



FAIR WORK
AUSTRALIA

1 March 2010

Jenny Savage
National Finance Coordinator, National Tertiary Education Industry Union
By email: jsavage@nteu.org.au

cc: Michael Brunger
Branch President, National Tertiary Education Industry Union Flinders University Branch
By email: nteu.flinders@internode.on.net

Dear Ms Savage

Financial report of the National Tertiary Education Industry Union Flinders University Branch for the financial year ended 30 June 2008 (FR2008/407)

I acknowledge receipt of the financial report of the Flinders University Branch of the National Tertiary Education Industry Union for the financial year ended 30 June 2008. The financial report was lodged with Fair Work Australia on 10 July 2009. I also acknowledge receipt of the supplementary income statement which was lodged with Fair Work Australia on 27 February 2010.

The financial report has been filed.

I appreciate from the financial year ended 30 June 2009 onwards it is anticipated that, in accordance with the scheme of the organisation's rules, all financial affairs will be administered by the organisation (through its national office) and accounted for accordingly. None the less I draw your attention to a number of matters in the present report which, in the event the Branch was required to again prepare a financial report, it should take into account to achieve full compliance.

You are not required to take any further action in respect of the report lodged.

1. Timescale requirements

As you are aware, reporting units are required to undertake their financial reporting obligations in accordance with specified timelines. As the 2008 report has been completed, the relevant timelines are incapable of being remedied. However it should be noted that the timelines have not changed under the *Fair Work (Registered Organisations) Act 2009* (RO Act) and the preparation and lodgment of future financial reports must occur within these timelines.

In particular, [sections 253 and 254](#) of the RO Act require that a general purpose financial report (GPFR) and an operating report be prepared as soon as practicable after the end of the financial year. Further, [section 266](#) requires that the financial report be presented to a general meeting of members or a committee of management meeting within six months after the end of the financial year. In the absence of an extension of time for holding a general meeting [see [section 265\(5\)](#)] the latest possible date of lodgment with Fair Work Australia is six months and 14 days after the end of the financial year. I have attached a document which sets out the timelines in diagrammatical form.

In future years the financial reports need to be prepared in sufficient time to enable presentation to a meeting within six months after the end of the financial year and lodged with Fair Work Australia no later than 14 days after that meeting.

2. Operating Report

Membership of Committee of Management

The operating report contained a list of office holders as at the end of the financial year. Please note the operating report is required to contain the name of each person who has been a member of the committee of management of the reporting unit at any time during the reporting period, and the period for which he or she held such a position ([regulation 159\(c\)](#) *Fair Work (Registered Organisations) Regulations 2009*).

3. Required disclosures: contributions to and from another reporting unit of the organisation

Item 10(b) of the [Reporting Guidelines](#) requires that where contributions from another reporting unit are received, the amount and the name of each reporting unit are to be disclosed in either the profit and loss statement or the notes. Also, item 15 of the Reporting Guidelines requires that where another reporting unit of the organisation is the source of a cash inflow or the application of cash outflow, such cash flow should be separately disclosed and that the name of the other reporting unit be shown in the notes.

Note 1 in the GPFR states that dues were “collected by the Union and remitted to the Branch.” However the amount and the name of the reporting unit was not disclosed as required under item 10(b) of the Reporting Guidelines, nor are any cash flows disclosed (item 15).

If contributions are made or received from another reporting unit of the NTEU, any such contribution(s) and the name(s) of the reporting unit(s) should be disclosed either in the income statement or the notes. Also the name(s) of the reporting unit(s) and the amount of any cash flows between reporting units are to be disclosed in the notes.

4. Material disclosures

I note that the Income Statement discloses \$37,292 as other unidentified expenses, which represents 13.9% of total expenses and would therefore appear to be a material item (AASB 1031). In future years please ensure that material items are separately disclosed (AASB 101 paragraph 29).

