

30 March 2012

Mr John Short State Secretary "Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union" known as the Australian Manufacturing Workers' Union (AMWU) 28 Station Street MOONAH Tasmania 7009

By email: john.short@amwu.asn.au

Dear Mr Short.

Fair Work (Registered Organisations) Act 2009 (RO Act) Financial reports for year ended 30 September 2011 for Tasmanian Branch FR2011/2818

I acknowledge receipt of the financial report for the AMWU Tasmanian Branch for the year ended 30 September 2011 that was lodged 5 March 2011. The financial report has now been filed and no further action is required for the financial report for year ended 30 September 2011.

### Comments to assist future financial reports

## Financial statements to be given equal prominence

Section 101 (11) of the Australian Accounting Standards Board (AASB) Framework requires an entity to present with equal prominence all of the financial statements in a complete set of financial statements. I note that the Statement of Financial Position and the Statement of Changes in Accumulated Funds (Losses) are both presented on page 7 of the financial report, while other financial statements are presented on separate pages. This presentation format does not appear to accord with the equal prominence requirement of section 101 (11) of the AASB. Please ensure this is remedied in future financial reports.

### Date Full Report was provided to members

The Certificate of the State Secretary states that the Full Report was provided to members "in the month of January 2012" but does not specify an exact date. Please ensure a date is specified in future.

Telephone: (03) 8661 7777

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If you wish to discuss this matter, please contact me on (03) 8661 7921 or by email at <a href="mailto:Samuel.lynch@fwa.gov.au">Samuel.lynch@fwa.gov.au</a>.

Regards,

Sam Lynch Organisations, Research & Advice

Fair Work Australia

FR2011/2818







# TASMANIAN STATE COUNCIL

KINDRED INDUSTRIES UNION

# **CERTIFICATE OF STATE SECRETARY**

I John Short, being the State Secretary of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union Tasmanian State Council certify:

- that the documents lodged herewith are copies of the Full Report, referred to in section 268 of the Fair Work (Registered Organisations) Act 2009; and
- that the Full Report was provided to members in the month of January 2012; and
- that the Full Report was presented to a meeting of the Committee of Management of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union Tasmanian State Council on the 22<sup>nd</sup> February 2012 in accordance with section 266 of the Fair Work (Registered Organisations) Act 2009.

State Secretary JOHN SHORT

Signature

72m FEB 2012

Date



**TASMANIAN BRANCH** 

FINANCIAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2011

### **TASMANIAN BRANCH**

#### **OPERATING REPORT**

The State Council, being the Committee of Management for the purposes of the Fair Work (Registered Organisations) Act 2009, presents its operating report of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union, Tasmanian Branch for the financial year ended 30 September 2011

### Review of the State's Principal Activities

The AFMEPKIU's principal industrial objectives are aimed at the improvement of wages and working conditions for members throughout industry. This has been done primarily by way of industrial awards and enterprise agreements. The AFMEPKIU has also been active in trying to influence governments at all levels in a wide range of political issues.

### Significant Changes in Principal Activities

There were no significant changes in the nature of the Branch's principal activities during the financial year.

### Results of Principal Activities

The AFMEPKIU TASMANIAN State Branch's principal activities resulted in a deficit for the financial year of \$21,741

### Significant Changes in Financial Affairs

There were no significant changes in the financial affairs of the Branch during the financial year.

#### **TASMANIAN BRANCH**

### **OPERATING REPORT (cont'd)**

### The Right of Members to Resign

Rule 43(8) of the AFMEPKIU Rules states that a member may resign his/her membership by notifying his/her State Secretary in writing, addressed and delivered to that officer.

A notice of resignation from membership takes effect:

- (a) Where the member ceases to be eligible to become a member of the organisation:
  - (i) On the day on which the notice is received by the organisation; or
  - (ii) On the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member:

whichever is later; or

- (b) In any other case:
  - (i) At the end of two weeks, after the notice is received by the organisation; or
  - (ii) On the day specified in the notice;

whichever is later.

Any dues payable but not paid by a former member of the organisation, in relation to a period before the member's resignation from the organisation took effect, may be sued for and recovered in the name of the organisation, in a court of competent jurisdiction, as a debt due to the organisation.

