



26 April 2014

Mr Charlie Donzow
Branch Secretary / Treasurer
New South Wales Branch
The Australasian Meat Industry Employees' Union
Unit 3, 190 George Street
Parramatta NSW 2150

Dear Mr Donzow,

**The Australasian Meat Industry Employees' Union - New South Wales Branch
Financial Report for the year ended 30 June 2013 - [FR2013/299]**

I acknowledge receipt of the financial report of The Australasian Meat Industry Employees' Union - New South Wales Branch. The documents were lodged with the Fair Work Commission on 16 October 2013.

The financial report has now been filed. You are not required to take any further action in respect of the report lodged.

The financial report was filed based on a primary review. This involved confirming that the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that the financial report for the year ending 30 June 2014 may be subject to an advanced compliance review.

I make the following comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged. The Fair Work Commission will confirm these concerns have been addressed prior to filing next year's report.

Timescale requirements

As you are aware, an organisation is required under the RO Act to undertake certain steps in accordance with specified timelines. Information about these timeline requirements can be found on the Fair Work Commission website. In particular, I draw your attention to Financial reporting process and timelines which explains the timeline requirements, and Diagrammatic summary of financial reporting timelines which sets out the timeline requirements in diagrammatical form.

I note that the following timescale requirements were not met:

The designated officer's certificate states in paragraph (ii) "that the full report was provided to members of the reporting unit through our website page on <http://nsw.amieu.asn.au/financial-reports/>. The certificate does not state the date the report was uploaded to the website, but on the website it appears that the report was uploaded on 17 October 2013. Under section 265(5)(a) of the RO Act, copies of the report must be provided to members with 21 days before the general

meeting of members is held to consider the report. The designated officer's certificate should clearly state

- the date that the copies of the report were provided to members, and
- the date the general meeting of members was held in order to consider the report.

The designated officer's certificate states in paragraph (iii) "that the full report was presented to a meeting of the committee of management of the reporting unit on 11-Oct 2013" rather than to a *General Meeting* of members. This may not be fully in accord with the RO Act. Under the RO Act the standard obligation is for the full financial report to be presented to a general meeting of members within 6 months of the end of the financial year. The documents may only be presented directly to a Committee of Management meeting where the rules of the organisation (or branch) contain a provision that allows up to 5% of members to call a general meeting to be held to consider the report - see subsection 266(3).

It would appear that the rules of the organisation do not currently contain a provision to this effect. Therefore, if the organisation wishes to present its financial documents in future financial years to a Committee of Management meeting (rather than a general meeting of members) it will be necessary for the organisation to amend its rules in accordance with the requirements of subsection 266(3).

General purpose financial report to be prepared on accrual basis

Section 252 of the RO Act places obligations upon reporting units to *keep* financial records. Under section 252(4) an organisation may *keep* the financial records for its membership subscriptions on a cash basis.

This is distinct from the obligation under section 253 to *prepare* a general purpose financial report (GPFR). Section 253 requires that '...a reporting unit must cause a general purpose financial report to be *prepared*, in accordance with the Australian Accounting Standards, from the financial records kept under subsection 252(1) in relation to the financial year...'. Paragraph 27 of Australian Accounting Standard *AASB101 Presentation of Financial Statements*, states that 'an entity shall prepare its financial statements, except for cash flow information, using the accrual basis of accounting'.

The notes to the financial statements state that with the exception of certain assets and liabilities measured at fair value, as explained in the accounting policies, the financial statements have been prepared on an accruals basis of accounting. In the future please ensure that revenue, including that from membership subscriptions, is brought to account on an accruals basis in accordance with the Australian Accounting Standards. It is further noted that this will result in a change of accounting policy that will need to be disclosed in accordance with AASB 108 (Accounting Policies, Changes in Accounting Estimates and Errors). You may need to discuss this with your auditor.

Disclosure of employee expenses/benefits to office holders and other employees

The Reporting Guidelines require reporting units to disclose in the income statement or in the notes to the financial statements employee expenses to holders of office (paragraph 17(f)) and employee expenses to other employees (paragraph 17(g)).

Note 4(a) provides separate disclosures of benefits for officers and employees, and separately discloses amounts for wages and salaries, superannuation, leave and other entitlements, and other employee benefits. However, it does not separately disclose separation and redundancies provided for officers and employees, as required by item 17(g)(iv) of the Reporting Guidelines. In future years please ensure that expenses for separation and redundancies, for both office holders and other employees, are also disclosed separately, even if the amounts of the benefits are nil.

I also note that in Note 4(a), the amount for other employee expenses for holders of office appears to be a material amount in relation to the total employee expenses. Item 17(g)(v) of the Reporting

Guidelines requires that if the amount for other employee expenses is material, the report must specify the details of the expense. In future years, the organisation might consider breaking down other employee expenses for office holders into smaller categories.

The Reporting Guidelines also require either the statement of financial position or the notes to disclose any liability for employee benefits in respect of office holders and other employees (paragraph 21(c) and 21 (d)). Note 8(a) discloses the provisions for annual leave and long service leave separately for office holders and other employees, but does not disclose the provisions for separations and redundancies and other employee provisions. In future years please ensure that provisions for separations and redundancies and other employee provisions are included, even if the amount of the provisions are nil.

Auditor's report: approved auditor statements

Paragraph 44(a) of the Reporting Guidelines states that the auditor's statement must include a declaration that either:

- the auditor is an approved auditor; or
- the auditor is a member of a firm where at least one member is an approved auditor.

In addition, paragraph 44(b) of the Reporting Guidelines states that the auditor's statement must specify that the auditor is both:

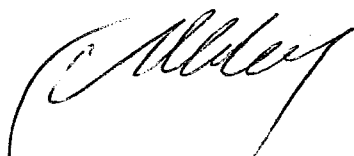
- a person who is a member of CPA Australia, The Institute of Chartered Accountants in Australia or the Institute of Public Accountants; and
- holds a current Public Practice Certificate.

Auditor's report: declaration regarding going concern

Paragraph 45 of the reporting guidelines requires an auditor to include in there auditor's statement a declaration that as part of the audit of the financial statement they have concluded that management's use of the going concern basis of accounting in the preparation of the reporting unit's financial statements is appropriate. This declaration was not included in the auditor's statements.

If you have any queries regarding this letter, please contact me on 02 8374 6510 or via email at carolyn.moloney@fwc.gov.au.

Yours sincerely



Carolyn Moloney
Assistant Adviser
Regulatory Compliance Branch

FINANCIAL REPORT

OF

AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION NSW BRANCH

FOR THE YEAR ENDED

30 JUNE 2013

**J C CHEADLE
CHARTERED ACCOUNTANT
SUITE 8, 924 PACIFIC HIGHWAY
GORDON NSW 2072**

W. L. BROWNE & ASSOCIATES PTY LTD

ABN 13 151 379 109



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INDEPENDENT AUDIT REPORT TO THE MEMBERS AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION NSW BRANCH ABN 89 738 670 685

Report on the Financial Report

I have audited the accompanying financial report of *The Australasian Meat Industry Employees' Union, NSW Branch*, which comprises the *Balance Sheet as at 30 June 2013 and the Income Statement, Statement of Changes in Equity and Cashflow Statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Statement by Members of the Committee*.

Committees' Responsibility for the Financial Report

The *Committee of Management of the UNION* are responsible for the preparation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Workplace Industrial Relations Act 1996 and the financial requirements of the Union's rules. This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error, selecting appropriate accounting policies, and making accounting estimates that are reasonable in the circumstances. In Note 1, the committee also state, in accordance with Accounting Standard AASB: Presentation of Financial Statements, that compliance with the Australian equivalents to International Financial Reporting (IFRS) ensures that the financial report, comprising the financial statements and notes, complies with IFRS.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Union'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 Union's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

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



Chartered
Accountants


NUMBER ONE IN NUMBERS

Liability limited by a scheme approved
Under Professional Standards Legislation

Auditor's Opinion

In my opinion:

- A- The financial report of The Australasian Meat Industry Employees' Union, NSW Branch is in accordance with the Union's rules, including:
 - a- giving a true and fair view of the Union's financial position as at 30 June 2013 and of its performance for the year ended on that date; and
 - b- complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Union's rules;
- B- The financial report also complies with International Financial Reporting Standards as disclosed in Note 1.
- C- In accordance with section 257(5) of the RAO Schedule in my opinion the general purpose financial report is presented fairly in accordance with Australian Accounting Standards, and the following:
 - a- In relation to any recovery of wages activity:
 - a- that the scope of the audit encompassed recovery of wages activity;
 - b- that the financial statements and notes and recovery of wages activity financial report properly and fairly report all information required by the reporting guidelines of the Industry Registrar, including:
 - i- any fees charged to or reimbursements of expenses claimed from members and others for recovery of wages activity; and
 - ii- any donations or other contributions deducted from recovered money; and
 - b- any other requirements imposed by these Reporting Guidelines or Part 3 of Chapter 8 of the RAO Schedule.


