
TOTAL ACU NSW Inc		46121.93
ACU QLD Inc		
31/07/06	S	R 2253.98
31/08/06	S	R 2180.58
30/09/06	S	R 2166.62
31/10/06	S	R 2124.76
30/11/06	S	R 2124.76
31/12/06	S	R 3188.41
31/01/07	S	R 2147.63
28/02/07	S	R 2171.23
31/03/07	S	R 2129.80
30/04/07	S	R 2121.96
31/05/07	S	R 2080.78
30/06/07	S	R 3174.54
TOTAL ACU QLD Inc		27865.05

NTEU VIC				
31/07/06	528	VIC NTEU STATE OFFICE	JULY	R -1147.37
31/08/06	534	VIC NTEU STATE OFFICE	AUGUST	R -1119.66
30/09/06	540	VIC NTEU STATE OFFICE	SEPTEMBER	R -1120.17
31/10/06	546	VIC NTEU STATE OFFICE	OCTOBER	R -1122.53
30/11/06	555	VIC NTEU STATE OFFICE	NOVEMBER	R -1125.66
31/12/06	563	VIC NTEU STATE OFFICE	DECEMBER	R -1712.19
31/01/07	568	VIC NTEU STATE OFFICE	JANUARY	R -1138.70
28/02/07	573	VIC NTEU STATE OFFICE	FEBRUARY	R -1153.60
31/03/07	581	VIC NTEU STATE OFFICE	MARCH	R -1192.01
30/04/07	587	VIC NTEU STATE OFFICE	APRIL	R -1150.78
31/05/07	593	VIC NTEU STATE OFFICE	MAY	R -1169.80
30/06/07	599	VIC NTEU STATE OFFICE	JUNE	R -1743.61
TOTAL NTEU VIC				-14896.08

SESSIONAL FEES

28/03/07	577	TIME RELEASE 10 HRS @ \$85.85		R -858.50
TOTAL SESSIONAL FEES				-858.50

TOTAL EXPENSES -125615.50

TOTAL INCOME - EXPENSES 10976.07

NTEU FED					
31/07/06	529	FEDERAL NTEU OFFICE	JULY	R	-5838.69
31/08/06	535	FEDERAL NTEU OFFICE	AUGUST	R	-5648.07
30/09/06	541	FEDERAL NTEU OFFICE	SEPTEMBER	R	-5542.93
31/10/06	547	FEDERAL NTEU OFFICE	OCTOBER	R	-5528.13
30/11/06	556	FEDERAL NTEU OFFICE	NOVEMBER	R	-5289.66
31/12/06	564	FEDERAL NTEU OFFICE	DECEMBER	R	-8295.39
31/01/07	569	FEDERAL NTEU OFFICE	JANUARY	R	-5556.39
28/02/07	574	FEDERAL NTEU OFFICE	FEBRUARY	R	-5518.29
31/03/07	582	FEDERAL NTEU OFFICE	MARCH	R	-5560.20
30/04/07	588	FEDERAL NTEU OFFICE	APRIL	R	-5456.11
31/05/07	594	FEDERAL NTEU OFFICE		R	-5460.52
31/05/07	594	FEDERAL NTEU OFFICE	MARCH SHORTPAYMENT REIMBURSEMENT	R	-6.80
30/06/07	600	FEDERAL NTEU OFFICE	JUNE	R	-8217.94
TOTAL NTEU FED					-71919.12

NTEU NSW					
31/07/06	526	NSW NTEU STATE OFFICE	JULY	R	-1410.59
31/08/06	532	NSW NTEU STATE OFFICE	AUGUST	R	-1380.68
30/09/06	538	NSW NTEU STATE OFFICE	SEPTEMBER	R	-1357.53
31/10/06	544	NSW NTEU STATE OFFICE	OCTOBER	R	-1360.07
30/11/06	553	NSW NTEU STATE OFFICE	NOVEMBER	R	-1364.06
31/12/06	561	NSW NTEU STATE OFFICE	DECEMBER	R	-2004.42
31/01/07	566	NSW NTEU STATE OFFICE	JANUARY	R	-1343.93
28/02/07	571	NSW NTEU STATE OFFICE	FEBRUARY	R	-1333.15
31/03/07	579	NSW NTEU STATE OFFICE	MARCH	R	-1336.78
30/04/07	585	NSW NTEU STATE OFFICE	APRIL	R	-1318.25
31/05/07	591	NSW NTEU STATE OFFICE	MAY	R	-1311.33
30/06/07	597	NSW NTEU STATE OFFICE	JUNE		-2005.55
TOTAL NTEU NSW					-17526.34