A notice delivered to the State Secretary shall be taken to have been received by the organisation when it is delivered.

A notice of resignation that has been received by the organisation is not invalid because it was not addressed and delivered to the State Secretary.

A resignation from membership is valid even if it is not effected in accordance with this Rule if the member is informed in writing by or on behalf of the organisation that the resignation has been accepted.

Nothing in Rule 43(8) of the AFMEPKIU Rules interferes with a member's right to resign from the union as set out under section 174(1) of the Fair Work (Registered Organisations) Act 2009. In accordance with section 174(1) of the Fair Work (Registered Organisations) Act 2009 a member of an organisation may resign from membership by written notice addressed and delivered to a person designated for the purpose in the rules of the organisation or a branch of the organisation.

# TASMANIAN BRANCH OPERATING REPORT (cont'd)

### State Officers or Members who are Trustees of a Superannuation Entity

There were no officers or members of the Tasmanian Branch who were trustees of a superannuation entity or an exempt public sector superannuation scheme or a director of a company that is a trustee of a superannuation entity or an exempt public sector.

### **Other Relevant Information**

The TASMANIAN Branch is not aware of any other relevant information.

# <u>Prescribed Information Required Under the Fair Work (Registered Organisations)</u> <u>Regulations 2009</u>

- (a) The number of persons who were recorded in the register of members on 30 September 2011 was 2205.
- (b) The number of persons who were employees of the reporting unit on 30 September 2011 was 0.
- (c) The name of each person who has been a member of State Council, at any time during the reporting period, and the period for which he or she held such a position is as follows:

Name	Period Position Held
Shane Littler	State President
Charle Little	Effective from 1 <sup>st</sup> July 2011
	Line of the first in the state of the state
	Hon. Regional Secretary
	Food & Confectionery Division
	(commenced 1/7/2011)
	State Councillor
John Short	State Secretary
	Commenced Duties on 18th August 2010
Darren Clark	State President (left 1/7/2011)
	Appointed at State Council Meeting 24th
	May 2006
	Hon. Secretary TSA Division
	(left 1/7/2011)
T	State Councillor
Anna Urquhart	State Secretary
•	Resigned August 18 <sup>th</sup> 2010
	Continued in State Organiser role from
	18/8/2010 to 27/5/2011
	·
	State President (left 22/8/2004)

## **TASMANIAN BRANCH**

Rodney Graham	State Vice President
Karen Herman	State Councillor
Leigh Monson	State Councillor
Paul Hobson	Hon. Regional Secretary Food & Confectionery Division
	(left 1/7/2011)
Ian Drake	State Councillor
Sue Creed	State Councillor
Nigel Warren	State Councillor
Ken Norton	State Councillor
Mitchell Best	State Councillor
Edward Baird	State Councillor
	Secretary RMD
Ray Woods	State Councillor
David Pauly	State Councillor
Stephen Emmett	State Councillor (left August 2011)
Scott Aitchison	State Councillor
Rodney Leak	State Councillor (commenced 24/8/2011)

Signed in accordance with a resolution of State Council

Shane Littler

State President

John Short

State Secretary

23 November 2011

### **TASMANIAN BRANCH**

#### COMMITTEE OF MANAGEMENT'S STATEMENT

On 23 November 2011 the State Council of the Automotive, Food, Metals, Engineering, Printing & Kindred Industries Union Tasmanian Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the State Council for the year ended 30 September 2011.

The State Council declares in relation to the GPFR that in its opinion:

- (a) the financial report and notes comply with the Australian Accounting Standards Reduced Disclosure Requirements;
- (b) the financial report and notes comply with the reporting guidelines of the General Manager of Fair Work Australia;
- (c) the financial report and notes give a true and fair view of the financial performance, financial position and cash flows of the Branch for the financial year ended 30 September 2011;
- (d) there are reasonable grounds to believe that the Branch will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year ended 30 September 2011 and since the end of the financial year:
  - (i) meetings of the State Council were held in accordance with the rules of the organisation and the rules of the Branch; and
  - (ii) the financial affairs of the Branch have been managed in accordance with the rules of the organisation and the rules of the Branch; and
  - (iii) the financial records of the Branch have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009; and
  - (iv) the financial records of the Branch have been kept, as far as practicable, in a consistent manner to each of the other branches and National Council of the organisation; and
  - (v) no information has been sought in any request of a member of the Branch or the General Manager of Fair Work Australia under section 272 of the Fair Work (Registered Organisations) Act 2009; and
  - (vi) no orders for inspection of the financial records have been made by Fair Work Australia under section 273 of the Fair Work (Registered Organisations) Act 2009.
- (f) during the financial year ended 30 September 2011 the Tasmanian State Council did not participate in any recovery of wages activity

For the Tasmanian State Council:

John Short State Secretary 23 November 2011

## **TASMANIAN BRANCH**

# STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 SEPTEMBER 2011

YEAR ENDED 30 SEPTEMBER 2011	Note	<b>2011</b>	2010 \$
INCOME		, <b>Ψ</b>	Ψ
Remittances from National Council - General Fund - Local Purpose Allocation		162,212	196,501
Interest Received		14	14
TOTAL INCOME		162,226	196,515
		a, in a second s	
Affiliation Fees Bank Charges Conference & Meeting Expenses - External Conference & Meeting Expenses - Internal Delegation/Employee Expenses - Officer Holders Delegation/Employee Expenses - Other Employees Delegation Expenses - Members Donations Freight General Office Expenses Insurance Motor Vehicle Expenses Other Expenses Payroll Tax Photocopying Postage Printing Publicity Professional Services Stationery Telephone TOTAL EXPENDITURE	4	(11,973) (464) (965) (1,917) (10,525) (12,891) (46,147) (10) (8,060) (4,254) (31,050) (37,003) (767) (1,133) (1,524) (107) (3,186) (3,953) (8,040) (183,967)	(13,438) (561) (6,697) (7,599) (6,913) (69,948) (655) (4,372) (4,747) (24,001) (603) (25,173) (1,608) (3,365) (1,484) (4,003) (4,676) (7,915) (187,758)
		V. 100 100 100 100 100 100 100 100 100 10	***************************************
NET SURPLUS/ (DEFICIT) FOR THE YEAR		(21,741)	8,757
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		(21,741)	8,757

## TASMANIAN BRANCH

# STATEMENT OF FINANCIAL POSITION AS AT 30 SEPTEMBER 2011

	Note	2011 \$	2010 \$
ASSETS Current Assets Cash and cash equivalents Receivables	5 6	3,717	25,294 164
Total Current Assets		3,717	25,458
TOTAL ASSETS		3,717	25,458
TOTAL LIABILITIES Trade and other payables	7		*
NET ASSETS/ (LIABILITIES)	*	3,717_	25,458
ACCUMULATED FUNDS/ (LOSSES)		3,717	25,458

# STATEMENT OF CHANGES IN ACCUMULATED FUNDS (LOSSES) FOR THE YEAR ENDED 30 SEPTEMBER 2011

	Accumulated Funds (Losses) \$
Balance at 30 September 2009	16,701
Net Surplus (Deficit) for the Year	8,757
Total Comprehensive Income for the Year	8,757
Balance at 30 September 2010	25,458
Net Surplus (Deficit) for the Year	(21,741)
Total Comprehensive Income for the Year	(21,741)
Balance at 30 September 2011	3,717

(The attached notes form part of the financial report)

## TASMANIAN BRANCH

# STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 SEPTEMBER 2011

	2011 \$	<b>2010</b>
CASH FLOWS FROM OPERATING ACTIVITIES		
Remittances from National Council -General Fund -Local Purpose Allocation Interest Received Payments to Suppliers and Employees NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	162,212 14 (183,967) (21,741)	196,501 14 (187,758) 8,757
NET INCREASE (DECREASE) IN CASH HELD		
Cash at Beginning of Year	25,458	16,701
CASH AT END OF YEAR	3,717	25,458

#### **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2011

#### 1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements are general purpose financial statements which have been prepared in accordance with Australian Accounting Standards – Reduced Disclosure Requirements, other authoritative pronouncements of the Australian Accounting Standards Board and the Fair Work (Registered Organisations) Act 2009.

