



The Western Australian College of Teaching

**Annual Report
1 April 2011 –
31 March 2012**

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Letter of transmittal

31 July 2012

Hon. Peter Collier
Minister for Education; Energy;
Indigenous Affairs
Dumas House
2 Havelock Street
WEST PERTH WA 6005

Dear Minister

In accordance with section 29 of the *Western Australian College of Teaching Act 2004*, I submit to you a report of the activities of the Western Australian College of Teaching for the financial year of the College ending on 31 March 2012.

Yours sincerely



JACQUELINE VARRIS
CHAIR

This report describes the way in which the Western Australian College of Teaching carried out its functions and met its obligations under the *Western Australian College of Teaching Act 2004* during the reporting year which ended on 31 March 2012.

The report has been prepared for the Minister for Education and contains information that may be useful to the Parliament of Western Australia, the teaching profession in Western Australia, teacher employing authorities, higher education institutions, teacher organisations, parents and members of the general community.

Copies of the Report will be made available online on the College website at
www.wacot.wa.edu.au

OVERVIEW

Corporate Directory

Legislation

The Western Australian College of Teaching was established on 15 September 2004 by the *Western Australian College of Teaching Act 2004*.

The College is managed by a nineteen-member Board of Management, with ten Board members being teachers elected by their peers and nine educators appointed by the Minister for Education on nomination by stakeholders. The Board of Management is supported by a Secretariat responsible for implementing the decisions of the Board.

The College is solely funded by membership fees set by regulation.

Purpose

The Western Australian College of Teaching was established in 2004 for the purposes of recognising, promoting and regulating the teaching profession. Under the *Western Australian College of Teaching Act 2004*, all teachers employed in all Western Australian schools are required to be registered with the College.

The purpose of the College is to:

- promote professional standards and values for teaching;
- conduct research into education in Western Australia;
- accredit university teacher education courses; and
- promote and encourage teachers' continued professional learning.

Address

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ASCOT WA 6104

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Elected Chair and Deputy Chair

Chair:	Brian Lindberg	(until 24 October 2011)
Chair:	Jacqueline Varris	(from 24 October 2011)
Deputy Chair:	Jacqueline Varris	(until 24 October 2011)
Deputy Chair:	Peter Bothe	(from 24 October 2011)

Director

Suzanne Parry PhD,BA(Hons),DipT.

Auditors

UHY Haines Norton

Bankers

Commonwealth Bank of Australia

Insurers

RiskCover

EXECUTIVE SUMMARY

Teacher registration

Continued gains in efficiency and expertise enabled the College to process 24,640 registration applications during the year. At the end of the year there were 48,593 teachers on the Register, the majority of whom are into their second, five-year period of registration. Applications for 3,746 new teachers were approved of which 624 were lodged under mutual recognition laws by teachers from other Australian states and territories or New Zealand.

Professional Standards

Professional standards for teachers and continued professional learning were promoted during the year through the renewal of registration. A total of 19,238 registered teachers demonstrated their continued professional commitment and engagement when seeking to renew their period of registration. The College moved to adopt the National Professional Standards for Teachers in all registration processes and worked towards having these reflected in all registration processes.

Finances

The College experienced a set-back this year when it was informed by the Office of State Revenue that payroll taxes were owed to the Western Australian Government. An investigation revealed that, on establishment, the College's financial liabilities had been incorrectly recorded and as a consequence, no provision had been made for paying payroll tax. An eighteen-month plan to pay arrears of \$374,789 was commenced in October 2011.

The Minister was provided with all financial data and budget forecasts. An increase in the annual fee from \$76 to \$80 was considerably less than that needed for the financial viability of the College. In combination with the payroll tax arrears, this put the College under financial stress and all activities not related to registration were ceased.

National programs

The College was pleased to continue its participation in pursuing national consistency in teacher registration that would facilitate the movement of Western Australian teachers. National consistency increased teachers' understanding of, and commitment to, professional registration which has reflected positively in the work of the College.

Legislation

In November 2011, the Minister tabled the Teacher Registration Bill 2011 in the Western Australian Parliament. The Bill provided for the cessation of the College, the establishment of a teacher registration board and the ability of the Minister to direct the teacher registration board. Unlike all other teacher regulatory authorities in Australia, the teacher registration board will not be an independent authority and will be a part of the Department of Education Services. The board will have the power to suspend the registration of teachers accused of serious crimes against children. Matters of impairment and discipline will be considered by committees established under provisions of the legislation.

Staff of the College committed themselves to ensuring a smooth transition for teachers to the new teacher registration board.

REPORTS

Report of the Chair

The work of the College, and the deliberations of the Board, in the last twelve months were heavily influenced by three factors. The first of these, reported in more detail below, was the need for the regulatory requirements of the *Western Australian College of Teaching Act 2004* (the Act) to be implemented efficiently and fairly. The second factor impacting the work of the Board was the need to address the financial position of the College and the third was to work with the Minister on legislative changes foreshadowed by the statutory review of the Act.

The regulatory work of the College was completed in a timely and effective manner with incremental improvements being made through further developments in the College's information technology capability. The continued development and refinement of policy and processes brought further rigour to the registration of teachers and saw professional standards become more deeply embedded in regulatory processes. Disciplinary procedures were the focus of much policy development, with natural justice and the upholding of the public interest being considered within the context of efficient and timely processes.

During this year it became increasingly obvious that the Western Australian College of Teaching could not continue to fulfil its regulatory functions without a substantial increase in the annual fee. Therefore, on 3 May 2011 the Board submitted a request to the Minister for Education for an increase in the annual fee and an increase in some application fees. The \$70 annual fee set in 2004 had been increased by \$6 on 3 December 2010, and in December 2011 was increased by a further \$4. Application fees were also increased in December 2011, with the most substantial rise being for applications which necessitated the assessment of an overseas higher education qualification. The increases in fees were insufficient to cover real cost increases in administering the Act and, while they enabled the College to achieve a balanced budget for the 2011-12 year, the budget forecast for the following year indicates that a balanced budget cannot be sustained.

Legislative changes arising from the review of the Act were made public when, in December 2011, the Minister for Education tabled in the Western Australian Parliament, the Teacher Registration Bill 2011. The Teacher Registration Bill 2011 provides for the dissolution of the Western Australian College of Teaching and establishes a Teacher Registration Board of seven members appointed by the Minister. Assent to the Bill will result in Western Australia being the only Australian state or territory where teacher regulation is administered by a government department rather than an independent statutory authority. It was pleasing to note that many of the improvements to regulatory provisions recommended by the Board were adopted. As assent to the Bill in its current form will mean the dissolution of the College and the Board, much of work of the Board during the last quarter of the reporting period was focussed on supporting plans for the transition to a new regulatory authority. Teacher registration policy was amended following agreements being reached on national consistency in English language requirements for registration.

In all, it has been a very demanding year and I would like to thank the Board members for the quality of their deliberations on important strategic and policy decisions and all staff for their consistently high performance. The attendance and participation of Board members at Board meetings, and their engagement in committee work, has been consistent and productive. Operational matters have been managed with a high degree of consistency, efficiency and good judgement, resulting in a perceptible increase in public and professional confidence about teacher registration.

Jacqueline Varris
Chair

Report of the Director

The College's last annual report forecast the 2011-12 financial year as extremely busy and this proved to be the case. In addition to processing 4,139 new applications for registration, 20,338 applications for the renewal of registration were also received and processed. This represents a 39% increase from the previous year in the number of applications assessed. A total of 1,381 teachers chose not to renew their registration and, at the end of the reporting period, 48,593 teachers held registration. The renewal process increased the number of inquiries commenced under part 7 of the Act and the majority of these matters were completed by the end of the reporting period.

Teachers seeking to renew their period of registration were required by regulation to demonstrate their ongoing commitment to professional learning, their continued ability to meet professional standards and their recent engagement in professional practice. They also had to consent to undertaking a criminal record check. In many respects, these provisions regulated and recorded practices and levels of engagement that have long been the hallmark of effective and committed teachers. It was evident, nevertheless, that regulatory requirements caused many teachers to reflect on their professional development and to seek new learning opportunities. The Board anticipated that the provisions of the Act and its regulations would provide only limited opportunities for it to influence the quality of professional learning programs accessed by teachers and this was confirmed through the renewal process. A review of the technology used to support the renewal process was undertaken in October 2011 and the Board made a decision to move the renewal application form to a web-based system. This move will extend teachers' access to online renewal forms but will increase the administrative work required of College staff. While teacher registration, and the renewal of registration, have proven to be in the best interest of the public and of the teaching profession, it has been difficult to capitalise on its full benefits of regulation under the current Act and it is anticipated that this will be rectified through legislative change.

Although the College completed its sixth year of operations on a balanced cash budget it did so with considerable difficulty. The cost of operations has increased since the commencement of the College by 120% and this was offset by an increase in fees in the same period of only 14%. As in the previous reporting period, a balanced budget was achieved by undertaking only regulatory functions required by the Act. After seeking advice, operational funds were supplemented by drawing on funds accumulated through annual fees paid in advance of the current financial year and monies which had been reserved against future year staff entitlements.

The College's appeal against pay-roll tax liability lodged with the Department of State Revenue during the previous reporting period was unsuccessful and a request for a review was lodged with the State Administrative Tribunal. This application was withdrawn following the tabling of the Teacher Registration Bill 2011 in the Western Australian Parliament as the new regulatory authority would not be liable for payroll tax. The College entered into an agreement to pay the outstanding taxes over an eighteen month period.

Although faced with a consistently heavy workload during the year, staff morale and work output has remained high. The College commenced the financial year with 43 staff (36 FTE) and ended the year with 39 staff (33 FTE). A number of the additional staff employed on contract to process registration renewals transferred to permanent appointments as positions became available and others left the College on finalisation of their contracts. Staff training in task specific skills and in public sector employment has been ongoing and staff morale remained high throughout the year. All staff, including the Director, benefited greatly from the work of the three managers and I thank them for their continued support and commitment to the work of the College.

Dr Suzanne Parry
Director

Report of the Committees

During the reporting period, the four committees established in 2010 under section 13 of the *Western Australian College of Teaching Act 2004* were maintained. All committees met regularly and meetings were well attended. From time to time meetings were conducted by email but the majority were held in the College offices in Ascot.

The membership of committees includes Board members and other members of the teaching profession. Three committees are chaired by a member of the Board and each is provided with administrative support by the secretariat.

The work of committees focuses on the development of policy and monitoring its implementation. This allows complex policy matters to be investigated prior to them being considered by the Board. In compliance with the College's Governance Plan, committee membership from across the profession has been sought, with representation from classroom teachers and other areas of the education community.

Registration Committee

The role of the Registration Committee is to:

- a. provide the Board with advice on, and developing draft policies and strategies for, teacher registration;
- b. monitor and provide advice to the Board and the College on issues which arise from the registration process;
- c. provide the College with advice on registration assessments; and
- d. monitor the work of the College to ensure consistent, equitable and efficient registration of teachers.

During this reporting period the Committee prepared policy for the consideration of the Board to support the implementation of agreements reached by the Working Group on Nationally Consistent Teacher Registration. National consistency was achieved in English language proficiency requirements and some limited progress was made in the requirements for transitioning from provisional to full registration. Achieving national consistency in some areas of registration can only be achieved through legislative change.

The Committee reviewed the registration policy for teachers holding qualifications gained through alternative initial teacher education programs following the release of a paper on teacher preparation in England and Wales. The adoption of a new policy enabled a small number of experienced teachers to gain registration on the condition that they complete further study.

The Committee regularly provided advice on the implementation of policy as it affected individual applications for registration and monitored the implementation of policy in all areas of registration. The Committee supported the imposition of conditions on registration where applicants had met professional standards requirements but required more time to fully meet all other requirements.

Membership of the Committee remained steady throughout the year. The Committee met on six occasions and the level of attendance at meetings was high.