NTEU QLD					
31/07/06	527	QLD NTEU STATE OFFICE	JULY	R	-901.59
31/08/06	533	QLD NTEU STATE OFFICE	AUGUST	R	-872.23
30/09/06	539	QLD NTEU STATE OFFICE	SEPTEMBER	R	-866.65
31/10/06	545	QLD NTEU STATE OFFICE	OCTOBER	R	-849.90
30/11/06	554	QLD NTEU STATE OFFICE	NOVEMBER	R	-849.90
31/12/06	562	QLD NTEU STATE OFFICE	DECEMBER	R	-1275.36
31/01/07	567	QLD NTEU STATE OFFICE	JANUARY	R	-859.05
28/02/07	572	QLD NTEU STATE OFFICE	FEBRUARY	R	-868.49
31/03/07	580	QLD NTEU STATE OFFICE	MARCH	R	-851.92
30/04/07	586	QLD NTEU STATE OFFICE	APRIL	R	-848.78
31/05/07	592	QLD NTEU STATE OFFICE	MAY	R	-832.31
30/06/07	598	QLD NTEU STATE OFFICE	JUNE	R	-1269.82
TOTAL NTEU QLD					-11146.00

EXPENSES

Auditor Fees				
6/11/06	548	LOCKWOOD WEHRENS	2005-2006 AUDIT	R -2750.00
TOTAL Auditor Fees				-2750.00
Bookkeeping				
3/07/06	523			R -200.00
3/08/06	524			R -200.00
3/09/06	530			R -200.00
3/10/06	536			R -200.00
3/11/06	542			R -200.00
3/12/06	550			R -200.00
3/01/07	558			R -200.00
3/02/07	559			R -200.00
3/03/07	575			R -200.00
3/04/07	576			R -200.00
3/05/07	583			R -200.00
3/06/07	589			R -200.00
TOTAL Bookkeeping				-2400.00
Exec expenses				
15/11/06	549	**VOID**Ms Laurine Hurley		R 0.00
28/11/06	551	Ms Laurine Hurley		R -393.85
TOTAL Exec expenses				-393.85
NTEU ACT				
31/07/06	525	ACT NTEU STATE OFFICE	JULY	R -392.91
31/08/06	531	ACT NTEU STATE OFFICE	AUGUST	R -348.30
30/09/06	537	ACT NTEU STATE OFFICE	SEPTEMBER	R -297.58
31/10/06	543	ACT NTEU STATE OFFICE	OCTOBER	R -296.75
30/11/06	552	ACT NTEU STATE OFFICE	NOVEMBER	R -296.75
31/12/06	560	ACT NTEU STATE OFFICE	DECEMBER	R -445.13
31/01/07	565	ACT NTEU STATE OFFICE	JANUARY	R -303.68
28/02/07	570	ACT NTEU STATE OFFICE	FEBRUARY	R -255.20
31/03/07	578	ACT NTEU STATE OFFICE	MARCH	R -249.88
30/04/07	584	ACT NTEU STATE OFFICE	APRIL	R -247.44
31/05/07	590	ACT NTEU STATE OFFICE	MAY	R -247.44
30/06/07	596	ACT NTEU STATE OFFICE	JUNE	R -344.55
TOTAL NTEU ACT				-3725.61

ACU VIC Inc			R 3585.53
31/07/06	S		R 3498.93
31/08/06	S		R 3500.53
30/09/06	S		R 3507.92
31/10/06	S		R 3517.68
30/11/06	S		R 5350.60
31/12/06	S		R 3558.43
31/01/07	S		R 3605.01
28/02/07	S		R 3725.04
31/03/07	S		R 3596.20
30/04/07	S		R 3655.62
31/05/07	S		R 5448.79
30/06/07	S		46550.28
TOTAL ACU VIC Inc			