The state council have determined that Automotive, Food, Metals, Engineering, Printing & Kindred Industries Union Tasmanian Branch is permitted to apply the Tier 2 reporting requirements (Australian Accounting Standards – Reduced Disclosure Requirements) as set out in AASB 1053 Application of Tiers of Australian Accounting Standards because it is a not-for-profit private sector entity that does not have public accountability. As such, the state council have early adopted AASB 2010-2 Amendments to Australian Accounting Standards Arising from Reduced Disclosure Requirements from 1 October 2010. AASB 2010-2 only mandatorily applies to annual reporting periods commencing on or after 1 July 2013. The early adoption of AASB 2010-2 has had no impact on amounts recognised in the financial statements and related notes because it merely requires less disclosures for these general purpose financial statements, which have been prepared using Australian Accounting Standards - Reduced Disclosure Requirements, than if these financial statements were prepared using Australian Accounting Standards.

#### **BASIS OF PREPARATION**

The financial report is for the Automotive, Food, Metals, Engineering, Printing & Kindred Industries Union Tasmanian Branch. The Automotive, Food, Metals, Engineering, Printing & Kindred Industries Union is an organisation registered under the Fair Work (Registered Organisations) Act 2009. The Automotive, Food, Metals, Engineering, Printing & Kindred Industries Union Tasmanian Branch is a Branch of the registered organisation. In accordance with the Act the Union is a body corporate and has perpetual succession. By virtue of this method of incorporation, the Union and the State Branch are not subject to the Corporations Act 2001.

The financial report has been prepared on the basis of historical costs modified by the revaluation of selected financial assets and liabilities for which the fair value basis of accounting has been applied. Cost is based on fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

#### TASMANIAN BRANCH

# NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2011 (Cont'd)

### 1. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

The following is a summary of the significant accounting policies adopted by the Tasmanian Branch in the preparation of the financial report.

### a) (i) Revenue

All members' contributions are paid direct to National Council. Remittances from National Council are the amounts reimbursed by the National Council to cover Branch expenses and are recognised when received by the Branch.

## (ii) Expenditure

Expenses represent amounts paid directly by the Branch for operational costs. Other operational expenses eg. salaries which relate to the Branch are paid for by the National Council and are included in the financial report of the National Council only.

### (iii) Employee Entitlements

Provision for employee benefits in the form of Long Service Leave and Accrued Annual Leave have been made for the estimated accrued entitlements of all employees on the basis of their terms of employment in the financial report of the National Council.

#### (iv) Property, Plant and Equipment

All fixed assets are recorded in the financial reports of the National Council and the depreciation regarding those assets is charged in the National Council accounts.

#### (v) Income Tax

No provision for income tax is necessary, as Trade Unions are exempt from income tax under Section 50-15 of the Income Tax Assessment Act 1997.

### (vi) Accounting Standards Issued But Not Yet Effective

There have been no accounting standards issued which will have a financial impact on the financial report in future periods and which are not yet effective.

### (vii) Goods and Services Tax (GST)

Revenues and expenses are recognised net 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 part of an item of the expense. Receivables and payables on the statement of financial position are shown inclusive of GST.

The net amount of GST recoverable from, or payable to the taxation authority is included as part of receivables or payables as appropriate.

Cash flows are included in the statement of cash flows on a gross basis.

#### **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2010 (Cont'd)

## 1. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

### b) Going Concern Basis of Accounting

The financial report has been prepared on the basis that the Branch is a going concern, which assumes continuity of normal business activities and the realisation of assets and the settlement of liabilities in the ordinary course of business.

The State Council believes it is appropriate to adopt the going concern basis for preparing the report on the grounds that the National Council has made an undertaking to provide financial support to the Branch.

#### 2. ACCOUNTING ESTIMATES AND JUDGEMENTS

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

### (a) Critical accounting estimates and assumptions

The Tasmanian Branch makes estimates and assumptions concerning the future. The resulting accounting estimates by definition seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities.

