



Australian Government
Australian Industrial Registry

Level 5, 11 Exhibition Street
Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7764
Fax: (03) 9655 0410
Email: dimitra.doukas@air.gov.au

Mr B Wilson
Treasurer
National Tertiary Education Industry Union
University of Adelaide Branch
Room 312, Hughes Building
University of Adelaide
ADELAIDE SA 5005

Dear Mr Wilson

**Re: Schedule 1 of the Workplace Relations Act 1996 (the RAO Schedule)
Financial reports for year ended 30 June 2006 – FR2006/265**

Reference is made to the financial reports of the National Tertiary, Education, and Industry Union – University of Adelaide Branch for the year ended 30 June 2006. The documents were lodged in the Industrial Registry on 27 December 2006.

The financial documents have been filed.

I direct your attention to the following comments concerning the above reports and the financial reporting obligations under Schedule 1. Please note that these matters are advised for assistance in the future preparation of financial reports, no further action is required.

1. Reference to Schedule 1B

I note the financial documents contain references to Schedule 1B of the Workplace Relations Act 1996. Such references should now be to Schedule 1.

2. Operating Report

(a) Significant changes in financial affairs:

The report must give details of any significant changes in the reporting unit's financial affairs during the year.

Electronic lodgement

I encourage you to 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. Please note that the Rules of the Commission allow for electronic signatures to be used, other than for statutory declarations (see subrule 74A(1)). Where documents are lodged electronically, there will be no need to forward hard copies of the documents.

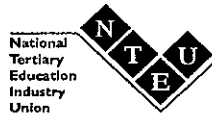
Should you wish to discuss this letter or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8661 7764 or by email at dimitra.doukas@air.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Dimitra Doukas', written in a cursive style.

Dimitra Doukas
Statutory Services Branch

23 January 2007



UNIVERSITY OF ADELAIDE BRANCH

Room 312, Hughes Building
University of Adelaide
ADELAIDE SA 5005

Tel (08) 8303.5155; Fax (08) 8303.3449
Email: nteuadelaide@internode.on.net
<http://www.nteu.org.au/bd/adelaide>

20 December 2006

Industrial Registrar
Australian Industrial Registry
Level 35, Nauru House
80 Collins Street,
Melbourne, Vic
3000

Dear Registrar,

Attached are the audited accounts for the National Tertiary Education Industry Union, the University of Adelaide Branch for the year ending 30 June 2006.

Please contact me on 83035848 or email bob.willson@adelaide.edu.au in relation to any queries.

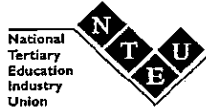
Yours sincerely,

Bob Willson
Treasurer

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

UNIVERSITY OF ADELAIDE BRANCH

**FINANCIAL REPORT
FOR THE YEAR 30 JUNE 2006**



UNIVERSITY OF ADELAIDE BRANCH

Room 312, Hughes Building
University of Adelaide
ADELAIDE SA 5005

Tel (08) 8303.5155; Fax (08) 8303.3449
nteuadelaide@internode.on.net
<http://www.nteu.org.au/bd/adelaide>

CERTIFICATE OF SECRETARY OR OTHER AUTHORISED OFFICER s268 of Schedule 1B *Workplace Relations Act 1996*

I, Kay Leverett, being the Secretary of the National Tertiary Education Industry Union,
University of Adelaide Branch, certify:

- that the documents lodged herewith are copies of the full report, referred to in s268 of the RAO Schedule; and
- that the full report was provided to members on 22nd November, 2006; and
- that the full report was presented to a general meeting of members of the reporting unit on 13th December, 2006 in accordance with section 266 of the RAO Schedule.

Signature

Kay Leverett

Date

20th December 2006

NATIONAL TERTIARY EDUCATION INDUSTRY UNION
University of Adelaide Branch

I, Dr. R. J. Crewther, being President of the National Tertiary Education Industry Union, University of Adelaide Branch, report operations for the year ended 30 June 2006 as follows:

No. of Members

993

No. of Employees

1.2

Review of Principal Activities

The principal activity of the union during the financial year was the provision of industrial services to members.

Operating Result

The surplus from ordinary activities after providing for income tax amounted to \$2013

Details of Significant Changes

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

Details of right of members to resign

In accordance with NTEU Rule no. 11 Resignation from Membership - How members resign, "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.