Interest			R 491.64
16/10/06			R 74.86
16/04/07			566.50
TOTAL Interest			

Nat Off Reimb			R 489.56
8/08/06			R 677.21
3/10/06			R 488.95
16/10/06			R 572.18
8/11/06			R 541.37
8/12/06			R 557.36
25/12/06			R 312.31
25/12/06			R 538.50
8/02/07			R 465.81
9/03/07			R 418.10
16/04/07			R 565.40
8/05/07			R 547.02
12/06/07			6173.77
TOTAL Nat Off Reimb			

TOTAL INCOME			136591.57
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Australian Government

Australian Industrial Registry

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Mr John Barlow
Branch Secretary
National Tertiary Education Industry Union
Australian Catholic University Branch
C/- Dept of Professional Development
Australian Catholic University
Mt. S. Mary Campus
179 Albert Road
STRATHFIELD NSW 2135

By email: j.barlow@mary.acu.edu.au

Dear Mr Barlow

**Re: Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)
Financial Reports for year ended 30 June 2007 – FR2007/313**

I acknowledge receipt of the financial reports of the National Tertiary Education Industry Union – Australian Catholic University Branch for the year ended 30 June 2007. The documents were lodged in the Industrial Registry on 19 December 2007.

The documents have not been filed.

To satisfy the requirements of the *RAO Schedule* the financial reports should be prepared, audited, supplied to members, presented to a meeting and lodged in the Industrial Registry within certain timescale requirements.

There are several problems with which the sequence of these events have occurred in the financial documents lodged by your organisation.

From the information available, the Committee of Management Statement and the Operating Report are both dated 5 December 2007, the Auditor's Report is dated 20 October 2007, the full report was provided to members on 13 November 2007 and presented to a general meeting of members on 4 December 2007.

It would appear that the auditor did not take into account the Committee of Management Statement in the auditing of the general purpose financial reports. Item 24 of the Reporting Guidelines requires a Committee of Management Statement be prepared. Section 253(2)(c) of the *RAO Schedule* states that the general purpose financial report must consist also of "any other reports or statements required by the reporting guidelines". Consequently, the Committee of Management Statement must be prepared and signed before the Auditor's Report so the statement can be considered by the auditor.

I also note from the Secretary's Certificate that the full report was provided to members on 13 November 2007 and presented to a general meeting of members on 4 December 2007. This suggests that members were not provided with the Committee of Management Statement and the Operating Report which are both dated 5 December 2007. Furthermore, the Committee of Management Statement and the Operating Report were not presented at the general meeting as they were dated a day after the general meeting.

Generally, the content of your organisation's full report appear to comply with the *RAO Schedule* but it is the sequence in which these events have taken place that is flawed and therefore, fail to satisfy the requirements of the Act.

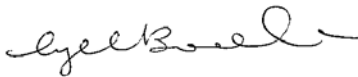
Accordingly, in order to secure compliance with your organisation's reporting obligations, I require you to:

- arrange for the preparation of a fresh auditor's report to take into account the Committee of Management Statement; and
- supply the full report, which consists of the Operating Report, Committee of Management Statement, the signed Auditor's Report and the General Purpose Financial Report, to the members; and
- present the full report to a general meeting of members at least 21 days after the provision of the full report to the members; and
- prepare a fresh and appropriately signed designated officer's certificate and lodge this with copies of the relevant documents with the Registry within 14 days after the general meeting.

I have also enclosed a document entitled "Financial Reporting Timeline (RAO Schedule)". This is a flow chart to assist your organisation in understanding the sequence of events of the reporting process set out in the *RAO Schedule*.

If you wish to discuss any matters regarding your reporting unit's financial reporting obligations I can be contacted on (03) 8661 7989 (Wed and Thurs) or by e-mail at cynthia.lobooth@air.gov.au.

Yours sincerely,



Cynthia Lo-Booth
Statutory Services Branch

21 February 2008

Cc: Mr Ken Smith
Ken.smith@acu.edu.au

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH
CONSOLIDATED GENERAL PURPOSE FINANCIAL
REPORT FOR THE YEAR ENDED
30th JUNE 2007
*Full Report***

NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH

CERTIFICATE OF SECRETARY OR OTHER AUTHORISED OFFICER

I, John Barlow, being the Branch Secretary of National Tertiary Education Industry Union – Australian Catholic University Branch (the reporting unit) certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule;
- that the full report was provided to members on 13.11.07 ~~2007~~; and
JB.
- that the full report was presented to a general meeting of the members of the reporting unit on 4.12. 2007, in accordance with section 266 of the RAO Schedule.