5. References to Schedule 1B

The Designated Officer's Certificate and note 12 in the GPFR contain references to Schedule 1B of the *Workplace Relations Act 1996*. Such references should have been to Schedule 1 of the *Workplace Relations Act 1996*. Designated Officer's Certificates prepared after 1 July 2009 should refer to the *Fair Work (Registered Organisations) Act 2009*.

If you wish to discuss any matters further, I can be contacted on 03 8661 7929 or via email eve.anderson@fwa.gov.au.

Yours sincerely



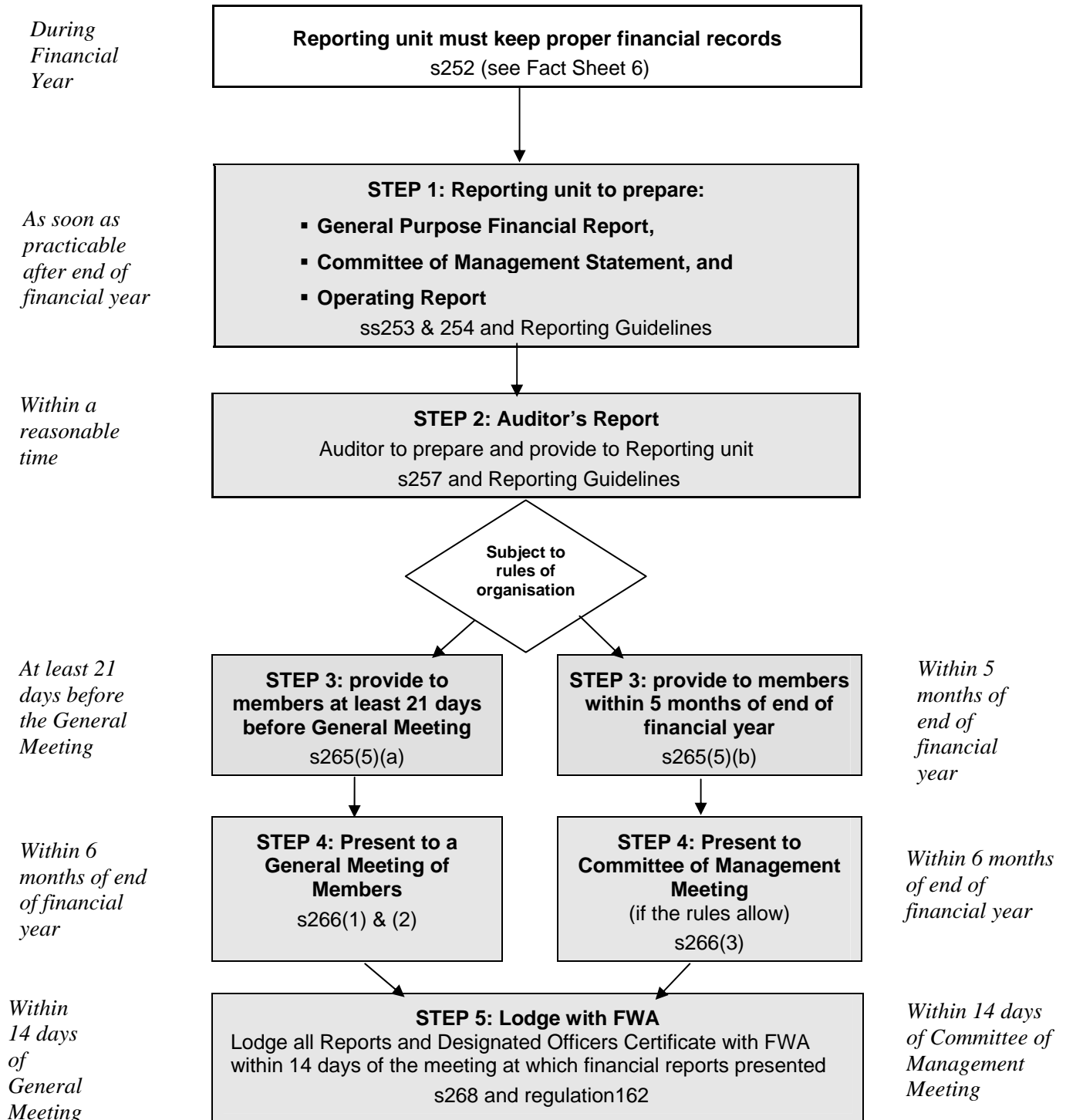
Eve Anderson
Tribunal Services and Organisations
Fair Work Australia
Tel: 03 86617929
Email: eve.anderson@fwa.gov.au