Committee Chair

Ms Valerie Gould

Committee Membership

Ms Valerie Gould

Mr Robert Lindsay

Mr Michael Pepper (resigned November 2011)

Ms Carol Puddicombe

Mrs Jacqueline Varris

Mr Marko Vojkovic

Finance and Administration Committee

The role of the Finance and Administration Committee is to:

- a. provide advice to the Board and the College on the College budget and financial statements and records;
- b. develop draft policies for the Board on the College's annual budget and budget forecasts;
- c. guide the Board in annual strategic planning with reference to the College budget;
- d. monitor and provide advice to the Board and the College on the implementation of the College's communication plan; and
- e. monitor and provide advice to the Board and the College on issues arising from the corporate governance of the College including strategic and business planning.

The Finance and Administration Committee met regularly during this reporting period. The Committee prepared a submission for the amendment of the *Western Australian College of Teaching Regulations 2004* with regard to annual fees. As the request for a \$10 fee increase the previous year resulted in a \$6 increase, the Committee advised on a further application. On submission of extensive budget and estimate figures to the Minister on 3 May 2011, the annual fee was increased by \$4 to \$80 effective from 1 January 2012. This limited increase meant that the Committee could not prepare a balanced budget for the next financial year.

During the previous reporting period, the Committee had responded to the ruling of the Western Australian State Treasury Department that the College was liable for payroll tax and had sought legal representation in making a case for exemption. In October 2011, a request for a review was lodged with the State Administrative Tribunal (SAT) and, in the interim, an 18 month payment plan was agreed to with the Office of State Revenue. Following the tabling of the Teacher Registration Bill 2011, the request to SAT for a review was withdrawn.

The Committee worked closely with the Secretariat to achieve a balanced budget for the reporting period and this was achieved. Further IT development resulted in processing efficiencies and the staffing budget was reduced as the work of renewing registrations was completed. In August 2011 the College was provided with a short summary of the efficiency audit findings made by 2020 Global Pty Ltd but, as most of the recommendations made by 2020 Global incurred establishment costs, they were not useful in addressing budgetary concerns. Future budget allocations for accrued staff entitlements and annual fees paid in advance were drawn upon to attain a balanced cash budget.

Committee Chair

Mrs Jacqueline Varris (until 8 December 2011)

Mr John Fry (appointed 8 December 2011)

Committee Membership

Mr Peter Bothe

Mr Michael Ciccarelli

Ms Lorraine Day (commenced 15 June 2011)

Mr John Fry

Mr Tony Gooley

Mr Brian Lindberg

Mr Duncan Macphail

Ms Anne Tumak

Mrs Jacqueline Varris

Ms Rowena Williams (commenced 1 June 2011)

Professional Standards Committee

The role of the Professional Standards Committee is to:

- a. provide the Board with advice on, and develop draft policies and strategies for, promoting teaching standards and a code of ethics;
- b. provide the Board with advice on, and develop draft policies for supporting and implementing the national accreditation of pre-service teacher education programs; and
- c. monitor and provide advice to the College and the Board on issues arising from the national accreditation of pre-service teacher education programs.

In August 2011, the Committee recommended the names of 15 Initial Teacher Education assessors who, following their appointment by the Board, were trained by the Australian Institute of Teaching and School Leadership in the application of the National Standards and Process for Accreditation Initial Teacher Education programs. The Committee continued to assist with the development of processes to support National Accreditation of Initial Teacher Education programs and was well placed to commence assessments in 2012. In undertaking this work the Committee continued to enjoy a high level of support from all Western Australian universities.

Four Initial Teacher Education programs were accredited for the purposes of teacher registration under that College's processes and program standards. All were accredited with conditions that need to be met during the period of accreditation. All accreditations will be recognised for five years under the national accreditation scheme.

One successful and well attended Twilight Seminar was held during the year with the generous sponsorship of the Teachers' Credit Union and the Independent Schools Association of Western Australia. The address, delivered by Professor Geoff Masters, considered elements of effective teaching and drew extensively on recent research. The seminar was greatly appreciated by teachers.

With the continued and generous support of sponsors, the Committee again hosted the Mentor Excellence Awards which recognised the high level of support given by many Registered Teachers to Provisionally Registered Teachers. Although the number of nominations continued to be small, the quality was high and the awards well deserved. The information provided in nominations clearly demonstrated the positive results for Provisionally Registered Teachers of supportive and focused mentoring.

Committee Co-Chairs

Mr Peter Bothe, Mr Barry Kissane

Committee Membership

Mr Peter Bothe

Ms Patricia Dagg

Mr Ron Gorman

Mr Richard Joyce

Ms Christine Kelly

Mr Barry Kissane

Dr Glyn Parry

Dr Anne Price

Ms Trish Somers (resigned 1 April 2011)

Mr Anthony Stopher

Mr Noel Strickland

Ms Janeen Thomsett

Ms Lynette Virgona

Professional Practice and Conduct Committee

The role of the Professional Practice and Conduct Committee is to:

- a. provide the Board with advice on, and developing draft policies and strategies for, the conduct of inquiries, investigations and complaint handling processes;
- b. monitor and provide advice to the College and the Board on the implementation of policies and processes for conducting inquiries and investigations and handling complaints; and
- c. monitoring and providing advice to the College and the Board on risk management with respect to the College's disciplinary functions.

The Professional Practice and Conduct Committee, together with Legal Services, continued to monitor all disciplinary matters undertaken by the College.

The Committee met to identify and develop policy where it was determined that guidance was required on complex matters. The Committee also formulated policy that enabled disciplinary matters to be considered efficiently and expeditiously.

The Committee recognised the need for policy on the assessment of the 'fit and proper' requirement within the Act that enabled teachers to maintain and retain their registration. The Committee adopted the Supreme Court of WA's test for what constitutes a 'fit and proper person'. The adoption of this policy by the Board enabled a consistent approach to vocational assessment.

The Committee adopted the Director of Public Prosecution guidelines that enabled the public interest to prevail when considering matters of a disciplinary nature. The adoption of these guidelines by the Board assisted disciplinary matters to be considered against a framework of *prima facie* assessment, to determine those matters that needed formal investigation and inquiry.

The Committee recognised and sought to adopt the principles of *sine die* adjournments of disciplinary matters where a person was no longer registered to teach and had no intention of teaching in the future. The Board's adoption of this policy enabled assessment and decisions based upon this policy to be communicated to other teacher regulatory authorities within Australia and New Zealand. This prevents teachers so affected from attempting to secure registration in another jurisdiction without the authorities being aware of disciplinary matters in Western Australia. The adoption of this policy further enabled the Board to reactivate the inquiry of a teacher if that person sought to teach again. The relevant savings on efficiency and resources was considerable.

The Committee formulated a structured disciplinary process for complaints and assessments to be considered within a framework that enabled recommendations to be prepared without the need for cumbersome and protracted inquiry processes. The Board's adoption of this process enabled procedural fairness without complex legal barriers to expeditiously determine matters in accordance with the legislative requirements.

The major policy reform undertaken by the Committee, streamlined process enabling an increased number of disciplinary matters to be determined in a more expeditious and efficient manner.

Committee Chair

Ms Theresa Howe

Committee Membership

Mr Stephen Breen (resigned 22/8/2011)
Ms Deborah Bourke
Mr Robert Fry
Mr Ron Gorman
Ms Theresa Howe

Dr Glyn Parry
Mr Sean Burke
Ms Elizabeth Sorrenson
Ms Karen Wroughton (resigned 31/1/2012)

MEMBERSHIP DATA AND INFORMATION

Acronyms or Categories

RT	Registered Teacher
PRT	Provisionally Registered Teacher
LAT	Limited Authority to Teach
AM	Associate Member

Applications completed between 1 April 2011 and 31 March 2012

Applications completed means any application which has been approved, cancelled, withdrawn or refused. While the application was completed between 1 April 2011 and 31 March 2012 it may have been received prior to 1 April 2011.

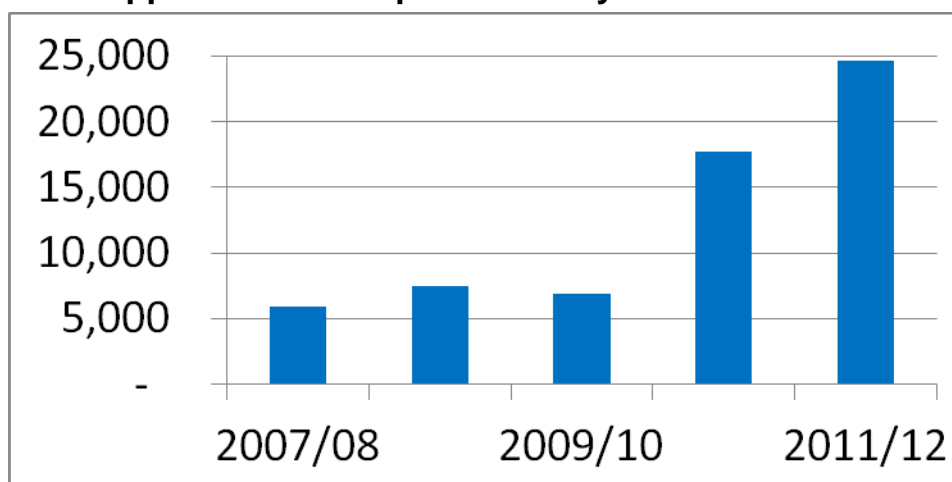
Applications for new membership

Application category	Withdrawn or Cancelled	Refused	Approved	Total
RT	88	3	755	846
PRT	232	41	2,822	3,095
LAT	25	2	169	196
AM	1	-	-	1
Total	346	46	3,746	4,138

Applications for continued membership

Application type	Withdrawn or Cancelled	Refused	Approved	Total
RT-Renewal	443	-	16,661	17,104
PRT-Renewal	218	-	1,916	2,134
PRT to RT	5	-	1,140	1,145
LAT-Renewal	3	-	111	114
AM			5	5
Total	669	-	19,833	20,502

Number of Applications Completed each year



*2010/11 and 2011/12 numbers boosted by Renewal Applications for continued membership.

Applications by age and gender for new memberships approved

	Female	Male	Total
<25	655	110	764
25-29	674	155	829
30-34	419	136	555
35-39	313	77	390
40-44	318	86	404
45-49	218	58	276
50-54	178	55	233
55-59	103	51	154
>60	78	62	150
Total	2,956	790	3,746

Applications for new memberships approved under Mutual Recognition

	2007/08	2008/09	2009/10	2010/11	2011/12
ACT	-	-	-	-	6
New Zealand	0	143	74	97	184
Northern Territory	19	45	43	46	42
Queensland	87	137	127	118	117
South Australia	28	49	49	26	53
Tasmania	15	15	11	23	18
Victoria	123	183	152	167	204
Total	272	572	456	477	624

Membership as at 31 March 2012

Membership by category

RT	PRT	LAT	AM	Total
37,758	10,559	264	12	48,593

Membership by age and gender

	Female	Male	Total
<25	1,771	324	2,095
25-29	4,461	1,043	5,504
30-34	4,531	1,245	5,776
35-39	4,355	1,247	5,602
40-44	4,659	1,413	6,072
45-49	4,336	1,343	5,679
50-54	4,568	1,631	6,199
55-59	4,306	1,730	6,036
60-64	2,439	1,331	3,770
>65	1,118	742	1,860
Total	36,544	12,049	48,593

Cancellations and Refusals of Membership

The *Western Australian College of Teaching Act 2004* makes provision for the cancellation of membership in cases of misconduct, failure to pay annual fees, on the death of a member or at the request of a member. During this reporting period, the names of a total of 3,704 members were removed from the register. Of the 3,704 members, the Board cancelled 2,042 memberships due to non-payment of fees, the College was notified of the deaths of 27 members and 252 teachers chose to relinquish their memberships. Over the twelve months 1,381 members did not renew their membership on expiry of their period of registration. Two memberships were cancelled for sexual offences.

