



KATH EVANS
Secretary

The Australasian Meat Industry Employees' Union

NEWCASTLE AND NORTHERN BRANCH

OFFICE:
UNION HOUSE,
34 UNION STREET,
NEWCASTLE WEST.

~~NEWCASTLE WEST~~

~~NEWCASTLE WEST~~

Registered under the Workplace Relations Act 1996

PO BOX 2263 ~~PHONE (02) 4929 5496~~
DANGAR NSW 2309 ~~PHONE (02) 4929 5496~~
PHONE (02) 4929 5496
FAX (02) 4929 5401

3rd December, 2003



The Industrial Registrar
Australian Industrial Registry
Level 8, Terrace Towers
80 William Street
East Sydney NSW 2011

Dear Sir/Madam,

Re: Financial Reporting under the Workplace Relations Act 1996

I enclose herewith for your files a copy of the financial reports for the year ended 30th June, 2003 together with the Statement of Accounting Officer, Statement of the Committee of Management and Auditors Report.

These reports were submitted to the Committee of Management meeting held 25th August, 2003.

Subsequent to the meeting held 25th August, 2002 the financial reports have been printed in the Union's Journal and distributed to the members. I have attached a copy of the Union's Journal for your information.

The Committee of Management considered and adopted the financial report on Thursday, 27th November, 2003 being the first meeting following distribution of the financial reports in the Union's journal.

Yours faithfully,

Kath Evans
Secretary

AUSTRALASIAN MEAT INDUSTRY EMPLOYEES UNION

NEWCASTLE & NORTHERN BRANCH – FEDERAL

STATEMENT BY THE ACCOUNTING OFFICER

I, Kathleen Evans being the officer responsible for keeping the accounting records of the Australasian Meat Industry Employees Union, Newcastle & Northern Branch certify that as at 30 June 2003 the number of members of the organisation was 3,588.

In my opinion :

- (i) the attached accounts show a true and fair view of the financial affairs of the organisation as at 30 June 2003;
- (ii) a record has been kept of all moneys paid by, or collected from members, and all money so paid or collected have been credited to the bank account or accounts to which those moneys are to be credited, in accordance with the rules of the organisations ;
- (iii) before any expenditure was incurred by the organisation, approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation ;
- (iv) with regard to funds of the organisation raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated ;
- (v) all loans or other financial benefits granted to persons holding office in the organisation were authorised in accordance with the rules ;
- (vi) the register of members of the organisation was maintained in accordance with the Act.



KATHLEEN EVANS

DATE: 25/8 / 2003

AUSTRALASIAN MEAT INDUSTRY EMPLOYEES UNION

NEWCASTLE & NORTHERN BRANCH – FEDERAL

STATEMENT OF THE COMMITTEE OF MANAGEMENT

We, Kathleen Evans and Justin Davis, being two members of the Committee of Management of the Australasian Meat Industry Employees Union Newcastle & Northern Branches, do state on behalf of the Committee and in accordance with a resolution passed by the Committee, that:

- (i) in the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the organisation as at 30 June 2003.
- (ii) in the opinion of the Committee of Management, meetings of the Committee were held during the year ended 30 June 2003, in accordance with the rules of the organisation;
- (iii) to the knowledge of any member of the Committee, there have been no instances where records of the organisation or other documents (not being documents containing information made available to a member of the organisation under sub-section 274 (2) of the Workplace Relations Act 1996, as amended) or copies of those records or documents, or copies of the rules of the organisation, have not been furnished, or made available, to members in accordance with the requirements of the Workplace Relations Act 1996, as amended, the Regulations thereto, or the rules of the organisation; and
- (iv) the organisation has complied with sub-section 279 (1) and (6) of the Act in relation to the financial accounts in respect of the year ended 30 June 2003, and the auditors' report thereon.

Signed on behalf of the Committee of Management



KATHLEEN EVANS



JUSTIN DAVIS

DATE: 25/8/2003

AUSTRALASIAN MEAT INDUSTRY EMPLOYEES UNION

NEWCASTLE & NORTHERN BRANCH

FEDERAL REGISTERED UNION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2003

**AUDITORS REPORT TO MEMBERS OF
AUSTRALASIAN MEAT INDUSTRY EMPLOYEES UNION
NEWCASTLE & NORTHERN BRANCH – FEDERAL**

SCOPE

We have audited the financial statements of Australasian Meat Industry Employees Union, Newcastle & Northern Branch for the year ended 30 June 2003 as set out on pages 2 to 5. The management of the Union is responsible for the preparation of the financial statements and the information contained therein. We have conducted an independent audit of the financial statements in order to express an opinion on it to the members of the Union.

Our audit has been conducted in accordance with the Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examinations, on a test basis, of evidence supporting the amounts and other disclosures in the accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and the Workplace Relations Act 1996 so as to present a view of the Union which is consistent with our understanding of its financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

AUDIT OPINION

We report that we have inspected and audited the accounting records of Australasian Meat Industry Employees Union in relation to the year ended 30 June 2003 and report that in our opinion satisfactory accounting records were kept by the Union in relation to the year, including;

- (a) (i) records of the sources and nature of the income of the Union (including income from members); and
- (ii) records of the nature and purposes of the expenditure of the Union; and

in our opinion the accounts and other statements prepared under section 276 of the Workplace Relations Act 1996 in relation to the year were properly drawn up so as to give a true and fair view of:

- (b) (i) the financial affairs of the Union as at 30 June 2003; and
- (ii) the income and expenditure and any deficit of the Union for the year; and
- (c) (i) all information, being information which was reasonably wanted for the purpose of this audit, which was required and sought by us for the purpose of the audit, was provided.

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

KH Perry & Co
**K H PERRY & CO
CHARTERED ACCOUNTANTS**

T Ramsay
TREVOR J RAMSAY

AUSTRALASIAN MEAT INDUSTRY EMPLOYEES UNION

NEWCASTLE & NORTHERN BRANCH – FEDERAL

BALANCE SHEET

AS AT 30 JUNE 2003

	NOTES	2003 \$	2002 \$
ACCUMULATED FUNDS			
General Fund		(4,183)	27,383
Represented by net assets as follows;			
CURRENT ASSETS			
Cash at bank		217,988	291,064
Accounts receivable within the year		61,579	90,535
Other debtors & prepayments		10,013	7,600
Loans receivable within one year		17,567	-
		<u>307,147</u>	<u>389,199</u>
NON CURRENT ASSETS			
Other	2	223	561
TOTAL ASSETS		<u>307,370</u>	<u>389,760</u>
Less			
CURRENT LIABILITIES AND PROVISIONS			
Accounts payable		1,436	2,657
Other	3	310,117	278,095
Loans payable within one year		-	81,625
TOTAL LIABILITIES		<u>311,553</u>	<u>362,377</u>
NET ASSETS		<u>(4,183)</u>	<u>27,383</u>

AUSTRALASIAN MEAT INDUSTRY EMPLOYEE UNION

NEWCASTLE & NORTHERN BRANCH – FEDERAL

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2003

	NOTES	2003 \$	2002 \$
INCOME			
Membership contributions & entrance fees		407,342	548,919
Interest		6,335	3,356
TOTAL INCOME		<u>413,677</u>	<u>552,275</u>
EXPENDITURE			
Transfer of membership contributions & entrance fees – Federal Council		35,742	52,492
Audit fees		14,200	13,520
Legal & professional fees		68,084	14,836
Legal fees provision		(36,484)	36,484
Other administration expenses	4	1,009	1,518
Depreciation		338	338
Other expenditure	5	362,354	456,603
TOTAL EXPENDITURE		<u>445,243</u>	<u>575,791</u>
OPERATING (DEFICIT)		<u>(31,566)</u>	<u>(23,516)</u>
Transfer to/from other funds		-	-
Net (deficit) transferred to general fund		<u>(31,566)</u>	<u>(23,516)</u>
General fund balance at beginning of year		27,383	50,899
GENERAL FUND BALANCE AT END OF YEAR		<u><u>(4,183)</u></u>	<u><u>27,383</u></u>

The attached notes form part of these accounts.

AUSTRALASIAN MEAT INDUSTRY EMPLOYEE UNION

NEWCASTLE & NORTHERN BRANCH – FEDERAL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2003

1. BASIS OF ACCOUNTING

The financial statements have been prepared in accordance with generally accepted accounting principles using the accruals basis of accounting.

Australian Accounting Standards as issued by the joint professional accounting bodies, have been adopted where applicable.

(a) Depreciation of fixed assets is calculated on the reducing balance basis in order to write the assets off over their estimated useful life.

(b) 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.

	2003	2002
	\$	\$
2. NON CURRENT ASSETS - OTHER		
At cost	9,638	9,638
Less accumulated depreciation	9,415	9,077
	<u>223</u>	<u>561</u>
3. OTHER CURRENT LIABILITIES AND PROVISIONS		
Members advance contributions	270,801	192,975
Provision for legal fees	-	55,000
Other creditors	39,316	30,120
	<u>310,117</u>	<u>278,095</u>
4. OTHER ADMINISTRATION EXPENSES		
Bank charges	1,009	1,518
	<u>1,009</u>	<u>1,518</u>

AUSTRALASIAN MEAT INDUSTRY EMPLOYEE UNION

NEWCASTLE & NORTHERN BRANCH – FEDERAL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2003

	2003	2002
	\$	\$
5. OTHER EXPENDITURE		
Advertising	308	-
Capitation fee	305,506	411,689
Computer software & expenses	5,193	-
Delegates commissions	24,468	23,347
Donations	-	500
Functions & presentation	2,193	457
General expenses	147	145
Loss of member wages	3,106	1,168
Printing & stationery	396	192
Staff training	987	-
Travel & accommodation	20,050	19,105
	<u>362,354</u>	<u>456,603</u>

6. NOTICE REQUIRED UNDER INDUSTRIAL RELATIONS ACT

In accordance with the requirements of the Workplace Relations Act 1996 the attention of members is drawn to the provisions of Sub-Sections (1), (2) and (3) of Section 274 which reads as follows: -

- (1) A member of an organisation, or Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under Sub-Section (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- (3) A Registrar may only make on application under Sub-Section (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received of an application made at the request of the member.



AUSTRALIAN INDUSTRIAL REGISTRY

Level 8, Terrace Towers
80 William Street, East Sydney, NSW 2011
Telephone: (02) 8374 6666
Fax: (02) 9380 6990

Ms Kath Evans
Secretary, Newcastle and Northern Branch
Australasian Meat Industry Employees Union
PO Box 2263
DANGAR NSW 2309

Dear Ms Evans

**Re: Lodgement of Financial Statements for Australasian Meat Industry Employees
Union - Newcastle and Northern Branch - for year ended 30 June 2003
(FR2003/313)**

The above financial statements were received in the Registry on 5 December 2003 and have now been filed.

Yours sincerely

Stephen Kellett
NSW Statutory Services Branch

05 December 2003