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."

Details of superannuation trustees

Not applicable.

Details of membership of the Committee of Management

1 July 2005 – 30 September 2006

Dr. Rod Crewther

Mrs. Kay Leverett

Dr. Greg McCarthy

Ms. Gloria Sumner

Ms. Sherry Dzonsons
Dr. Peter Gill
Mr. Paul Harris
Ms. Jan Holmes (resigned 29.5.06)
Dr. Fred Brown (resigned 1.8.06)
Mr Bob Willson
Mr. Michael Colbung
Ms. Christina Eira
Ms. Christina Lacey
Ms. Shelley Pezy
Joined Committee 1 October 2006
Ms. Emma Murphy
Mr. John Gava (resigned 10.11.06)
Dr. Andrew Metcalfe
Dr. Felix Patrikeeff

Members of the Committee of Management have been in office from the start of the financial year to the date of this report unless otherwise stated.

Signature:

A handwritten signature in black ink, appearing to read 'R. Gava', written over the printed label 'Signature:'.

Dated:

20/12/2006

TELEPHONE: 82320826
FACSIMILE: 82320839
EMAIL: jhdoyle@chariot.net.au

138 GILLES STREET
ADELAIDE SA 5000

GPO BOX 2142
ADELAIDE SA 5001

J. H. DOYLE & CO
CERTIFIED PRACTISING ACCOUNTANTS
ABN 91 138 343 136

C. WELLINGTON, F.C.P.A

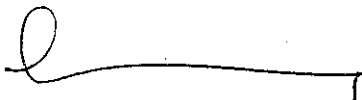
**AUDITORS INDEPENDENCE DECLARATION UNDER
SECTION 307C OF THE CORPORATIONS ACT 2001**

**To The National Tertiary Education Industry Union
University of Adelaide Branch**

I declare that, to the best of my knowledge and belief, during the year ended
30th June 2006 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit, and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

J H DOYLE & CO



C. WELLINGTON
24.11.06

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

UNIVERSITY OF ADELAIDE BRANCH

COMMITTEE OF MANagements CERTIFICATE

I *J. S. Wilson* being a member of the Branch Committee of Management of the National Tertiary Education Industry Union, University of Adelaide Branch declare on behalf of the Committee and in accordance with a resolution passed by the Committee in relation to the general purpose Financial Report (GPFR) of the reporting unit for the Financial year ended 30 June 2006, that:

- a) the Financial Statements and notes comply with the Financial Accounting and Reporting Standards applicable in Australia;
- b) the Financial Statements and notes comply with the reporting guidelines of the Industrial Register;
- c) the Financial Statements and notes give a true and fair view of the Balance Sheet, Income Statement, Changes in Equity 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 schedules and the RAO regulations; and
 - iv) the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the reporting units of the organisation; and
 - v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO schedule has been furnished to the member or Registrar; and
 - vi) there has been compliance with any order for inspection of financial reports made by the Commission under section 273 of the RAO schedule.

Signed in accordance with a resolution passed by the Committee

dated 22/10/06



BRANCH COMMITTEE MEMBER

ADELAIDE

DATED: 22/10/06

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF ADELAIDE**

INDEPENDENT AUDITORS REPORT

Scope

The Financial report & Branch Council Responsibility

We have audited the accompanying general purpose financial report of the National Tertiary Education Industry Union, University of Adelaide Branch for the year ended 30 June 2006, comprising Balance Sheet, Income Statement, Statement of Changes in Equity, and Statement of Cash Flows and Notes to the Financial Statements. The Branch Committee is responsible for the preparation and presentation of the financial report and the information it contains. This includes responsibility for the maintenance of adequate accounting records & internal controls that are designed to prevent & detect fraud and error, and for the accounting policies and estimates inherent in the Financial Report.

Audit Approach

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

We performed procedures to assess whether in all material respects the Financial Report presents fairly, in accordance with the Industrial Relations Act, including compliance with Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the Branch's financial position, and of its performance as represented by the results of the operations and cash flows.

We formed our Audit Opinion on the basis of these procedures, which included:

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

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

Independence

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

Audit Qualification

The year ended 30 June 2005 audit was completed by Messenger Zerner Pty Ltd. We accept no responsibility for the comparative figures for the year then ended.