A total of 46 applications for registration were assessed as not meeting requirements under sections 33, 35 or 37 of the Act. Of these, 33 applicants did not meet qualification requirements, 6 did not meet English language requirements and 7 met neither qualification nor English language requirements.

Section 49 of the *Western Australian College of Teaching Act 2004* establishes the requirement that the Commissioner of Police and the Director of Public Prosecutions notify the College if a teacher is charged with, committed for trial or found guilty of particular criminal offences. Section 50 of the Act establishes the requirement that employers notify the College of the suspension or dismissal of a person for serious misconduct or serious incompetence. Section 51 of the Act establishes the requirement that members of the College inform the College if they are required to pay damages as a result of civil proceedings arising out of their practice of teaching; or are convicted of an offence the statutory penalty for which is, or includes, imprisonment.

During this reporting period, the following notifications were received:

Section 49	3	from Commissioner of Police or Director of Public Prosecutions
Section 50	20	from employers
Section 51	2	from members
Total	25	

Irrespective of the financial year in which the notification was received by the College, the following is a summary of the work of the College under Parts 5, 6 and 7 of the Act during the current reporting period.

A total of 13 inquiries were established and 8 were completed. At the close of the reporting period, a total of 68 inquiries had not concluded and 97 matters remained under investigation.

During the reporting period, the College resolved not to establish inquiries into 53 reported matters having determined that no further action was required.

The registration of one member was cancelled under section 55 of the Act which deals with convictions for sexual offences against children and no action was taken under section 64 of the Act which allows for disciplinary action for serious misconduct. No other disciplinary action was taken during the year.

No decision of the College was appealed in the District Court.

GOVERNANCE PROFILE

Functions and Powers of the College

The *Western Australian College of Teaching Act 2004* (the Act) enables the recognition, promotion and regulation of the teaching profession, to ensure that students in Western Australian schools are taught by qualified teachers who keep their teaching standards high by participating in ongoing professional development. The functions of the College are established in section 16 of the Act.

Western Australian College of Teaching Act 2004

Section 16: Functions of the College

- a) To enhance the status of the teaching profession by facilitating the professional growth and development of teachers throughout their careers;
- b) To establish and promote professional standards and values relating to teaching in schools;
- c) To provide and foster professional leadership within the teaching profession;
- d) To identify areas of priority for research in relation to teaching and education in schools and the education of teachers and, where appropriate, to promote, subsidise or conduct such research;
- e) To confer and collaborate with persons who employ or engage teachers, teacher education institutions, the teaching profession, teacher organisations and the general community in relation to standards of courses of teacher education acceptable for the purpose of teacher registration and to provide advice on this to the Minister;
- f) To promote and encourage -
 - (i) The continuing education of teachers in the practice of teaching; and
 - (ii) Increased levels of skill, knowledge and competence in the practice of teaching;
- g) To encourage and facilitate diversity, flexibility and responsiveness in the education of teachers;
- h) To advise the Minister on matters to which this Act relates;
- i) To administer the scheme of registration under Part 4; and
- j) To perform –
 - (i) The disciplinary and other functions that are conferred on the College by this Act; and
 - (ii) Any functions conferred on the College by any other Act.

Section 17: Powers of the College

- 1) The College may do all things that are necessary or convenient to be done for, or in connection with, its functions.
- 2) The College may not acquire, hold or dispose of real property other than premises used, or to be used, by it as office premises.
- 3) Without limiting subsection (1) of the Act, the College may, for the purpose of performing a function –
 - a) conduct courses for the professional education and development of teachers;
 - b) conduct research and produce and publish information; and
 - c) develop and turn to account any technology, software or other intellectual property that relates to the function, and, for that purpose, apply for, hold, exploit and dispose of any patent, patent rights, copying or similar rights.

Relationship of the College with the Minister and the Government

The College reports to the Minister annually and is required to operate in accordance with other legislation impacting on its operations such as the *Public Sector Management Act 1994*, the *Working with Children Act 2005*, the *Occupational Health and Safety Act 1984*, *Equal Employment Opportunity Act 1987* and the *Industrial Relations Act 1979*.

However, its own legislation provides the College with a degree of independence and makes provision for a relationship with the Minister in the following terms.

Section 14: College to give regard to advice of Minister

- 1) The College must give due regard to any advice given by the Minister in relation to the exercise of its powers and the performance of its functions.
- 2) The text of any written advice given under subsection (1) is to be included in the Annual Report of the College under section 29.

During this reporting period, no written advice was received from the Minister.

College Governance and Management

The Board of the Western Australian College of Teaching




Under the *Western Australian College of Teaching Act 2004* Section 9(1), nine Board members are appointed to the Board by the Minister for Education on the nomination of education stakeholders representing employers, unions, universities and parent groups. Board members are nominated and elected for a three year period.





During this reporting period Mrs Agnes Weymouth from the Parents and Friends' Federation of Western Australia was appointed as their nominee after the resignation of Ms Patricia Somers. Ms Karen Wroughton, the Catholic Education nominee, resigned on 31 January 2012.


Board members make the decisions of the College based on research and recommendations from the Committees of the Board.

The secretariat, under the management of the Director appointed by the Board, provides executive support to the Board and its Committees and administers the day to day functions of the College.

Western Australian College of Teaching Act 2004 Section 9(1)

	CLIFFFORD GILLAM Appointed a) Nominated by the CEO of the Department Mr Gillam holds the position of Executive Director, Workforce with the Department of Education. He has had twenty years of public sector experience in human resources management and labour relations roles.
	KAREN WROUGHTON Appointed Resigned 31/01/2012 b) Nominated by the Catholic Education Commission of WA Ms Wroughton is Team Leader of the Workforce Relations Team Catholic Education Office with responsibilities for the human resource function and industrial relations for Catholic schools in Western Australia and the Catholic Education office.
	RON GORMAN Appointed c) Nominated by the Association of Independent Schools of WA Mr Gorman is deputy director of AISWA and was the organisation's literacy consultant and projects manager from 2000-2008. He is a former classroom teacher who taught in Victorian schools in the early 1980s, at Culunga Aboriginal School in Guildford WA in 1983, and at Lance Holt Primary School in Fremantle from 1984-1991. He was principal of Lance Holt from 1991-1999.


	<p>MICHAEL O'NEILL Appointed d) (ii) Nominated jointly by the vice chancellors of the five WA Universities Professor O'Neill is the Bernie Prindiville Chair of Education at the University of Notre Dame Australia (UNDA). He has over 23 years experience in a wide variety of Catholic secondary schools in middle and senior management roles. He has held the position of Deputy Principal (Curriculum) Head of Secondary and was Acting Principal at a large metropolitan Yr 4-12 school, and recently a senior role in the Catholic Education Office as Coordinator of Secondary Curriculum. Professor O'Neill is also the Executive Dean of the National College of Education at UNDA.</p>
	<p>BARRY KISSANE Appointed d) (ii) Nominated jointly by the vice chancellors of the five WA Universities Mr Kissane is a former dean of Murdoch University's School of Education. He has taught in government and non-government secondary schools and at Murdoch University, the University of Western Australia and Curtin University of Technology. He is a life member of the Mathematical Association of WA and recently retired as president of the Australian Association of Mathematics Teachers. Mr Kissane lectures in education at Murdoch University.</p>
	<p>THERESA HOWE Appointed e) Nominated by the Independent Schools Salaried Officers' Association Ms Howe is the secretary of the Independent Education Union of Western Australia and the Independent Education Union of Australia (WA branch). Career highlights include small business ownership and teaching mathematics and business studies in Catholic schools.</p>
	<p>BRIAN LINDBERG Appointed CHAIR OF THE BOARD from September 2007 – October 2011 f) Nominated by the State School Teachers' Union of WA (Inc.) Mr Lindberg has been an educator since 1965. He is a life member and former president of the State School Teachers' Union of WA (Inc) and a life member and former Federal Executive member of the Australian Education Union. He has taught in primary and secondary schools and has been a school principal.</p>



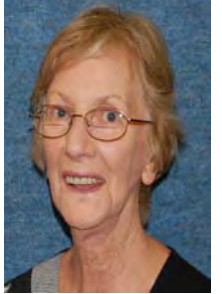
	<p>ROBERT FRY Appointed g) Nominated by the Western Australian Council of State School Organisations (Inc.) Mr Fry was the president up to the end of September 2011 and now immediate past president and Life Member of the WA Council of State School Organisations, having been the councillor for the Pilbara East electorate for 10 years prior to being elected President in 2003. Mr Fry is also Chair of the Hedland Senior High School Board being elected to this role at the inception of it becoming an IPS school.</p>
	<p>PATRICIA SOMERS Resigned 1 April 2011 h) Nominated by the Parents and Friends' Federation of WA (Inc.) Ms Somers held the position of Executive Director of the Parents and Friends' Federation of Western Australia. She has extensive experience in education through her role as principal in Catholic schools in the Perth metropolitan area and remote schools in the Kimberley. She has recently completed a two year secondment at the Catholic Education Office as a Leadership Consultant in the Workforce Relations and Development team.</p>
	<p>AGNES WEYMOUTH Appointed 1 October 2011 h) Nominated by the Parents and Friends' Federation of WA (Inc.) Mrs Weymouth has been a member of the Federation Council since 1988 and Treasurer from 1990 to 2001 and held the position of President for two periods. She was the parent representative on the Catholic Education Commission of Western Australia for seven years until her term expired, and is presently a member of the CECWA Early Childhood Education Project Group.</p>

TEACHER REPRESENTATIVES

The 10 elected teacher representatives who form the majority of the Board

Board Members

	<p>JACQUELINE VARRIS (Deputy Chair to 24/10/2011) CHAIR OF THE BOARD (from 24/10/2011) Elected by Government school teachers Mrs Varris is currently Principal at Bassendean Primary School. She has taught at various primary schools throughout the Swan District and in difficult to staff metropolitan and country schools. She has also been a Getting it Right Literacy Specialist and a Deputy and A/Principal in a number of schools. Mrs Varris also held a posting at the Department of Education's Swan District Office as a Curriculum Officer with a portfolio of Literacy, SAER, Cooperative Learning and The Arts. In 2010 Mrs Varris was a Panel Member for the Five Year Review of the School of Education at Edith Cowan University.</p>
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	<p>GLYN PARRY Elected by Government school teachers</p> <p>Dr Glyn Parry is a senior teacher employed by the Department of Education. He is the author of several books for children and teenagers, as well as the celebrated novel Ocean Road. He has served on the State Library Board of Western Australia, the ABC National Advisory Council, and the Literature Board of the Australia Council for the Arts. Dr Parry is a keynote speaker at conferences and festivals throughout the country, and is invited to speak at numerous schools. His love of books is matched only by his passion for teaching.</p>
	<p>PETER BOTHE (Deputy Chair from 24/10/2011) Elected by Catholic school teachers</p> <p>Mr Bothe has had 30 years of experience as an educator in Western Australia and Victoria. He began his career as a school psychologist. He is currently principal of Sacred Heart College Sorrento and was formerly the principal St Luke's College Karratha and Trinity College in East Perth and prior to that Catholic Agricultural College in Bindoon. Mr Bothe has formerly served as president of Catholic Secondary Principals' Association.</p>
	<p>SEAN BURKE Elected by Government school teachers</p> <p>Mr Burke is a sessional tutor with Curtin University and OUA, delivering units in the Education Faculty, and also gives occasional seminars and PD. He taught ESL for the previous four years, both in state IECs in Perth, and in Italy, having majored in Drama and ESL at Murdoch University in 2006. Previously he was a primary class teacher in two Steiner/Waldorf schools in Perth for a period of seven years.</p>
	<p>PATRICIA DAGG Elected by Government school teachers</p> <p>Ms Patricia Dagg has been in primary education since the 1960s. She has experience as teacher, Deputy Principal and Principal. Retired in 2005, but returned to teach in Aboriginal education (ITAS) at East Kenwick.</p>
	<p>JOHN FRY Elected by Independent school teachers</p> <p>Mr Fry has over 30 year experience in teaching in the area of Science, with a special interest in Chemistry. He has been teaching since 1978, having taught in New Zealand and Victoria in the Government school systems and Western Australia in the Catholic and Independent systems. Mr Fry graduated MSc (Hons) from the University of Waikato, New Zealand in 1977. He currently teaches Chemistry at Presbyterian Ladies College.</p>