# (b) Critical judgments in applying the Tasmanian Branch's accounting principles

There are no critical judgments that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities.

# 3. INFORMATION TO BE PROVIDED TO MEMBERS OR THE GENERAL MANAGER OF FAIR WORK AUSTRALIA

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of Section 272 of Fair Work (Registered Organisations) Act 2009 which read as follows:

- 1) A member of a reporting unit, or the General Manager of Fair Work Australia, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- 2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- 3) A reporting unit must comply with an application made under subsection (1)

## **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2011 (Cont'd)

		2011 \$	2010 \$
4.	PROFESSIONAL SERVICES		
	Auditors - Auditing the financial report - Other Services	4,350	4,600
	Legal Expenses	(1,164)	(597)
		3,186	4,003
5.	CASH AND CASH EQUIVALENTS		
	Cash at Bank	3,717	25,294
6.	RECEIVABLES	,	
	Net amount receivable - National Council Sundry Debtors		164
		, S.S.	164
7.	TRADE AND OTHER PAYABLES		
	Trade and other payables Sundry Creditors		A ST TO THE STATE OF THE STATE
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#### TASMANIAN BRANCH

# NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2011 (Cont'd)

### 8. RELATED PARTIES

- (a) The aggregate amount of remuneration paid to officers during the financial year is included in the National Council's Financial Report.
- (b) The aggregate amount paid during the financial year to a superannuation plan in respect of elected full time officials is included in the National Council's Financial Report.
- (c) There have been no other transactions between the officers and the Union other than those relating to their membership of the Union and the reimbursement by the Union in respect of expenses incurred by them in the performance of their duties. Such transactions have been on conditions no more favourable than those which it is reasonable to expect would have been adopted by parties at arm's length.
- (d) The ultimate controlling entity of the Branch is the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union, National Council.
- (e) Transactions with Ultimate Controlling Entity
  - (i) Remittances from National Council are disclosed in the statement of comprehensive income.
  - (ii) Net Amounts Receivable from the National Office are as follows:

	2011	2010
	\$	\$
•		
Net amount receivable - National Office	<u></u>	

### 9. SUBSEQUENT EVENTS

There are no subsequent events that have occurred or are likely to occur that require disclosure.

### 10. CONTINGENT LIABILITIES

There are no contingent liabilities that have occurred or are likely to occur that require disclosure.

#### 11. ADDITIONAL BRANCH INFORMATION

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

Registered Office 28 Station Street Moonah TAS 7009 Tel: (03) 6228 7099 Principle place of business 28 Station Street Moonah TAS 7009 Tel: (03) 6228 7099



Tel: +61 3 6234 2499 Fax: +61 3 6234 2392

Hobart TAS 7000 www.bdo.com.au GPO Box 1681 Hobart TAS 7001 **AUSTRALIA** 

Level 8, 85 Macquarie St

### INDEPENDENT AUDITOR'S REPORT

To the members of Automotive, Food, Metals, Engineering, Printing & Kindred Industries Union, Tasmanian Branch.

## Report on the Financial Report

We have audited the accompanying financial report of Automotive, Food, Metals, Engineering, Printing & Kindred Industries Union, Tasmanian Branch, which comprises the statement of financial position as at 30 September 2011, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and committee of management's statement.

## Branch Committee of Management and the Branch Secretary's Responsibility for the Financial Report

The branch committee of management and the branch secretary of the Branch are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and the Fair Work (Registered Organisations) Act 2009 and for such internal control as the Committee of Management and the Branch Secretary determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

#### 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. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about 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 Committee of Management and the Branch Secretary, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have 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 the Australian professional accounting bodies and the Fair Work Act (Registered Organisation) 2009.

### Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of Automotive, Food, Metals, Engineering, Printing & Kindred Industries Union, Tasmanian Branch as at 30 September 2011, and its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and the requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009.

**BDO Audit (TAS)** 

CRAIG J STEPHENS

Partner

Member of Institute of Chartered Accountants And Holder of Current Public Practice Certificate Registered Company Auditor

Signed at Hobart, dated this 20 day of December 2011