JOHN C HEADLE
CHARTERED ACCOUNTANT

Dated at Gordon this 2nd day of August 2013.

THE AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION, NSW BRANCH
ABN 89 738 670 685

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2013

| | Notes | 2013 \$ | 2012 \$ |
|--------------------------------------|-------|------------|------------|
| ASSETS | | | |
| Current Assets | | | |
| Cash and cash equivalents | 5a | 1,078,118 | 359,060 |
| Trade and other receivables | 5b | 22,067 | 53,406 |
| Other current assets | 5c | 10,541 | 10,541 |
| Total current assets | | 1,110,726 | 423,007 |
| Non-Current Assets | | | |
| Land and buildings | 6a | 584,804 | 584,804 |
| Plant and equipment | 6b | 182,419 | 205,048 |
| Other investments | 6c | 4,000,000 | 4,500,000 |
| Total non-current assets | | 4,767,223 | 5,289,852 |
| TOTAL ASSETS | | 5,877,949 | 5,712,859 |
| LIABILITIES | | | |
| Current Liabilities | | | |
| Other payables | 7a | 65,390 | 89,209 |
| Employee provisions | 8a | 579,899 | 525,870 |
| Total current liabilities | | 645,289 | 615,079 |
| Non-Current Liabilities | | | |
| Employee provisions | 8a | 303,025 | 252,171 |
| Total non-current liabilities | | 303,025 | 252,171 |
| TOTAL LIABILITIES | | 948,314 | 867,250 |
| NET ASSETS | | 4,929,635 | 4,845,609 |
| EQUITY | | | |
| Retained earnings | | 4,929,637 | 4,845,610 |
| TOTAL EQUITY | | 4,929,637 | 4,845,610 |

The above statement should be read in conjunction with the notes.

THE AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION, NSW BRANCH
ABN 89 738 670 685

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2013

| | Note | 2013 \$ | 2012 \$ |
|-----------------------------------|------|------------------|------------------|
| Revenue | | | |
| Membership subscription | | 1,321,260 | 1,203,691 |
| Interest | 3c | 223,272 | 209,353 |
| Other revenue | | 429 | 341 |
| Total revenue | | <u>1,544,961</u> | <u>1,413,385</u> |
| Other income | | | |
| Grants and/or donations | 3b | (10,650) | 67,773 |
| Total other income | | <u>(10,650)</u> | <u>67,773</u> |
| Total income | | <u>1,534,311</u> | <u>1,481,158</u> |
| Expenses | | | |
| Employee expenses | 4a | 1,096,861 | 939,155 |
| Capitation fees | 4b | 70,290 | 59,653 |
| Affiliation fees | 4c | 30,117 | 31,886 |
| Administration expenses | 4d | 166,634 | 156,805 |
| Grants or donations | 4e | 1,500 | 2,034 |
| Depreciation and amortisation | 4f | 45,634 | 39,013 |
| Legal costs | 4g | 8,337 | 10,430 |
| Audit fees | 12 | 3,298 | 3,150 |
| Net losses from sale of assets | 4j | 177 | 13,534 |
| Other expenses | | 27,436 | 68,712 |
| Total expenses | | <u>1,450,284</u> | <u>1,324,371</u> |
| Profit/(loss) for the year | | <u>84,027</u> | <u>156,787</u> |

The above statement should be read in conjunction with the notes.

THE AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION, NSW BRANCH
ABN 89 738 670 685

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2013

| | Retained earnings \$ | Total Equity \$ |
|---|----------------------------|-----------------------|
| Balance as at 1 July 2011 | 4,688,822 | 4,688,822 |
| Profit for the year | 156,787 | 156,787 |
| Closing balance as at 30 June 2012 | <u>4,845,610</u> | <u>4,845,610</u> |
| Profit for the year | 84,027 | 84,027 |
| Closing balance as at 30 June 2013 | <u>4,929,637</u> | <u>4,929,637</u> |

The above statement should be read in conjunction with the notes.

AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION NSW BRANCH
ABN 89 738 670 685

CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2013

| | Notes | 2013 \$ | 2012 \$ |
|---|-------|------------|------------|
| OPERATING ACTIVITIES | | | |
| Cash received | | | |
| Receipts from members | | 1,321,260 | 1,203,691 |
| Interest | | 223,272 | 209,353 |
| Other | | (10,221) | 68,114 |
| | | 1,534,311 | 1,481,158 |
| Cash used | | | |
| Employees | | 1,096,861 | 939,155 |
| Suppliers | | 195,209 | 253,873 |
| | | 1,292,070 | 1,193,028 |
| Net cash from/(used by) operating activities | | 242,241 | 288,130 |
| INVESTING ACTIVITIES | | | |
| Cash received | | | |
| Proceeds from sale of plant and equipment | | 13,914 | 38,091 |
| Cash used | | | |
| Purchase of plant and equipment | | (37,096) | (158,477) |
| Net cash from/(used by) investing activities | | (23,182) | (120,386) |
| Net increase/(decrease) in cash held | | 219,059 | 167,744 |
| Cash and cash equivalents at the beginning of the reporting period | | 4,859,059 | 4,691,315 |
| Cash and cash equivalents at the end of the reporting period | | 5,078,118 | 4,859,059 |
| Cash at the end of the year represented by: | | | |
| Cash on deposit - General Account | | 260,626 | 261,082 |
| Petty Cash Advance | | 200 | 200 |
| Cash at bank - Deposit Account | | 817,292 | 97,778 |
| Commercial Bill | | 4,000,000 | 4,500,000 |
| | | 5,078,118 | 4,859,059 |

The above statement should be read in conjunction with the notes.

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Note 1 Summary of Significant Accounting Policies

1a Basis of Preparation of the Financial Statements

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period and the Fair Work (Registered Organisations) Act 2009. For the purpose of preparing the general purpose financial statements, The Australasian Meat Industry Employees' Union, NSW Branch is a not-for-profit entity.

The financial statements have been prepared on an accruals basis and in accordance with the historical cost, except for certain assets and liabilities at measured at fair value, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position. The financial statements are presented in Australian dollars.

1b Comparative amounts

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

1c New Australian Accounting Standards

Adoption of New Australian Accounting Standard Requirements

No accounting standard has been adopted earlier than the application date stated in the standard.

The accounting policies adopted are consistent with those of the previous financial year.

1d Revenue

Revenue is measured at the fair value of the consideration received.

Revenue from subscriptions is accounted for on a cash basis and is recorded as revenue in the year it was received.

Interest revenue is recognised on a cash basis.

1e Government grants

Government grants are not recognised until there is reasonable assurance that The Australasian Meat Industry Employees' Union NSW Branch will comply with the conditions attaching to them and that the grants will be received. Government grants are recognised in profit or loss on a systematic basis over the periods in which the grants are intended to compensate.

1f Employee benefits

A liability is recognised for benefits accruing to employees in respect of wages and salaries, annual leave, long service leave and termination benefits when it is probable that settlement will be required and they are capable of being measured reliably.

Liabilities for short-term employee benefits (as defined in AASB 119 *Employee Benefits*) and termination benefits due within twelve months of the end of reporting period are measured at their nominal amounts. The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

1g Land and Building, Property, Plant and Equipment

Asset Recognition Threshold

Purchases of land and buildings are recognised at cost in the Statement of Financial Position.

Depreciation

Depreciable property, plant and equipment assets are written off to their estimated residual values over their estimated useful life using, in all cases, the straight line method of depreciation. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

| | 2013 | 2012 |
|-------------------------|--------------|--------------|
| Motor Vehicles | 5 years | 5 years |
| Furnitures and Fixtures | 1 to 3 years | 1 to 3 years |

Derecognition

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the profit and loss.

1h Taxation

The Australasian Meat Industry Employees' Union, NSW Branch is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however still has obligation for Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- for receivables and payables.

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

Cash flows are included in the cash flow statement on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the Australian Taxation Office is classified within operating cash flows.

1i Going Concern

The Australasian Meat Industry Employees' Union NSW Branch is reliant on the agreed financial support of its members to continue on a going concern basis. This agreed financial support is to continue until they cease to be a member.

Note 2 Events after the reporting period

There were no events that occurred after 30 June 2013, or prior to the signing of the financial statements, that would affect the ongoing structure and financial activities of Australasian Meat Industry Employees' Union NSW Branch.

| | 2013 | 2012 |
|---|------------------|----------------|
| | \$ | \$ |
| Note 3 Income | | |
| 3a Interest | | |
| Deposits | 223,272 | 209,353 |
| Total interest | <u>223,272</u> | <u>209,353</u> |
| 3b Grants or donations | | |
| Grants | (10,650) | 67,773 |
| Donations | - | - |
| Total grants or donations | <u>(10,650)</u> | <u>67,773</u> |
| Note 4 Expenses | | |
| 4a Employee expenses | | |
| Holders of office: | | |
| Wages and salaries | 508,595 | 470,954 |
| Superannuation | 106,536 | 98,215 |
| Leave and other entitlements | 102,392 | 39,514 |
| Other employee expenses | 96,846 | 98,296 |
| | <u>814,369</u> | <u>706,979</u> |
| Employees other than office holders: | | |
| Wages and salaries | 202,464 | 190,296 |
| Superannuation | 49,444 | 30,077 |
| Leave and other entitlements | 30,584 | 11,803 |
| Other employee expenses | - | - |
| | <u>282,492</u> | <u>232,176</u> |
| Total employee expenses | <u>1,096,861</u> | <u>939,155</u> |
| 4b Capitation fees | | |
| Federal Council | 70,290 | 59,653 |
| Total capitation fees | <u>70,290</u> | <u>59,653</u> |
| 4c Affiliation fees | | |
| Labour & Trade Council | 10,442 | 18,707 |
| Australian Labour Party | 17,396 | 13,179 |
| Others | 2,279 | - |
| Total affiliation fees | <u>30,117</u> | <u>31,886</u> |

| | 2013 | 2012 |
|--|------------------|----------------|
| | \$ | \$ |
| 4d Administration expenses | | |
| Conference and meeting expenses | 9,831 | 9,738 |
| Taxes | 23,964 | 25,949 |
| Contractors/consultants | 49,462 | 33,544 |
| Property expenses | 16,008 | 15,465 |
| Office expenses | 48,210 | 52,801 |
| Information communications technology | 19,159 | 19,308 |
| Total administration expenses | <u>166,634</u> | <u>156,805</u> |
| | | |
| 4e Grants or donations | | |
| Grants | - | 364 |
| Donations | 1,500 | 1,670 |
| Total grants or donations | <u>1,500</u> | <u>2,034</u> |
| | | |
| 4f Depreciation and amortisation | | |
| Depreciation | | |
| Property, plant and equipment | 45,634 | 39,013 |
| Total depreciation | <u>45,634</u> | <u>39,013</u> |
| | | |
| 4g Legal costs | | |
| Other legal matters | 8,337 | 10,430 |
| Total legal costs | <u>8,337</u> | <u>10,430</u> |
| | | |
| 4h Net losses from sale of assets | | |
| Plant and equipment | 177 | 13,534 |
| Total net losses from asset sales | <u>177</u> | <u>13,534</u> |
| | | |
| Note 5 Current Assets | | |
| 5a Cash and Cash Equivalents | | |
| Cash at bank | 260,626 | 261,082 |
| Cash on hand | 200 | 200 |
| Short term deposits | 817,292 | 97,778 |
| Total Cash and cash equivalents | <u>1,078,118</u> | <u>359,060</u> |
| | | |
| 5b Trade and Other Receivables | | |
| Other receivables: | | |
| Other trade receivables | 22,067 | 53,406 |
| Total other receivables | <u>22,067</u> | <u>53,406</u> |
| | | |
| 5c Other Current Assets | | |
| Investment in IAG Shares | 10,541 | 10,541 |
| Total other current assets | <u>10,541</u> | <u>10,541</u> |

Note 6 Non Current Assets**6a Land and buildings**

Land and buildings:

At cost

584,804 584,804

accumulated depreciation

- -

Total land and buildings**584,804 584,804****6b Plant and equipment**

Plant and equipment:

at cost

281,463 284,744

accumulated depreciation

(99,044) (79,696)

Total plant and equipment**182,419 205,048****Reconciliation of the Opening and Closing Balances of Plant and Equipment****As at 1 July**

2013 2012

Gross book value

284,744 239,866

Accumulated depreciation and impairment

(79,696) (102,657)

Net book value 1 July**205,048 137,209**

Movements

Acquisition

37,096 158,477

Depreciation expense

(45,634) (39,013)

Disposal

(14,091) (51,625)

Net book value 30 June**182,419 205,048****Net book value as of 30 June represented by:**

Gross book value

281,463 284,744

Accumulated depreciation and impairment

(99,044) 79,696

Net book value 30 June**182,419 205,048****6c Deposits**

Other

4,000,000 4,500,000

Total other investments**4,000,000 4,500,000****Note 7 Current Liabilities****7a Other payables**

Other

65,390 89,209

Total other payables**65,390 89,209****Total other payables are expected to be settled in:**

No more than 12 months

65,390 89,209

More than 12 months

- -

Total other payables**65,390 89,209**

| | 2013 | 2012 |
|---|----------------|----------------|
| | \$ | \$ |
| Note 8 Provisions | | |
| 8a Employee Provisions | | |
| Office Holders: | | |
| Annual leave | 416,566 | 378,624 |
| Long service leave | 291,590 | 236,654 |
| | <u>708,156</u> | <u>615,278</u> |
| Employees other than office holders: | | |
| Annual leave | 163,333 | 147,246 |
| Long service leave | 11,435 | 15,517 |
| | <u>174,768</u> | <u>162,763</u> |
| Total employee provisions | <u>882,924</u> | <u>778,041</u> |
| Current | 579,899 | 525,870 |
| Non-current | 303,025 | 252,171 |
| Total employee provisions | <u>882,924</u> | <u>778,041</u> |

Note 9 Cash Flow

11a Cash Flow Reconciliation

Reconciliation of cash and cash equivalents as per Balance Sheet to Cash Flow Statement:

Cash at the end of the year represented by:

| | | |
|-----------------------------------|------------------|------------------|
| Cash on deposit - General Account | 260,626 | 261,082 |
| Petty Cash Advance | 200 | 200 |
| Cash at bank - Deposit Account | 817,292 | 97,778 |
| Commercial Bill | 4,000,000 | 4,500,000 |
| | <u>5,078,118</u> | <u>4,859,059</u> |

Cash and cash equivalents as per:

| | | |
|---------------------|-----------|-----------|
| Cash flow statement | 5,078,118 | 4,859,059 |
| Balance sheet | 5,078,118 | 4,859,059 |
| Difference | <u>0</u> | <u>0</u> |

Reconciliation of profit/(deficit) to net cash from operating activities:

| | | |
|---|----------------|----------------|
| Profit/(deficit) for the year | 84,026 | 156,787 |
| Adjustments for non-cash items | | |
| Depreciation/amortisation | 45,634 | 39,013 |
| Loss/(Gain) on disposal of assets | 177 | 13,534 |
| Changes in assets/liabilities | | |
| (Increase)/decrease in net receivables | 31,339 | 3,256 |
| Increase/(decrease) in supplier payables | (23,819) | 24,222 |
| Increase/(decrease) in other provisions | 104,882 | 51,317 |
| Net cash from/(used by) operating activities | <u>242,240</u> | <u>288,130</u> |

Note 10 No operating lease commitment.
No capital expenditure commitment.

| | 2013 | 2012 |
|---|------------------|------------------|
| | \$ | \$ |
| Note 11 Related Party Disclosures | | |
| 11a Related Party Transactions for the Reporting Period | | |
| <u>CAPITATION FEE</u> | | |
| The Australasian Meat Industry Employees' Union, Federal Office | 70,290 | 59,653 |
| | <u>70,290</u> | <u>59,653</u> |
| <u>AFFILIATION FEE</u> | | |
| Union New South Wales | 10,442 | 18,707 |
| Australian Labor Party, New South Wales | 17,396 | 13,179 |
| | <u>27,838</u> | <u>31,886</u> |
| 11b Key Management Personnel Remuneration for the Reporting Period | | |
| Short-term employee benefits | | |
| Salary (including annual leave taken) | 508,595 | 470,954 |
| Annual leave accrued | 416,566 | 378,624 |
| Total short-term employee benefits | <u>925,161</u> | <u>849,578</u> |
| Other long-term benefits | | |
| Long service leave | 291,590 | 236,654 |
| Total other long-term benefits | <u>291,590</u> | <u>236,654</u> |
| Total | <u>1,216,751</u> | <u>1,086,232</u> |
| Note 12 Remuneration of Auditors | | |
| Value of the services provided | | |
| Financial statement audit services | 3,298 | 3,150 |
| Other services | - | - |
| Total remuneration of auditors | <u>3,298</u> | <u>3,150</u> |

Note 13 Section 272 Fair Work (Registered Organisations) Act 2009

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, the attention of members is drawn to the provisions of subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or the General Manager of Fair Work Australia:

- (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).



The Australasian Meat Industry Employees' Union
NEW SOUTH WALES BRANCH
ABN 89 738 670 685

Unit 3, 190 George Street
Parramatta NSW 2150
Ph: (02) 9893 9011
Toll free: 1800 451 535

OPERATING REPORT

For the financial year ending 30-June-13

- 1- Number of members as of 30-June-2013 was 3,495.
- 2- Number of employees as of 30-June-2013 was 4. The organisation has one (1) part-time employees.
- 3- The principal activity of the Union is to uphold the rights of organisation of labour and to improve, protect and foster the best interests, of its members, and to subscribe to and/or co-operate with policy of improving the cultural and living standards of its members.
- 4- There were no significant changes to the activities of the Union during the year.
- 5- The Union do not profit from any Recovery of wages activity.
- 6- A member may resign from the Union by written notice addressed and delivered to the Secretary of the branch in which membership is held.
- 7- The following are the listings of our Executive and Management Committee.

| Name | Position |
|----------------------|-----------------------------|
| Executive: | |
| Usher, Peter William | President |
| Aquilina, Steve | Vice-President |
| Hart, Deborah | Vice-President |
| Donzow, Charlie | Secretary/Treasurer |
| Fernandez, Patricia | Organiser/Federal President |
| Hickey, Jim | Organiser |
| Williams, Deidre | Organiser |
| Perkins, Mark | Organiser |
| Clark, Chris | Organiser |

Management:

- | | | |
|-----|--------------------|--|
| 1- | Bidois, Christine | Member from Baiada |
| 2- | Bond, Noel | Member from Bega Cheese Ltd. |
| 3- | Bourke, Brad | Member from Teys Australia |
| 4- | Devine, Andy | Member from Americold |
| 5- | Grassmayr, Anthony | Member from Coles |
| 6- | McKinnon, Brad | Member from JBS Australia |
| 7- | Meylan, Glen | Member from Fletcher International |
| 8- | Montecillo, Faith | Member from Red Lea |
| 9- | Nash, Carl | Member from Polar Fresh |
| 10- | Niumata, Steve | Member from P&M Quality Smallgoods Pty. Ltd. |
| 11- | Pologa, Nive | Member from P&M Quality Smallgoods Pty. Ltd. |
| 12- | Ray, Ben | Member from Rivalea |

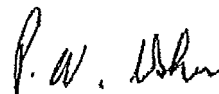
In accordance with Rule 47.29, the Committee of Management of the New South Wales Branch shall consist of the President, two Vice-Presidents, Secretary-Treasurer, Organisers, and twelve other members representing the whole of the membership. The Committee of Management determine the number of Organisers under Rule 52.2. On the 22nd of Mar, 2012, the COM passed a resolution that the number of Organisers to be five (5)

- 7- Charlie Donzow is an appointed director representing the AMIEU, NSW to the industry superfund MIESF.
- 8- Perkin Mark is the managing director of Realvision Photography.

For Committee of Management:



Charlie Donzow
Secretary/Treasurer



Peter Usher
President

2nd Aug 2013



The Australasian Meat Industry Employees' Union
NEW SOUTH WALES BRANCH
ABN 89 738 670 685

Unit 3, 190 George Street
Parramatta NSW 2150
Ph: (02) 9893 9011

COMMITTEE OF MANAGEMENT STATEMENT
For the financial year ending 30-June-13

On the 2nd Aug, 2013 the Committee of Management of The Australasian Meat Industry Employees' Union, NSW Branch passed the following resolution in relation to the general purpose financial report (GPRF) for the year ended 30 June 2013.

The *Committee of Management* declares that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the General Manager;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the GPRF relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) the financial reports of the reporting unit have been kept and maintained in accordance with the RO Act; and
 - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation; and
 - (v) where information has been sought in any request by a member of the reporting unit or General Manager duly made under section 272 of the RO Act has been provided to the member or General Manager; and

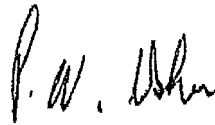
- (vi) where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.
- (f) in relation to recover of wages activity:
 - (i) the union do not profit from any Recovery of Wages Activity.

This declaration is made in accordance with a resolution of the *Committee of Management*.

For Committee of Management:



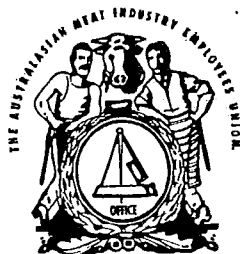
Charlie Donzow
Secretary/Treasurer



Peter Usher
President

2nd Aug 2013

The Australasian Meat Industry Employees' Union
NEW SOUTH WALES BRANCH



Charlie Donzow
Secretary

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CERTIFICATE OF SECRETARY

s.268 Fair Work (Registered Organisations) Act 2009

I, **Charlie Donzow**, being the Secretary/Treasurer of **The Australasian Meat Industry Employees' Union, NSW Branch** certify:

- i. that the documents lodged herewith are copies of the full report for **The Australasian Meat Industry Employees' Union, NSW Branch** for the year ended **30 June 2013** referred to in s.268 of the Fair Work (Registered Organisations) Act 2009; and
- ii. that the full report was provided to members of the reporting unit through our website page on <http://nsw.amieu.asn.au/financial-reports/>
- iii. that the full report was presented to a meeting of the committee of management of the reporting unit on in **11-Oct 2013** in accordance with s.266 of the Fair Work (Registered Organisations) Act 2009.

Secretary/Treasurer

14-Oct-13



17 July 2013

Mr Charlie Donzow
Branch Secretary / Treasurer
The Australasian Meat Industry Employees' Union-New South Wales Branch

Sent by email: cdonzow@amieu.asn.au

Dear Mr Donzow,

**Re: Lodgement of Financial Report - [FR2013/299]
Fair Work (Registered Organisations) Act 2009 (the RO Act)**

The financial year of The Australasian Meat Industry Employees' Union-New South Wales Branch (the reporting unit) ended on 30 June 2013.

This is a courtesy letter to remind you of the obligation to prepare and lodge the financial report for the reporting unit by the due date, namely 15 January 2014 (that is the period within 6 months and 14 days of the end of the financial year) under s.268 of the RO Act.

The RO Act sets out a particular chronological order in which financial documents and statements must be prepared, audited, provided to members and presented to a meeting. For your assistance, the attached *Timeline/Planner* summarises these requirements.

Fact sheets regarding financial reporting under the RO Act are provided on the Fair Work Commission website at: [Financial Reporting Fact Sheets](#).

The documents can be emailed to orgs@fwc.gov.au. If it is envisaged that the financial report cannot be lodged by the due date you are requested to contact this office prior to the due date to discuss the issue.

It should be noted that s.268 is a civil penalty provision. Failure to lodge a financial report may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$33,000 for a body corporate and \$6,600 for an individual per contravention) being imposed upon an officer whose conduct led to the contravention and/or your organisation.

Should you seek any clarification in relation to the above, please contact me on (03) 8661 7936 or via email at robert.pfeiffer@fwc.gov.au.

Yours sincerely,

Robert Pfeiffer
Senior Adviser
Regulatory Compliance Branch

TIMELINE/ PLANNER

| | | |
|---|-----|--|
| Financial reporting period ending: | / / | |
| Prepare financial statements and Operating Report. | | |
| (a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement. | / / | As soon as practicable after end of financial year |
| (b) A #designated officer must sign the Statement which must then be forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR). | / / | |
| Auditor's Report prepared and signed and given to the Reporting Unit - s257 | / / | <p>Within a reasonable time of having received the GPFR</p> <p>(NB: Auditor's report must be dated on or after date of Committee of Management Statement</p> |
| <p>Provide full report free of charge to members – s265</p> <p>The full report includes:</p> <ul style="list-style-type: none"> the General Purpose Financial Report (which includes the Committee of Management Statement); the Auditor's Report; and the Operating Report. | / / | <p>(a) if the report is to be presented to a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting,</p> <p>or</p> <p>(b) in any other case including where the report is presented to a Committee of Management meeting*, the report must be provided to members within 5 months of end of financial year.</p> |
| Present full report to: | | |
| (a) General Meeting of Members - s266 (1),(2); OR | / / | Within 6 months of end of financial year |
| (b) where the rules of organisation or branch allow* - a Committee of Management meeting - s266 (3) | / / | Within 6 months of end of financial year |
| Lodge full report with the Fair Work Commission, together with the #Designated Officer's certificate++ – s268 | / / | Within 14 days of meeting |

* the full report may only be presented to a committee of management meeting if the rules of the reporting unit provide that a percentage of members (not exceeding 5%) are able to call a general meeting to consider the full report.

The Committee of Management Statement and the Designated Officer's certificate must be signed by the Secretary or another officer who is an elected official and who is authorised under the rules (or by resolution of the organisation) to sign the statement or certificate – s243.

++ The Designated Officer's certificate must state that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with s266 – dates of such events must be included in the certificate. The certificate cannot be signed by a non-elected official.