	<p>DUNCAN MACPHAIL Elected by Government school teachers</p> <p>Mr Macphail has taught in country and metropolitan schools since 1988 including positions with ETAWA and SSTU. Wider experience includes over twelve years serving as a Melville City councillor and Deputy Mayor. He holds the Australian Institute of Company Directors diploma and has served on and chaired not-for-profit boards.</p>
	<p>LYNETTE VIRGONA Elected by Government school teachers</p> <p>Ms Lynette Virgona is a teacher with 25 years experience and works in classrooms giving non-evaluative feedback to primary and secondary teachers across all learning areas, in metropolitan and rural schools, and across all socio-economic areas. She has been an active Board and committee member since 2007.</p>
	<p>MARKO VOJKOVIC Elected by Government school teachers</p> <p>Mr Vojkovic has been teaching science in Department of Education schools since 1993. He is currently employed at Hale School. Before teaching he worked in the oil industry and ran his own business. He is an active SSTUWA member.</p>
	<p>TONY WALKER Elected by Catholic school teachers</p> <p>Mr Walker has a broad range of experience in the teaching profession having taught in State, Independent and Catholic school systems. Mr Walker currently teaches economics at Servite College. Prior to teaching, Mr Walker was a policy officer and staffer in Federal Politics and was a Federal Police Officer for 10 years.</p>

Board Meetings

Held 1 April 2011 to 31 March 2012

Attendance by Board Members

Name	Attendance	Appointment
Nominated		
Lindberg Brian	7/7	16 Sept 2004 to 15 Sept 2013
Fry Robert	7/7	16 Sept 2004 to 15 Sept 2013
Gillam Cliff	6/7	23 Feb 2010 to 23 Feb 2013
Gorman Ron	6/7	15 Sept 2008 to 15 Sept 2013
Howe Theresa	7/7	16 Sept 2004 to 15 Sept 2013
Kissane Barry	5/7	23 June 2007 to 23 June 2012
O'Neill Michael	5/7	23 Feb 2010 to 23 Feb 2013
Somers Patricia	2/2	23 Feb 2010 to 1 April 2011
Weymouth Agnes	1/3	1 Oct 2011 to 23 Feb 2013
Wroughton Karen	3/6	16 Sept 2010 to 31 Jan 2012
Elected		
Bothe Peter	4/7	11 Dec 2007 to 24 Sept 2013
Burke Sean	6/7	24 Sept 2010 to 24 Sept 2013
Dagg Patricia	7/7	24 Sept 2010 to 24 Sept 2013
Fry John	7/7	24 Sept 2010 to 24 Sept 2013
Macphail Duncan	7/7	24 Sept 2010 to 24 Sept 2013
Parry Glyn	4/7	11 Dec 2007 to 24 Sept 2013
Varris Jacqueline	7/7	11 Dec 2007 to 24 Sept 2013
Virgona Lynette	5/7	24 Sept 2010 to 24 Sept 2013
Vojkovic Marko	6/7	24 Sept 2010 to 24 Sept 2013
Walker Tony	7/7	24 Sept 2010 to 24 Sept 2013

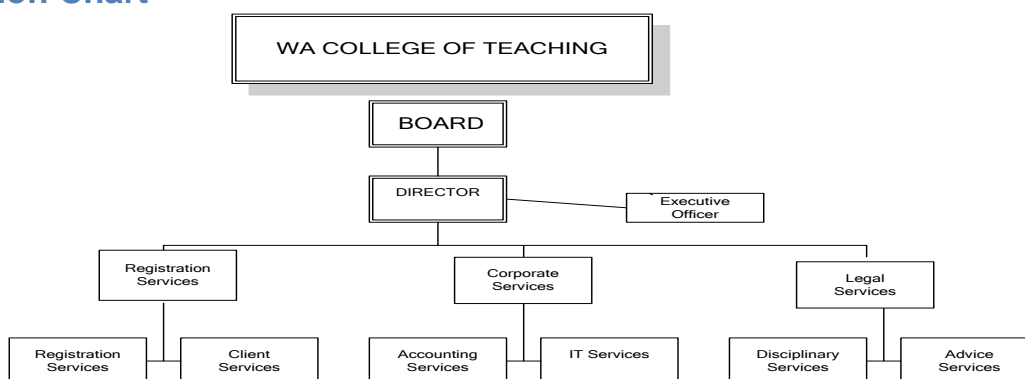
National Affiliation

The Western Australian College of Teaching is a member of the Australasian Teacher Regulatory Authorities (ATRA) which was incorporated in Victoria in February 2008.

During this reporting period the College, through ATRA, continued to work on national projects with the Ministerial Council for Education, Early Childhood Development and Youth Affairs. The national projects were coordinated by Australian Institute of Teaching and School Leadership (AITSL) and included the national consistency of teacher registration, the implementation of national accreditation of initial teacher education programs and the implementation of agreed National Professional Standards for Teachers. An agreement on national consistency in teacher registration was reached and amendments to policy in Western Australia were effected. Further measures for national consistency will require legislative change. Processes and procedures for national accreditation of initial teacher education were finalised and fifteen educators nominated by the Board were given training by AITSL in assessing applications submitted for national accreditation. AITSL funded a network of officers from each jurisdiction to advise on the further development of processes and standards and this group met regularly throughout the year.

ATRA's Annual General Meeting was held in Alice Springs in September 2011 and was attended by the Chair of the Board and the Director with the additional attendance of the Corporate Services Manager. A second ATRA meeting was held in Hobart and again attended by the Chair of the Board and the Director. The Senior Registration Officers Network, facilitated by the Directors of WACOT and the Teacher Registration Board of South Australia, met in Adelaide in August 2011 and was attended by the Manager of Registration Services. The Legal Officers Network met in July 2011 and was attended by the Manager Legal Services. The Initial Teacher Education Officers' Network met in Melbourne in January 2012 on funding provided by the Australian Institute of Teaching and School Leadership.

Organisation Chart



Management Team

Director – Suzanne Parry (PhD, BAHons, DipT)

Oversight of all operations, support to the Board, initial teacher education accreditation; and liaison with stakeholders.

Manager Registration Services – Daniel Sudlow (BPhyEd, GradDip)

Assessment of membership applications; renewal applications; customer service; conduct criminal record checks; maintenance of Register of Teachers.

Manager Corporate Services – Rob Donaldson (DipAcc)

Financial services; information and technological services; human resources.

Manager Legal Services – Lorraine Allen (BALLB)

In-house legal advice to the Board of Management and Director; Disciplinary functions required by the Act.

PUBLIC SECTOR ANNUAL REPORTING

FINANCIAL REPORT

Your Board submits the financial report of the Western Australian College of Teaching for the financial year ended 31 March 2012.

BOARD MEMBERS

The following persons formed the Board during the reporting period:

Mr Brian Lindberg (Chair until 24/10/11)

Mr Peter Bothe (Deputy Chair from 24/10/11)

Mr Sean Burke

Mr Robert Fry

Mr Cliff Gillam

Ms Theresa Howe

Mr Duncan Macphail

Dr Glyn Parry

Ms Lynette Virgona

Mr Tony Walker

Mrs Jacqueline Varris (Deputy Chair until 21/10/11, Chair from 24/10/11)

Ms Patricia Dagg

Mr John Fry

Mr Ron Gorman

Mr Barry Kissane

Prof. Michael O'Neill

Ms Patricia Somers (Resigned 1/4/11)

Mr Marko Vojkovic

Mrs Agnes Weymouth (Commenced 1/10/11)

Ms Karen Wroughton (Resigned 31/1/12)

PRINCIPAL ACTIVITIES

The principal activities of the College during the financial period were to recognise, promote and regulate the teaching profession in Western Australia. The College continued to administer the registration of Western Australian Teachers in compliance with the Act and with a high level of efficiency and public support.

SIGNIFICANT CHANGES

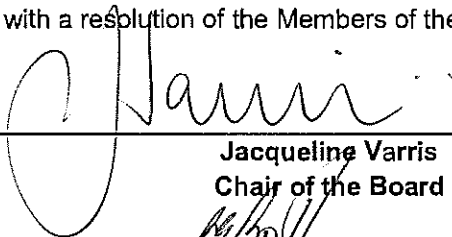
Legislative changes arising from the review of the Act were made public when, on 1st December 2011, the Minister for Education tabled in the Western Australian Parliament, the Teacher Registration Bill 2011. The Teacher Registration Bill 2011 provides for the dissolution of the Western Australian College of Teaching.

During the year the College further reduced its activities and services due to the \$4 annual fee increase being insufficient for the College to commit to its full range of functions as provided for in the Act. The increase in fees were insufficient to cover real cost increases in administering the Act and, while they enabled the College to achieve a balanced budget for the 2011-12 year, the budget forecast for the following year indicates that a balanced budget cannot be sustained.

OPERATING RESULT

The profit/(loss) from ordinary activities amounted to \$345,629 [2011: (\$640,545)]

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



Jacqueline Varris
Chair of the Board



Peter Bothe
Deputy Chair of the Board

Dated this 6th day of July 2012

WESTERN AUSTRALIAN COLLEGE OF TEACHING

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 MARCH 2012

		2012	2011
	Note	\$	\$
Revenue	2	4,856,380	4,488,573
Employee benefits expense		(2,770,261)	(3,028,474)
Depreciation and amortisation expense		(221,964)	(323,676)
Seminars expense	3	(16,080)	(83,559)
Operating lease expense	3	(26,560)	(31,086)
Publication costs	3	(42,276)	(52,731)
Other expenses	3	(1,563,183)	(1,077,852)
Finance costs	3	(144,428)	(108,848)
Net gain/(loss) on revaluation of Land & Buildings	20	274,001	(422,892)
Profit/(Loss) before income tax		345,629	(640,545)
Income tax expense	1b	-	-
Profit/(loss) for the year		345,629	(640,545)
Other comprehensive income/(loss) after income tax:			
Other comprehensive income/(loss) for the year, net of tax		-	-
Total comprehensive income/(loss) for the year		345,629	(640,545)
Total comprehensive income/(loss) attributable to members of the entity		345,629	(640,545)

The accompanying notes form part of these financial statements.

WESTERN AUSTRALIAN COLLEGE OF TEACHING

STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2012

	Note	2012 \$	2011 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	3,998,957	3,411,639
Trade and other receivables	6	23,961	123,848
Other current assets	7	8,268	2,104
TOTAL CURRENT ASSETS		<u>4,031,186</u>	<u>3,537,591</u>
NON-CURRENT ASSETS			
Property, plant and equipment	8	2,915,362	2,761,407
Intangible assets	9	31,572	116,142
TOTAL NON-CURRENT ASSETS		<u>2,946,934</u>	<u>2,877,549</u>
TOTAL ASSETS		<u>6,978,120</u>	<u>6,415,140</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	10	3,560,370	3,201,974
Current provisions	11	643,363	581,479
Borrowings	12	67,037	67,070
TOTAL CURRENT LIABILITIES		<u>4,270,770</u>	<u>3,850,523</u>
NON CURRENT LIABILITIES			
Trade and other payables	10	485,613	456,818
Non current provisions	11	-	164,530
Borrowings	12	1,117,135	1,184,296
TOTAL NON CURRENT LIABILITIES		<u>1,602,748</u>	<u>1,805,644</u>
TOTAL LIABILITIES		<u>5,873,518</u>	<u>5,656,167</u>
NET ASSETS		<u>1,104,602</u>	<u>758,973</u>
EQUITY			
Retained earnings		758,973	1,399,518
Net profit/(loss) attributable to the entity		345,629	(640,545)
TOTAL EQUITY		<u>1,104,602</u>	<u>758,973</u>

The accompanying notes form part of these financial statements.