Signature:

Date:

John Barlow

5 December 2007

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30th JUNE 2007

Principal Activities

The principal activities of the Branch during the financial year were:

- To improve and protect the salaries and conditions of employment of our members;
- To represent our members in approaches to and discussions with their employer;
- To negotiate collective agreements which improve the conditions of employment of our members;
- To enforce existing industrial agreements on behalf of our members; and
- To promote industrial peace through conciliation and arbitration.

Results of Principal Activities

The Branch's principal activities resulted in the maintenance and improvement of the salaries and conditions of employment of our members, especially for those members covered by collective agreements negotiated by the Branch.

Significant Changes in the Nature of Principal Activities

There were no significant changes in the nature of the Branch's principal activities during the financial year.

Significant Changes in the Branch's Financial Affairs

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Branch.

Trustee or Director of a Trustee Company of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme

No officer or member of the Branch was a Trustee or Director of a Trustee Company of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme because they are an officer or a member of a registered organisation.

Number of Members

The number of persons who, at the end of the financial year, were recorded on the Register of Members was 333 (2006 - 330).

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30th JUNE 2007 (Continued)

Number of Employees

The branch had no paid employees during the financial year.

Members of the Committee of Management

The persons who held office as members of the Committee of Management of the Branch at the beginning of the financial year were:

Branch President	Glenis Davey
Vice-President (Academic)	Robin Fisher
Vice-President (General)	Jeremy Gauder
Branch Secretary	John Barlow
Committee Member	Peter Bastian
Committee Member	Ken Ralph
Committee Member	Ken Smith
Committee Member	Brian King
Committee Member	Peter Blakey
Committee Member	Beatrice Johnson
Committee Member	Elizabeth O'Brien
Committee Member	Des Matejka
Committee Member	Patrick McArdle

There were no changes to the composition of the Committee of Management during the financial year 1st July 2006 to 30th June 2007 unless mentioned above.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30th JUNE 2007 (Continued)

Manner of Resignation s254(2)(e)

Members may resign from the organisation in accordance with Rule 11 (Resignation from Membership) which reads as follows:

11.1 A member may resign from membership by written notice addressed and delivered to the member's Division Secretary or Branch Secretary provided that:

- (a) Where a written notice of resignation is received by a Division Secretary, he or she shall as soon as practicable forward a copy of the notice of resignation to the appropriate Branch Secretary;
- (b) Where a written notice of resignation is received by a Branch Secretary, he or she shall as soon as practicable forward a copy of the notice of resignation to the relevant Division Secretary.

11.2 A notice of resignation from membership takes effect:

(a) where the member ceases to be eligible to become a member of the Union

- (i) on the day on which the notice is received by the Union; or
- (ii) 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

(b) in any other case:

- (i) at the end of two weeks, or if permitted by law three months after the notice is received by the Union; or
- (ii) on the day specified in the notice;

whichever is later.

11.3 Any dues payable but not paid by a former member in relation to a period before the member's resignation 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.

11.4 A notice delivered to the Division Secretary or Branch Secretary shall be taken to have been received by the Union when it was delivered.

NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH

OPERATING REPORT FOR THE YEAR ENDED 30th JUNE 2007 (Continued)

~~11.5 A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered in accordance with sub-rule 1 of this rule.~~

11.6 A resignation from membership is valid even if it is not effected in accordance with this rule if the member is informed in writing by or on behalf of the Union that the resignation has been accepted.

11.7 Cessation of payment of any dues, levies and other amounts by a member does not, of itself, terminate membership of the Union.

Name John BARLOW

Title SECRETARY

Signature John Barlow

Date: 5 / 12 / 2007

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT

On ~~2007~~, the Committee of Management of the National Tertiary Education Industry Union – Australian Catholic University Branch (the reporting unit) passed the following resolution in relation to the General Purpose Financial Report (GPFR) of the reporting unit for the financial year ended 30th June 2007:

The Committee of Management declares that in relation to the GPFR that, in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the Committee of Management were held in accordance with the rules of the National Tertiary Education Industry Union, including the Branch rules;
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the National Tertiary Education Industry Union, including the rules concerning Branches of that union;
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations;
 - ~~(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 National Tertiary Education Industry Union;~~
 - (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;

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT (Continued)

- (vi) ~~No orders for the inspection of financial records have been made by the Commission under section 273 of the RAO Schedule;~~
- (f) in relation to the recovery of wages activity:
- (i) there has been no such activity undertaken by the reporting unit.

For the Committee of Management: John Barlow

Title of Office Held: Branch Secretary

Signature: John Barlow

Date: 5 December 2007

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**INCOME STATEMENT
FOR THE YEAR ENDED 30th JUNE 2007**

	Consolidated		ACU Branch	
	2007	2006	2007	2006
	\$	\$	\$	\$
Profit from Continuing Operations	18,812	18,287	13,148	13,288
Retained Profits at the beginning of the financial year	96,583	78,296	62,176	48,888
Retained Profits at the end of the financial year	<u>115,395</u>	<u>96,583</u>	<u>73,324</u>	<u>62,176</u>

The accompanying notes form part of these accounts.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**BALANCE SHEET
AS AT 30th JUNE 2007**

	Note	Consolidated		ACU Branch	
		2007	2006	2007	2006
		\$	\$	\$	\$
CURRENT ASSETS					
Cash and Cash Equivalents	2	14,397	53,337	10,436	49,354
Investments	3	104,600	46,785	68,490	16,361
Debtors	4	250	-	250	-
TOTAL CURRENT ASSETS		<u>119,247</u>	<u>100,122</u>	<u>79,176</u>	<u>65,715</u>
NON-CURRENT ASSETS					
Plant & Equipment	5	170	413	170	413
TOTAL NON-CURRENT ASSETS		<u>170</u>	<u>413</u>	<u>170</u>	<u>413</u>
TOTAL ASSETS		<u>119,417</u>	<u>100,535</u>	<u>79,346</u>	<u>66,128</u>
CURRENT LIABILITIES					
Trade and Other Payables	6	4,022	3,952	4,022	3,952
TOTAL CURRENT LIABILITIES		<u>4,022</u>	<u>3,952</u>	<u>4,022</u>	<u>3,952</u>
TOTAL LIABILITIES		<u>4,022</u>	<u>3,952</u>	<u>4,022</u>	<u>3,952</u>
NET ASSETS		<u>115,395</u>	<u>96,583</u>	<u>75,324</u>	<u>62,176</u>
MEMBERS' FUNDS					
Retained Profits		115,395	96,583	75,324	62,176
TOTAL MEMBERS' FUNDS		<u>115,395</u>	<u>96,583</u>	<u>75,324</u>	<u>62,176</u>

The accompanying notes form part of these accounts.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**DETAILED INCOME STATEMENT
FOR THE YEAR ENDED 30th JUNE 2007**

	Consolidated		ACU Branch	
	2007	2006	2007	2006
	\$	\$	\$	\$
INCOME				
Gross Member Subscriptions	130,459	138,581	130,458	138,581
Less: Capitation Fees	(119,213)	(126,697)	(119,213)	(126,697)
Net Member Subscriptions	11,246	11,884	11,245	11,884
Interest Received	639	1,460	638	1,458
Gain on Value of Investments	7,815	7,909	2,130	2,766
Other Income	6,174	4,006	6,174	4,006
BRANCH INCOME	25,874	25,259	20,187	20,114
EXPENDITURE				
Audit Fees	2,680	2,500	2,680	2,500
Bank Fees	-	75	-	-
Bookkeeping	2,400	2,400	2,400	2,400
Depreciation	243	243	243	243
Executive Expenses	417	370	394	299
Meals	-	265	-	265
Sessional Fees	1322	777	1322	777
Travel Expense	-	342	-	342
BRANCH EXPENDITURE	7,062	6,972	7,039	6,826
PROFIT FROM CONTINUING OPERATIONS	18,812	18,287	13,148	13,288

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30th JUNE 2007**

	2007 \$	2006 \$
	Inflows (Outflows)	Inflows (Outflows)
Cash flows from Operating Activities		
Receipts from members	130,459	138,581
Interest received	639	1,460
Other income	6,174	4,006
Payments to suppliers & employees	(126,212)	(133,053)
Net cash provided by operating activities – Note B	11,060	10,994
Cash flows from Investing Activities		
Purchase Term Deposit	(50,000)	-
Net cash (used in) investing activities	(50,000)	-
Cash flows from Financing Activities	-	-
Net increase in cash and cash equivalents held	(38,940)	10,994
Cash and cash equivalents at the beginning of the financial year	53,337	42,343
Cash and cash equivalents at the end of the financial year – Note A	14,397	53,337

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30th JUNE 2007**

	2007	2006
	\$	\$
Note A Reconciliation of Cash and Cash Equivalents		
For the purposes of the cash flow statement cash and cash equivalents includes cash on hand and in banks and investments in money markets. Cash at the end of the financial year is shown in the cash flow statement is reconciled to the related items in the balance sheet as follows:		
Cash at Bank	14,397	53,337
	-----	-----
	14,397	53,337
	=====	=====
 Note B Reconciliation of net cash provided by operating activities to profit from continuing operations		
Profit from continuing operations	18,812	18,287
Non-cash flows in profit from continuing operations:		
Depreciation	243	243
Unrealised gain on Investments	(7,815)	(7,909)
Changes in Assets & Liabilities:		
Increase / (decrease) in trade and other payables	70	373
(Increase) / decrease in trade receivables	(250)	-
	-----	-----
	11,060	10,994
	=====	=====

The branch has no credit stand-by or financing facilities in place.

There were no non-cash financing or investing activities during the period.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30th JUNE 2007**

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Trustees' accountability requirements under the Union's Rules and the requirements under the Workplace Relations Act 1996.

The financial report covers the National Tertiary Education Industry Union – Australian Catholic University Branch as an individual entity. The National Tertiary Education Industry Union is a registered organisation registered under the Workplace Relations Act 1996 and domiciled in Australia. The National Tertiary Education Industry Union – Australian Catholic University Branch is a branch of that organisation.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where stated, current valuations of non-current assets.

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

(a) Fixed Assets

Depreciation is provided on all fixed assets so as to write off the assets progressively over their estimated economic lives to the Branch. The prime cost method of depreciation is used.

Depreciation rates used for each class of assets are:

Class of asset	Depreciation Rate
Office Furniture and Equipment	20%

(b) Revenue

Member subscription revenue is recognised when the respective fees have been deducted from the members' wages and salaries.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th JUNE 2007**

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

(c) Leases

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

(d) Income Tax

No income tax has been provided, as the Branch is exempt from income tax pursuant to section 50-15 of the Income Tax Assessment Act 1997, as amended.

(e) Information to be provided to members or registrar

In accordance with the requirements of the Workplace Relations Act 1996, as amended, the attention of members is drawn to the provisions of sub-section (1) (2) and (3) of section 272, which reads as follows:

- (1) A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under sub-section (1).

Note: This sub-section is a civil penalty provision

(f) Economic Dependency

The Branch is not economically dependent on any other reporting units of the organisation.

(g) Segment Reporting

The reporting entity operates in one business and geographical segment being the provision of trade union services to its members in Victoria.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th JUNE 2007**

