



Australian Government

Australian Industrial Registry

Level 35, 80 Collins Street
Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Ms Rosilyn O'Grady
Administrative Assistant
National Tertiary Education Industry Union
University of New South Wales Branch
Room G29, Samuels Building UNSW
Sydney NSW 2052

Dear Ms O'Grady

Re: Financial Reports for year ended 30 June 2005 – National Tertiary Education Industry Union – University of New South Wales Branch – FR2005/374

I acknowledge receipt of the financial reports of the National Tertiary Education Industry Union – University of New South Wales Branch for the year ended 30 June 2005 and the subsequent correspondences dated 19 June and 8 August 2006 containing the amended Committee of Management Statement, the Secretary's or Designated Officer's Certificate and the Auditor's Report. The documents were lodged in the Industrial Registry on 17 February, 28 June and 15 August 2006 respectively.

The documents have been filed.

Although the documents have been filed, I like to make some comments in addition to the comments contained in our correspondence dated 24 May 2006 (copy enclosed). I make these comments to assist you when you next prepare the financial reports. You *do not* need to take any further action in respect of the financial reports already lodged.

Committee of Management Statement

The requirements of the Committee of Management Statement are set out under the Industrial Registrar's Reporting Guidelines. In particular, Item 25 of the Reporting Guidelines requires the Committee of Management statement to declare, amongst other things:

During the financial year to which the GPFR relates and since the end of that year:

- where the organisation consists of 2 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
- 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
- there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

The Committee of Management Statement for the year ended 30 June 2005 did not address the abovementioned matters. In the event that no request for information was sought by a member or Registrar under section 272 and/or no inspection of financial records was made by the Commission under section 273 a declaration to that effect is still required.

Operating Report

The requirements of the Operating Report are found under section 254 of the RAO Schedule and Regulation 159(c) of the RAO Regulations. Regulation 159(c) require the name of each person who has been a member of the Committee of Management of the branch at any time during the reporting period, *and* the period for which he or she held such a position be provided. In the Operating Report for the year ended 30 June 2005 only the former part of this requirement was met.

Auditor's Report

In future financial years the Auditor's Report should provide *details of the Auditor's qualifications* to confirm he or she is an approved auditor under s.256 of RAO Schedule and Regulation 4 of the RAO Regulations.

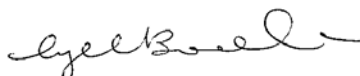
Regulation 4 defines an approved auditor as a person who is a member of CPA Australia, The Institute of Chartered Accountants in Australia or the National Institute of Accountants *and* holds a current Public Practice Certificate. The individual auditor signing off on the report should provide details of which professional body he or she is a member of and whether he or she holds a current Public Practice Certificate.

Please forward a copy of this letter to the reporting unit's auditor, Palmers Willoughby & Dunne.

I also note in my previous correspondence to you dated 14 September 2006 the letter should have been dated 7 September 2006. I apologise for any inconvenience caused.

If you have any queries regarding the above matters please do not hesitate to contact me on (03) 8661 7787 (Wednesday and Thursday).

Yours faithfully,



Cynthia Lo-Booth
Statutory Services Branch

14 September 2006

Encl.



Australian Government

Australian Industrial Registry

Level 35, 80 Collins Street
Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
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Ms Rosslyn O'Grady
Administrative Assistant
National Tertiary Education Industry Union
University of New South Wales Branch
Room G29, Samuels Building UNSW
Sydney NSW 2052

Dear Ms O'Grady

Re: Financial Reports for year ended 30 June 2005 – National Tertiary Education Industry Union – University of New South Wales Branch – FR2005/374

I acknowledge receipt of the amended Committee of Management Statement and amended Secretary's Certificate. Thank you.

The only outstanding matter preventing the Financial Reports for year ended 30 June 2005 from being filed is the Auditor's Report containing the revised wording to comply with s.257 of the RAO Schedule. I refer to my previous correspondence to you dated 24 May 2006 attached for your convenience.

Furthermore, the Financial Reports for year ended 30 June 2004 are also yet to be filed due to the outstanding Certificate of Secretary or Other Authorised Officer. This Certificate may be signed by an officer (one who has been elected not appointed) of the current committee as long as they are able to attest to the facts contained in the Certificate.

If you have any queries regarding this letter please contact me on (03) 8661 7989 on Wednesdays or Thursdays.