WESTERN AUSTRALIAN COLLEGE OF TEACHING

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 MARCH 2012**

	Retained Earnings	Total
	\$	\$
Balance at 1 April 2010	1,399,518	1,399,518
Profit / (loss) attributable to the entity	(640,545)	(640,545)
Total other comprehensive income for the year	-	-
Balance at 31 March 2011	<u>758,973</u>	<u>758,973</u>
Profit / (loss) attributable to the entity	345,629	345,629
Total other comprehensive income for the year	-	-
Balance at 31 March 2012	<u><u>1,104,602</u></u>	<u><u>1,104,602</u></u>

The accompanying notes form part of these financial statements.

WESTERN AUSTRALIAN COLLEGE OF TEACHING

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2012

	Note	2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers		5,022,521	5,268,049
Payments to suppliers and employees		(4,472,805)	(4,257,070)
Interest received		128,913	90,248
Net cash provided by operating activities	15	<u>678,629</u>	<u>1,101,227</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from sale of property, plant and equipment		-	-
Purchase of property, plant & equipment		(12,927)	(43,790)
Payments for intangible assets		(11,190)	(16,877)
Net cash provided by/used in investing activities		<u>(24,117)</u>	<u>(60,667)</u>
CASH FLOWS FROM FINANCING ACTIVITIES			
Payments of borrowings		(67,194)	(49,717)
Net cash used in financing activities		<u>(67,194)</u>	<u>(49,717)</u>
Net increase/(decrease) in cash held		587,318	990,843
Cash and cash equivalents at beginning of the financial year		<u>3,411,639</u>	<u>2,420,796</u>
Cash and cash equivalents at end of the financial year	4	<u><u>3,998,957</u></u>	<u><u>3,411,639</u></u>

The accompanying notes form part of these financial statements.

WESTERN AUSTRALIAN COLLEGE OF TEACHING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

The financial statements cover the Western Australian College of Teaching as an individual entity. The Western Australian College of Teaching (the College) is a body corporate incorporated in Western Australia under the Western Australian College of Teaching Act 2004.

Note 1. Summary of significant accounting policies

Basis of preparation

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards, (including Australian Accounting Interpretations) and the requirements of the Western Australian College of Teaching Act 2004.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions to which they apply. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements have been prepared on an accrual basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The financial statements were authorised for issue on 6th July 2012 by the members of the board.

Accounting Policies

a. Going Concern

The College has been unsuccessful in its requests to the Minister for appropriate funding increases to enable it to continue as a going concern. Legislative changes arising from the review of the Act were made public, on 1 December 2011, when the Minister for Education tabled in the Western Australian Parliament, the Teacher Registration Bill 2011. The Teacher Registration Bill 2011 provides for the dissolution of the Western Australian College of Teaching. According to the current draft of the Teacher Registration Bill 2011, on commencement day of the Teacher Registration Board, the assets, rights and liabilities of the College existing immediately before commencement day are transferred to, and vest, in the State and are to be administered in the Department of Education Services (DES). As soon as reasonably practicable after commencement day, the CEO of DES is to wind-up the affairs of the College and in particular, but without limiting what may be done to wind-up those affairs, the CEO is to (a) discharge the liabilities transferred to the State, and (b) cause (i) any assets which remain after the discharge of those liabilities, and (ii) monies derived from the winding-up of the affairs of the College, including any proceeds from the disposal of property, to be credited to the Teacher Registration Board's account.

b. Income Tax

The College was established as a not for profit entity by an Act of Parliament, the "Western Australian College of Teaching Act 2004" and is exempt from income tax.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

c. Intangibles - Software

Software is recorded at cost. Software has a finite life and is carried at cost less any accumulated amortisation and impairment losses. It has an estimated useful life of between one and three years. It is assessed annually for impairment.

d. Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Plant and Equipment

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(g) for details of impairment).

The cost of fixed assets constructed by the College includes the cost of materials, direct labour, borrowing costs and an appropriate proportion of fixed and variable overheads.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the college and the cost of the item can be measured reliably. All other repairs and maintenance are recognised in profit or loss during the financial period in which they are incurred.

Property

Freehold land and buildings are shown at their fair value (being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction), based on periodic, but at least triennial, valuations by external independent valuers, less subsequent depreciation for buildings.

If the carrying amount increases or decreases as a result of a revaluation, the net revaluation increase or decrease shall be recognised in Profit or Loss. However, the net revaluation increase shall be recognised in profit or loss to the extent that it reverses a net revaluation decrease of the same class of asset previously recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

Depreciation

The depreciable amount of all fixed assets including buildings and capitalised lease assets, is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is available for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable asset are:

Class of Fixed Asset	Depreciation Rate
Buildings	2.50%
Plant, furniture and office equipment	12.50% - 33.33%
Computer system	33.33%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of each reporting period.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When re-valued assets are sold, amounts included in the revaluation relating to that asset are transferred to retained earnings.

e. Leases

Leases of property, plant and equipment where substantially all the risks and benefits incidental to the ownership of the asset(but not the legal ownership) are transferred to the College are classified as finance leases.

Finance leases are capitalised by recognising an asset and a liability at the lower of the amount equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over their estimated useful lives where it is likely that the College will obtain ownership of the asset or ownership over the lease term.

Lease incentives under operating leases are recognised as expenses on a straight-line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight-line basis over the life of the lease term.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

f. Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the College commits itself to either purchase or sell the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified 'at fair value through profit or loss' in which case transaction costs are expensed to the profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method or cost. Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment and adjusted for any cumulative amortisation of the difference between that initial amount calculated using the effective interest method.

The College does not designate any interests in subsidiaries, associates or joint venture entities as being subject to the requirements of Accounting Standards specifically applicable to financial instruments.

(i) *Financial assets at fair value through profit or loss*

Financial assets are classified at 'fair value through profit or loss' when they are held for trading for the purpose of short-term profit taking, where they are derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in fair value being recognised in profit or loss.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

- (ii) *Loans and receivables*
Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.
- (iii) *Held-to-maturity investments*
Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the College's intention to hold these investments to maturity. They are subsequently measured at amortised cost using the effective interest method.
- (iv) *Available-for-sale financial assets*
Available-for-sale financial assets are non-derivative financial assets that either do not meet the criteria for classification as any other type of financial asset or are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments. They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses and foreign exchange gains and losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is classified into profit or loss.
- (v) *Financial liabilities*
Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Impairment

At the end of each reporting period, the College assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are immediately recognised in profit or loss. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

Derecognition

Financial assets are derecognised where the contractual right to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expire. The difference between the carrying value of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

g. Impairment of Assets

At the end of each reporting period, the College assesses whether there is any indication that an asset may have been impaired. The assessment will consider both external and internal sources of information. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and its value-in-use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is immediately recognised in profit or loss.

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

Impairment testing is performed annually for any goodwill and any intangible assets with indefinite lives.

h. Employee Benefits

Provision is made for the College's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. As the College is now aware, through the new Teacher Registration legislation, that all staff will be transferring across to the Department of Education Services, all employee benefits will be paid across to the Department. Therefore all employee entitlements are expected to be settled within the next financial year.

i. Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the statement of financial position.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

j. Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Any consideration deferred is treated as the provision of finance and is discounted at a rate of interest that is generally accepted in the market for similar arrangements. The difference between the amount initially recognised and the amount ultimately received is interest revenue.

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and the cessation of all involvement in those goods.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument.

Membership fee revenue is brought to account and recognised on a straight line basis in the accounting period to which the membership relates. All revenue is stated net of the amount of goods and services tax (GST).

k. Borrowing Costs

Borrowing costs directly attributable to the acquisition, construction or production of assets that necessarily take a substantial period of time to prepare for their intended use or sale, are added to the cost of those assets, until such time as the assets are substantially ready for their intended use or sale.

All other borrowing costs are recognised as expenses in the period in which they are incurred.

l. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented in the statement of cash flows on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payments to suppliers.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

m. Comparative figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year. Where the College has retrospectively applied an accounting policy, made a retrospective restatement or reclassified items in its financial statements, an additional statement of financial position as at the beginning of the earliest comparative period will be disclosed.

n. Accounts Payable and Other Payables

Accounts and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the College during the reporting period, that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

o. Provisions

Provisions are recognised when the College has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

p. Key Estimates

(i) Impairment - general

The College assesses impairment at the end of each reporting period by evaluation of conditions and events specific to the College that may be indicative of impairment triggers.

(ii) Impairment - carbon price

There is presently uncertainty in relation to the impacts of the carbon pricing mechanism recently introduced by the Australian Government. The College has not incorporated the effect of any carbon price implementation in its impairment testing at 31 March 2012.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

q. Key Judgments

Provision for impairment of receivables

Included in trade receivables and other receivables at the end of the reporting period are amounts receivable from members in relation to unpaid membership fees for 2012-13 amounting to \$732,414. Based on the historical payment trend of debtors and the ability of the Board to cancel the membership of a debtor and that such a cancellation would render the debtor unable to work as a teacher in the State, no provision for impairment has been made.

r. New Accounting Standards for Application in Future Periods

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the college. The College has decided not to early adopt any of the new and amended pronouncements. The colleges assessment of the new and amended pronouncements that are relevant to the college but applicable in future reporting periods is set out below.

- AASB 9: Financial instruments (December 2010) and AASB 2010-7: Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) (applicable for annual reporting periods commencing on or after 1 January 2013).

These Standards are applicable retrospectively and include revised requirements for the classification and measurement of financial instruments, as well as recognition and derecognition requirements for financial instruments.

The changes made to accounting requirements include:

- simplifying the classifications of financial assets into those carried at amortised cost and those carried at fair value;
- simplifying the requirements for embedded derivatives;
- removing the tainting rules associated with held-to-maturity assets;
- removing the requirements to separate and fair value embedded derivatives for financial assets carried at amortised cost;
- allowing an irrevocable election on initial recognition to present gains and losses on investments in equity instruments that are not held for trading in other comprehensive income. Dividends in respect of these investments that are a return on investment can be recognised in profit or loss and there is no impairment or recycling on disposal of the instrument;

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

- requiring financial assets to be reclassified where there is a change in an entity's business model as they are initially classified based on: (a) the objective of the entity's business model for managing the financial Assets; and (b) the characteristics of the contractual cash flows; and
- requiring an entity that chooses to measure a financial liability at fair value to present the portion of the change in its fair value due to changes in the entity's own credit risk in other comprehensive income, except when that would create an accounting mismatch. If such a mismatch would be created or enlarged, the entity is required to present all changes in fair value (including the effects of changes in the credit risk of the liability) in profit or loss.

The College has not yet been able to reasonably estimate the impact of these pronouncements on its financial statements.

- AASB 1053: Application of Tiers of Australian Accounting Standards and AASB 2010-2: Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 1, 2, 3, 5, 7, 8, 101, 102, 107, 108, 110, 111, 112, 116, 117, 119, 121,123,124,127,128,131,133,134,136,137,138,140,141,1050 & 1052 and Interpretations 2,4,5,15,17,127,129 &1052 (applicable for annual reporting periods commencing on or after 1 July 2013).
- AASB 1053 establishes a revised differential financial reporting framework consisting of two tiers of financial reporting requirements for those entities preparing general purpose financial statements:
 - Tier 1: Australian Accounting Standards; and
 - Tier 2: Australian Accounting Standards – Reduced Disclosure Requirements
- Tier 2 of the framework comprises the recognition, measurement and presentation requirements of Tier 1, but contains significantly fewer disclosure requirements.
- Management believes that the association qualifies for the reduced disclosure requirements for Tier 2 entities. However it is yet to decide whether to adopt the reduced disclosure requirements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

- AASB 2010-8: Amendments to Australian Accounting Standards - Deferred Tax Recovery of Underlying Assets [AASB 112] (applies to periods beginning on or after 1 January 2012)

This standard makes amendments to AASB 112: Income Taxes and incorporates interpretation 121 into AASB 112.

