

NEAS AUSTRALIA ANNUAL REPORT 2019



NEAS

QUALITY ASSURANCE
IN EDUCATION AND
TRAINING



A blurred background image showing several students in a classroom or study area. One student in the foreground is wearing a backpack and looking towards the right. Other students are visible in the background, some sitting at tables. The overall scene is out of focus, emphasizing the text overlay.

NEAS AUSTRALIA QUALITY ASSURANCE IN EDUCATION AND TRAINING

THE SUCCESS OF NEAS AUSTRALIA

NEAS Australia has advanced education through the provision of quality assurance services to the English Language Teaching (ELT) community since 1990. Quality assurance instils confidence that an organisation will meet and even exceed its quality goals. NEAS' approach to quality assurance is grounded in the NEAS Quality Assurance Framework, the standards that providers are guided by in setting their quality goals, and embraces a range of services in endorsement, development and engagement.

International education continues to attract tens of thousands of students to a range of Australian educational institutions such as schools, vocational providers, higher education providers and private colleges, generating jobs, incomes and economic growth. NEAS' robust quality assurance services provide the foundations for quality sustainable education which is the envy of the world. NEAS continues to lead the way in supporting and promoting continuous improvement through the engagement of a range of stakeholders in its quality assurance services.

NEAS' quality assurance services include Quality Review Visits and Endorsement of centres, professional development and support to staff through Quality Learning Series and NEAS Online, information and networking through NEAS News, the NEAS website and the annual NEAS Management Conference and other services to members through NEAS Assist and NEAS Premium Product.

OUR GROWTH

NEAS is extending more services to more members. The strategy for growth has been focussed on six pillars: Trust, Capability, Reach, Capacity, Innovation and Leadership. NEAS continues to extend its quality assurance services to the English Language Teaching community following a nuanced and fit for purpose approach.

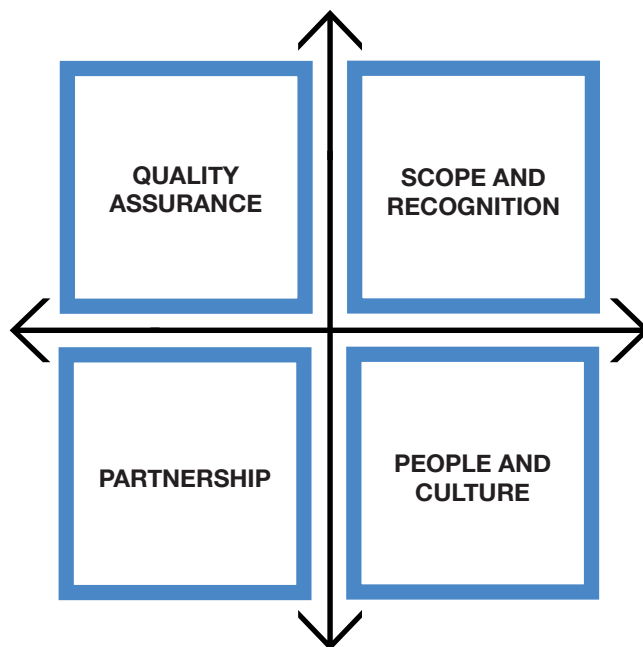


NEAS AUSTRALIA VISION

Lead global practice in quality assurance in education and training.

NEAS AUSTRALIA MISSION

- ✓ Support the achievement of quality outcomes for education and training globally
- ✓ Advance global quality assurance in education and training
- ✓ Empower knowledge partnerships with education and training communities



NEAS advances education through the provision of quality assurance to the English Language Teaching community.

NEAS PRINCIPLES

QUALITY ASSURANCE	SCOPE AND RECOGNITION	PARTNERSHIPS	PEOPLE AND CULTURE
Quality is at the heart of everything we do.	We are the global leaders and innovators in quality assurance.	Strategic engagement underpins our services. We position for purpose.	We strive for excellence, we listen, we learn. We are here to make a difference.

NEAS GOALS

QUALITY ASSURANCE	SCOPE AND RECOGNITION	PARTNERSHIPS	PEOPLE AND CULTURE
<ul style="list-style-type: none">• Build industry capacity through strategic interventions that foster growth, sustainability, innovation and best practice in education and training• Deliver a total customer satisfaction promise, from Board members to frontline staff, through a member oriented service culture• Enhance service quality to ensure competitive advantage and complementary positioning with other Quality Assurance organisations	<ul style="list-style-type: none">• Grow and maintain membership, both locally and offshore• Build the NEAS brand portfolio to encompass new products and services, thereby increasing recognition, reputation and global awareness of NEAS• Take a global leadership role in the driving of quality in teaching and learning	<ul style="list-style-type: none">• Engage in complementary relationships with Commonwealth and other government regulators for the benefit of learners and providers• Achieve productive working relationships with complementary peak bodies• Lead global network of quality assurance organisations	<ul style="list-style-type: none">• Ensure all assets and resources within NEAS are aligned and support the NEAS mission• Empower stakeholders through professional development, continuous engagement, reflective practice and open communication• Communicate and demonstrate international leadership in a culture of quality

TRUST & CAPABILITY

Trust and capability are the foundations of NEAS' success in maintaining engagement with our members. The team at NEAS comprises highly qualified and experienced professionals who have collectively worked in all types of ELT centres across the education industry. They understand the needs of ELT professionals and offer expertise in building quality goals with members. The NEAS team participate in regular internal and external professional development and attend industry events to build and maintain currency and relevance in the industry. The NEAS Advisory Council engages with members and potential members to share information and gather feedback.