	Consolidated		ACU Branch	
	2007	2006	2007	2006
	\$	\$	\$	\$
2. CASH				
ACU Branch	10,436	49,354	10,436	49,354
ACT Sub-Branch	377	377	-	-
NSW Sub-Branch	1,259	1,281	-	-
QLD Sub-Branch	2,325	2,325	-	-
	<u>14,397</u>	<u>53,337</u>	<u>10,436</u>	<u>49,354</u>
3. INVESTMENTS				
BT Equity Imputation Fund	15,300	15,300	5,000	5,000
Gain/(Loss)	21,953	14,664	5,499	3,445
	<u>37,253</u>	<u>29,964</u>	<u>10,499</u>	<u>8,445</u>
BT American Growth Fund	15,300	15,300	5,000	5,000
Gain/(Loss)	(1,853)	(2,501)	(909)	(1,106)
	<u>13,447</u>	<u>12,799</u>	<u>4,091</u>	<u>3,894</u>
BT Japanese Growth Fund	5,000	5,000	5,000	5,000
Gain/(Loss)	(2,734)	(2,403)	(2,734)	(2,403)
	<u>2,266</u>	<u>2,597</u>	<u>2,266</u>	<u>2,597</u>
BT Technology Fund (formerly TIME)	5,000	5,000	5,000	5,000
Gain/(Loss)	(3,366)	(3,575)	(3,366)	(3,575)
	<u>1,634</u>	<u>1,425</u>	<u>1,634</u>	<u>1,425</u>
Term Deposit	<u>50,000</u>	<u>-</u>	<u>50,000</u>	<u>-</u>
Total Value of Investments	<u>104,600</u>	<u>46,785</u>	<u>68,490</u>	<u>16,361</u>
4. TRADE RECEIVABLES				
GST Receivable	250	-	250	-
	<u>250</u>	<u>-</u>	<u>250</u>	<u>-</u>
5. PLANT AND EQUIPMENT				
Office Equipment – at cost	6,006	6,006	5,807	5,807
Less: Accumulated Depreciation	(5,836)	(5,593)	(5,637)	(5,394)
	<u>170</u>	<u>413</u>	<u>170</u>	<u>413</u>
Movements in Carrying Values				
Opening balance at the beginning of the year	413	656	413	656
Additions	-	-	-	-
Depreciation	(243)	(243)	(243)	(243)
Closing balance at the end of the year	<u>170</u>	<u>413</u>	<u>170</u>	<u>413</u>

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th JUNE 2007**

	Consolidated		ACU Branch	
	2007	2006	2007	2006
6. TRADE AND OTHER PAYABLES				
Creditors and Accruals	4,022	3,952	4,022	3,952
	<u>4,022</u>	<u>3,952</u>	<u>4,022</u>	<u>3,952</u>

7. FINANCIAL INSTRUMENTS

(a) Interest Rate Risk

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

	Weighted Average Effective Interest Rate		Floating Interest Rate	
	2007	2006	2007	2006
Financial Assets				
Cash at bank	2.00%	2.00%	\$49,354	\$38,216

No financial assets are subject to a fixed interest rate.

No financial liabilities are subject to any interest rate.

(b) Credit Risk

The reporting entity does not have any material credit risk exposure to any single debtor or group of debtors under any financial instruments entered into by the reporting entity.

(c) Net Fair Values

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

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
AUSTRALIAN CATHOLIC UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th JUNE 2007**

8. UNION DETAILS

The office of the branch is
located at;

115 Victoria Parade
FITZROY VIC 3065

Australian Capital Territory
223 Antill Street
WATSON VIC 2602

Queensland
1100 Nudgee Road
BANYO QLD 4014

40 Edward Street
NORTH SYDNEY NSW 2060

- Strathfield Campus
25A Barker Road
STRATHFIELD NSW 2135

INDEPENDENT AUDIT REPORT

TO THE MEMBERS OF NATIONAL TERTIARY EDUCATION INDUSTRY UNION AUSTRALIAN CATHOLIC UNIVERSITY BRANCH

Report on the Financial Report

We have audited the accompanying financial report of National Tertiary Education Industry Union - Australian Catholic University Branch which comprise the balance sheet as at 30 June 2007 and the income statement, statement of recognised income and expenditure and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by trustees of the branch.

Trustee's Responsibility for the Financial Report

The trustees of the branch are responsible for the preparation and fair presentation of the financial report in accordance with the Workplace Relations Act 1996. This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the branch's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the branch's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

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



Chartered Accountants

INDEPENDENT AUDIT REPORT

TO THE MEMBERS OF NATIONAL TERTIARY EDUCATION INDUSTRY UNION AUSTRALIAN CATHOLIC UNIVERSITY BRANCH

Independence

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

Audit Opinion

In our opinion, the consolidated general purpose financial report of the National Tertiary Education Industry Union – Australian Catholic University Branch is presented fairly in accordance with:

- (i) applicable Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1 of the Workplace Relations Act 1996, and
- (ii) other mandatory professional reporting requirements.

Lockwood Wehrens

Lockwood Wehrens
Chartered Accountants
Camberwell

A. Wehrens

Andrew Wehrens
Member of The Institute of Chartered
Accountants in Australia – 79117, holder
of a current Certificate of Public Practice
20th October 2007