Fair Work (Registered Organisations) Act 2009 Legislation Fact Sheet

Diagrammatic Summary of Financial Reporting Time-lines

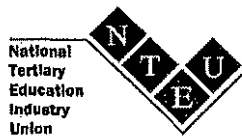
Financial reports are to be lodged with FWA within 6½ months of end of financial year by completing the steps as outlined below.

See Fact Sheet 8 for an explanation of each of these steps.



**NATIONAL TERTIARY
EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY
BRANCH**

*Financial Statements for the year ended
30 June 2008*



NATIONAL TERTIARY EDUCATION INDUSTRY UNION

FLINDERS UNIVERSITY BRANCH

CERTIFICATE OF SECRETARY OR OTHER AUTHORISED OFFICER

S268 of Schedule 1B Workplace Relations Act 1996

I MICHAEL BRUNGER being BRANCH PRESIDENT of the FLINDERS UNIVERSITY 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 12th June 2009; and
- That the full report was presented to A SPECIAL GENERAL MEETING OF MEMBERS on Tuesday 7th July 2009; in accordance with section 266 of the RAO Schedule.

Signature M. G. Brunger

Date 7/7/09

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

CONTENTS

Operating report	1
Committee of management statement	4
Income statement	5
Balance sheet	6
Statement of recognised income and expense	7
Cash flow statement	8
Notes to and forming part of the financial statements	9
Auditors' report	19

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2008**

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 Union's Financial Affairs

Other than the transfer of assets and liabilities to the NTEU Fund as detailed in Note 1 to the financial statements, no other 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 537 (2007 – 521).

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2008 (Continued)**

Number of employees

The number of persons who were, at the end of the financial year, employees of the Branch 1 employee measured on a full time equivalent basis.

Members of the committee of management

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

President	Michael Brunger
Vice-President (Academic)	Ian Hunt
Vice-President (General)	Carol Gibb
Secretary	Ron Slee
Treasurer	Ron Slee
Committee Member	Tracey Bunda
Committee Member	Margaret Hall
Committee Member	Johanna Hall
Committee Member	Alia Imtoul
Committee Member	David Powers
Committee Member	Jane Robbins

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

OPERATING REPORT

FOR THE YEAR ENDED 30 JUNE 2008 (Continued)

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.
- 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: Michael Brunger

Title: Branch President

Signature:

M. G. Brunger

Date:

3/6/09

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

On 3/6/2009 the Committee of Management of the National Tertiary Education Industry Union – Flinders University 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 2008:

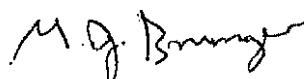
The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements 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 the 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. 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 to each of the other reporting units of the organisation; and
 - v. the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - vi. there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.
- (f) during the financial year ended 30 June 2008, the Branch did not participate in any recovery of wages activity.

For Committee of Management: Michael Brunger

Title: Branch President

Signature:



Date:

3/6/09

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

INCOME STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

	NOTE	2008 \$	2007 \$
Revenue from ordinary activities:			
Subscriptions	2	207,593	227,751
Other	2	<u>47,643</u>	<u>55,534</u>
Total revenue from ordinary activities		<u>255,236</u>	<u>283,285</u>
Expenses from ordinary activities:			
Accountancy & audit fees		4,460	4,050
Administration fees		1,371	-
Bank charges		68	-
Capitation Levies		182,375	189,034
Computer expenses		327	-
Depreciation		2,873	2,397
Employee entitlements accruals		7,535	-
Payroll Contribution		-	37,040
Payroll tax		4,476	1,926
Printing & stationary		4,297	-
Presidents time release		8,998	-
Rent		3,920	-
Training		496	-
Telephone		2,373	-
Workers compensation insurance		949	-
Other expenses		37,292	32,693
Transfer of assets to NTEU Fund		<u>6,747</u>	<u>-</u>
Total expenses from ordinary activities		<u>268,557</u>	<u>267,140</u>
Net operating (deficit) / surplus		<u>(13,321)</u>	<u>16,145</u>

The accompanying notes form part of these financial statements.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

BALANCE SHEET

FOR THE YEAR ENDED 30 JUNE 2008

	NOTE	2008 \$	2007 \$
CURRENT ASSETS			
Cash assets	3	-	5,012
Receivables	4	-	4,084
TOTAL CURRENT ASSETS		-	9,096
NON CURRENT ASSETS			
Property, plant & equipment	5	-	12,404
TOTAL NON CURRENT ASSETS		-	12,404
TOTAL ASSETS		-	21,500
CURRENT LIABILITIES			
Payables	6	-	7,168
Provisions	7	-	1,011
TOTAL CURRENT LIABILITIES		-	8,179
TOTAL LIABILITIES		-	8,179
NET ASSETS		-	13,321
EQUITY			
Accumulated surplus	8	-	13,321
TOTAL EQUITY		-	13,321

The accompanying notes form part of these financial statements.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

STATEMENT OF RECOGNISED INCOME AND EXPENSE

FOR THE YEAR ENDED 30 JUNE 2008

	NOTE	2008 \$	2007 \$
RETAINED EARNINGS			
Balance at start of the period		13,321	(2,824)
(Deficit)/surplus for the period		<u>(13,321)</u>	<u>16,145</u>
Balance at end of period	8	<u>-</u>	<u>13,321</u>

The accompanying notes form part of these financial statements.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

	NOTE	2008 \$	2007 \$
Cash flows from operating activities			
Receipts			
Receipts from members		259,308	282,762
Interest received		12	13
Payments			
Cash payments in the course of operations		(264,332)	(273,850)
Net cash flows from operating activities	9	(5,012)	8,925
Cash flows from investing activities			
Transfer out of fixed assets		-	(9,650)
Net Cash flows used in investing activities		-	(9,650)
Net (decrease) in cash held		(5,012)	(725)
Cash at the beginning of the financial year		5,012	5,737
Cash at the end of the financial year	3	-	5,012

The accompanying notes form part of these financial statements.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards including Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the Workplace Relations Act 1996.

Basis of Preparation

The financial report has been prepared on an accruals basis and is based on historical costs. It 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 Branch in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

(a) Revenue Recognition

(i) Membership Capitation Fee

The dues are collected by the Union and remitted to the Branch by the middle of the month after they fall due and at this point recognised in the Branch's accounts.

(ii) Other Revenue

Other revenue comprises revenue earned from the provision of products or services and interest on monies deposited. These revenues are recognised when the goods or services are provided, or when the fee in respect of services provided is receivable.

(b) Property, Plant & Equipment

Property, plant and equipment are recorded at cost. Depreciation of property, plant, and equipment is calculated on the straight-line basis in order to write the assets off over their estimated useful lives.

(c) Allowance for Doubtful Debts

Allowance for doubtful debts is recognised when collection of trade debtors in full is no longer probable. Collectability of overdue accounts is assessed on an ongoing basis.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

(d) Impairment of Assets

At each reporting date, the Branch reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the assets fair value less costs to sell and value-in-use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable value is expensed to the income statement.