In the last three years, NEAS has maintained its formalised relationships with English Australia, UECA, ITECA, IEAA, CISA, ISEAA, ASQA and TEQSA and has worked closely with government bodies such as Austrade, DHA, DET and state regulatory authorities to contribute to quality assurance in education and training more broadly.

REACH & CAPACITY

A key commitment that NEAS makes to the English Language Teaching community is offering quality assurance services which are fit for purpose, enabling NEAS to extend its reach to more members. This year, annual quality assurance activities have been complemented by the Self-Assessment process which enables providers to self-select their own areas of strength and/or weakness for quality assurance and continuous improvement.

Associate membership of individuals continues to grow, enabling ELT professionals to access NEAS QLS and NEAS Online workshops, NEAS qualification verification and the annual NEAS Management Conference. NEAS News, the NEAS LMS and website extend reach across Australia and internationally, providing information, resources and professional development to ELT professionals world-wide.

INNOVATION & LEADERSHIP

NEAS continues to set high standards in innovation and leadership. Leadership in ELT has been a major focus in 2019 with NEAS' participation in the Leadership Forum at Cambodia's annual CamTESOL international conference, the Leadership in ASEAN theme at the 2019 NEAS Management Conference and the Leadership Quality Learning Series workshops and NEAS Online course.

NEAS' innovative approach to Quality Reviews has seen the implementation of Self-Assessment in its Quality Review activities advancing its contemporary and nuanced approach to supporting members achieve their quality goals. Moreover, NEAS continues to review and expand its Quality Assurance Framework in response to the changing needs and circumstances of its members as well as embracing innovations in the broader education industry.

2018-2019

KEY ACHIEVEMENTS

NEAS ONLINE

The development of a suite of online courses through the NEAS LMS allows NEAS to expand the variety and reach of its Professional Development support. Five online courses have been launched, each designed to support the ELT community in facilitating continuous improvement and achieving quality goals. The courses are free to NEAS members and align with the NEAS Quality Assurance Framework allowing the ELT community to communicate, learn and share solutions to quality issues. NEAS Online allows ELT professionals to build their portfolio of professional development without the expense of travel. NEAS Online courses are facilitated by a tutor for one month before continuing in a self-paced mode, allowing participants to complete at their own pace. The NEAS LMS promotes engagement and networking through discussion boards, facilitating peer support and organic communities of practice.

NEAS AUSTRALIA

NEAS aims to advance education by providing quality assurance services for everyone in the English Language Teaching community. The pursuit of this objective in Australia has seen a significant transformation of NEAS in a number of ways. Driving this transformation has been the expansion of the Quality Assurance Framework to include Quality Areas in Strategy, Risk and Governance, Online Delivery and ELT Qualifications. A Self-Assessment process has been successfully implemented into the NEAS Quality Review activities, to stimulate organisation-wide critical reflection on current practice and facilitate deeper understanding of NEAS Quality Principles. NEAS celebrated members that have been continually endorsed for 25 years at the 2019 Management Conference and showcased industry innovation and best practice through a range of Endorsed Premium Products.



NEAS INTERNATIONAL

The NEAS mission to support the achievement of quality outcomes for English Language Teaching globally and advance global Quality Assurance in English Language Teaching has been achieved through creating and seizing a number of opportunities to empower knowledge partnerships with key industry bodies offshore and promote the high quality of Australia's Education Standards. Traction in Vietnam, Cambodia, Indonesia and Singapore has been leveraged to expand into other ASEAN nations, including Thailand and Malaysia. The 2019 NEAS Management Conference, Leadership in ASEAN and Australia: Influencers in ELT, brought together key influencers in ELT to explore leadership principles and find ways to connect across the region.



**NEAS is the
global leader
in Quality
Assurance
in ELT**

MESSAGE FROM THE CHAIR OF THE BOARD AND CHIEF EXECUTIVE OFFICER

As Australia's leading independent English Language Teaching (ELT) quality assurance organisation, NEAS Australia continues to advance education through its quality assurance services.

At the heart of NEAS' mission is supporting and empowering everyone in the ELT community to advance their quality goals. NEAS' achievements in 2018-19 demonstrate its vision to lead global quality practice in education and training.

The foundation of the NEAS Quality Endorsement process is its stakeholder driven feedback model deriving inputs from students, teachers, marketing and professional staff through anonymous surveys and focus groups. At its very core, NEAS Quality Endorsement is grounded by the NEAS Quality Assurance Framework. Far from an inflexible document, the Framework evolves and expands to reflect the needs and innovations of the ELT community and education industry. This year saw the addition of Quality Areas in Online Delivery and ELT Qualifications to the Framework. Similarly, the quality assurance processes that NEAS follows are responsive to developments in both the quality assurance and education industries. Accordingly, in 2018-19 NEAS launched Self-Assessment as an integral part of the Quality Review process, supplementing the existing Quality Review Visits and Document Evaluation.

Integral to NEAS Australia's approach to quality assurance is the support given to the ELT community in conjunction with Quality Review processes. In 2018-19, NEAS continued to offer free professional development to its members in the form of Quality Learning Series workshops and NEAS Online courses. This year, NEAS delivered over 20 face to face Quality Learning Series workshops to close to 250 participants and launched four NEAS Online courses through the NEAS LMS. By aligning NEAS workshops and courses to the NEAS Quality Assurance Framework, NEAS members are able to focus their professional development on their immediate quality goals.

In line with NEAS' strategy of extending more services to more members, NEAS delivered specialised support through its NEAS Assist service, NEAS Benchmarking and NEAS Premium Product. These services reflect the nuanced way that NEAS offers additional support and empowerment throughout a member's lifecycle.