Yours faithfully,

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

Cynthia Lo-Booth
Statutory Services Branch

14 September 2006

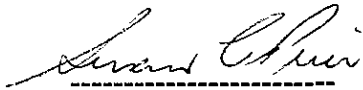
Encl.

**CERTIFICATE BY SECRETARY OR OTHER
AUTHORISED OFFICER – NTEU UNIVERSITY OF NSW
BRANCH**

s268 of Schedule 1B Workplace Relations Act 1996

I, **Susan Price**, being the *Branch Vice-President* of the *National Tertiary Education Industry Union University of NSW 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 13/11/05 and
- That the full report was presented to a *general meeting of members* of the Branch on 13/12/05 in accordance with section 266 of the RAO Schedule.



Susan Price

Vice-President

Date: 10th August, 2006.

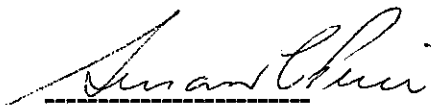
COMMITTEE OF MANAGEMENT STATEMENT –
NTEU UNIVERSITY OF NSW BRANCH

On 12/11/05 the Committee of Management of the *National Tertiary Education Industry Union University of NSW Branch* passed the following resolution in relation to the Special Purpose Financial Report (SPFR) for the Branch for the financial year ended *30 June 2005*.

The Committee of Management declares in relation to the SPFR 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 branch for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the branch will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the SPFR relates and since the end of the year:
 - i. meetings of the committee of management were held in accordance with the rules of the organization 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 branch including the rules of a branch concerned; and
 - iii. the financial records of the branch have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations.

For the Committee of Management;



Susan Price

Vice-President

Date: *10th August, 2006.*

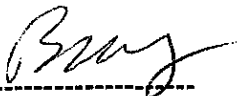
COMMITTEE OF MANAGEMENT STATEMENT – NTEU
UNIVERSITY OF NSW BRANCH

On the Committee of Management of the *National Tertiary Education Industry Union – University of NSW Branch* passed the following resolution in relation to the Special Purpose Financial Report (SPFR) for the Branch for the financial year ended *30 June 2005*.

The Committee of Management declares in relation to the SPFR 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 branch for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the branch will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the SPFR relates and since the end of the year:
 - i. meetings of the committee of management were held in accordance with the rules of the organization 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 branch including the rules of a branch concerned; and
 - iii. the financial records of the branch have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations.

For the Committee of Management;



Bruce Milthorpe

President

Date:

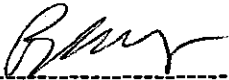
9/12/05

**CERTIFICATE BY SECRETARY OR OTHER AUTHORISED
OFFICER – NTEU UNIVERSITY OF NSW BRANCH**

s268 of Schedule 1B Workplace Relations Act 1996

I, **Bruce Milthorpe**, being the *Branch President* of the *National Tertiary Education Industry Union – University of NSW 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 ; and 13/11/05
- That the full report was presented to a *general meeting of members* of the Branch on ; in accordance with section 266 of the RAO Schedule. 13/12/05.



Bruce Milthorpe

President

Date:

13/12/05

INDEPENDENT AUDITOR REPORT

I report that I have inspected and audited the accounting records of **National Tertiary Education Industry Union – University of NSW Branch** in relation to the financial year of the organisation ended 30 June 2005 and report that in my opinion satisfactory accounting records were kept by the organisation in relation to the year, including:

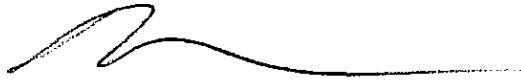
- 1) records of the resources and nature of the income of the organisation (including income from members);
- 2) records of the nature and purposes of the expenditure of the organisation; and

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 Schedule 1 of the Workplace Relations Act 1996.

All information, being information which was reasonably wanted for the purpose of this audit, which was required and sought by me or by any person authorised by me for the purpose of the audit, was provided.