Audit Opinion

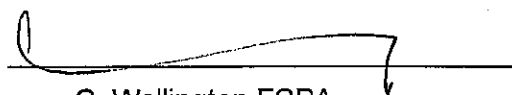
Subject to this qualification.

In our opinion-

- a) the financial report is properly drawn up so as to give a true and fair view of the financial position of the branch as at 30 June 2006 and its performance for the year ended on that date; and
- b) the financial report is in accordance with the provisions of the Workplace Relations Act 1996 and Australian Accounting Standards

Signed at Adelaide this 22nd day of November, 2006

JH Doyle & Co
138 Gilles St
ADELAIDE SA 5000


C. Wellington FCPA
Registered Company Auditor

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

UNIVERSITY OF ADELAIDE BRANCH

**BALANCE SHEET
For the Year Ended 30 June 2006**

		2006 \$	2005 \$
CURRENT ASSETS	Notes		
Cash	5(a)	5,294	15,978
Receivables		<u>16,783</u>	<u>---</u>
Total Current Assets		<u>\$22,077</u>	<u>\$15,978</u>
NON CURRENT ASSETS			
Investments	5(a)	138,992	146,377
Property Plant & Equipment	7	<u>2,653</u>	<u>4,885</u>
TOTAL NON CURRENT ASSETS		<u>\$141,645</u>	<u>\$ 151,262</u>
TOTAL ASSETS		<u>\$163,722</u>	<u>\$167,240</u>
CURRENT LIABILITIES			
Payables		40,287	44,250
Provisions	6	<u>25,902</u>	<u>27,469</u>
TOTAL LIABILITIES		<u>\$66,189</u>	<u>\$71,719</u>
NET ASSETS		<u>\$97,533</u>	<u>\$95,521</u>
EQUITY			
Accumulated Funds		<u>97,533</u>	<u>95,521</u>
TOTAL MEMBERS FUNDS		<u>\$97,533</u>	<u>\$95,521</u>

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF ADELAIDE BRANCH**

**STATEMENT OF CHANGES IN EQUITY
For the Year Ended 30 June 2006**

	\$	\$
Opening Balance	95,521	122,350
Add Surplus/ (Deficit)	<u>2,012</u>	<u>(26,829)</u>
<u>CLOSING BALANCE</u>	<u>\$97,533</u>	<u>\$95,521</u>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO A/CS

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

UNIVERSITY OF ADELAIDE BRANCH

**INCOME STATEMENT
For the Year Ended 30 June 2006**

INCOME	2006	2005
	\$	\$
Subscriptions - Collected by Federal NTEU	16,418	
- Collected by Branch	<u>364,958</u>	
	381,376	413,850
NTEIU - E & A Fund	20,000	--
Sundry Income	20	--
Interest Received	<u>7,638</u>	<u>7,376</u>
TOTAL INCOME	<u>\$409,034</u>	<u>\$421,226</u>
EXPENDITURE		
Audit	2,387	2,464
Assistance to President - Adel Univ	11,000	--
Bank Fees & Int	55	179
Commission deducted by Adel Univ	5,696	--
GST	26,738	37,820
NTEU Capitation Fees		
Federal - NTEU	177,335	212,834
State - SA Division	<u>80,763</u>	<u>109,603</u>
	258,098	322,437
Legal & Industrial Expenses	260	980
Meeting Expenses	1,769	1,065
Office Salaries Workcover & Superannuation	75,976	65,885
Sundry Expenses	252	50
Stationery, Postage, Telephone & Computer	10,867	7,682
Office Occupancy	7,941	--
Petty Cash	800	600
Depreciation	2,232	2,938
Staff Recruitment	845	-
Payroll Tax	3,673	3,238
Provision for Annual Leave	(7,424)	379
Provision for Long Service Leave	<u>5,856</u>	<u>2,717</u>
TOTAL EXPENDITURE	<u>\$407,021</u>	<u>\$448,055</u>
INCOME LESS EXPENDITURE	<u>\$2,013</u>	<u>(\$26,829)</u>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO A/Cs

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

University of Adelaide Branch

NOTES TO AND FORMING PART OF THE ACCOUNTS For the Year Ended 30 June 2006

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Workplace Relations Act 1996 as amended.