Under the current AASB 112, the measurement of deferred tax liabilities and deferred tax assets depends on whether an entity expects to recover an asset by using it or selling it. The amendments introduce a presumption that an investment property is recovered entirely through sale. This presumption is rebutted if the investment property is held within a business model whose objective is to consume substantially all of the economic benefits embodied in the investment property over time, rather than through sale.

The amendments are not expected to significantly affect the college.

- AASB 10: Consolidated Financial Statements, AASB 11: Joint Arrangements, AASB 12: Disclosure of Interests in Other Entities, AASB 127: Separate Financial Statements (August 2011), AASB 128: Investments in Associates and Joint Ventures (August 2011) and AASB 2011-7: Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards [AASB 1,2,3,5,7,9,2009-11,101,107,112,118,121,124,132,133,136,138,139,1023 & 1038 and interpretations 5, 9,16 & 17] (applicable for annual reporting periods commencing on or after 1 January 2013)

AASB 10 replaces parts of AASB 127: Consolidated and Separate Financial Statements (March 2008, as amended) and Interpretation 112: Consolidation - Special Purpose Entities . AASB 10 provides a revised definition of control and additional application guidance so that a single control model will apply to all investees. The College has not yet been able to reasonably estimate the impact of this Standard on it's financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 1. Summary of significant accounting policies (cont'd)

- AASB 11 replaces AASB 131: Interests in Joint Ventures (July 2004, as amended). AASB 11 requires joint arrangements to be classified as either "joint operations" (whereby the parties that have joint control of the arrangement have rights to the assets and obligations for the liabilities) or "joint ventures" (where the parties that have joint control of the arrangement have rights to the net assets of the arrangement). Joint ventures are required to adopt the equity method of accounting (proportionate consolidation is no longer allowed).

AASB 12 contains the disclosure requirements applicable to entities that hold an interest in a subsidiary joint venture, joint operation or associate. AASB 12 also introduces the concept of a "structured entity" replacing the "special purpose entity" concept currently used in interpretation 112, and requires specific disclosures in respect of any investments in unconsolidated structured entities. This standard will affect disclosures only and is not expected to significantly impact the College. To facilitate the application of AASB 10, 11 and 12, revised versions of AASB 127 and AASB 128 have also been issued. These Standards are not expected to significantly impact the association.

- AASB 13; Fair Value Measurement and AASB 2011-8: Amendments to Australian Accounting Standards arising from AASB 13 (applicable for annual reporting periods commencing on or after 1 January 2013).

AASB 13 defines fair value, sets out in a single Standard a framework for measuring fair value, and requires disclosures about fair value measurements.

AASB 13 requires:

- inputs to all fair value measurements to be categorised in accordance with a fair value hierarchy and
- enhanced disclosures regarding all assets and liabilities (including but not limited to, financial assets and financial liabilities) measured at fair value.

These Standards are not expected to significantly impact the College.

- AASB 2011-9: Amendments to Australian Accounting Standards - Presentation of Items of Other Comprehensive Income (applicable for annual reporting periods commencing on or after 1 July 2012).

The main change arising from this Standard is the requirement for entities to group items presented in other comprehensive income (OCI) on the basis of whether they are potentially reclassifiable to profit or loss subsequently.

This standard affects presentation only and is therefore not expected to significantly impact the College.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

Note 1. Summary of significant accounting policies (cont'd)

- AASB 119: Employee Benefits (September 2011) and AASB 2011-10: Amendments to Australian Accounting Standards arising from AASB 119 (applicable for annual reporting periods commencing on or after 1 January 2013). These Standards introduce a number of changes to accounting and presentation of defined benefit plans. The College does not have any defined benefit plan employees so it is not impacted by the amendment. AASB 119(September 2011) also includes changes to the accounting for termination benefits that require an entity to recognise an obligation for such benefits at the earlier of :
 - (i) for an offer that may be withdrawn - when the employee accepts
 - (ii) for an offer that cannot be withdrawn - when the offer is communicated to the affected employees and
 - (iii) where the termination is associated with a restructuring of activities under AASB 137: Provisions Contingent Liabilities and Contingent Assets, and if earlier than the first two conditions - when the related restructuring costs are recognised.The College has not yet been able to reasonably estimate the impact of these changes to AASB 119.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

	2012 \$	2011 \$
NOTE 2: REVENUE AND OTHER INCOME		
Sales Revenue		
Member Fees	4,038,632	3,650,996
Criminal Record Checks	596,427	606,332
Seminars	5,375	70,381
	<u>4,640,434</u>	<u>4,327,709</u>
Other Revenue		
Interest received(on financial assets not at fair value through profit or loss)	128,913	90,248
Other revenue	87,033	70,616
	<u>215,946</u>	<u>160,864</u>
Total Revenue	<u>4,856,380</u>	<u>4,488,573</u>

NOTE 3: PROFIT FOR THE YEAR**a. Expenses:**

Cost of sales:

-Publication costs

42,276 52,731Interest expense (on financial liabilities not at fair
value through profit or loss)144,428 108,848

Rental expense on operating leases:

-minimum lease payments

26,560 24,222

-contingent rentals

- 6,864

Total rental expense on operating

26,560 31,086- Cost of seminars to promote activities of the
college16,080 83,559**b. Significant Revenue & Expenses:**The following expense items are relevant in explaining the financial
performance:

- Bank Fees

97,845 82,978

- Board Election

- 52,093

- Board Expenses

22,234 14,256

- Computer Expenses

63,298 71,465

- Criminal Record Checks

462,965 379,070

- Insurance

55,311 30,744

- Payroll Tax

488,725 -

- Postage

101,009 125,795

- Stationery

28,259 31,809

- Telephone

49,282 48,800

- Travel Expenses

15,467 9,208

- Other Expenses

178,788 231,634

1,563,183 1,077,852

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

	2012	2011
	\$	\$

NOTE 4: CASH AND CASH EQUIVALENTS

Cash at bank and in hand	398,957	411,639
Short term bank deposits	3,600,000	3,000,000
	<u>3,998,957</u>	<u>3,411,639</u>

The effective interest rate on short term bank deposits was between 4.0% and 5.2% [2011: 4.5%]. These deposits are "at call", 30 day and 60 day deposits.

Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:

Cash and cash equivalents	<u>3,998,957</u>	<u>3,411,639</u>
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NOTE 5: AUDITORS' REMUNERATION

Remuneration of auditor of the college for:
Auditing or reviewing the financial report

18,500	15,000
<u>18,500</u>	<u>15,000</u>

NOTE 6: TRADE AND OTHER RECEIVABLES

CURRENT

Subscriptions receivable	2,622	13,119
GST Refund	20,746	15,074
Other Receivables	593	95,655
Total current trade and other receivables	<u>23,961</u>	<u>123,848</u>

Trade debtors relating to future financial year Annual Fees are included in Note 10 for reporting purposes and are offset against income received in advance.

Current trade receivables generally are receivable within 60 days. A provision for impairment is recognised against receivables where there is objective evidence that an individual trade receivable is impaired. No impairment was required at 31 March 2012.

Credit risk

The College has no significant concentration of credit risk with respect to any single counterparty or group of counterparties other than those receivables specifically provided for and mentioned within Note 6. The main source of credit risk to the College is considered to relate to the class of assets described as Annual Fees receivable.

The following table details the College's receivable exposure to credit risk with ageing analysis and impairment provided thereon. Amounts are considered as 'past due' when the debt has not been settled within the terms and conditions agreed between the College and the member or counterparty to the transaction. Receivables that are past due are assessed for impairment by ascertaining their willingness to pay and are provided for where there are specific circumstances indicating that the debt may not be fully repaid to the College.

The balances of receivables that remain within initial terms (as detailed in the table) are considered to be of high credit quality.

WESTERN AUSTRALIAN COLLEGE OF TEACHING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

Note 6. TRADE AND OTHER RECEIVABLES (cont'd..)

2012	Gross Amount	Past due and Impaired	Past due but not impaired (Days Overdue)				Within initial trade terms
			<30	31-60	61-90	>90	
Annual Fees	732,414	-	732,414	-	-	-	732,414
Other	23,961	-	22,839	1,108	-	14	22,839
Total Receivable	756,375	-	755,253	1,108	-	14	755,253

2011	Gross Amount	Past due and Impaired	Past due but not impaired (Days Overdue)				Within initial trade terms
			<30	31-60	61-90	>90	
Annual Fees	712,335	-	712,335	-	-	-	712,335
Other	123,848	-	16,625	1,580	4,906	100,737	16,625
Total Receivable	836,183	-	728,960	1,580	4,906	100,737	728,960

The College does not hold any financial assets whose terms have been renegotiated, but which would otherwise be past due or impaired.

Collateral held as security

No collateral is held as security for any of the trade or other receivable balances.

Collateral pledged

No collateral has been pledged for any of the trade or other receivable balances.

	2012	2011
	\$	\$
NOTE 7: OTHER CURRENT ASSETS		
Prepayments	4,940	-
Franking Machine balance	3,328	2,104
	<u>8,268</u>	<u>2,104</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

	Note	2012 \$	2011 \$
NOTE 8: PROPERTY PLANT AND EQUIPMENT			
		\$	\$
Land & Buildings at Valuation	20	2,775,000	2,555,000
Accumulated depreciation		(143)	(6,522)
Total Land & Buildings		<u>2,774,857</u>	<u>2,548,478</u>
Computer Equipment at Cost		262,864	250,450
Accumulated depreciation		(223,250)	(169,442)
Total Computer Equipment		<u>39,614</u>	<u>81,008</u>
Furniture & Fittings at Cost		108,200	117,792
Accumulated depreciation		(50,402)	(39,061)
Total Furniture & Fittings		<u>57,798</u>	<u>78,731</u>
Office Equipment at Cost		96,024	96,024
Accumulated depreciation		(52,931)	(42,834)
Total Office Equipment		<u>43,093</u>	<u>53,190</u>
Total Property plant and equipment		<u>2,915,362</u>	<u>2,761,407</u>

Land and Buildings are used as security against borrowings as per Note 12.

Movements in the carrying amounts for each class of property, plant and equipment between the

	Land & Buildings \$	Computer Equipment \$	Furniture & Fittings \$	Office Equipment \$	Total \$
Balance at 1 April 2010	3,031,758	103,588	84,509	63,663	3,283,518
Additions	-	35,057	8,734	-	43,791
Disposals	-	-	-	-	-
Revaluation decrement	(422,892)	-	-	-	(422,892)
Depreciation expense	(60,388)	(57,637)	(14,512)	(10,473)	(143,010)
Balance at 1 April 2011	<u>2,548,478</u>	<u>81,008</u>	<u>78,731</u>	<u>53,190</u>	<u>2,761,407</u>
Additions	-	12,414	513	-	12,927
Disposals	-	-	(6,769)	-	(6,769)
Revaluation dincement	274,001	-	-	-	274,001
Depreciation expense	(47,622)	(53,808)	(14,677)	(10,097)	(126,204)
Balance at 31 March 2012	<u>2,774,857</u>	<u>39,614</u>	<u>57,798</u>	<u>43,093</u>	<u>2,915,362</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

	Note	2012 \$	2011 \$
NOTE 9: INTANGIBLE ASSETS			
Computer software – at cost		605,925	594,735
Accumulated amortisation		(574,353)	(478,593)
		<u>31,572</u>	<u>116,142</u>
Computer software			
Balance at the beginning of the year		116,142	279,932
Additions		11,190	16,877
Disposals		-	-
Amortisation charge		(95,760)	(180,667)
		<u>31,572</u>	<u>116,142</u>
NOTE 10: TRADE AND OTHER PAYABLES			
CURRENT			
Trade payables		328,249	136,225
Sundry Creditors		19,935	27,183
PAYG Withholding Liabilities		39,198	63,537
Income received in advance (i)		3,172,988	2,975,029
		<u>3,560,370</u>	<u>3,201,974</u>
NON-CURRENT			
Income received in advance (ii)		485,613	456,818

(i)

Income received in advance:

From the year ended 31 March 2007, the College's practice is to bill in January/February each year all fees due and payable for the next year. In January 2012, all fees for the year ending 31 March 2013 were raised. They are not recognised in income for the year ended 31 March 2012. For the year ended 31 March 2012, the amount receivable in this regard is raised as a debtor and the amount representing income for the year ending 31 March 2013 is treated as a creditor in the Statement of Financial Position.

For reporting purposes, the debtor and corresponding creditor are offset in the College's Statement of Financial Position for the year ended 31 March 2012 as follows:

Total Membership Fees invoiced		3,905,402	3,687,364
31 March	6	(732,414)	(712,335)
Income received in advance		<u>3,172,988</u>	<u>2,975,029</u>

- (ii) The Non-Current portion of Income Received in Advance relates to Annual Fees paid in advance by at least two years from the current year.

WESTERN AUSTRALIAN COLLEGE OF TEACHING

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

	2012	2011
	\$	\$

NOTE 11: PROVISIONS

CURRENT

Audit Fees	18,500	15,000
Accrued Wages	29,197	22,484
Strata Fees	-	5,089

Employee benefits	595,666	538,906
	<u>643,363</u>	<u>581,479</u>

NON CURRENT

Employee benefits	-	164,530
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Number of employees at year end – by Head Count

37 45

Number of employees at year end – by Full Time

33.11 39.72

NOTE 12: BORROWINGS

CURRENT

Bank Loans	<u>67,037</u>	<u>67,070</u>
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NON CURRENT

Bank Loan	<u>1,117,135</u>	<u>1,184,296</u>
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Total Borrowings	<u>1,184,172</u>	<u>1,251,366</u>
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The College has a Fixed 15 year Principle and Interest reducing loan at 8.65% for the Land and Buildings at Ascot that it uses as it premises. The Land and Buildings (Note 8) are used as security over the loan.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

2012	2011
\$	\$

NOTE 13: CONTINGENT LIABILITIES AND CONTINGENT ASSETS

Estimates of the potential financial effect of contingent liabilities that may become payable:

- a. The College's appeal against pay-roll tax liability lodged with the Department of State Revenue during the previous reporting period was unsuccessful and a request for a review was lodged with the State Administrative Tribunal. This application was withdrawn following the tabling of the Teacher Registration Bill 2011 in the Western Australian Parliament as the new regulatory authority would not be liable for pay-roll tax. The College entered into an agreement to pay the outstanding taxes of \$374,789 plus \$29,035 in interest over an eighteen month period. The previously calculated penalty interest of \$248,467 was negotiated as non-payable as a result of reaching agreement to pay the outstanding taxes and to not pursue the review in the State Administrative Tribunal.

Payroll Tax.

-	623,256
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b. Employee Disputes:

For the year ending 31 March 2011 the College was defending two outstanding litigation claims brought against the College by current and past employees in relation to their employment. The College has received legal advice that it has a strong case and should be able to successfully defend both cases. These matters have now both been settled, and no provision is required for the year ending 31 March 2012. There is one current claim pending assessment by RiskCover. No provision is being set aside for this claim at this time.

-	16,000
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WESTERN AUSTRALIAN COLLEGE OF TEACHING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

NOTE 14: EVENTS AFTER THE REPORTING PERIOD

The Teacher Registration Bill 2011 has progressed through the Western Australian Parliament on the following dates:

Legislative Assembly:

Bill Introduced	1 Dec 2011
First Reading	1 Dec 2011
Second Reading	1 Dec 2011
Second Reading Agreed	27 Mar 2012
Amendments Adopted	27 Mar 2012
Consideration in Detail	28 Mar 2012
Third Reading	1 May 2012

Legislative Council:

Bill Introduced	2 May 2012
First Reading	2 May 2012
Second Reading	2 May 2012
Second Reading Agreed	21 Jun 2012
Committee of the Whole	21 Jun 2012
Third Reading	21 Jun 2012

	Note	2012 \$	2011 \$
NOTE 15: CASH FLOW INFORMATION			
Reconciliation of cash flow from operations with			
Profit / (Loss) after income tax		345,629	(640,545)
Cash flows excluded from profit			
Non-cash flows in profit:			
Depreciation	8	126,204	143,010
Amortisation	9	95,760	180,667
Loss on disposal of Property, Plant & Equipment.	8	6,769	-
Net gain on revaluation of Land & Buildings.	20	(274,001)	422,892
Changes in assets and liabilities			
(Increase)/decrease in assets:			
Prepayments	7	(6,164)	(759)
Trade and term debtors	6	99,887	45,404
Increase/(decrease) in liabilities			
Trade and other payables	10	387,191	872,478
Employee Benefits	11	(107,770)	16,968
Provisions	11	5,124	61,112
		678,629	1,101,227

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

	Note	2012 \$	2011 \$
NOTE 16: CAPITAL AND LEASING COMMITMENTS			
Operating Lease Commitments			
Non-cancellable operating leases			
Payable - minimum lease payments			
- not later than 12 months		25,918	17,215
- between 12 months and 5 years		41,410	1,855
		<u>67,328</u>	<u>19,070</u>

NOTE 17: FINANCIAL RISK MANAGEMENT

The College's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivable and payable, and leases.

The Total for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

Financial assets

Cash and cash equivalents	4	3,998,957	3,411,639
Trade and other receivables	6	23,961	123,848
Total financial assets		<u>4,022,918</u>	<u>3,535,487</u>

Financial liabilities

Financial liabilities at amortised cost:			
- trade and other payables	10	4,045,983	3,658,792
- borrowings	12	1,184,172	1,251,366
Total financial liabilities		<u>5,230,155</u>	<u>4,910,158</u>

Financial Risk Management Policies

The College's Manager Corporate Services is responsible for, among other duties, monitoring and managing financial risk exposures of the College. The Manager Corporate Services monitors the College's transactions and reviews the effectiveness of controls relating to credit risk, liquidity risk and market risk. Discussions on monitoring and managing financial risk exposures are held monthly and minuted by the Finance and Administration Committee.

The Manager Corporate Services' overall risk management strategy seeks to ensure that the College meets its financial targets, whilst minimising potential adverse effects of cash flow shortfalls.

Specific Financial Risk Exposures and Management

The main risks the College is exposed to through its financial instruments are credit risk, liquidity risk and market risk relating to interest rate risk and equity price risk.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

NOTE 17: FINANCIAL RISK MANAGEMENT (Cont.)

a. Credit risk

Exposure to credit risk relating to financial assets arises from the potential non-performance by counterparties of contract obligations that could lead to a financial loss to the College. Credit risk is managed through maintaining procedures (such as the utilisation of systems for the approval, granting and removal of credit limits, regular monitoring of the financial stability of significant customers and counterparties) ensuring, to the extent possible, that members and counterparties to transactions are of sound credit worthiness. Risk is also minimised through investing surplus funds in financial institutions that maintain a high credit rating or in entities that the committee has otherwise cleared as being financially sound.

Credit risk exposures

The maximum exposure to credit risk by class of recognised financial assets at the end of the reporting period is equivalent to the carrying amount and classification of those financial assets (net of any provisions) as presented in the statement of financial position. There is no collateral held by the College securing trade and other receivables. Trade and other receivables that are neither past due or impaired are considered to be of high credit quality. Aggregates of such amounts are as detailed at Note 6. The College has no significant concentration of credit risk with any single counterparty or group of counterparties. Details with respect to credit risk of trade and other receivables are provided in Note 6.

b. Liquidity risk

Liquidity risk arises from the possibility that the College might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The College manages this risk through the following mechanisms:

- preparing forward-looking cash flow analysis in relation to its operational, investing and financing activities; and
- only investing surplus cash with major financial institutions; and
- proactively monitoring the recovery of unpaid memberships.

The table over page reflects an undiscounted contractual maturity analysis for financial liabilities. Cash flows realised from financial assets reflect management's expectation as to the timing of realisation. Actual timing may therefore differ from that disclosed. The timing of cash flows presented in the table to settle financial liabilities reflects the earliest contractual settlement dates.

Financial assets pledged as collateral

No financial assets have been pledged as security for any financial liability.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

NOTE 17: FINANCIAL RISK MANAGEMENT (Cont.)

Market risk

i.) Interest rate risk

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at the end of the reporting period whereby a future change in interest rates will affect future cash flows. At 31 March 2012, approximately 100% of the College's debt is fixed. It is the policy of the College to keep between 65% and 100% of the debt on fixed interest rates.

ii.) Price risk

Price risk relates to the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices of securities held.

The College is not exposed to securities price risk on available-for-sale investments.

Sensitivity analysis

The following table illustrates sensitivities to the College's exposures to changes in interest rates and equity prices. The table indicates the impact on how profit and equity values reported at the end of the reporting period would have been affected by changes in the relevant risk variable that management considers to be reasonably possible. These sensitivities assume that the movement in a particular variable is independent of the other variables.

	Profit \$	Equity \$
Year ended 31 March 2012		
+/- 2% in interest rates	+/- 58,378	+/- 58,378
Year ended 31 March 2011		
+/- 2% in interest rates	+/- 45,576	+/- 45,576

No sensitivity analysis has been performed on foreign exchange risk, as the College is not exposed to currency risk.

Net Fair Values

Fair value estimation

The fair values of financial assets and financial liabilities are presented in the following table and can be compared to their carrying values as presented in the statement of financial position. Fair values are those amounts at which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Fair values derived may be based on information that is estimated or subject to judgment, where changes in assumptions may have a material impact on the amounts estimated. Areas of judgment and the assumptions have been detailed below. Where possible, valuation information used to calculate fair value is extracted from the market, with more reliable information available from markets that are actively traded. In this regard, fair values for listed securities are obtained from quoted market bid prices.

WESTERN AUSTRALIAN COLLEGE OF TEACHING

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

NOTE 17. FINANCIAL RISK MANAGEMENT (cont.)

Financial liability and financial asset maturity analysis

	Within 1 Year		1 to 5 Years		Over 5 Years		Total	
	2012	2011	2012	2011	2012	2011	2012	2011
Financial liabilities due for payment	\$	\$	\$	\$	\$	\$	\$	\$
Trade and other payables (excluding income received in advance)	387,382	226,945	-	-	-	-	387,382	226,945
Bank loans	67,037	67,070	329,172	302,617	787,963	881,679	1,184,172	1,251,366
Total contractual outflows	454,419	294,015	329,172	302,617	787,963	881,679	1,571,554	1,478,311
Total expected outflows	454,419	294,015	329,172	302,617	787,963	881,679	1,571,554	1,478,311

Financial assets - cash flows

Financial realisable	3,998,957	3,411,639	-	-	-	-	3,998,957	3,411,639
Cash and cash equivalents								
Trade and other receivables (including Annual Fees)	756,375	836,183	-	-	-	-	756,375	836,183
Total anticipated inflows	4,755,332	4,247,822	-	-	-	-	4,755,332	4,247,822
Net (outflows)/inflows on financial instruments	4,300,913	3,953,807	(329,172)	(302,617)	(787,963)	(881,679)	3,183,778	2,769,511

WESTERN AUSTRALIAN COLLEGE OF TEACHING

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

NOTE 17: FINANCIAL RISK MANAGEMENT (Cont.)