Where it is not possible to estimate the recoverable amount of an individual asset, the Branch estimates the recoverable amount of the cash generating unit to which the asset belongs.

(e) Employee Benefits

Provision is made for the Union's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, annual leave and long service leave which will be settled after one year, have been measured at the amounts expected to be paid when the liability is settled plus related on-costs.

Liabilities for employee entitlements, which are not expected to be settled within 12 months, are measured at the present value of the estimated future cash outflows to be made for those benefits.

In determining the liability for employee entitlements, consideration has been given to future increases in wage and salary rates, and the economic entity's experience with staff departures. Related on-costs have also been included in the liability.

(f) Income Tax

No provision for Income Tax is necessary as "Trade Unions" are exempt from income tax under Section 50-15 of the Income tax Assessment Act.

(g) Cash Flows

For the purpose of the cash flow statement, cash includes cash on hand and held at call with banks, net of bank overdrafts.

(h) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables are stated with the amount of GST included.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

(i) Financial Instruments

Financial Assets

Receivables (Note 4)

Receivables are carried at the nominal amounts due less any allowance for doubtful debts when applicable. Receivables are unsecured and credit terms are usually up to 30 days.

Financial Liabilities

Payables (Note 6)

Liabilities are recognised for amounts to be paid in the future for goods or services received as at balance date, whether or not invoices have been received. Payables are unsecured, not subject to interest charges and are normally settled within 30 days of invoice receipt.

(j) Allocation of Current and Non-Current

An Asset or a Liability shall be classified as current when it satisfies any of the following criteria:

- (a) it is expected to be settled in the entity's normal operating cycle;
- (b) it is held primarily for the purpose of being traded;
- (c) it is due to be settled within twelve months after the reporting date; or
- (d) the entity does not have an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

All other assets and liabilities shall be classified as non current.

(k) Economic Dependency

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

(l) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments and bank overdrafts. Bank overdrafts are shown as part of cash and cash equivalents and reduce the amount shown as cash at bank.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

(m) Transfer of net assets to NTEU Fund

At 30 June 2008 all assets and liabilities of NTEU branches and divisions were transferred to the NTEU Fund, in accordance with Schedule G of the registered rules. The transfer is a non-reciprocal transfer and has been accounted for as a contribution in accordance with AASB 1004 Contributions

(n) New accounting standards and interpretations

Certain new Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2008 reporting year. The entity has not, and does not intend to, adopt the following Standards early:

- Revised AASB 101 'Presentation of Financial Statements', AASB 2007-8 'Amendments to Australian Accounting Standards arising from AASB 101' and AASB 2007-10 'Further Amendments to Australian Accounting Standards arising from AASB 101' which are applicable to financial periods commencing on or after 1 January 2009. These changes will impact the presentation of the Financial Report but are not expected to impact the values disclosed.

In addition to those Accounting Standards listed above, the AASB has also released a number of other Accounting Standards and Australian Interpretations. The application of these Accounting Standards and Australian Interpretations are not applicable to the entity. Consequently, they have not been specifically identified above.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

	2008	2007
	\$	\$
2. REVENUE FROM ORDINARY ACTIVITIES		
Subscriptions		
Membership subscriptions	207,593	227,751
Total revenue from subscriptions	<u>207,593</u>	<u>227,751</u>
Other revenue		
Transfer from USASA	-	8,026
Interest received	12	13
Other	47,631	47,495
Total other revenue	<u>47,643</u>	<u>55,534</u>
Total revenue from operating activities	<u>255,236</u>	<u>283,285</u>
3. CASH ASSETS		
Cash at bank	-	5,002
Cash on hand	-	10
	<u>-</u>	<u>5,012</u>
4. RECEIVABLES		
Trade Debtors	-	4,084
	<u>-</u>	<u>4,084</u>
5. PROPERTY, PLANT & EQUIPMENT		
Plant & equipment	-	17,520
Less: accumulated depreciation	-	(5,116)
	<u>-</u>	<u>12,404</u>
6. PAYABLES		
Trade creditors and accruals	-	3,469
Income in advance	-	3,699
	<u>-</u>	<u>7,168</u>