I also understand that to the extent that there was any deficiency, failure or shortcoming in relation to the matters referred to above, I must report particulars and that those particulars, if any, which form part of this report, are attached

Palmers Willoughby & Dunne
Registered Company Auditor Number 730



Peter. M. Power
Partner

Sydney
On this day of

14th December 2005



Australian Government
Australian Industrial Registry

Level 35, 80 Collins Street
Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Ms Rosslyn O'Grady
Administrative Assistant
National Tertiary Education Industry Union
University of New South Wales Branch
Room G29, Samuels Building UNSW
Sydney NSW 2052

Dear Ms O'Grady

Re: Financial Reports for year ended 30 June 2005 – National Tertiary Education Industry Union – University of New South Wales Branch – FR2005/374

I have received the financial reports of the National Tertiary Education Industry Union UNSW Branch for the year ended 30 June 2005. The documents were lodged in the Industrial Registry on 17 February 2006.

The documents have not yet been filed.

The NTEU – University of NSW Branch is required to further lodge:

- a revised Committee of Management Statement;
- a revised Secretary's Certificate; and
- a revised Auditor's Report.

The explanations to the deficiencies in the documents are set out below.

1. Committee of Management Statement

The Committee of Management Statement has failed to specify the *date* of passage of the resolution. (Please see item 26(b) of the Reporting Guideline for the purposes of s.253 of the RAO Schedule).

2. Secretary's Certificate

The Secretary's Certificate has failed to specify the *date* the full report was provided to its members and the *date* the full report was presented to a general meeting of members of the Branch. Please note, s.265(5) of the RAO Schedule requires that the full report must be provided to members 21 days before the general meeting.

3. Auditor's Report

The wording of the Auditor's Report must comply with s.257 of the RAO Schedule. The current Auditor's Report prepared by *Palmers Willoughby & Dunne* has failed to confirm whether the General Purpose Financial Report was presented fairly in accordance with the *Australian Accounting Standards*.

Moreover, the Auditor's Report refers to 'other statements prepared under section 273 of the *Workplace Relations Act 1996*'. Section 273 refers to Commission orders authorising applicants to inspect financial records. This reference to the RAO Schedule is made in error. None of the financial documents submitted were prepared pursuant to s.273.

The following wording would satisfy the requirements of the RAO Schedule:

"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 Schedule 1 of the Workplace Relations Act 1996."

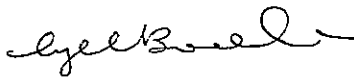
Please draw this to the attention of your auditor for a revised version of the Auditor's Report.

These revised documents should be forwarded to the Registry as soon as practicable to facilitate the prompt filing of the NTEU – University of NSW Branch Financial Report for the year ended 30 June 2005.

Furthermore, it has been noted that the NTEU – University of NSW Branch Financial Report for the year ended 30 June 2004 have yet to be filed. The Secretary's Certificate for the year ended 30 June 2004 remains outstanding. Please find enclosed a copy letter dated 15 February 2005 from the Registry regarding this matter. Your prompt response in providing the Secretary's Certificate will facilitate in the filing of last year's Financial Reports.

If you have any queries please contact me on (03) 8661 7989 on Wednesdays or Thursdays.

Yours faithfully,



Cynthia Lo-Booth
Statutory Services Branch

24 May 2006

Encl.



Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Mr Bruce Milthorpe
President
National Tertiary Education Industry Union
University of New South Wales Branch
NTEU Office
Room 401, Mathews Building
University of New South Wales
KENSINGTON NSW 2052

Dear Mr Milthorpe,

**RE: Schedule 1B of the Workplace Relations Act 1996 (the RAO Schedule)
Financial reports for year ended 30 June 2004 - FR2004/499**

I acknowledge receipt of the financial reports of the National Tertiary Education Industry Union - University of University of New South Wales Branch. The documents were lodged in the Industrial Registry on 24 January 2005.

Please note your Branch has not lodged a Secretary's Certificate, as required by s.280(1)(b) of the *Workplace Relations Act 1996*. Financial documents lodged with the Registry are required by subsection 280(1) to be filed under cover of a certificate from the Secretary - stating that the documents so lodged are copies of the auditor's report, accounts and statements which were presented to a meeting in accordance with section 279. I request that the certificate contain the date on which the meeting was held. This certification does not have to be in the form of a statutory declaration.

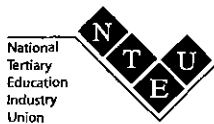
The Secretary's Certificate in respect of the documents already lodged with this office for the year ended 30 June 2004 should be forwarded as soon as practicable for this Financial Report to be filed.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Dimitra Doukas'.

Dimitra Doukas
Statutory Services Branch

15 February 2005



NTEU - UNSW Branch

FR2005/374

8/2/06.