NEAS' global reach and reputation as a leading quality assurance organisation continued to develop with a 39% increase in international centres achieving NEAS Quality Endorsement. NEAS participated in a range of international conferences, symposia and events and once again actively participated in the annual QALEN (Quality Assurance in Language Education Network) symposium held in Toronto, Canada. As one of nine individual and specialist ELT quality assurance organisations, NEAS engages in the network in order to benchmark and advance its own processes in collaboration with its international peers.

This year, the annual NEAS Management Conference reflected the global reach of NEAS through the theme of Leadership in ASEAN and Australia. 329 participants came together in Sydney to share, engage and be inspired by key influencers in ELT and leadership. A highlight of this year's event was the awarding of the inaugural NEAS Life Membership Award to Associate Professor Seamus Fagan who has dedicated his illustrious career to developing and promoting opportunities in the ELT community.

Despite its global reach, NEAS Australia is still firmly anchored by its roots and this year witnessed an increase in Australian centres achieving NEAS Quality Endorsement to 172 centres. Moreover, NEAS continues to work collaboratively and closely with Australian stakeholders such as English Australia, University English Centres Australia (UECA), the Independent Tertiary Education Council of Australia (ITECA), the International Education Association of Australia (IEAA) and the International Student Education Agents Association (ISEAA), and government departments and authorities such as the Australian Skills Quality Authority (ASQA) and the Tertiary Education Quality and Standards Agency (TEQSA).

All of this has been possible through the dedication, hard work and resilience of the NEAS Executive Team and Assessors, the support of the NEAS Advisory Council and the governance of the NEAS Board of Directors.

On behalf of the Board and NEAS team, we thank the members of NEAS and the ELT community who continue to share our values in advancing quality goals, engage in our processes and support our continuing endeavours to advance and empower the ELT community and global education and training. Our members' support allows us to extend our quality assurance services to more members and achieve our mission to support the achievement of quality outcomes for English language teaching and promote the high standards of Australian education and training.



Denise Taylor

DENISE TAYLOR
Chair



P. Pheasant

PATRICK PHEASANT
Chief Executive Officer

PEOPLE AT NEAS AUSTRALIA

BOARD OF DIRECTORS



DENISE TAYLOR
CHAIR



CHRISTINE BUNDESEN AM
DIRECTOR



HEATHER THOMAS
DIRECTOR



DAVID YOO
DIRECTOR



KATHERINE OLSTON
DIRECTOR



DR JAMES LANGRIDGE
DIRECTOR



TANYA BUCHANAN
DIRECTOR

STAFF



DR PATRICK PHEASANT
CHIEF EXECUTIVE OFFICER



ANA BRATKOVIC
GENERAL MANAGER



BENJAMIN COLTHORPE
OPERATIONS MANAGER



CAMERON HEATH
MEMBER SERVICES OFFICER



DIANE PRICE
QUALITY ASSESSOR



MARION BAGOT
QUALITY ASSESSOR



DARREN BROOKES
QUALITY ASSESSOR



DEBBIE KEMISH
QUALITY ASSESSOR



DENVER CRAIG
QUALITY ASSESSOR



RUFUS JAMES
QUALITY ASSESSOR



DAVID HILL
QUALITY ASSESSOR



DR STEPHEN HOWLETT
QUALITY ASSESSOR

ADVISORY COUNCIL



IVANO BUORO



JULIAN WILSON



CALLUM COWELL



HEIDI REID



ROSA PARK



VISAL SOU



DAVID HILL

A 360° approach to Quality Assurance

2018-2019 ACTIVITIES

NEAS QUALITY ASSURANCE FRAMEWORK WITH ACTIVITY SUMMARY

NEAS provides Quality Assurance services and support through its unique stakeholder-driven feedback model of Quality Endorsement. The cornerstone of all Quality Assurance activities is the NEAS Quality Assurance Framework which has been expanded in response to the growth in online and blended learning and to reflect NEAS' extended support of the broader ELT community.

The Framework comprises the key areas:

- A. Teaching, Learning and Assessment
- B. The Student Experience
- C. Resources and Facilities
- D. Administration, Management and Staffing
- E. Promotion and Student Recruitment
- F. Welfare of Students Aged Under 18 Years
- G. Strategy, Risk and Governance
- H. Online Delivery
- I. ELT Qualifications

Between 1 July 2018 and 30 June 2019, 78 Quality Review Visits were conducted; 62 in Australia, 16 internationally. 14 centres were carefully selected to participate in the Self-Assessment pilot, 9 in Australia and 5 internationally. Approximately 5000 students and 1000 staff participated in anonymous surveys.

The ongoing process for maintaining NEAS Quality Endorsement has been streamlined and made more agile to meet the diverse quality assurance needs of our members. The previous 2-year cycle of Annual Return and biennial Quality Review Visit has been replaced by an annual Quality Review involving one Quality Review activity from either a Quality Review Visit, Self-Assessment or Document Evaluation.

	FY2018	FY2019
Australia	148	171
International	38	53

NEAS QUALITY LEARNING SERIES (QLS)

The NEAS Quality Learning Series (QLS) provides professional development and networking opportunities for the ELT community. In its fifth year and sponsored by IELTS and University of Queensland, the QLS provides face to face workshops in areas identified through NEAS' quality assurance activities.

QLS workshops align to the Quality Areas of the NEAS Quality Assurance Framework and offer solutions to professionals who are working towards developing and innovating their quality goals. The workshops are aimed at business owners, Principal Administrators, Academic Managers, Professional Staff and academic professionals. Feedback from participants was overwhelmingly positive with over 90% indicating that the sessions assist them in their day to day jobs as well as give them valuable networking and sharing opportunities.

QLS workshops are offered free to NEAS members thanks to the generosity of NEAS Endorsed centres who agree to host the workshops. This year, QLS workshops were delivered in Brisbane, Darwin, Melbourne, Perth and Sydney and our thanks go to Sarina Russo Institute, International House Darwin, Australian Academy of Commerce, Languages Across Borders, University of Western Australia, Centre for English Language Teaching and the University of Sydney, Centre for English Teaching.

NEAS PREMIUM PRODUCT ENDORSEMENT

NEAS Premium Product Endorsement provides centres the opportunity to showcase and seek recognition for unique and innovative products and services. Since its inception, NEAS Premium Product Endorsement has facilitated expert review and feedback and prestigiously recognised 16 individual products. Providers of these products receive the gold Premium Product logo and badge and are eligible for the NEAS Premium Product Showcase at the NEAS Management Conference.

Endorsed Premium Products include;

- CELT Academic English and Study Skills Bridging Course, University of Western Australia
- CET Connect, The University of Sydney Centre for English Teaching
- EAP Teacher Training, The University of Sydney Centre for English Teaching
- Academic Skills for University Success MOOC Specialization, The University of Sydney Centre for English Teaching
- Student Experience Passport, The University of Newcastle
- OET Preparation Course, Sydney College of English
- Tools for English (KITE), Kaplan International
- High School Preparation Program, John Paul College
- Cambridge English CELTA, International House Sydney
- English For Teens, International House Sydney
- International Diploma in Language Teaching Management (IDLTM), ICTE, University of Queensland
- Intrinsic's Eric the AI, Explore English
- Everyday English Course, English Unlimited
- OET Test Preparation Course, E2Language
- CPD Program, Curtin English
- Intensive English + Test Preparation (IETP) Course, Citipointe Christian College International

GOVERNMENT RELATIONS

NEAS enjoys a strong collaborative relationship with regulatory authorities, ASQA and TEQSA, engaging in ongoing information sharing and dialogue. NEAS provides audit services to ASQA as a member of the ASQA Panel of Audit Services. This involves conducting ELICOS audits on behalf of ASQA for vocational and stand-alone ELICOS registered providers. Together with UECA and English Australia, NEAS contributed this year to the development of TEQSA's Guidance Note: ELICOS Direct Entry. The Queensland Department of Education continues to recognise NEAS in legislation as a compliance requirement for high school providers of ELT courses to international students and NEAS continues to liaise with other State regulatory authorities to conduct quality assurance assessments on independent schools which enrol ELICOS students.

NEAS INTERNATIONAL

Growth in NEAS International has stemmed from increased presence in the ASEAN region. As at 30 June 2019, NEAS had a total of 53 international centres, representing an increase of 39%.

	FY2018	FY2019
Vietnam	29	38
Cambodia	4	5
Indonesia	3	4
Singapore	1	1
UAE	1	1
Thailand	0	1
Malaysia	0	3

NEAS ELT QUALIFICATIONS

Through the provision of its quality assurance services to ELT providers, NEAS has always had a role in assessing ELT qualifications and providing information and advice to a wide range of stakeholders regarding the quality of a variety of ELT Qualifications on offer both in Australia and internationally. In order to more effectively deliver these services, NEAS consulted with industry peers and experts and developed a set of Quality Standards – Area I ELT Qualifications. A pilot was successfully conducted between November 2018 and April 2019 and the Area was formally launched at the 2019 Management Conference in May.

Endorsement is offered to current NEAS members and affiliates as well as non-NEAS members delivering ELT qualifications globally. Providers offering Postgraduate programs in TESOL or Applied Linguistics, Undergraduate programs majoring in TESOL, Certificate IV or Diploma in TESOL, CELTA, Delta or other ELT qualifications are eligible to apply.

Current Endorsed ELT qualifications include;

- Master of TESOL, Griffith University Faculty of Humanities, Language and Social Science
- Graduate Certificate in TESOL, Macquarie University Department of Linguistics
- Master of Applied Linguistics and TESOL, Macquarie University Department of Linguistics
- Certificate IV in TESOL, TAFE Queensland
- Diploma in TESOL, TAFE Queensland
- Cambridge Certificate in Teaching English to Speakers of Other Languages (CELTA), The University of Queensland (ICTE-UQ)

NEAS MANAGEMENT CONFERENCE

The 2019 NEAS Management Conference, 8-10 May, Leadership in ASEAN and Australia: Influencers in ELT, invited key influencers from ASEAN as well as other international regions and Australia to share their insights, experience and knowledge. The Conference, which was held at Doltone House, Darling Island Wharf, attracted 329 participants from 11 different countries.

In addition to the main conference program of 30 sessions across three streams, NEAS offered 6 workshops on the first day to give participants an opportunity to gain extended knowledge and skills in specialised areas.

The inaugural Life Membership Award was presented to Associate Professor Seamus Fagan at the conference dinner at which guests were captivated by the artistry and skill of Andy Dexterity. NEAS was once again delighted to present awards for 25 years of continuous membership and Premium Product Endorsement.

NEAS is grateful for the generous support of the sponsors whose contribution is key to the success of the event.

NEAS ASSOCIATE MEMBERSHIP

Following the adoption of NEAS' revised Constitution in October 2018, NEAS Associate Membership was launched. Associate Membership develops and inspires stakeholders in the community through professional development in the form of the Quality Learning Series and NEAS Online workshops, qualifications assessment and NEAS Management Conference discounts.

In 2019, 47 members from locations throughout Australia joined NEAS Australia as an Associate Member. These inaugural associate members will continue to enjoy the benefits of Associate Membership and are beacons to other stakeholders to join the NEAS ELT Community.

CONFERENCES

DATES	CONFERENCE	PRESENTER
20/7/2018	VUS TESOL Conference, HCMC, Vietnam	Ana Bratkovic
29/08/2018	ACPET Conference, Canberra	Patrick Pheasant
8/09/2018	Sydney TESOL Colloquium	Patrick Pheasant
11/09/2018	SYMPLED, Brisbane	Ana Bratkovic
21/09/2018	English Australia Conference, Sydney	Patrick Pheasant
03/10/2018	ACTA Conference, Adelaide	Ben Colthorpe
9/10/2019	AIEC	Patrick Pheasant, Ana Bratkovic
29/10/2018	QALen, Toronto, Canada	Ana Bratkovic
31/10/2018	OET Forum, Melbourne	Patrick Pheasant
1/11/2018	TESL Ontario, Toronto, Canada	Ana Bratkovic
5/11/2018	ICEF, Berlin,	Patrick Pheasant
17/11/2018	Cambridge Assessment, Melbourne	Patrick Pheasant
21/11/2018	Cambridge Assessments Asia Pacific Conference, RELC, Singapore	Patrick Pheasant
26/11/2018	AALA Conference, Wollongong	Patrick Pheasant
28/11/2018	TEQSA Conference, Melbourne	Ana Bratkovic
1/12/2018	TESOL NET, Brisbane	Ana Bratkovic
15/02/2019	CamTESOL, Phnom Penh, Cambodia	Patrick Pheasant
11/03/2019	RELC, Singapore	Ana Bratkovic
24/03/2019	APAIE, Kuala Lumpur	Patrick Pheasant
3/04/2019	ANZA, Darwin	Patrick Pheasant, Cameron Heath
2/06/2019	VUS Parent Conference, HCMC, Vietnam	Ben Colthorpe
12/06/2019	TEFLIN Seminar, Jakarta	Patrick Pheasant



PROFESSIONAL DEVELOPMENT FOR THE ELT SECTOR

14/07/2018	Assessment Symposium	Brisbane
20/07/2018	Change Management	Sydney
20/07/2018	Making our centres a safe place	Sydney
4/08/2019	Peer Observation	Melbourne
31/08/2018	Improving the Student Orientation	Melbourne
31/08/2018	Using Research to inform teaching practice	Melbourne
7/09/2018	Strategy Risk and Governance 365	Online
1/10/2018	Assessing Against Learning Outcomes	Online
12/10/2018	Building a Culture of Quality	Sydney
12/10/2018	Increasing Student Learner Autonomy	Sydney
07/11/2019	Enhancing the Student Experience	Online
1/03/2019	Drama in ELT	Brisbane
1/03/2019	Leadership in ELT	Brisbane
8/03/2019	Leadership in ELT	Online
9/03/2019	Drama in ELT	Perth
2/04/2019	Drama in ELT	Darwin
16/03/2019	Student Self-Assessment & 21st Century Skills	Brisbane
2/04/2019	Leadership in ELT	Darwin
13/04/2019	Capitalising on Opportunities for Innovation	Sydney
8/05/2019	NEAS Management Conference	Sydney
7/06/2019	Drama in ELT	Perth
7/06/2019	Leadership in ELT	Perth
19/06/2019	Increasing Student Learner Autonomy	Sydney

DIRECTORS' REPORT

30 JUNE 2019

The directors present their report on National ELT Accreditation Scheme Limited (NEAS) for the financial year ended 30 June 2019 .

1. GENERAL INFORMATION

Information on directors

The names of each person who has been a director during the year and to the date of this report are:

Ms Denise Taylor

Qualifications	MEd, Grad Dip Sch Lib, Dip Tch, Cert Tch, FAICD.
Experience	Independent Director

Mr Seamus Fagan

Qualifications	BA, Higher Dip Ed, MA
Experience	Director, University of Newcastle Language Centre Ceased to be a director 18/10/2018

Mr Lawrence Davies

Qualifications	BComm, MComm (Prelim)
Experience	Independent Director Ceased to be a director 10/05/2018

Ms Christine Bundesen AM

Qualifications	BA, MA, MACE, MAICD
Experience	Principal cmbGlobal

Ms Heather Thomas

Qualifications	BA, DipEd, M App Ling, CELTA, GAICD
Experience	UOW College

Ms Katherine Olston

Qualifications	Master of Learning Sciences & Technology, IDTLM, Master of Fine Arts
Experience	University of Sydney Centre for English Teaching Appointed 18/10/2018

Mr David Yoo

Qualifications	Master of Education (International Education)
Experience	Australian Pacific College Appointed 18/10/2018

Dr James Langridge

Qualifications	BBus, GradDipTertEd, MEdAdmin, DBA, FAICD
Experience	Independent Director Appointed 01/05/2019

Ms Tanya Buchanan

Qualifications	BA Honours (English and Theatre Double Major, 1st Class), BSc, MBA
Experience	Independent Director Appointed 01/05/2019

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

DIRECTORS' REPORT

30 JUNE 2019

Principal activities

The principal activity of National ELT Accreditation Scheme Limited (NEAS) during the financial year was providing quality assurance services to colleges and monitoring them for the maintenance of quality assurance in English Language Teaching.

No significant changes in the nature of the Company's activity occurred during the financial year.

2. OPERATING RESULTS AND REVIEW OF OPERATIONS FOR THE YEAR

Operating results

The loss of the Company after providing for income tax amounted to \$ 115,350 (2018: loss of \$373,406).

Review of operations

A review of the operations of the Company during the financial year and the results of those operations show that the Company has managed to reduce the year on year loss following a period of cost saving measures.

3. OTHER ITEMS

Significant changes in state of affairs

There have been no significant changes in the state of affairs of the Company during the year.

Matters or circumstances arising after the end of the year

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

Future developments and results

There are no future developments.

Environmental matters

The Company's operations are not regulated by any significant environmental regulations under a law of the Commonwealth or of a state or territory.

Company secretary

The following person held the position of Company secretary at the end of the financial year:

Mr Patrick Pheasant (Master of Education, Graduate Certificate of Change Management) has been the company secretary since October 2016.

DIRECTORS' REPORT

30 JUNE 2019

Meetings of directors

During the financial year, 7 meetings of directors (including committees of directors) were held. Attendances by each director during the year were as follows:

	DIRECTORS' MEETINGS		AUDIT AND INVESTMENT COMMITTEE		BOARD RECRUITMENT AND SELECTION COMMITTEE		CEO PERFORMANCE REVIEW COMMITTEE	
	Number eligible to attend	Number attended	Number eligible to attend	Number attended	Number eligible to attend	Number attended	Number eligible to attend	Number attended
Ms Denise Taylor	7	7	2	1	2	2	2	1
Mr Seamus Fagan	2	2	-	-	-	-	-	-
Mr Lawrence Davies	6	5	2	2	2	2	-	-
Ms Christine Bundesen AM	7	7	-	-	-	-	2	2
Ms Heather Thomas	7	7	-	-	-	-	2	2
Ms Katherine Olston	5	4	-	-	2	2	-	-
Mr David Yoo	5	5	2	2	-	-	-	-
Ms Tanya Buchanan	1	1	-	-	-	-	-	-
Dr James Langridge	1	1	-	-	-	-	2	2

Indemnification and insurance of officers and auditors

No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of National ELT Accreditation Scheme Limited (NEAS).

Signed in accordance with a resolution of the Board of Directors:



Denise Taylor (Chair of NEAS Board)

Dated: 9 October 2019



David Yoo (Chair of NEAS Audit and Investment Committee)

Dated: 9 October 2019

Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 30 June 2019

	Note	2019 \$	2018 \$
Revenue	3	1,242,448	1,220,214
Employee benefits expense		(749,171)	(898,297)
Audit and accounting		(17,934)	(19,563)
Depreciation, amortisation and impairment expense		(21,268)	(15,556)
Advertising, promotional and marketing		(23,216)	(35,546)
Board fees		(58,104)	(73,638)
Conference expenses		(239,398)	(228,822)
Insurance		(7,185)	(6,348)
Rent		(88,212)	(84,263)
Travel and accommodation		(62,086)	(103,770)
Other expenses		(91,224)	(127,817)
Loss before income tax		(115,350)	(373,406)
Income tax expense		-	-
Loss for the year		(115,350)	(373,406)
Other comprehensive income for the year		-	-
Total comprehensive income for the year		(115,350)	(373,406)

The accompanying notes form part of these financial statements.

Statement of Financial Position

As At 30 June 2019

	Note	2019 \$	2018 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	6	179,714	218,817
Trade and other receivables	7	98,091	203,712
Other financial assets	8	966,926	1,012,626
Other assets	11	31,859	4,555
TOTAL CURRENT ASSETS		<u>1,276,590</u>	<u>1,439,710</u>
NON-CURRENT ASSETS			
Property, plant and equipment	9	17,492	33,402
Intangible assets	10	3,853	7,604
TOTAL NON-CURRENT ASSETS		<u>21,345</u>	<u>41,006</u>
TOTAL ASSETS		<u><u>1,297,935</u></u>	<u><u>1,480,716</u></u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	12	82,550	89,919
Employee benefits	14	63,143	55,112
Other financial liabilities	13	111,423	179,516
TOTAL CURRENT LIABILITIES		<u>257,116</u>	<u>324,547</u>
TOTAL LIABILITIES		<u>257,116</u>	<u>324,547</u>
NET ASSETS		<u><u>1,040,819</u></u>	<u><u>1,156,169</u></u>
EQUITY			
Retained earnings		<u>1,040,819</u>	<u>1,156,169</u>
TOTAL EQUITY		<u><u>1,040,819</u></u>	<u><u>1,156,169</u></u>

The accompanying notes form part of these financial statements.

Statement of Changes in Equity

For the Year Ended 30 June 2019

2019

	Retained Earnings \$	Total \$
Balance at 1 July 2018	1,156,169	1,156,169
Loss attributable to members of the parent entity	(115,350)	(115,350)
Balance at 30 June 2019	1,040,819	1,040,819

2018

	Retained Earnings \$	Total \$
Balance at 1 July 2017	1,529,575	1,529,575
Loss attributable to members of the parent entity	(373,406)	(373,406)
Balance at 30 June 2018	1,156,169	1,156,169

The accompanying notes form part of these financial statements.

Statement of Cash Flows

For the Year Ended 30 June 2019

	2019	2018
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	1,296,119	1,280,690
Payments to suppliers and employees	(1,469,287)	(1,592,943)
Dividends received	31,961	6,573
Interest received	3,711	4,926
Net cash provided by/(used in) operating activities	18 (137,496)	(300,754)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Proceeds from sale of investment	100,000	84,183
Purchase of property, plant and equipment	(1,607)	(4,778)
Net cash provided by/(used in) investing activities	98,393	79,405
CASH FLOWS FROM FINANCING ACTIVITIES:		
Net increase/(decrease) in cash and cash equivalents held	(39,103)	(221,349)
Cash and cash equivalents at beginning of year	218,817	440,166
Cash and cash equivalents at end of financial year	6 179,714	218,817

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

For the Year Ended 30 June 2019

The financial report covers National ELT Accreditation Scheme Limited (NEAS) as an individual entity. National ELT Accreditation Scheme Limited (NEAS) is a not-for-profit Company limited by guarantee, incorporated and domiciled in Australia.

The functional and presentation currency of National ELT Accreditation Scheme Limited (NEAS) is Australian dollars.

The financial report was authorised for issue by the Directors on 05 September 2019.

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of Preparation

In the Directors opinion, the Company is not a reporting entity since there are unlikely to exist users of the financial report who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. This special purpose financial report has been prepared to meet the reporting requirements of the Australian Charities and Not-for-Profits Commisissions Act 2012.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101 Presentation of Financial Statements, AASB 107 Statement of Cash Flows, AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors and AASB 1054 Australian Additional Disclosures.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated

2 Summary of Significant Accounting Policies

(a) Income Tax

The Company is exempt from Income Tax under Section 50-5 of the Income tax Assessment Act 1997. It is noted that Company is also a charity registered with the ACNC.

(b) Leases

Lease payments for operating leases, where substantially all of the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the life of 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.

(c) Property, plant and equipment

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

Where the cost model is used, the asset is carried at its cost less any accumulated depreciation and any impairment losses. Costs include purchase price, other directly attributable costs and the initial estimate of the costs of dismantling and restoring the asset, where applicable.

Plant and equipment

Plant and equipment are measured using the cost model.

Notes to the Financial Statements

For the Year Ended 30 June 2019

2 Summary of Significant Accounting Policies

(c) Property, plant and equipment

Depreciation

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the assets useful life to the Company, commencing when the asset is ready for use.

Leased assets and leasehold improvements are amortised over the shorter of either the unexpired period of the lease or their estimated useful life.

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

Fixed asset class	Depreciation rate
Furniture, Fixtures and Fittings	10%
Computer Equipment	25 - 33.33%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

(d) Financial instruments

Financial instruments are recognised initially using trade date accounting, i.e. on the date that the Company becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial Assets

Financial assets are assigned to the different categories on initial recognition, depending on the characteristics of the instrument and its purpose. A financial instrument's category is relevant to the way it is measured and whether any resulting income and expenses are recognised in profit or loss or in other comprehensive income.

All income and expenses relating to financial assets are recognised in the statement of profit or loss and other comprehensive income in the 'finance income' or 'finance costs' line item respectively.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in profit or loss.

The Company's trade and other receivables fall into this category of financial instruments.

Notes to the Financial Statements

For the Year Ended 30 June 2019

2 Summary of Significant Accounting Policies

(d) Financial instruments

Financial assets at fair value through profit or loss

Financial assets at fair value through profit or loss include financial assets:

- acquired principally for the purpose of selling in the near future
- designated by the entity to be carried at fair value through profit or loss upon initial recognition or
- which are derivatives not qualifying for hedge accounting.

Assets included within this category are carried in the statement of financial position at fair value with changes in fair value recognised in finance income or expenses in profit or loss.

Financial liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities depending on the purpose for which the liability was acquired. Although the Company uses derivative financial instruments in economic hedges of currency and interest rate risk, it does not hedge account for these transactions.

The Company's financial liabilities include borrowings, trade and other payables (including finance lease liabilities), which are measured at amortised cost using the effective interest rate method.

Impairment of financial assets

At the end of the reporting period the Company assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired.

Financial assets at amortised cost

If there is objective evidence that an impairment loss on financial assets carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the financial assets original effective interest rate.

Impairment on loans and receivables is reduced through the use of an allowance accounts, all other impairment losses on financial assets at amortised cost are taken directly to the asset.

(e) Intangibles

Software

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.

Amortisation

Amortisation is recognised in profit or loss on a straight-line basis over the estimated useful lives of intangible assets, from the date that they are available for use.

Notes to the Financial Statements

For the Year Ended 30 June 2019

2 Summary of Significant Accounting Policies

(e) Intangibles

Amortisation

Amortisation methods, useful lives and residual values are reviewed at each reporting date and adjusted if appropriate.

(f) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

(g) Employee benefits

Provision is made for the Company'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 wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits are presented as current liabilities in the statement of financial position if the Company does not have an unconditional right to defer settlement of the liability for at least 12 months after the reporting date regardless of the classification of the liability for measurement purposes under AASB 119.

New Accounting Standard and Interpretations

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The Company has decided not to early adopt these Standards.

(h) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Company and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

Application for accreditation and assurance fees

The accreditation and assurance application fees are recognised as revenue on receipt of the application and commencement of the assessment process.

Annual accreditation assurance fees

Annual accreditation fees are recognised as revenue when the annual renewal becomes due. Fees received in advance of the renewal date are carried forward in the statement of financial position as deferred income.

Notes to the Financial Statements

For the Year Ended 30 June 2019

2 Summary of Significant Accounting Policies

(h) Revenue and other income Membership fees

The membership subscription year runs from when the annual assurance renewal becomes due, and is included in the annual assurance fee. Membership fees are recognised as revenue in the period to which the fees related. Membership fees received in advance of the period to which they relate are carried forward in the statement of financial position as deferred income.

Interest revenue

Interest is recognised using the effective interest method.

Dividend revenue

Dividends are recognised when the entity's right to receive payment is established.

(i) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

3 Revenue and Other Income

	2019	2018
	\$	\$
Fees received	892,716	866,914
ELT management conference income	280,233	297,319
	1,172,949	1,164,233
Finance income		
- other interest received	3,711	4,926
- dividend income	31,961	6,573
- Net gain arising on financial assets designated as at FVTPL	33,827	44,452
Finance income	69,499	55,951
Total Revenue	1,242,448	1,220,184

Notes to the Financial Statements

For the Year Ended 30 June 2019

4 Result for the Year

The result for the year was derived after charging the following items:

Impairment of receivables:

- Bad debts

	2019	2018
	\$	\$
	4,327	-
	4,327	-
Other Expenses		
- Computer and IT Expenses	19,741	25,872
- Printing and Photocopying	18,848	40,569
- Telecommunications	10,655	12,054
- Office and General Expenses	13,358	25,848
- Electricity	3,834	3,615
- Bank Charges	20,461	18,389
- Legal Fees	-	970
- Donations	-	500
	86,897	127,817

5 Auditors' Remuneration

Remuneration of the auditor of the entity, Bentleys NSW Audit Pty Ltd, for:

- auditing or reviewing the financial statements

	2019	2018
	\$	\$
	16,300	16,000
	16,300	16,000

6 Cash and Cash Equivalents

Cash at bank and in hand

	2019	2018
	\$	\$
	179,714	218,817
	179,714	218,817

7 Trade and Other Receivables

CURRENT

Trade receivables

GST receivable

	2019	2018
	\$	\$
	95,863	203,712
	2,228	-
	98,091	203,712

Notes to the Financial Statements

For the Year Ended 30 June 2019

8 Other Financial Assets

(a) Financial assets at fair value through profit or loss

	2019	2018
	\$	\$
CURRENT		
Listed shares	920,553	903,442
Other financial assets	46,373	109,184
Total	966,926	1,012,626

9 Property, plant and equipment

Plant and equipment		
At cost	115,557	113,950
Accumulated depreciation	(100,179)	(92,886)
Accumulated impairment losses	(8,328)	-
Total plant and equipment	7,050	21,064
Leasehold Improvements		
At cost	18,998	18,998
Accumulated amortisation	(8,556)	(6,660)
Total leasehold improvements	10,442	12,338
Total property, plant and equipment	17,492	33,402

(a) Movements in Carrying Amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Plant and Equipment	Leasehold Improvements	Total
	\$	\$	\$
Year ended 30 June 2019			
Balance at the beginning of the year	21,064	12,338	33,402
Additions	1,607	-	1,607
Depreciation expense	(7,293)	(1,896)	(9,189)
Impairment loss	(8,328)	-	(8,328)
Balance at the end of the year	7,050	10,442	17,492

Notes to the Financial Statements

For the Year Ended 30 June 2019

10 Intangible Assets

	2019	2018
	\$	\$
Computer software		
Cost	44,439	44,439
Accumulated amortisation and impairment	(40,586)	(36,835)
Total Intangibles	3,853	7,604

11 Other Assets

	2019	2018
	\$	\$
CURRENT		
Prepayments	31,859	4,555
	31,859	4,555

12 Trade and Other Payables

	2019	2018
	\$	\$
Current		
Trade payables	54,410	56,038
GST payable	-	7,307
Other payables and accrued expenses	28,140	26,574
	82,550	89,919

13 Other Financial Liabilities

	2019	2018
	\$	\$
CURRENT		
Deferred income	111,423	179,516
Total	111,423	179,516

14 Employee Benefits

	2019	2018
	\$	\$
Current liabilities		
Provision for long service leave	19,198	16,861
Provision for annual leave	43,945	38,251
	63,143	55,112

Notes to the Financial Statements

For the Year Ended 30 June 2019

15 Leasing Commitments

(a) Operating leases

	2019 \$	2018 \$
Minimum lease payments under non-cancellable operating leases:		
- not later than one year	14,105	48,360
- between one year and five years	-	14,105
	<u>14,105</u>	<u>62,465</u>

16 Related Parties

(a) The Company's main related parties are as follows:

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity are considered key management personnel.

Directors can be employees of the member organisations. These organisations paid their annual accreditation fees. The fees charged are on the same terms and conditions applicable to all other members.

The directors received fees totalling \$46,668 (2018: \$53,088) in the performance of their duties.

17 Members' Guarantee

The Company is incorporated under the *Corporations Act 2001* and is a Company limited by guarantee. If the Company is wound up, the constitution states that each member is required to contribute a maximum of \$ 20 each towards meeting any outstandings and obligations of the Company. At 30 June 2019 the number of members was 224 (2018: 53).

Notes to the Financial Statements

For the Year Ended 30 June 2019

18 Cash Flow Information

(a) Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

	2019	2018
	\$	\$
Loss for the year	(115,350)	(373,406)
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit:		
- depreciation	12,940	15,556
- impairment of property, plant and equipment	8,328	-
- fair value movements on investments	(33,827)	(44,452)
Changes in assets and liabilities:		
- (increase)/decrease in trade and other receivables	107,849	28,440
- (increase)/decrease in other assets	(50,005)	6,683
- increase/(decrease) in income in advance	(68,093)	83,432
- increase/(decrease) in trade and other payables	(7,369)	(25,324)
- increase/(decrease) in employee benefits	8,031	8,317
Cashflows from operations	<u>(137,496)</u>	<u>(300,754)</u>

19 Contingencies

In the opinion of the Directors, the Company did not have any contingencies at 30 June 2019 (30 June 2018:None).

20 Events Occurring After the Reporting Date

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

21 Company details

The registered office and principal place of business of the company is:

National ELT Accreditation Scheme Limited (NEAS)
Suite 202, Level 2,
213-219 Miller Street,
NORTH SYDNEY, NSW, 2060

Directors' Declaration

The directors have determined that the Company is not a reporting entity and that these special purpose financial statements should be prepared in accordance with the accounting policies described in Note 2 of the financial statements.

The directors of the Company declare that:

1. The financial statements and notes, as set out on pages 4 to 17, are in accordance with the requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and:
 - (a) comply with Australian Accounting Standards as stated in Note 1; and
 - (b) give a true and fair view of the financial position as at 30 June 2019 and of the performance for the year ended on that date and is in accordance with the accounting policy described in Note 2 of the financial statements.
2. In the directors' opinion, there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors and with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.



Denise Taylor (Chair of NEAS Board)
Dated: 9 October 2019



David Yoo (Chair of NEAS Audit and Investment Committee)
Dated: 9 October 2019

NOTES

neas.org.au



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