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

	2008	2007
	\$	\$
7. PROVISIONS		
Current		
Employee benefits: annual leave	-	1,011
	<u>-</u>	<u>1,011</u>
8. ACCUMULATED SURPLUS		
Accumulated surplus/(deficit) at the beginning of the financial year	13,321	(2,824)
Net operating surplus/(deficit) for the year	<u>(13,321)</u>	<u>16,145</u>
Accumulated surplus at the end of the financial year	<u>-</u>	<u>13,321</u>
9. CASH FLOW INFORMATION		
Reconciliation of net operating result to net cash flows from operating activities:		
Net operating result	(13,321)	16,145
Non-cash flows in operating activities:		
Depreciation	2,873	2,394
Transfer of assets to NTEU Fund	<u>9,531</u>	<u>-</u>
Net (gain)/loss on disposal of property, plant & equipment	<u>-</u>	<u>1,374</u>
Changes in assets and liabilities:		
(Increase) / decrease in receivables	4,084	169
Increase / (decrease) in provisions	(1,011)	-
Increase / (decrease) in payables	<u>(7,168)</u>	<u>(11,160)</u>
Net cash flows from operating activities	<u>(5,012)</u>	<u>8,925</u>

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2008**

10. FINANCIAL INSTRUMENTS

(a) Significant accounting policies

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset, financial liability and equity instrument are disclosed in Note 1 to the financial statements.

(b) Categorisation of financial instruments

Financial assets	Note	Category	Carrying amount 2008	Carrying amount 2007
Cash and cash equivalents	3	N/A	-	5,012
Receivables	4	Receivables (at amortised cost)	-	4,084
Financial liabilities				
Payables	6	Financial liabilities measured at amortised cost	-	7,168

(c) Credit risk

Credit risk represents the loss that would be recognised if counterparties failed to perform as contracted. The Branch's maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of those assets as indicated in the balance sheet.

Financial assets that are either past due or impaired

Currently the Branch does not hold any collateral as security nor credit enhancements relating to any of its financial assets.

As at the reporting date, there is no event to indicate that any of the financial assets are impaired.

There are no financial assets that have had their terms renegotiated so as to prevent them from being past due or impaired, and they are stated at the carrying amounts as indicated. The following table discloses the ageing only of financial assets that are past due but not impaired.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2008**

10. FINANCIAL INSTRUMENTS (continued)

Interest rate exposure and ageing analysis of financial assets									
	Weighted average effective interest rate	Carrying amount	Interest rate exposure			Past due by			
			Fixed interest rate	Variable interest rate	Non- interest bearing	Less than 1 Month	1-3 months	3 months – 1 year	1-5 years
2008	%								
Cash assets	0.05	-	-	-	-	-	-	-	-
Receivables	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
2007									
Cash assets	0.05	5,012	-	5,012	-	-	-	-	-
Receivables	-	4,084	-	-	4,084	-	-	-	-
		-	-	5,012	4,084	-	-	-	-

(d) Liquidity risk

Liquidity risk arises when the Branch is unable to meet its financial obligations as they fall due. The Branch operates under the policy of settling financial obligations within 30 days and in the event of a dispute, make payments within 30 days from the date of resolution. It also continuously manages risk through monitoring future cash flows and maturities planning to ensure adequate holding of high quality liquid assets and dealing in highly liquid markets. The Branch's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk. Maximum exposure to liquidity risk is the carrying amounts of financial liabilities.