	Footnote	2012		2011	
		Carrying \$	Fair Value \$	Carrying \$	Fair Value \$
Financial Assets					
Cash and cash equivalents	(i)	3,998,957	3,998,957	3,411,639	3,411,639
Trade and other receivables	(i)	756,375	756,375	836,183	836,183
Total financial assets		4,755,332	4,755,332	4,247,822	4,247,822
Financial liabilities					
Trade and other payables	(i)	387,382	387,382	226,945	226,945
Bank Loans	(ii)	1,184,172	1,327,286	1,251,366	1,251,366
Total financial liabilities		1,571,554	1,714,668	1,478,311	1,478,311

The fair values disclosed in the table above have been determined based on the following methodologies:

- (i) Cash and cash equivalents, trade and other receivables and trade and other payables are short-term instruments in nature whose carrying value is equivalent to fair value. Trade and other payables exclude amounts relating to the provision of annual leave which is outside the scope of AASB 139, and membership fees received in advance, which are not considered as financial instruments.
- (ii) Borrowings estimated future cashflow discounted by the current market interest rates applicable to liabilities with similar risk profiles.

NOTE 18: RESOURCES PROVIDED FREE OF CHARGE

In accordance with Treasurer's Instruction 1101A and AAS29 "Financial Reporting by Government Departments", the State Solicitors Office has advised that it has provided the following services free of charge to the College during the year ended 31 March 2012.

	2012 \$	2011 \$
Legal Services provided free of charge	22,814	15,072

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

2012 2011
\$ \$

NOTE 19: RELATED PARTY TRANSACTIONS

Key Management Personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the College, directly or indirectly, including its board members, is considered key management personnel.

Key Management Personnel

Short-term employee benefits	575,391	517,303
Other Long-term benefits	299,008	246,593
Total compensation	<u>874,399</u>	<u>763,896</u>

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other persons unless otherwise stated.

NOTE 20: ASSET REVALUATION

The College conducts a formal revaluation of its property assets every three years. The College purchased its current premises in April 2008. The premises consist of four adjoining strata office units which have been internally linked and renovated to form two separate office spaces to suit the requirements of the operations of the College. By relocating the College outside the CBD, the College has gained 50% more floor space for no more annual cost than the rental expense incurred in 2008. The acquisition of the Ascot premises via a principal and interest reducing loan enabled the College to fix the annual cost of one of its largest expenses by eliminating annual rental increases.

The premises were appraised again by a licensed valuer in March 2012 for the purposes of establishing a Current Market Value prior to the transfer of control of the asset to the Department of Education Services. The valuation was conducted by LMW Hegney, National Property Valuers and Consultants, and was conducted on the basis of "Market Value 'as is' with vacant possession".

Land & Buildings - Balance as at 1 April 2010	3,134,512
Accumulated depreciation to 31 March 2010	<u>(102,754)</u>
Land & Buildings - Balance as at 31 March 2010	3,031,758
Depreciation to 8 February 2011	<u>(53,866)</u>
Land & Buildings - Balance as at 8 February 2011	2,977,892
Land & Buildings - Revaluation Decrement	<u>(422,892)</u>
Land & Buildings - Asset at Revaluation as at 8 February 2011	2,555,000
Depreciation to 31 March 2011	<u>(6,522)</u>
Land & Buildings - Balance as at 31 March 2011	2,548,478
Depreciation to 30th March 2012	<u>(47,479)</u>
Land & Buildings - Balance as at 30th March 2012	2,500,999
Land & Buildings Revaluation Increment/(Decrement)	<u>274,001</u>
Land & Buildings - Asset at Revaluation as at 30th March 2012	2,775,000
Depreciation to 31 March 2012	<u>(143)</u>
Land & Buildings - Balance as at 31 March 2012	<u>2,774,857</u>

WESTERN AUSTRALIAN COLLEGE OF TEACHING

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012**

NOTE 21: ORGANISATION DETAILS

The Registered Office and the principal place of business of the College is:

Western Australian College of Teaching
Unit 4, 398 Great Eastern Highway
ASCOT WA 6104.

STATEMENT BY MEMBER OF THE BOARD

In the opinion of the Board the financial report as set out on pages 24 to 57:

- 1 Presents a true and fair view of the financial position of Western Australian College of Teaching as at 31 March 2012 and its performance for the year ended on that date in accordance with Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.
- 2 At the date of this statement, there are reasonable grounds to believe that Western Australian College of Teaching will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Board and is signed for and on behalf of the Board by:

A handwritten signature in black ink, appearing to read 'J Varris', is written over a horizontal line. Below the line, the name 'Jacqueline Varris' and her title 'Chair of the Board' are printed in a bold, sans-serif font.

Jacqueline Varris
Chair of the Board

Dated this 6th day of July 2012

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
WESTERN AUSTRALIAN COLLEGE OF TEACHING**

Report on the Financial Report

We have audited the accompanying financial report of Western Australian College of Teaching which comprises the Statement of Financial Position as at 31 March 2012, Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Statement by Members of the Board.

Management's Responsibility for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the Western Australian College of Teaching Act 2004 and for such internal control as management determines is necessary to enable the preparation of the financial report which is free from material misstatement, whether due to fraud or error. In Note 1, management also states, in accordance with Accounting Standard AASB 101 *Presentation of Financial Statements*, that the financial statements comply with *International Financial Reporting Standards*.

Auditor's Responsibility

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

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

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

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
WESTERN AUSTRALIAN COLLEGE OF TEACHING (Continued)**

Opinion

In our opinion:

- (a) the financial report presents fairly, in all material respects, the financial position of the Western Australian College of Teaching as at 31 March 2012, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and the Western Australian College of Teaching Act 2004; and
- (b) the financial report also complies with *International Financial Reporting Standards* as disclosed in Note 1.

Emphasis of Matter

Without qualifying our opinion, we draw attention to Note 1 (a) in the financial report, which describes the legislative changes in process for the dissolution of the Western Australian College of Teaching. This process will affect the College's ability to continue as a going concern and whilst the current draft of the Teachers Registration Bill 2011 provide for the assets, rights and liabilities of the College existing immediately before commencement date to be transferred to, and vest, in the state, the College may be unable to realise its assets and discharge its liabilities in the normal course of business.


UHY HAINES NORTON
CHARTERED ACCOUNTANTS


GREG GODWIN
PARTNER

Address: Perth, WA
Date: 16 July 2012

Ministerial Directives

The College received no ministerial directives during the period under review.

Governance Disclosures

The College has no governance disclosures to declare during the period under review.

Advertising

Type of advertising	Company	Item	Total
Direct mail			\$ 0
Media advertising organisations			\$ 0
Recruitment advertisements			\$ 0
Recruitment advertisements			\$ 0

Disability Access and Inclusion Plan

The College's Disability Access and Inclusion Plan (DAIP) was reviewed to ensure compliance with the *Disability Services Act 1993* and assess its relevance to the business of the College.

The College continues to support the application the DAIP and as such seeks opportunities to remove or reduce barriers to participation and activities of the College through the following areas: College information is provided in accessible formats for all readers; the College employs people with disabilities; the College seeks to consult with people with disabilities; and recognises people with disabilities are our customers.

Public Sector Standards and Ethical Codes

The Western Australian College of Teaching is required to report to the Office of Public Sector Standards, under s31 of the *Public Sector Management Act 1994*, each year regarding the extent of compliance with public sector standards. For the year 2011/12 the College reports as follows:

1. No compliance issues arose during the financial year 2011/12 regarding the Public Sector Standards.
2. No compliance issues arose during the financial year 2011/12 regarding the WA Code of Ethics.

Recordkeeping Plans

The Western Australian College of Teaching is required to submit a report to the State Records Commission outlining compliance with *Standard 2, Principle 6 – Compliance* of the *State Records Act 2000*.

1. The College's Recordkeeping Plan and Systems were first implemented in 2005 following the College's incorporation in 2004. In 2008, the College commenced a project to install an electronic recordkeeping program. As a result of this project the College's Recordkeeping Plan and Systems were re-evaluated and updated. The College's Retention and Disposal Schedule was reviewed and resubmitted to the State Records Office during 2011 as required every five years. The tabling of the Teacher Registration Bill 2011 indicated an intention that, if assented to, that teacher registration would be conducted by the Department of Education Services (DES), the Record Keeping Plan was updated and resubmitted to the State Records Office, to provide a practical assistance with transition plans.

2. The staff involved with the project of converting to the electronic recordkeeping system have conducted recordkeeping training and are developing the training and induction program for the remainder of staff. All staff received recordkeeping training by the end of December 2010 and record keeping awareness training is now included in the staff induction program.
3. The recordkeeping training includes an assessment questionnaire that staff are required to pass at the conclusion of the training.

Public Interest Disclosure

The Western Australian College of Teaching does not tolerate corrupt or other improper conduct, including mismanagement of public resources, in the exercise of its functions. The officers, employees and contractors of the Western Australian College of Teaching comply with its code of conduct at all times.

The Western Australian College of Teaching is committed to the aims and objectives of the *Public Interest Disclosure Act 2003*. The Western Australian College of Teaching has a Public Interest Disclosure Policy and has appointed PID officers.

There have been four (4) disclosures made during the current reporting period, none of which were determined as PIDs.

The contact details of the PID Officers are as follows:

Director

Dr Suzanne Parry

Unit 4, 398 Great Eastern Highway

ASCOT WA 6104

Telephone: 9230 0606

Facsimile: 9479 4004

Email: suzanne.parry@wacot.wa.edu.au

Manager of Legal Services

Ms Lorraine Allen

Unit 4, 398 Great Eastern Highway

ASCOT WA 6104

Telephone: 9230 0600

Facsimile: 9479 4022

Email: lorraine.allen@wacot.wa.edu.au

Occupational Safety, Health and Injury Management (OSH)

The College's OSH Policy outlines its commitment to OSH in the workplace, and as such recognises and accepts its obligation to provide employees with the highest possible standards of safety.

The College's comprehensive OSH programs continued during 2011/2012, including:

- Safety Inspections by elected OSH Representative
- Delivery of regular safety awareness raising workshops
- Review of Emergency Procedures and conducting an Evacuation Drill
- Implementation of a comprehensive Wellness Program including preventative health measures, corporate sporting activities and workplace giving opportunities
- Continued provision of an Employee Assistance Program and information sessions
- Ongoing provision of a First Aid Officer and first aid facilities
- Programmed Ergonomic Assessments for new and existing staff.

Compliance with the Injury Management Requirements of the Workers' Compensation and Injury Management Act 1981

The College is committed to the continuous improvement of injury prevention and injury management programs with the goal of achieving the highest possible standards in the workplace. In the event of a work-related injury, the College will provide effective claims management and rehabilitation assistance aimed at supporting injured employees through their period of illness or injury and promoting optimal recovery and a safe return to work in accordance with the *Workers' Compensation and Injury Management Act 1981*.

The employer and employees are required to be consulted and to share in the implementation of programs to achieve the best outcomes in injury prevention and injury management.

The table below details the College's performance:

Indicator	Target 2011/12	Actual 2011/12
Number of fatalities	0	0
Lost time injury/diseases incident rate	Target 0 or 10% reduction on previous year	0%
Lost time injury severity rate	Target 0 or 10% improvement on previous year	0%
Return to work rate	100%	75%
Percentage of managers trained in OSH and injury management responsibilities	Target > 50%	50%

Workers' Compensation Claims

The College complies with the requirements of the *Occupational Safety and Health Act 1984*. There was one new incident report for workers' compensation claim submitted during the reporting period that is still being assessed by RiskCover. There is one ongoing claim from a prior period.

Freedom of Information

The Western Australian College of Teaching received three (3) applications under the *Freedom of Information Act 1992* during this reporting period.

Complaints

The College is committed to dealing with all complaints in a fair and equitable manner and through proper governance. In this reporting period, the College has responded to the one complaint lodged with the Ombudsman Western Australia and one at the Equal Opportunity Commission.