With Compliments

Please find attached a copy of our accounts for 2005 for lodging with the Australian Industrial Registry.

Regards

Roslyn

O'Grady

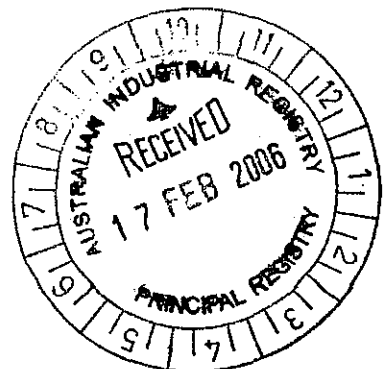
The University of New South Wales
Room G29, Samuels Building, UNSW Sydney NSW 2052
ph: 02 9385 2479 fax: 02 9385 2570
email: nteu@unsw.edu.au
NTEU - NSW Division ph: 02 9212 5433

**NTEU University of NSW Branch
A.B.N. 38 579 396 344**

**FINANCIAL REPORT
FOR THE YEAR ENDED
30TH JUNE 2005**

PALMERS WILLOUGHBY & DUNNE

CHARTERED ACCOUNTANTS



NTEU University of NSW Branch

A.B.N. 38 579 396 344

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COMMITTEE OF MANAGEMENT STATEMENT – NTEU
UNIVERSITY OF NSW BRANCH

On the Committee of Management of the *National Tertiary Education Industry Union – University of NSW Branch* passed the following resolution in relation to the Special Purpose Financial Report (SPFR) for the Branch for the financial year ended *30 June 2005*.

The Committee of Management declares in relation to the SPFR 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 branch for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the branch will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the SPFR relates and since the end of the year:
 - i. meetings of the committee of management were held in accordance with the rules of the organization 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 branch including the rules of a branch concerned; and
 - iii. the financial records of the branch have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations.

For the Committee of Management;



Bruce Milthorpe

President

Date:

7/12/05

NTEU UNIVERSITY OF NSW BRANCH
A.B.N. 38 579 396 344

PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 2005

	2005 \$	2004 \$
INCOME		
Interest Received	6,491.51	2,435.00
Membership Fees	710,904.01	665,363.00
	<u>717,395.52</u>	<u>667,798.00</u>
EXPENSES		
Auditor's Remuneration	5,850.00	3,300.00
Bank Charges	65.30	135.00
Campaigns	4,292.89	-
Capitation Fees	526,985.14	504,226.00
Computer Expenses	210.00	665.00
Conference Expenses	597.53	3,238.00
Depreciation	2,623.00	2,375.00
Donations	200.00	767.00
Office Equipment	714.50	-
General Expenses	2,529.94	4,043.00
Hire of Plant & Equipment	4,607.27	3,457.00
Holiday Pay	(765.08)	3,159.00
Workers Compensation	991.68	(655.00)
Internet Expenses	769.81	437.00
Enveloping	-	200.00
Long Service Leave	1,412.45	1,188.00
Meeting Expenses	5,885.29	5,092.00
Office Supplies	1,179.96	295.00
Payroll Tax	4,935.49	(4,076.00)
Photocopying	1,205.88	723.00
Printing & Stationery	3,342.04	3,739.00
Recruitment	(870.00)	1,908.00
Salaries	78,648.89	92,163.00
Staff Training & Welfare	256.36	-
Strike Expenses	-	1,582.00
Subscriptions	190.91	191.00
Superannuation Contributions	8,974.62	9,582.00
Telephone	2,146.80	1,246.00
Travelling Expenses	337.00	394.00
	<u>657,317.67</u>	<u>639,374.00</u>
Profit from ordinary activities before income tax	<u>60,077.85</u>	<u>28,424.00</u>

The accompanying notes form part of these financial statements.

NTEU UNIVERSITY OF NSW BRANCH
A.B.N. 38 579 396 344

BALANCE SHEET
AS AT 30 JUNE 2005

	Note	2005 \$	2004 \$
CURRENT ASSETS			
Cash assets		221,002.71	165,805.00
Receivables	2	50,537.21	24,880.00
TOTAL CURRENT ASSETS		<u>271,539.92</u>	<u>190,685.00</u>
NON-CURRENT ASSETS			
Fixed Assets			
Plant and equipment	3	7,360.00	7,821.00
		<u>7,360.00</u>	<u>7,821.00</u>
TOTAL NON-CURRENT ASSETS		<u>7,360.00</u>	<u>7,821.00</u>
TOTAL ASSETS		<u>278,899.92</u>	<u>198,506.00</u>
CURRENT LIABILITIES			
Trade Creditors		53,783.23	39,322.00
Other Creditors		1,415.00	1,059.00
Payables		11,493.47	6,642.00
Employee benefits	4	7,623.37	6,976.00
TOTAL CURRENT LIABILITIES		<u>74,315.07</u>	<u>53,999.00</u>
TOTAL LIABILITIES		<u>74,315.07</u>	<u>53,999.00</u>
NET ASSETS		<u>204,584.85</u>	<u>144,507.00</u>
EQUITY			
Retained profits	5	204,584.85	144,507.00
TOTAL EQUITY		<u>204,584.85</u>	<u>144,507.00</u>

The accompanying notes form part of these financial statements.

NTEU - University of NSW
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2005

2005
\$

Cash Flows From Operating Activities

Receipts from Customers	759,759.62
Interest Received	6,491.51
Payment to Suppliers & Employees	(603,782.86)
General Administration Expenses & Direct Expenses	(101,686.14)

Net cash provided by (used in) operating activities	60,782.13
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Cash Flows from Investing Activities

Payment for Property	(2,162.00)
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Net cash provided by (used in) investing activities	(2,162.00)
--	------------

Cash Flows From Financing Activities

Repayment of Borrowings	(3,422.42)
-------------------------	------------

Net cash provided by (used in) financing activities	(3,422.42)
--	------------

Net increase (decrease) in cash held	55,197.71
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Cash at Beginning of Financial Year	165,805.00
-------------------------------------	------------

Cash at end of year	221,002.71
----------------------------	------------

The accompanying notes form part of these financial statements.

NTEU - University of NSW
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2005

2005
\$

Notes to the Statement of Cash Flows

Reconciliation of Cash

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

Cash on Hand	300.00
Cash at Bank	220,702.71
	221,002.71
	221,002.71

Reconciliation of Net Cash provided by Operating Activities to profit from ordinary activities after Income Tax

Operating profit (loss) after income tax	60,077.85
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Non-cash flows in Profit(Loss) from Ordinary Activities:

Depreciation	2,623.00
--------------	----------

Changes in Assets and Liabilities:

Decrease (Increase) in Current Receivables	(22,234.79)
Increase (Decrease) in Sundry Creditors	5,207.47
Increase (Decrease) in Trade Creditors	14,461.23
Increase (Decrease) in Current Provisions	(765.08)
Increase (Decrease) in Non-Current Provisions	1,412.45
	1,412.45

Cash flows from operations	60,782.13
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The accompanying notes form part of these financial statements.

NTEU – University of NSW Branch

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2005**

1 Statement of Significant Accounting Policies

This financial report is a special purpose financial report prepared for use by directors and members of the company. The directors have determined that the company is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the following Australian Accounting Standards:

AAS 4 :Depreciation of Non-Current Assets
AAS 5 :Materiality
AAS 8 :Events Occurring after Reporting Date
AAS17 :Accounting for Leases

No other Australian Accounting Standards, Urgent Issues Group Consensus view or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

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

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report:

Investments

Investments are brought to account at cost or directors' valuation. Dividends and interests are brought to account when received.

Property, Plant and Equipment

Property, plant and equipment are carried at cost or independent valuation.
All assets, excluding freehold land and buildings are depreciated over their useful lives to the company.

Employee Benefits

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

**NTEU UNIVERSITY OF NSW BRANCH
A.B.N. 38 579 396 344**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

	2005 \$	2004 \$
2 Receivables		
Current		
Trade Debtors	47,114.79	24,880.00
NTEU - NSW Division	3,422.42	-
	<u>50,537.21</u>	<u>24,880.00</u>
3 Plant and Equipment		
Office Furniture & Equipment	24,348.00	22,186.00
Less: Accumulated Depreciation	<u>(16,988.00)</u>	<u>(14,365.00)</u>
	7,360.00	7,821.00
Total Plant and Equipment	<u>7,360.00</u>	<u>7,821.00</u>
4 Employee Benefits		
Current		
Provision for Holiday Pay	5,374.92	6,140.00
Provision for Long Service Leave	2,248.45	836.00
	<u>7,623.37</u>	<u>6,976.00</u>
5 Retained Profits		
Retained profits at the beginning of the financial year	144,507.00	116,083.00
Net profit attributable to members of the company	60,077.85	28,424.00
Retained profits at the end of the financial year	<u>204,584.85</u>	<u>144,507.00</u>

INDEPENDENT AUDITOR REPORT

I report that I have inspected and audited the accounting records of **National Tertiary Education Industry Union – University of NSW Branch** in relation to the financial year of the organisation ended 30 June 2005 and report that in my opinion satisfactory accounting records were kept by the organisation in relation to the year, including:


- 1) records of the resources and nature of the income of the organisation (including income from members);
- 2) records of the nature and purposes of the expenditure of the organisation; and

in my opinion the accounts and other statements prepared under section 273 of the *Workplace Relations Act 1996* in relation to the year were properly drawn up so as to give a true and fair view of:

- 1) the financial affairs of the organisation as at the end of the year; and
- 2) the income and expenditure, and surplus of the organisation for the year; and
- 3) all information, being information which was reasonably wanted for the purpose of this audit, which was required and sought by me or by any person authorised by me for the purpose of the audit, was provided.

I also understand that to the extent that there was any deficiency, failure or shortcoming in relation to the matters referred to above, I must report particulars and that those particulars, if any, which form part of this report, are attached

Palmers Willoughby & Dunne
Registered Company Auditor Number 730


Peter. M. Power
Partner

Sydney
On this day of 13th January 2006

Suite 6, 13-15 Francis St
Dee Why NSW 2099
P.O. Box 1006
Dee Why N.S.W. 2099

9982 7200 (p)

9971 9878 (f)

info@pwwfinancial.com.au (e)



COMMITTEE OF MANAGEMENT OPERATING REPORT – **NTEU UNIVERSITY OF NSW BRANCH**

In accordance with section 254 of the Workplace Relations Act 1996, the Committee of Management present the operating report for the year ended 30 June 2005.

Principal Activities

The principal activity of the Entity was the operation of the Branch of the Union and to provide a range of services to members.

Financial Results

The surplus from operating activities for the year was \$60,077.85 (2004 surplus \$28,424). The Union is exempt from paying income tax.

Review of Operations

The result represents a favourable variance of \$31,653.85 in comparison to last year. The result for the year was considered satisfactory.

Significant Changes

No significant changes in the state of affairs of the company have occurred during the financial year.

Rights of Members to Resign

- i. 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.

- ii. 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.
- iii. 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.
- iv. A notice delivered to a Division Secretary or Branch Secretary shall be taken to have been received by the Union when it was delivered.
- v. 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.
- vi. A resignation from membership is valid even if it is not affected 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.
- vii. Cessation of payment of any dues, levies and other amounts by a member does not, of itself, terminate membership of the Union.

To the best of our knowledge and belief,

No officer or member of the organisation, by virtue of their office or membership of the National Tertiary Education Industry Union – University of NSW Branch is;

- i. A trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- ii. A director of a company that is the trustee of a superannuation entity or an exempt public sector superannuation scheme; and

Where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organisation.

Prescribed Information

- i. Number of members of the organisation at 30/06/2005: 1,080 (2004: 1,141)
- ii. Employees of the Branch as at 30/06/2005: 2 (2004: 2)
- iii. Members of the Committee of Management as at 30/06/2005:

Bruce Milthorpe
Susan Price
Ralph Hall
Lindy Bolitho
Diane Fieldes
Graham Freeman
Chris Hughes
Anne Junor
Paul Osmond
Catherine Welch
Annie Jackson
Liz Tancred
Michelle Brear

For and on behalf of the Committee of Management



Bruce Milthorpe

President

Date:

9/12/05

**CERTIFICATE BY SECRETARY OR OTHER AUTHORISED
OFFICER – NTEU UNIVERSITY OF NSW BRANCH**

s268 of Schedule 1B Workplace Relations Act 1996

I, **Bruce Milthorpe**, being the *Branch President* of the *National Tertiary Education Industry Union – University of NSW 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 ; and
- That the full report was presented to a *general meeting of members* of the Branch on ; in accordance with section 266 of the RAO Schedule.



Bruce Milthorpe

President

Date:

13/12/05