Interest rate exposure and maturity analysis of financial liabilities									
	Weighted average effective interest rate	Nominal amount	Interest rate exposure			Maturity dates			
			Fixed interest rate	Variable interest rate	Non- interest bearing	Less than 1 month	1-3 months	3 months – 1 year	1-5 years
2008	%								
Payables	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
2007									
Payables	-	7,168	-	-	7,168	-	-	-	-
		7,168	-	-	7,168	-	-	-	-

NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2008

10. FINANCIAL INSTRUMENTS (continued)

(e) **Market risk**

The Branch's exposure to market risk is primarily through interest rate risk and other price risks with no exposure to foreign currency or interest rate risk. Objectives, policies and processes used to manage each of these risks are disclosed in the paragraphs below.

Interest rate risk

Exposure to interest rate risk might arise primarily through the Branch's cash & deposits. Minimisation of risk is achieved by mainly undertaking fixed rate or non-interest bearing financial instruments.

As the Branch does not hold any financial instruments at 30 June 2008, there is no exposure to interest rate risk or other price risks.

(f) **Fair value**

The fair values and net fair values of financial assets and financial liabilities are determined as follows:

- the fair value of financial assets and financial liabilities with standard terms and conditions and traded in active liquid markets are determined with reference to quoted market prices; and
- the fair value of other financial assets and financial liabilities are determined in accordance with generally accepted pricing models based on discounted cash flow analysis.

The Branch considers that the carrying amount of financial assets and financial liabilities recorded in the financial report to be a fair approximation of their fair values.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

11. RELATED PARTY INFORMATION

Remuneration of key management personnel

There are no key management personnel of the Branch whose remuneration requires separate disclosure.

Other related party transactions

During the year, there were no transactions with related parties which require separate disclosure other than the transfer of net assets already disclosed in Note 1.

12. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provision of subsections (1), (2) and (3) of section 272 of Schedule 1B – Registration of accountability of Organisations 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 matter 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)."

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
NATIONAL TERTIARY EDUCATION INDUSTRY UNION
FLINDERS UNIVERSITY BRANCH

Scope

The general purpose financial report and Executive Committee's responsibility

The general purpose financial report comprises the income statement, balance sheet, cash flow statement, statement of recognised income and expense, accompanying notes to the financial statements, and the committee of management statement of the National Tertiary Education Industry Union – Flinders University Branch for the year ended 30 June 2008.

The Committee of the Union is responsible for the preparation and fair presentation of the financial report in accordance with the Workplace Relation Act 1996. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect frauds and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit approach

We conducted an independent audit in order to express an opinion to the members of the Union. Our audit was conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance as to whether the financial report is free of material misstatements. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitation 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 Accounting Standards and other mandatory financial reporting requirements in Australia and the Workplace Relations Act 1996, a view which is consistent with our understanding of the Union's financial position, and of its performance as represented by the results of its operations and the cash flows.

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

- 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 executive Committee.

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

Independence

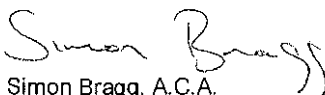
In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Audit Opinion

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



DFK Collins
Chartered Accountants



Simon Bragg, A.C.A.
Partner
Registered Company Auditor, Registration Number: 291536

Melbourne
Date: 10 June 2009



Fair Work Australia

30 July 2009

Jenny Savage
National Finance Coordinator, National Tertiary Education Industry Union
By email: jsavage@nteu.org.au

cc: Michael Brunger
Branch President, National Tertiary Education Industry Union Flinders University Branch
By email: nteu.flinders@internode.on.net

Dear Ms Savage

Financial report of the National Tertiary Education Industry Union Flinders University Branch for the financial year ended 30 June 2008 (FR2008/407)

I acknowledge receipt of the financial report of the Flinders University Branch of the National Tertiary Education Industry Union for the financial year ended 30 June 2008. The financial report was lodged with Fair Work Australia on 10 July 2009.

The financial report has **not** been filed.

While last year's financial report was filed, certain issues were raised for the branch to address in the preparation of future financial reports. In our correspondence of 11 January 2008 we advised that, in the event that the financial report for 2008 does not fully comply with the legislative requirements, the report would not be filed and the branch would be required to repeat the aspects that do not comply.

While most of the issues that were raised have been addressed, disclosures of capitation fees and levies have not been separated. Items 11(b) and (e) of the Reporting Guidelines require separate disclosure of capitation fees and levies. Also, item 11(b) requires the disclosure of the amount and the name of each reporting unit to which capitation fees have been paid. Further, item 11(e) requires that the amount, the purpose and the name of the entity imposing a levy be disclosed.

The 2008 income statement continues to group all capitation fees and levies together. Also, the amount and name of each reporting unit to which capitation fees have been paid are not disclosed. Further the amount and purpose of any levies and the names of any entities imposing a levy are not disclosed.

The branch is therefore required to lodge with Fair Work Australia a supplementary income statement which separately discloses capitation fees and levies in accordance with the requirements of items 11(b) and (e) of the reporting guidelines. Once this has been lodged, the original financial report and supplementary income statement will be filed and made publicly available on the Fair Work Australia website.

If you have any queries, I can be contacted on 03 8661 7929 or by email on: eve.anderson@fwa.gov.au.

Yours sincerely

Eve Anderson
Tribunal Services and Organisations
Fair Work Australia
Tel: 03 86617929
Email: eve.anderson@fwa.gov.au

	NOTE	2008 \$	2007 \$
Revenue from ordinary activities:			
Subscriptions	2	207,593	227,751
Other	2	<u>47,643</u>	<u>55,534</u>
Total revenue from ordinary activities		<u>255,236</u>	<u>283,285</u>
Expenses from ordinary activities:			
Accountancy & audit fees		4,460	4,050
Administration fees		1,371	-
Bank charges		68	-
Capitation – SA Division		41,946	189,034
Capitation – National Office		140,429	-
Computer expenses		327	-
Depreciation		2,873	2,397
Employee entitlements accruals		7,535	-
Payroll Contribution		-	37,040
Payroll tax		4,476	1,926
Printing & stationary		4,297	-
Presidents time release		8,998	-
Rent		3,920	-
Training		496	-
Telephone		2,373	-
Workers compensation insurance		949	-
Other expenses		37,292	32,693
Transfer of assets to NTEU Fund		<u>6,747</u>	<u>-</u>
Total expenses from ordinary activities		<u>268,557</u>	<u>267,140</u>
Net operating (deficit) / surplus		<u>(13,321)</u>	<u>16,145</u>

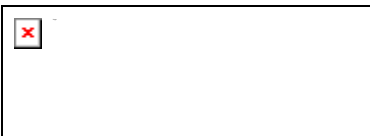
Regards**Glenn Osmand**

PHONE - DIRECT +61 3 9653 3946

MOBILE +61 422 321 245

PHONE - OFFICE +61 3 9654 0100

FACSIMILE +61 3 9654 0122



DFK Collins is a member of DFK Australia New Zealand Ltd, an association of independent firms. DFK Australia New Zealand Limited is also a member of DFK International. Neither DFK Australia New Zealand Limited nor DFK International accepts any responsibility or liability for the actions or inactions on the part of any individual member firm or firms. Individual member firms do not accept responsibility or liability for actions or inactions on the part of any other individual member firm or firms.

DFK Collins' liability is limited by a scheme approved under Professional Standards Legislation. This communication is intended only for the person to whom it is addressed and may contain confidential and/or legally privileged material. Any views or opinions expressed in this email are solely those of the author and do not necessarily represent those of DFK Collins. Any review, retransmission, dissemination, reliance on or other use of, this communication by persons other than the intended recipient is prohibited. If you received this communication in error, please inform DFK Collins immediately by return email and delete all copies.

As emails and attachments may be interfered with, they may contain computer viruses or other defects and may not be successfully replicated on other systems, it is important to check for viruses and defects before opening or using emails and attachments. We reserve the right to read any e-mail or attachment entering or leaving our systems from any source without prior notice.