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

(a) **Basis of Accounting**

The accounts have been prepared on the basis of historical costs and do not take into account changing money values or, except where otherwise stated, current valuations of non-current assets.

(b) **Income Tax**

The Division is exempt from Income Tax under S50-15 of the Income Tax Assessment Act 1997.

(c) **Contributions**

Contributions are accounted for on an accruals basis.

(d) **Employee Benefits**

Provision for Employee Benefits in the form of Long Service Leave, Accrued Annual Leave etc, have been made for the nominal value of estimated accrued entitlements of all Employees on the basis of their terms of Employment.

(e) **Property Plant & Equipment**

Each class of property, plant and equipment is carried at historical cost less, where applicable any accumulated depreciation and impairment losses. Rates used are:

Office Furniture and Equipment 20% -33.33% Prime Cost

(f) **Goods & services tax (GST)**

Where the amount of GST incurred is not recoverable from the Aust Tax Office the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expenses. Receivables and payables in the Balance Sheet are shown inclusive of GST.

NOTE 2. WORKPLACE RELATIONS ACT 1996

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of sub-sections (1),(2) & (3) of Section 272, which reads

- (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 subsection (1).

NOTE 3. RELATED PARTY TRANSACTIONS

The Branch has transactions with NTEU SA Division, & NTEU National Office. All transactions are on normal commercial terms & conditions.

NOTE 4. REPORTING GUIDELINES

Since 1.12.05 transactions with the University of Adelaide are on a commercial basis.

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

**UNIVERSITY OF ADELAIDE BRANCH
STATEMENT OF CASH FLOWS
For the Year Ended 30 June 2006**

	To Jun 2006	To Jun 2005
	\$	\$
Cash Flows from Operating Activities		
Receipts from Members	379,593	414,026
Other operating receipts	20,020	--
Less Payments for services, & to employees	(425,320)	(473,206)
Add Interest	<u>7,638</u>	<u>7,376</u>
Net Surplus from Operating Activities 2(b)	<u>(18069)</u>	<u>(51,804)</u>
Cash Flow from Investing Activities		
Payment for property plant & equip	--	(2,574)
Cash Flow from Financing Activities	--	--
Net Cash Inflows/(Outflows)	<u>(18,069)</u>	<u>(54,378)</u>
Cash at the beginning of the year	<u>162,355</u>	<u>216,733</u>
Cash at the end of the financial year 2(a)	<u>\$144,286</u>	<u>\$162,355</u>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO THE A/CS

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

University of Adelaide Branch

NOTES TO AND FORMING PART OF THE ACCOUNTS For the Year Ended 30 June 2006

NOTE 5. CASH FLOW INFORMATION

(a) **Reconciliation of Cash**

Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the statement of financial position as follows:

	2006	2005
	\$	\$
Credit Union Investment	138,992	146,377
Cash at Bank	5,094	15,978
Petty Cash	200	--
	<u>\$144,286</u>	<u>\$162,355</u>

(b) **Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax**

	2006	2005
	\$	\$
Profit/(Loss) from Ordinary Activities	2,013	(26,829)
Add non Cash Flows in Surplus/(Deficit)		
Depreciation	2,232	2,938
<i>Change in Assets and Liabilities:</i>		
Decrease/(Increase) in Accounts Receivable	(16,783)	176
(Decrease)/Increase in Payables	(3,633)	(31,185)
Increase/(Decrease) in Provisions	<u>(1,568)</u>	<u>3,069</u>
Cash Flows from Operations	<u>(\$18,069)</u>	<u>(\$51,804)</u>

NOTE 6. PROVISIONS

Provision for Annual Leave Entitlements	9,474	16,898
Provision for Long Service Leave	<u>16,428</u>	<u>10,571</u>
	<u>25,902</u>	<u>27,469</u>

NOTE 7. PROPERTY PLANT & EQUIPMENT

Office Equipment at Cost	41,956	41,956
Less Accumulated Depreciation	<u>39,303</u>	<u>37,071</u>
	<u>2,653</u>	<u>4,885</u>

NOTE 8. ELECTED OFFICERS

No Payments were made to elected officers during the year.

NOTE 9. SEGMENT REPORTING

The Division operates as a trade union and provides employee support to members.

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT