



Australian Government
Australian Industrial Registry

Level 35
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7764
Fax: (03) 9654 6672

Ms. Raylene Mulvihill
Division Executive Officer
C/- University of Adelaide Branch Office
University of Adelaide SA 5005

Dear Ms. Mulvihill,

**Re: Financial documents for year ended 30 June 2005
FR2005_382**

I have received the financial documents of the South Australian Division of the abovenamed organisation for the year ended 30 June 2005 lodged in the Industrial Registry on 22 December 2005.

The documents have been filed.

Although the documents have been filed, I would like to comment on an issue arising out of the reports. I make this comment to assist you when you next prepare financial reports; you do not need to take any further action in respect of the financial reports already lodged.

1. General purpose financial report

Notes to accounts – desegregation disclosure of employee/office holder benefits

The Statement of Financial performance includes expenditure items “Salaries - \$205,451” and “Superannuation - \$28,891. It is noted that there is no information in the Notes to Accounts which clarify these aggregate disclosures. Items 11(g) and (h) of the Industrial Registrar’s Reporting Guidelines require disaggregation of those and like items, so far as is relevant, as follows:

- “(g) employee benefits to holders of office of the reporting unit;*
- “(h) employee benefits to employees (other than holders of office) of the reporting unit;”*

Please do not hesitate to contact me on (03) 8661 7764 (Wednesdays) or Marylyn.Beare@air.gov.au if you wish to discuss this letter

Yours sincerely,

A handwritten signature in black ink that reads 'M Beare'.

Marylyn Beare
Statutory Services Branch

1 February, 2006

F22005/382



National
Tertiary
Education
Industry
Union

S.A. DIVISION

c/- University of Adelaide Branch Office
University of Adelaide SA 5005
Tel: (08) 8303.5155
Fax: (08) 8303.3449
email: nteu@adelaide.edu.au

20th December, 2005

Industrial Registrar,
Nauru House,
80 Collins Street,
Box 19945, G.P.O.,
MELBOURNE. VIC. 3001

Dear Registrar,

Please find enclosed audited accounts and supporting certificates for the South Australian Division of the National Tertiary Education Industry Union for the period ending 30th June, 2005.

Please contact Mr. R. Willson, Treasurer, on phone no. (08) 8303.5848 with any queries you may have.

Yours sincerely,

Raylene Mulvihill
NTEU Division Executive Officer

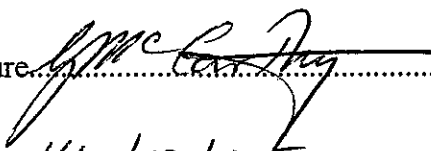
NATIONAL TERTIARY EDUCATION INDUSTRY UNION
SOUTH AUSTRALIAN DIVISION

Certificate of Secretary or other Authorised Officer

s268 of Schedule 1B Workplace Relations Act 1996

I, Dr Greg McCarthy, being the Secretary of the South Australian Division of the National Tertiary Education Industry Union 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 23rd November, 2005; and
- that the full report was presented to a general meeting of members of the reporting unit on 14th December, 2005 in accordance with section 266 of the RAO Schedule.

Signature.....
Date: 14 / 12 / 05

FINANCIAL STATEMENTS

OF

**NATIONAL TERTIARY EDUCATION
INDUSTRY UNION**

**SOUTH AUSTRALIAN DIVISION
ABN 38 579 396 344**

For the Year Ended 30 June 2005

NATIONAL TERTIARY EDUCATION INDUSTRY UNION
South Australian Division
ABN 38 579 396 344

OPERATING REPORT

Your committee members submit the financial report of the National Tertiary Education Industry Union, SA Division for the financial year ended 30 June 2005.

Members of Committee

The names of the members of the Committee of Management throughout the financial year and at the date of this report are:

Dr. Rod Crewther
Mr. John Summers
Ms. Sherry Dzonsons
Dr. Michael Venning
Dr. Peter Gill
Ms. Gloria Sumner
Associate Professor Ian Hunt
Mr. Peter Cardwell
Mr. Robert Iseman
Ms. Luisa O'Connor
Mr. Bob Willson (term ended 2nd September, 2005)
Ms. Margaret Chandler (from 2nd September, 2005)
Mr. Ron Slee (from 2nd September, 2005)
Dr. Greg McCarthy (from 1st October, 2005)

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

Operating Result

The deficit from ordinary activities after providing for income tax amounted to \$9,196.

Review of Operations

A review of the operations of the entity during the financial year and the results of those operations found that during the year, the entity continued to engage in its principal activity, the results of which are disclosed in the attached financial statements.

Significant Changes

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

Principal Activities

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

After Balance Date Events

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the entity, the results of those operations, or the state of affairs of the entity in future financial years.

Union Details

The union had 4 employees at year end.
The number of members at 30th June 2005 was 2,288.

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:

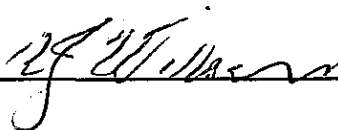
- (a) where the member ceases to be eligible to become a member of the Union
 - (i) on the day on which the notice is received by the Union; or
 - (ii) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member; whichever is later; 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

Signed in accordance with a resolution of the Members of the Committee.

Designated Officer: _____



Dated this

11/1/88

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division

ABN 38 579 396 344

COMMITTEE OF MANagements CERTIFICATE

On 9th, Nov 2005 the Committee of Management of the National Tertiary Education Industry Union, South Australian Division passed the following resolution in relation to the general purpose Financial Report (GPFR) of the reporting unit for the Financial year ended 30 June 2005.

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

- a) the Financial Statements and notes comply with the Australian Accounting Standards
- b) the Financial Statements and notes comply with the reporting guidelines of the Industrial Register;
- c) the Financial Statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate.
- d) There are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable.
- e) During the financial year to which the GPFR relates and since the end of that year:
 - i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO 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 at Adelaide this 9 day of Nov, 2005



DIVISION COMMITTEE MEMBER

ADELAIDE
DATED: 9-Nov-05

NATIONAL TERTIARY EDUCATION INDUSTRY UNION
South Australian Division
ABN 38 579 396 344
Independent Auditors' Report

Scope

The Financial report & Branch Council Responsibility

We have audited the accompanying general purpose financial report of the Australian Services Union, South Australian and Northern Territory Branch for the year ended 30 June 2005 comprising Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and Notes to the Financial Statements. The Branch Council 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 Opinion

In our opinion-

- a) the financial report is properly drawn up so as to present fairly the financial position of the branch as at 30 June 2005 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 18th day of November, 2005

JH Doyle & Co
176 Morphett Street
ADELAIDE SA 5000


C. Wellington FCPA
Registered Company Auditor

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division

ABN 38 579 396 344

**STATEMENT OF FINANCIAL POSITION
For the Year Ended 30 June 2005**

		2005 \$	2004 \$
CURRENT ASSETS			
Cash	(Note 2)	58,360	105,665
Receivables		<u>33,110</u>	<u>38,098</u>
Total Current Assets		<u>\$91,470</u>	<u>\$143,763</u>
TOTAL ASSETS			
		<u>\$91,470</u>	<u>\$143,763</u>
CURRENT LIABILITIES			
Payables		6,755	57,030
Provisions	(Note 3)	<u>57,282</u>	<u>48,308</u>
TOTAL CURRENT LIABILITIES		<u> </u>	<u>\$105,338</u>
NON CURRENT LIABILITIES			
Provisions		<u> </u>	<u>1,824</u>
TOTAL NON CURRENT LIABILITIES		<u> </u>	<u>\$1,824</u>
TOTAL LIABILITIES		<u> </u>	<u>\$107,162</u>
NET ASSETS		<u>\$27,433</u>	<u>\$36,601</u>
ACCUMULATED FUNDS			
Retained Surplus	(Note 4)	<u>27,433</u>	<u>36,601</u>
TOTAL MEMBERS FUNDS		<u>\$27,433</u>	<u>\$36,601</u>

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division
ABN 38 579 396 344

STATEMENT OF FINANCIAL PERFORMANCE
For the Year Ended 30 June 2005

INCOME	2005	2004
	\$	\$
Subscriptions		
NTEU (Adelaide)	114,894	106,321
NTEU (Flinders)	63,441	58,708
RACGP	493	660
NTEU (UniSA)	<u>77,487</u>	<u>73,823</u>
	256,315	239,512
Interest	3,077	2,413
GST Refunded	<u>1,226</u>	<u>1,590</u>
TOTAL INCOME	<u>\$260,618</u>	<u>\$243,515</u>
EXPENDITURE		
Audit	1,230	1,170
Bank Fees & Taxes	185	163
Industrial Expenses	--	1,276
Professional Indemnity Insurance	455	
Annual General Meeting	905	909
Sundry Expenses	75	--
Staff Costs		
Industrial Officers' Air Travel	--	557
Industrial Officers' Cab Travel	2,790	4,801
Industrial Officers' Car Travel	4,916	3,950
Other	689	294
Payroll Tax	10,261	14,771
Processing Fees	2,044	1,320
Provision for Annual Leave	1,185	4,238
Provision for Long Service Leave	5,965	6,555
Salaries	205,451	188,931
Superannuation	28,891	26,453
WorkCover	<u>3,787</u>	<u>4,034</u>
Total Staff Costs	265,979	255,904
State Division Travel	63	44
UTLC Fees	<u>894</u>	<u>--</u>
TOTAL EXPENDITURE	<u>\$269,786</u>	<u>\$259,466</u>
INCOME LESS EXPENDITURE	<u>(\$9,168)</u>	<u>(\$15,951)</u>

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division

ABN 38 579 396 344

**STATEMENT OF CASH FLOWS
For the Year Ended 30 June 2005**

	To Jun 2005	To Jun 2004
	\$	\$
Cash Flows from Operating Activities		
Receipts from Members	261,304	227,083
Less Payments for services, & to employees	(311,685)	(234,644)
Add Interest	<u>3,077</u>	<u>2,413</u>
Net Surplus from Operating Activities 2(b)	<u>(47,305)</u>	<u>(5,148)</u>
Cash Flow from Investing Activities	--	--
Cash Flow from Financing Activities	--	--
Net Cash In/Outflow	<u>(47,305)</u>	<u>(5,148)</u>
Cash at the beginning of the year	<u>105,665</u>	<u>110,813</u>
Cash at the end of the financial year 2(a)	<u>\$58,360</u>	<u>\$105,665</u>

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division
ABN 38 579 396 344

NOTES TO AND FORMING PART OF THE ACCOUNTS
For the Year Ended 30 June 2005

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, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Workplace Relations Act 1996 as amended.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

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

- (a) **Income Tax**
The Division is exempt from Income Tax under S50-15 of the Income Tax Assessment Act 1997.
- (b) **Contributions**
Contributions are accounted for on an accruals basis.
- (c) **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.

NOTE 2. 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:

	2005	2004
	\$	\$
Cash at Bank - Commonwealth Bank	20,585	45,967
Cash at Bank - ACCU	<u>37,775</u>	<u>59,698</u>
	<u>\$58,360</u>	<u>\$105,665</u>

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division

ABN 38 579 396 344

NOTES TO AND FORMING PART OF THE ACCOUNTS (Cont'd)
For the Year Ended 30 June 2005

(b) Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax		2005	2004
		\$	\$
Profit/(Loss) from Ordinary Activities		(9,168)	(15,951)
<i>Change in Assets and Liabilities:</i>			
Decrease/(Increase) in Accounts Receivable		4,988	(10,930)
(Decrease)/Increase in Payables		(50,275)	40,507
Increase/(Decrease) in Provisions		<u>7,150</u>	<u>(18,774)</u>
Cash Flows from Operations		<u>(\$47,305)</u>	<u>(\$5,148)</u>

NOTE 3. PROVISIONS

Provision for Annual Leave Entitlements	27,802	26,617
Provision for Long Service Leave	<u>29,480</u>	<u>21,691</u>
	57,282	48,308

NOTE 4. RETAINED PROFITS

Operating Profit (Loss)	<u>(9,168)</u>	<u>(15,951)</u>
Add Retained Profits B/fwd at the Beginning of Year	<u>36,601</u>	<u>52,552</u>
ACCUMULATED FUNDS	<u>27,433</u>	<u>\$36,601</u>

NOTE 5. 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) and (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 sub section (1).

NOTE 6. ELECTED OFFICERS

No Payments were made to elected officers during the year.

NOTE 7. SEGMENT REPORTING

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

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT