



FAIR WORK
AUSTRALIA

24 October 2012

Ms Sally McManus
Branch Secretary - NSW and ACT (Services) Branch
Australian Municipal Administrative Clerical & Services Union
PO Box 1865
STRAWBERRY HILLS NSW 2012

Email: info@asu.org.au

Dear Ms McManus

**Re: Australian Municipal Administrative Clerical & Services Union - NSW and ACT
Services Branch**

Financial Report for the year ended 30 June 2011 - FR2011/2741

I refer to previous correspondence in this matter and, in particular, to your letter of 25 October 2012 advising that the amount of \$17,2000 is a typo and should read \$17,200. You also advised that that amount of \$17,200 is included in the line item "Affiliation Fees" under the heading "Other Expenses" in the Statement of Comprehensive Income.

The financial report will now be filed.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Margaret Williams'.

MARGARET WILLIAMS
Regulatory Compliance Branch



AUSTRALIAN SERVICES UNION

ASU

25 October 2012

Margaret Williams
Registered Organisations
Fair Work Australia
GPO Box 1994
Melbourne Vic 3001

Via email: Margaret.Williams@fwa.gov.au

Dear Ms Williams

Thank you for your correspondence dated 24 October 2012 regarding the AMASCU NSW and ACT Services Branch Financial Report for the year ended 30 June 2011 (FR2011/2741).

I wish to confirm two things:

1. \$17,2000 is a typo and should read \$17,200.
2. As discussed, the amount of \$17,200 is included in the line item Affiliation Fees (\$90,523) under the heading "Other Expenses" in the Statement of Comprehensive Income.

Yours faithfully

Sally McManus
Branch Secretary

ACTIVE STRONG UNITED



FAIR WORK
AUSTRALIA

24 October 2012

Ms Sally McManus
Branch Secretary - NSW and ACT (Services) Branch
Australian Municipal Administrative Clerical & Services Union
PO Box 1865
STRAWBERRY HILLS NSW 2012

Email: info@asu.org.au

Dear Ms McManus

**Re: Australian Municipal Administrative Clerical & Services Union - NSW and ACT
Services Branch, Financial Report for the year ended 30 June 2011 - FR2011/2741**

I acknowledge receipt of your letter dated 24 October 2012 attaching the Minutes containing the resolution of the Committee of the Australian Services Union of NSW to financially commit to the financial support of the ASU - NSW and Act (Services) Branch for the purposes of the audited accounts.

In relation to the paragraph concerning the discrepancy between the amount in "other expenses" in the financial statements and the Statement of Loans Grants and Donations, you advise that this is due to the fact that the items classified under "other expenses" in the financial statements do not include your membership/subscription fees paid to the ALP.

It is unclear from your letter whether the line item of \$90,523 listed as "Affiliation Fees" in Other Expenses in the Statement of Comprehensive Income includes the amount of "\$17,2000" (sic). Please confirm in writing if this is the case.

Yours sincerely

MARGARET WILLIAMS
Regulatory Compliance Branch



AUSTRALIAN SERVICES UNION

ASU

24 October 2012

Margaret Williams
Registered Organisations
Fair Work Australia
GPO Box 1994
Melbourne Vic 3001

Via email: Margaret.Williams@fwa.gov.au

Dear Ms Williams

I write in response to your correspondence dated 23 October 2012 regarding the AMASCU NSW and ACT Services Branch Financial Report for the year ended 30 June 2011 (FR2011/2741).

Attached please find a copy of the minutes of the Australian Services Union of NSW. You will note at Item 3 the resolution of the Committee to provide financial support to the NSW and ACT Services Branch. This resolution has never been rescinded and remains in place.

In relation to the discrepancy regarding the Statement of Loans, Grants and Donations, the difference between "other expenses" in the financial statements and the Loans Statement is due to the fact that the items classified under 'other expenses' in the financial statements do not include our membership/subscription fees paid to the ALP.

Yours faithfully

Sally McManus
Branch Secretary

Encl.

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AUSTRALIAN SERVICES UNION

ASU minutes

ASU of NSW COMMITTEE OF MANAGEMENT MINUTES HELD ON TUESDAY, 21 DECEMBER 2004

OPENING

The meeting opened at 10 am with Barry Rule in the Chair.

PRESENT

Barry Rule

Kristyn Thompson

Robert McLean

Rod Masters

By telephone hook-up

Nola Dyball

Narelle Clay

Fran Teirney

Robert Murphy

Maree McDermott

Simon Williams

Neil Schumacher

Geoff Fuller

Narelle Clay

1 APOLOGIES

Sally McManus

Bill Hosking

"That the apologies be accepted."

Moved: Fran Teirney
Seconded: Robert McLean
CARRIED UNANIMOUSLY

2 PROXIES

Sally McManus

to

Kristyn Thompson

"That the proxy be accepted."

Moved: Narelle Clay
Seconded: Simon Williams
CARRIED UNANIMOUSLY

ACTIVE STRONG UNITED

3 AUDITED FINANCIAL ACCOUNTS
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a) Financial Support: NSW and Act (Services) Branch

The Secretary advised that, as in previous years, this body continues to provide financial guarantees on behalf of the NSW and ACT (Services) Branch because of the Branch's liabilities outweighing its assets. It was hoped that the improved financial position of the Branch would, in the near future, change this practice.

"That the ASU of NSW is financially committed to the financial support of the NSW and ACT (Services) Branch of the ASU, for the purposes of the Audited Accounts."

Moved: Kristyn Thompson
 Seconded: Rod masters
CARRIED UNANIMOUSLY

b) Audited Accounts

The Secretary advised that after signing off by the Committee, a summarised version of the audited accounts would be mailed out to all members as an insert with "ASU People". The timelines for the State Branch's accounts had not changed but it was intended that a second meeting of the Committee would be held in conjunction with the NSW & ACT (Services) Branch late January following distribution to members.

"That the accounts be received as a true and fair view of the financial affairs of the ASU of NSW as at 30 June 2004 and Barry Rule and Fran Teirney be authorised to sign the Committee of Management Certificate."

Further, that a summarised version of the audited accounts be mailed to members as an insert in "ASU People"

Moved: Kristyn Thompson
 Seconded: Rod Masters
CARRIED UNANIMOUSLY

There being no further business, the Chair thanked Committee members for their support during the year, wished them a Merry Christmas and closed the meeting at 3.10pm.

Barry Rule
 President

Fran Teirney
 Deputy President



FAIR WORK
AUSTRALIA

23 October 2012

Ms Sally McManus
Branch Secretary
Australian Municipal Administrative Clerical & Services Union - NSW and ACT (Services)
Branch
PO Box 1865
STRAWBERRY HILLS NSW 2012

Email: info@asu.org.au

Dear Ms McManus

**Re: Australian Municipal Administrative Clerical & Services Union - NSW and ACT
Services Branch, Financial Report for the year ended 30 June 2011 - FR2011/2741**

I refer to previous correspondence in this matter and, in particular, to your letter of 2 August 2012 in reply to my letter of 26 July 2012 in relation (a) Going Concern and (b) Statement of Loans, Grants and Donations. I apologise for the delay in replying to your letter.

I acknowledge receipt of the Financial Report of the Australian Services Union of NSW, for which we thank you. Note 14 to the Financial Report for the ASU-NSW and ACT Services Branch that the Australian Services Union of NSW resolved to provide financial support in order for the ASU NSW and ACT (Services) Branch to meet its debts as and when they fall due.

I would now be pleased to receive the Minutes of the Meeting at which that resolution was made.

I also look forward to receiving your advice as to when a response might be received concerning the Statement of Loans, Grants and Donations.

Yours sincerely

MARGARET WILLIAMS
Regulatory Compliance Branch



AUSTRALIAN SERVICES UNION

ASU

2 August 2012

Margaret Williams
Registered Organisations
Fair Work Australia
GPO Box 1994
Melbourne Vic 3001

Via email: Margaret.Williams@fwa.gov.au

Dear Ms Williams

I write in response to your letter of 26 July regarding the AMASCU NSW and ACT Services Branch Financial Report for the year ended 30 June 2011 (FR2011/2741).

In relation to the first matter you raise, please find attached the audited accounts of the Australian Services Union of NSW.

In relation to the second matter addressed in your correspondence, please be advised that this matter has been referred to our Auditors and I will provide you with the relevant response once advice has been received.

Yours faithfully

Sally McManus
Branch Secretary

Encl.

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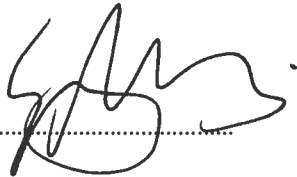
**AUSTRALIAN SERVICES UNION OF NSW
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2011**

AUSTRALIAN SERVICES UNION OF NSW

CERTIFICATE BY COMMITTEE OF MANAGEMENT

We, Sally McManus and Michael Flinn being two members of the Committee of Management of the Australian Services Union of NSW, do state on behalf of the Committee of Management, and in accordance with a resolution passed by the Committee of Management that:

- (i) in the opinion of the Committee of Management the attached financial report shows a true and fair view of the financial affairs of the Union as at 30 June 2011.
- (ii) in the opinion of the Committee of Management, meetings of the Committee of Management were held during the year ended 30 June 2011, in accordance with the rules of the Union.
- (iii) to the knowledge of any member of the Committee of Management, there have been no instances where records of the Union or other documents (not being documents containing information made available to a member of the Union under Sub-Section 512 (2) of the Industrial Relations Act, 1991 as applied by section 282 (3) of the Industrial relations Act 1996), or copies of those records or other documents, or copies of the rules of the Union, have not been furnished, or made available, to members in accordance with the requirements of the Industrial Relations Act, 1996, the Regulations thereto, or the rules of the Union.
- (iv) The Union has complied with Sub-Sections 517(1) and (5) of the Industrial Relations Act, 1991, in relation to the financial report in respect of the year ended 30 June 2010 and the Auditors' Report, thereon.



Sally McManus
Secretary



Michael Flinn
Deputy Secretary

15 November 2011

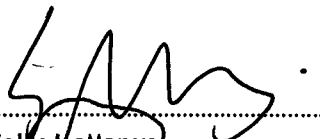
AUSTRALIAN SERVICES UNION OF NSW

ACCOUNTING OFFICER'S CERTIFICATE

I, **SALLY MCMANUS**, being the Officer responsible for keeping the accounting records of the Australian Services Union of NSW, certify that as at 30 June 2011, the number of members of the Union was 11,624.

In my opinion:

- (i) The attached financial report shows a true and fair view of the financial affairs of the Union as at 30 June 2011.
- (ii) A record has been kept of all moneys paid by or collected from members and all moneys so paid or collected have been credited to the bank account to which those moneys are to be credited, in accordance with the rules of the Union.
- (iii) Approval for expenditure incurred by the Union was obtained in accordance with the rules of the Union.
- (iv) With regard to funds of the Union 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) No loans or other financial benefits, other than remuneration in respect of their full time employment with the Union, were made to persons holding office in the Union.
- (vi) The register of members of the Union was maintained in accordance with the Industrial Relations Act, 1996.


.....
Sally McManus
Secretary

15 November 2011

AUSTRALIAN SERVICES UNION OF NSW

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2011

GENERAL FUND	Note	2011 \$	2010 \$
INCOME			
Distributions from Available-for-Sale Financial Assets		75,449	17,234
Interest income		84,852	186,154
Rental income		53,381	45,395
		<u>213,682</u>	<u>248,783</u>
EXPENDITURE			
Depreciation			
Buildings		86,834	86,833
Building Improvements		34,405	34,406
Office Furniture and Fittings		64,914	117,778
		<u>186,153</u>	<u>239,017</u>
Other Expenses			
Administration Fee - ASU (NSW&ACT) Services Branch		60,676	-
Advertising		-	610
Agents Fees		7,148	6,815
Bank Fees		214	24,085
Building Maintenance		31,736	20,758
Cleaning		8,994	8,352
Donations		-	500
Electricity		28,425	7,567
Functions		427	2,069
General		11,269	7,321
Insurance		13,916	3,240
Interest on Mortgage		-	51,257
Investment Fee		15,809	8,471
Loss on Sale of Available-for-Sale Financial Assets		100,809	-
Meals & Incidentals		540	174
Motor Vehicle Expenses		260	221
Professional Fees	9	4,500	11,200
Rates and Taxes		13,891	14,290
Refund - Rental		10	45
Repairs and Maintenance		7,763	13,325
Strata Levy		41,723	33,534
Travel & Accommodation		1,636	1,027
		<u>349,746</u>	<u>214,861</u>
TOTAL EXPENDITURE		<u>535,899</u>	<u>453,878</u>
GENERAL FUND (DEFICIT) FOR THE YEAR		<u>(322,217)</u>	<u>(205,095)</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION OF NSW

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2011

WELFARE AND EMERGENCY FUND

	2011	2010
	\$	\$
INCOME		
Distributions from Available-for-Sale Financial Assets	882	-
Interest Income	44,435	32,144
Contributions from Australian Services Union NSW and ACT (Services) Branch	<u>20,800</u>	<u>20,800</u>
	<u>66,117</u>	<u>52,944</u>
EXPENDITURE		
Depreciation		
Motor Vehicle	<u>601</u>	<u>-</u>
Other Expenses		
Bank Fees	-	161
Conference Expenditure	10,001	-
General Expenses	6,950	2,481
Honorarium	2,790	2,790
Mortality Payments	<u>-</u>	<u>3,000</u>
	<u>19,741</u>	<u>8,432</u>
TOTAL EXPENDITURE	<u>20,342</u>	<u>8,432</u>
WELFARE AND EMERGENCY FUND SURPLUS FOR THE YEAR	45,775	44,512
ADD GENERAL FUND (DEFICIT) FOR THE YEAR	<u>(322,217)</u>	<u>(205,095)</u>
TOTAL (DEFICIT) FOR THE YEAR	<u>(276,442)</u>	<u>(160,583)</u>
OTHER COMPREHENSIVE INCOME		
Net (Decrease) Increase in Value of Available-for-Sale Financial Assets	(71,605)	89,483
Transfer to loss on Available-for-Sale Financial Assets	<u>168,163</u>	<u>-</u>
OTHER COMPREHENSIVE INCOME FOR THE YEAR	<u>96,558</u>	<u>89,483</u>
TOTAL DEFICIT OF COMPREHENSIVE INCOME FOR THE YEAR	<u>(179,884)</u>	<u>(71,100)</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION OF NSW

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2011

	Note	2011 \$	2010 \$
ASSETS			
Current Assets			
Cash and Cash equivalents	4	106,181	88,025
Receivables	5	20,513	33,282
Investments	6	<u>3,343,145</u>	<u>3,286,761</u>
Total Current Assets		<u>3,469,839</u>	<u>3,408,068</u>
Non-Current Assets			
Property, plant and equipment	7	<u>2,689,134</u>	<u>2,851,250</u>
Total Non-Current Assets		<u>2,689,134</u>	<u>2,851,250</u>
TOTAL ASSETS		<u>6,158,973</u>	<u>6,259,318</u>
LIABILITIES			
Current Liabilities			
Payables	8	<u>257,201</u>	<u>177,662</u>
Total Current Liabilities		<u>257,201</u>	<u>177,662</u>
TOTAL LIABILITIES		<u>257,201</u>	<u>177,662</u>
NET ASSETS		<u>5,901,772</u>	<u>6,081,656</u>
ACCUMULATED FUNDS AND RESERVES			
Accumulated Funds		5,972,984	6,249,426
Available-for-Sale Investment Reserve	12	<u>(71,212)</u>	<u>(167,770)</u>
Accumulated Funds and Reserves		<u>5,901,772</u>	<u>6,081,656</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION OF NSW

STATEMENT OF CHANGES IN ACCUMULATED FUNDS AND RESERVES
FOR THE YEAR ENDED 30 JUNE 2011

	Accumulated Funds	Available-for- Sale Investment Reserve	Total
	\$	\$	\$
Balance at 30 June 2009	6,410,009	(257,253)	6,152,756
Total Deficit for the Year	(160,583)	-	(160,583)
Other comprehensive income:			
Net increase in value of			
Available-for-Sale financial assets	-	89,483	<u>89,483</u>
Total Comprehensive Income	<u>-</u>	<u>-</u>	<u>(71,100)</u>
Balance at 30 June 2010	<u>6,249,426</u>	<u>(167,770)</u>	<u>6,081,656</u>
Total Deficit for the Year	(276,442)	-	(276,442)
Other comprehensive income:			
Net decrease in value of			
Available-for-Sale financial assets	-	(71,605)	(71,605)
Transfer to loss on Available for sale asset	-	168,163	168,163
Total Comprehensive Income	<u>(276,442)</u>	<u>96,558</u>	<u>(179,884)</u>
Balance at 30 June 2011	<u>5,972,984</u>	<u>(71,212)</u>	<u>5,901,772</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION OF NSW

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2011

	2011	2010
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Payments to Suppliers and Employees	(201,438)	(369,305)
Interest Received	129,287	213,366
Rent Received	53,381	45,395
	<u> </u>	<u> </u>
NET CASH (USED IN) OPERATING ACTIVITIES	<u>(18,770)</u>	<u>(110,544)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Payment for Property, Plant & Equipment	(24,638)	(22,365)
Payment for Investments	(954,060)	(58,067)
Proceeds from Investments	969,756	1,765,771
Repayment of Loan	-	(1,710,186)
	<u> </u>	<u> </u>
NET CASH (USED IN)/PROVIDED BY INVESTING ACTIVITIES	<u>(8,942)</u>	<u>(24,847)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Net Receipts from Australian Services Union NSW and ACT (Services) Branch	45,868	-
Net Payment to Australian Services Union NSW and ACT (Services) Branch	-	(69,203)
	<u> </u>	<u> </u>
NET CASH (USED IN)/PROVIDED BY FINANCING ACTIVITIES	<u>45,868</u>	<u>(69,203)</u>
NET (DECREASE)/ INCREASE IN CASH HELD	18,156	(204,594)
Cash at 1 July 2010	<u>88,025</u>	<u>292,619</u>
CASH AT 30 JUNE 2011	<u>106,181</u>	<u>88,025</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION OF NSW

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations and the New South Wales Industrial Relations Act, 1996.

The committee of management have determined that Australian Services Union of NSW 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 committee of management have early adopted AASB 2010-2 Amendments to Australian Accounting Standards Arising from Reduced Disclosure Requirements from 1 July 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 fewer 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 entity Australian Services Union of NSW, as an individual entity. The Australian Services Union of NSW is an organisation registered under the New South Wales Industrial Relations Act, 1996. In accordance with the Act the Union is a body corporate and has perpetual succession. By virtue of this method of incorporation, the Union is 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 for which the fair value basis of accounting has been applied. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the significant accounting policies adopted by the economic entity in the preparation of the financial statements.

(a) Revenue

Revenues are accounted for on an accruals basis.

Distributions from managed funds are recognised as income when declared and are then reinvested.

All revenue is stated net of the amount of Goods and Services Tax (GST).

(b) Income Tax

No provision for Income Tax is necessary as the Union is exempt from Income Tax under Section 50 - 15 of the Income Tax Assessment Act 1997.

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

(c) Property, Plant and Equipment

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

Depreciation

The depreciable amount of all fixed assets is depreciated on a straight line basis over their useful lives to the union commencing from the time the asset is ready for use.

The depreciation rates used for each class of asset are:

Buildings	3%
Buildings Improvements	10%
Office Furniture & Fittings	20%
Plant & Equipment	20%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at each balance sheet date.

Gains and losses on disposals are calculated as the difference between the net disposal proceeds and the asset's carrying amount and are included in the statement of comprehensive income in the year that the item is derecognised.

(d) Impairment

The carrying amounts of property, plant and equipment are reviewed for impairment when events or changes in circumstances indicate that the carrying value may not be recoverable. An impairment loss is recognised in the statement of comprehensive income for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of the asset's fair value less cost to sell and value in use. For the purpose of assessing value in use of assets not held primarily to generate cash, this represents depreciated current replacement cost, as the Union is a not-for-profit organisation.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables on the statement of financial position are shown inclusive of GST.

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

(f) Investments

All investments and other financial assets are initially stated at cost, being the fair value of consideration given plus acquisition costs. Purchases and sales of investments are recognised on trade date, which is the date on which the entity commits to purchase or sell the asset. Accounting policies for each category of investments and other financial assets subsequent to initial recognition are set out below.

Available-for-sale financial assets

Investments which are classified as available for sale are measured at fair value. Unrealised gains or losses on these investments are recognised directly to equity in the Available-for-Sale Investment Reserve until the investment is sold or until the investment is determined to be impaired, at which time the cumulative gain or loss previously reported for that asset is included in the profit or loss.

(g) Accounting Standards Issued But Not Yet Effective

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

2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Industrial Relations Act, 1991, (NSW) the attention of members is drawn to the provisions of sub-sections (1) and (2) of section 512 which read as follows:

- (1) A member of an organisation, or the Industrial Registrar, may apply to the organisation for specified information prescribed by the regulations in relation to the organisation.
- (2) An organisation must, on the making of such an application, make the specified information available to the member or the Industrial Registrar in the manner, and within the time, prescribed by the regulations.

3. ACCOUNTING ESTIMATES AND JUDGEMENTS

Estimates and judgements 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 Union 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 Union's accounting principles

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

AUSTRALIAN SERVICES UNION OF NSW

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

	2011 \$	2010 \$
4. CASH AND CASH EQUIVALENTS		
Cash at bank	<u>106,181</u>	<u>88,025</u>
5. RECEIVABLES		
Current		
Accrued Interest	4,932	4,932
Trade & Sundry Debtors	13,019	18,416
Prepayments	<u>2,562</u>	<u>9,934</u>
	<u>20,513</u>	<u>33,282</u>
6. INVESTMENTS		
(Non Public Investments)		
Current		
Available-for-Sale Financial Assets		
Shares	2	2
Managed Funds (at fair value)	<u>1,000,705</u>	<u>948,381</u>
	<u>1,000,707</u>	<u>948,383</u>
Held to Maturity Financial Assets		
Term Deposits	<u>1,300,000</u>	<u>1,300,000</u>
Cash and Cash Equivalents		
At Call Deposits	<u>1,042,438</u>	<u>1,038,378</u>
Total Current Investments	<u>3,343,145</u>	<u>3,286,761</u>

AUSTRALIAN SERVICES UNION OF NSW

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

	2011 \$	2010 \$
7. PROPERTY, PLANT AND EQUIPMENT		
Freehold Land - at cost	<u>164,856</u>	<u>164,856</u>
Furniture and Fittings - at cost	624,014	613,267
Less: Accumulated Depreciation	<u>(565,228)</u>	<u>(500,314)</u>
	<u>58,786</u>	<u>112,953</u>
Building Improvements - at cost	344,061	344,061
Less: Accumulated Depreciation	<u>(293,661)</u>	<u>(259,256)</u>
	<u>50,400</u>	<u>84,805</u>
Buildings - at cost	2,894,446	2,894,446
Less: Accumulated Depreciation	<u>(492,644)</u>	<u>(405,810)</u>
	<u>2,401,802</u>	<u>2,488,636</u>
Motor Vehicle - at cost	13,891	-
Less: Accumulated Depreciation	<u>(601)</u>	<u>-</u>
	<u>13,290</u>	<u>-</u>
Total Property, Plant and Equipment	<u>2,689,134</u>	<u>2,851,250</u>

MOVEMENTS IN CARRYING AMOUNTS

	Balance at the beginning of the year \$	Additions \$	Disposals \$	Depreciation expense \$	Carrying amount at end of the year \$
Freehold Land	164,856	-	-	-	164,856
Furniture and Fittings	112,953	10,747	-	(64,914)	58,786
Building Improvements	84,805	-	-	(34,405)	50,400
Buildings	2,488,636	-	-	(86,834)	2,401,802
Motor Vehicle	-	13,891	-	(601)	13,290
Total	<u>2,851,250</u>	<u>24,638</u>	<u>-</u>	<u>(186,754)</u>	<u>2,689,134</u>

AUSTRALIAN SERVICES UNION OF NSW

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

	2011 \$	2010 \$
8. PAYABLES		
Current		
Trade creditors and accruals	12,915	19,120
Australian Services Union NSW and ACT (Services) Branch	<u>244,286</u>	<u>158,542</u>
	<u>257,201</u>	<u>177,662</u>
9. PROFESSIONAL FEES		
Remuneration of Auditor for:		
Audit of the financial Report	11,250	11,000
Audit of the financial Report - prior year	(6,750)	(1,200)
Other Services	<u>-</u>	<u>1,400</u>
	<u>4,500</u>	<u>11,200</u>
Legal Fees	<u>-</u>	<u>-</u>
	<u>4,500</u>	<u>11,200</u>

10. FINANCIAL COMMITMENT - RELATED PARTY

The union has resolved to provide financial support to an associated union, the Australian Services Union NSW and ACT (Services) Branch, in order for that branch to meet its debts as and when they fall due. As at 30 June 2011, the branch had net liabilities of \$188,409 (2010: \$127,022) and its current liabilities of \$735,495 exceeded its current assets of \$517,755.

11. RELATED PARTY TRANSACTIONS

Transactions with officers of the union

- Transactions with related parties are on normal terms and conditions no more favourable than those available to other parties, unless otherwise stated.

- (a) The aggregate amount of remuneration paid to officers during the financial year is nil (2010: nil).
- (b) The aggregate amount paid during the financial year to a superannuation plan in respect of elected full time officers is nil (2010:nil).
- (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.

AUSTRALIAN SERVICES UNION OF NSW

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

11. RELATED PARTY TRANSACTIONS (Cont'd)

Transactions with a Related Entity

- (d) Amounts payable to the Australian Services Union NSW and ACT (Services) Branch are disclosed at Note 8 of the accounts.
- (e) Contributions received from the Australian Services Union NSW and ACT (Services) Branch are disclosed as income in the statement of comprehensive income of the Welfare and Emergency Fund.
- (f) Administration fees paid to the Australian Services Union NSW and ACT (Services) Branch are disclosed as an expense in the statement of comprehensive income of the General Fund.

	2011	2010
	\$	\$
12. RESERVES		
Available-for-Sale Investment Reserve		
Balance at 1 July	(167,770)	(257,253)
Transfer to loss on available for-sale-financial assets	168,163	-
Change in fair value during the year	<u>(71,605)</u>	<u>89,483</u>
Balance at 30 June	<u>(71,212)</u>	<u>(167,770)</u>

This reserve records unrealised gains and losses on Available-for-Sale investments which are measured at fair value.

13. Financial Risk Management

a) Fair value estimation

For details regarding the fair value of available-for-sale assets and assets carried at fair value, refer to Note 6 Investments. The carrying value of receivables, net of impairment provisions, and payables are assumed to approximate their fair values due to their short-term nature.

Units in managed funds are carried at the current unit price for redemption of those units with the funds.

14. REGISTERED OFFICE

The registered office and principal place of business of the union is

Level 1
39- 47 Renwick Street
Redfern NSW 2016

INDEPENDENT AUDITOR'S REPORT

To the members of Australian Services Union of NSW

We have audited the accompanying financial report of Australian Services Union of NSW, which comprises the statement of financial position as at 30 June 2011, the statement of comprehensive income, the statement of changes in accumulated funds and reserves and the statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the certificates by the committee of management and the accounting officer for the year then ended.

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

The committee of management and the secretary of the union are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards Reduced Disclosure Requirements and the Industrial Relations Act 1996 and for such internal control as the committee of management and the secretary of the union 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 Reduced Disclosure Requirements. 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 the committee of management and the secretary of the union, 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 ethical pronouncements and the Industrial Relations Act 1996.

Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of Australian Services Union of NSW as at 30 June 2011, and its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards Reduced Disclosure Requirements and the Industrial Relations Act 1996.

In our opinion:

- (i) There were kept by the Union in respect of the year under review, satisfactory records detailing the sources and nature of income of the Union (including income from members) and the nature and purposes of expenditure, and
- (ii) The attached financial report including the Certificates of the Committee of Management and the Accounting Officer is prepared in accordance with Section 510 of the Industrial Relations Act, 1991 (NSW), as applied by Section 282 (3) of the Industrial Relations Act, 1996. The report has been prepared from the accounting records of the Union and is properly drawn up so as to give a true and fair view of:
 - (a) the financial position of the Union as at 30 June 2011; and
 - (b) the financial performance of the Union for the year ended on that date;



BDO Audit (NSW-VIC) Pty Ltd



Jeff Abela

Director

Member of Institute of Chartered Accountants

And Holder of Current Public Practice Certificate

Registered Company Auditor (Registration Number 277931)

SYDNEY NSW 2000

15 November 2011



FAIR WORK
AUSTRALIA

26 July 2012

Ms Sally McManus
Branch Secretary
Australian Municipal Administrative Clerical & Services Union - NSW and ACT (Services) Branch
PO Box 1865
STRAWBERRY HILLS NSW 2012
Email: info@asu.org.au

Dear Ms McManus

**Re: Australian Municipal Administrative Clerical & Services Union - NSW and ACT
Services Branch, Financial Report for the year ended 30 June 2011 - FR2011/2741**

I acknowledge receipt of the financial report of the NSW and ACT Services Branch of the Australian Municipal Administrative Clerical & Services Union for the year ended 30 June 2011. The documents were lodged with Fair Work Australia on 13 December 2011.

The financial report has not been filed. Two matters, the details of which are set out below, require attention before the report can be filed.

Going Concern

Note 14 states that Branch is reliant on the financial support of the ASU of NSW and that the ASU of NSW has resolved to provide financial support. The GPFR has therefore been prepared on a going concern basis. Note 6 discloses \$244,286 as due from the ASU of NSW. This amount does not appear to be adequate to cover the accumulated deficit of the Branch (which for the year 2011 is \$188,409 after receipt of \$244,286 from the ASU of NSW). The deficit has continued to increase from 2009. In order to be satisfied that the Branch is a going concern, please provide evidence that the ASU of NSW is capable of funding the accumulated deficit.

Statement of Loans, Grants and Donations

The line item of Donations under the category "Other Expenses" in the Statement of Comprehensive Income is for the amount of \$12,862. This amount differs from the Statement of Loans, Grants and Donations which sets out four amounts (including \$17,2000 which presumably is a typographical error) totalling \$21,529. I would be pleased to receive clarification of the discrepancy.

Yours sincerely

MARGARET WILLIAMS
Registered Organisations



AUSTRALIAN SERVICES UNION

ASU

AUSTRALIAN MUNICIPAL ADMINISTRATIVE CLERICAL & SERVICES UNION

NSW AND ACT SERVICES BRANCH

CERTIFICATE OF SECRETARY

S268 Fair Work (Registered Organisations) Act 2009

I, Sally McManus, being the Branch Secretary of the NSW and ACT (Services) Branch of the Australian Municipal Administrative Clerical and Services Union, certify:

- that the documents lodged herewith are copies of the full report, referred to in s268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the full report, was provided to members on 15 November 2011; and
- that the full report was presented to a meeting of the Committee of Management of the reporting unit on 8 December 2011 in accordance with the *Fair Work (Registered Organisations) Act 2009*.

Sally McManus
Branch Secretary

12 December 2011

ACTIVE STRONG UNITED

**AUSTRALIAN SERVICES UNION NSW
AND ACT (SERVICES) BRANCH**

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2011

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2011

In accordance with *the Fair Work (Registered Organisations) Act 2009 ("the Act")*, your Branch Executive presents the following report.

Principal Activities

The principal activity of the Branch during the year was that of a branch of a registered trade union. Those activities included but were not limited to representing members before Fair Work Australia, negotiating Enterprise Agreements, providing legal advice relating to Workers Compensation, representing members with individual and collective grievances, provision of industrial advice, provision of training, provision of union publications, protection of members' health and safety at work, promoting the interests of the members and improvement of living standards and quality of life for members.

The results of the Branch's principal activities were to improve the wages and conditions of employment of the Branch membership and to uphold members' industrial rights.

Significant changes in the Nature of the Principal Activities

The branch's principal activities resulted in a net deficit for the financial year of \$18,551 (2010: a deficit of \$89,281).

During the year the branch changed its accounting policy to account for membership fees on an accruals basis from a cash basis following advice received from Fair Work Australia.

The overall effect of the change in accounting policy has resulted in a decrease in Membership Fees of \$19,296 for the year ended 30 June 2011.

Significant changes in the Branch's Financial Affairs

There was no significant change in the financial affairs of the Branch.

Rights of Members - Manner of Resignation

All members have a right to resign in accordance with rule 32 of the Union's Registered Rules and 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.

Superannuation Fund Office Holders

No officer or member of the Branch is a trustee of a superannuation entity or a director of a company that is a trustee of a superannuation fund where the criteria for the officer or member being the trustee or a director is that the officer or member is an officer or member of the union.

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2011 (Continued)**

Other Prescribed Information

In accordance with Regulation 159 of the Fair Work (Registered Organisations) Regulations 2009:-

- (a) the number of persons who, at the end of the financial year, were recorded in the register of members and who are taken to be members of the Branch was 11,624.
- (b) the number of persons who were, at the end of the financial year, employees of the Branch (including both full-time and part-time employees measured on a full-time equivalent basis) was 30.
- (c) the names of those who have been members of the Branch Executive at any time during the financial year and the periods for which he or she held office were:

<u>Position</u>	<u>Name</u>	<u>Period</u>
Branch President	Narelle Clay	1 July 2010 - 30 June 2011
Deputy Branch President 1	John Maher	1 July 2010 - 30 June 2011
Deputy Branch President 2	Robert Mclean	1 July 2010 - 30 June 2011
Vice President (SACS)	Maree McDermott	1 July 2010 - 30 June 2011
Vice President (Water)	Bill Wotton	1 July 2010 - 14 April 2011
Vice President (Water and Ports)	Larissa McKellar	14 April 2011 - 30 July 2011
Vice President (Transport)	Robert Hucker	1 July 2010 - 20 June 2011
Vice President (Airlines, Shipping and Travel)	Di Horafios	1 July 2010 - 14 April 2011
Vice President (Airlines, Shipping Travel and IT)	Di Horafios	14 April 2011 - 30 June 2011
Vice President (Ports)	Nola Dyball	1 July 2010 - 14 April 2011
Vice President (Women)	Vacant	1 July 2010 - 14 April 2011
Vice President (Women)	Lyn Bevington	1 July 2010 - 14 April 2011
Branch Secretary	Sally McManus	1 July 2010 - 30 June 2011
Deputy Secretary	Michael Flinn	1 July 2010 - 30 June 2011
Treasurer	Geoff Fuller	1 July 2010 - 30 June 2011
Executive Councillor (SACS)	Danna Nelse	1 July 2010 - 30 June 2011
Executive Councillor (SACS)	Jorge Segovia	1 July 2010 - 30 June 2011
Executive Councillor (SACS)	Lyn Bevington	14 April 2011 - 30 June 2011
Executive Councillor (SACS)	Pauline Gallagher	14 April 2011 - 30 June 2011
Executive Councillor (SACS)	Mary Waterford	14 April 2011 - 30 June 2011
Executive Councillor (SACS)	Naomi Worrall	14 April 2011 - 30 June 2011
Executive Councillor (Water)	Paul Muller	1 July 2010 - 30 June 2011
Executive Councillor (Water)	Larissa McKellar	1 July 2010 - 14 April 2011
	Michael Talone	14 April 2011 - 30 June 2011
Executive Councillor (Water)	Jeremy Evans	14 April 2011 - 30 June 2011
Executive Councillor (Transport)	Dragan Bircevic	1 July 2010 - 30 June 2011
Executive Councillor (Transport)	Rodney Masters	1 July 2010 - 14 April 2011
	Mark Coleman	14 April 2011 - 30 June 2011
Executive Councillor (Airlines, Shipping & Travel)	Craig Carr	1 July 2010 - 14 April 2011
Executive Councillor (Airlines, Shipping, Travel and IT)	Craig Carr	14 April 2011 - 30 June 2011
Executive Councillor (Info Tech)	Anthony Steele	1 July 2010 - 14 April 2011
Executive Councillor (Airlines, Shipping, Travel & IT)	Anthony Steele	14 April 2011 - 30 June 2011
Executive Councillor (Hunter Water)	Peter Hull	1 July 2010 - 14 April 2011
	Bruce Lambert	14 April 2011 - 30 June 2011


AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2011 (Continued)

Other Relevant Information

Nil

Signed for and on behalf of the Committee of Management.



Sally McManus
Branch Secretary



Michael Flinn
Deputy Branch Secretary

15 November 2011

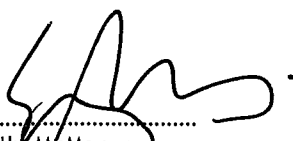
AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

BRANCH COMMITTEE OF MANAGEMENT'S STATEMENT

On 15 November 2011, the Branch Committee of Management of the Australian Services Union NSW and ACT (Services) Branch (the reporting unit) passed the following resolution in relation to the General Purpose Financial Report (GPFR) of the reporting unit for the year ended 30 June 2011. The Branch Committee of Management declares that in relation to the GPFR of the reporting unit for the year ended 30 June 2011:

- 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 of Fair Work Australia;
- c) the financial statements 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 June 2011;
- 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 ended 30 June 2011 and since the end of the financial year:
 - (i) meetings of the Branch Committee of Management 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 office 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 order for inspection of the financial records has been made by the Commission under section 273 of the Fair Work (Registered Organisations) Act 2009.
- f) during the financial year ended 30 June 2011 the branch did not participate in any recovery of wages activity.

Signed for and on behalf of the Branch Committee of Management



.....
Sally McManus
Branch Secretary

15 November 2011

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2011

	Note	2011 \$	2010 \$
INCOME			
Membership Fees		4,355,918	4,154,301
Interest Income		5,615	2,149
Other Income		12,426	44,201
Gain on Disposal of Non-Current Asset		5,339	1,185
Administration Fee - ASU of NSW		60,676	-
		<u>4,439,974</u>	<u>4,201,836</u>
EXPENDITURE			
Depreciation			
Furniture and Fittings		1,661	1,083
Computer Equipment		42,183	26,259
Motor Vehicles		11,539	13,421
Motor Vehicles - Finance Lease		31,829	27,639
		<u>87,212</u>	<u>68,402</u>
Employee Benefits Expense			
Salaries and Allowances			
- Officials		224,600	211,881
- Employees		2,105,460	1,989,453
Annual Leave		180,003	181,841
Long Service Leave		42,815	36,847
Fringe Benefits Tax		19,036	15,550
Superannuation		241,060	233,683
		<u>2,812,974</u>	<u>2,669,255</u>
Other Expenses			
Accounting		40,223	46,944
Affiliation Fees		90,523	88,754
ASU National Office Capitation Fees		356,897	331,814
Campaigns		109,365	47,014
Contributions to ASU of NSW Welfare and Emergency Fund		20,800	20,800
Delegates		10,111	18,929
Donations		12,862	5,720
Equipment Expense		59,141	69,302
Meetings		25,704	25,312
Motor Vehicle Expense		83,158	104,712
Office Supplies		20,889	24,561
Payroll Tax		114,888	111,988
Postage		23,761	17,511
Printing		158,463	215,230
Professional Fees	11	121,123	108,566
Property Expenses		22,056	63,314
Stationery		22,433	28,898
Telephone		117,714	103,825
Balance carried forward		<u>1,410,111</u>	<u>1,433,194</u>

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2011 (cont'd)

	Note	2011 \$	2010 \$
Balance brought forward		1,410,111	1,433,194
Travel Expense		<u>148,228</u>	<u>120,266</u>
		<u>1,558,339</u>	<u>1,553,460</u>
TOTAL EXPENDITURE		<u>4,458,525</u>	<u>4,291,117</u>
NET SURPLUS (DEFICIT) FOR THE YEAR		<u>(18,551)</u>	<u>(89,281)</u>
OTHER COMPREHENSIVE INCOME		<u>-</u>	<u>-</u>
OTHER COMPREHENSIVE INCOME FOR THE YEAR		<u>-</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		<u>(18,551)</u>	<u>(89,281)</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2011

	Note	2011 \$	2010 \$
ASSETS			
Current Assets			
Cash and cash equivalents	5	135,282	148,734
Receivables	6	375,515	251,993
Investments	7	<u>6,958</u>	<u>21,391</u>
Total Current Assets		<u>517,755</u>	<u>422,118</u>
Non-Current Assets			
Property, plant and equipment	8	<u>203,918</u>	<u>167,941</u>
Total Non-Current Assets		<u>203,918</u>	<u>167,941</u>
TOTAL ASSETS		<u>721,673</u>	<u>590,059</u>
LIABILITIES			
Current Liabilities			
Payables	9	448,400	268,175
Provision for Employee Entitlements	10	<u>287,095</u>	<u>280,434</u>
Total Current Liabilities		<u>735,495</u>	<u>548,609</u>
Non-Current Liabilities			
Payables	9	76,682	74,566
Provision for Employee Entitlements	10	<u>97,905</u>	<u>93,906</u>
Total Non-Current Liabilities		<u>174,587</u>	<u>168,472</u>
TOTAL LIABILITIES		<u>910,082</u>	<u>717,081</u>
NET LIABILITIES		<u>(188,409)</u>	<u>(127,022)</u>
ACCUMULATED (DEFICIT) AND RESERVES			
Accumulated (Deficit)		<u>(188,409)</u>	<u>(127,022)</u>
ACCUMULATED (DEFICIT) AND RESERVES		<u>(188,409)</u>	<u>(127,022)</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

**STATEMENT OF CHANGES IN ACCUMULATED (DEFICIT)
FOR THE YEAR ENDED 30 JUNE 2011**

	Note	Accumulated (Deficit)	Total
		\$	\$
Balance at 30 June 2009		(37,741)	(37,741)
Other Comprehensive Income			
Net (Deficit) for the Year		<u>(89,281)</u>	<u>(89,281)</u>
Total Comprehensive Income		<u>(89,281)</u>	<u>(89,281)</u>
Balance at 30 June 2010		<u>(127,022)</u>	<u>(127,022)</u>
Other Comprehensive Income			
Opening balance adjustment on change in accounting policy for membership fees	2	(42,836)	(42,836)
Net (Deficit) for the Year		<u>(18,551)</u>	<u>(18,551)</u>
Total Comprehensive Income		<u>(61,387)</u>	<u>(61,387)</u>
Balance at 30 June 2011		<u>(188,409)</u>	<u>(188,409)</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2011

	2011	2010
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Members	4,375,214	4,154,301
Payments to Suppliers and Employees	(4,264,521)	(4,275,505)
Interest Received	5,615	2,149
Other Receipts	<u>12,426</u>	<u>44,201</u>
NET CASH PROVIDED (USED IN) BY OPERATING ACTIVITIES	<u>128,734</u>	<u>(74,854)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for Purchase of Property, Plant & Equipment	(123,850)	(80,177)
Proceeds from Sale of Property, Plant & Equipment	6,000	24,176
Payments for Purchase of Investments	-	(1,406)
Proceeds from Sale of Investments	<u>14,433</u>	<u>-</u>
NET CASH (USED IN) INVESTING ACTIVITIES	<u>(103,417)</u>	<u>(57,407)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Net Proceeds from finance leases	7,099	14,281
(Net Payments)/Net Receipts (to) from Australian Services Union of NSW	<u>(45,868)</u>	<u>69,203</u>
NET CASH (USED IN) PROVIDED BY FINANCING ACTIVITIES	<u>(38,769)</u>	<u>83,484</u>
NET (DECREASE) IN CASH HELD	(13,452)	(48,777)
CASH AT BEGINNING OF FINANCIAL YEAR	<u>148,734</u>	<u>197,511</u>
CASH AT END OF FINANCIAL YEAR	<u>135,282</u>	<u>148,734</u>

(The accompanying notes form part of these financial statements.)

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

1. SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations and the Fair Work (Registered Organisations) Act 2009.

The committee of management have determined that Australian Services Union of NSW 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 committee of management have early adopted AASB 2010-2 Amendments to Australian Accounting Standards Arising from Reduced Disclosure Requirements from 31 July 2010. AASB 2010-2 applies to annual reporting periods commencing on or after 1 July 2013. The adoption of AASB 2010-2 has had no impact on amounts recognised in the financial statements and related notes because it merely requires fewer 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 Australian Services Union NSW and ACT (Services) Branch, and in accordance with the Fair Work (Registered Organisations) Act 2009 the Branch is a reporting unit. The Australian Services Union is an organisation registered under the Fair Work (Registered Organisations) Act 2009. 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 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 the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

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

(a) Revenue

Contributions are accounted for on an accrual basis. In the previous year they were accounted for on a cash basis. This change in accounting policy is disclosed at Note 2 to the accounts.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

All revenue is stated net of the amount of Goods and Services Tax (GST).

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

(b) Income Tax

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

(c) Property, Plant and Equipment

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

Depreciation

The depreciable amount of all fixed assets is depreciated on a straight line basis over their useful lives to the Branch commencing from the time the asset is ready for use.

The depreciation rates used for each class of asset are:

Furniture & Fixtures	20%
Computer Equipment	33.3%
Motor Vehicles	20% - 33.3%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at each balance date.

Gains and losses on disposals are calculated as the difference between the net disposal proceeds and the asset's carrying amount and are included in the statement of comprehensive income in the year that the item is derecognised.

Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership are transferred to the branch are classified as finance leases.

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

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

(d) Impairment

The carrying amounts of property, plant and equipment are reviewed for impairment when events or changes in circumstances indicate that the carrying value may not be recoverable. An impairment loss is recognised in the statement of comprehensive income for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of the asset's fair value less cost to sell and value in use. For the purpose of assessing value in use of assets not held primarily to generate cash, this represents depreciated current replacement cost, as the Branch is a not-for-profit organisation.

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

(e) Employee Entitlements

Provision is made for the Branch's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled plus related on costs.

Other employee benefits payable later than one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. In the case of Long Service Leave this results in an amount not materially different to that achieved by discounting future cash flows.

Contributions are made by the Branch to employee superannuation funds and are charged as expenses when incurred.

(f) Investments

All investments and other financial assets are initially stated at cost, being the fair value of consideration given plus acquisition costs. Purchases and sales of investments are recognised on trade date, which is the date on which the entity commits to purchase, or sell the asset. Accounting policies for each category of investments and other financial assets subsequent to initial recognition are set out below.

Available-for-sale financial assets

Investments, which are classified as available for sale, are measured at fair value. Unrealised gains or losses on these investments are recognised directly to equity in the Available-for-Sale Investment Reserve until the investment is sold or until the investment is determined to be impaired, at which time the cumulative gain or loss previously reported for that asset is included in the statement of comprehensive income.

(g) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables on the statement of financial position are shown inclusive of GST.

(h) Accounting Standards Issued But Not Yet Effective

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

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

2. CHANGE IN ACCOUNTING POLICY

For the year ended 30 June 2011 the branch has accounted for its contributions income on an accruals basis.

This is a change in accounting policy in that in previous years the branch had accounted for contributions income on a cash basis.

The effect of the change in accounting policy has resulted in a change to the and net assets for the year. Below is a summary showing the effect of the accounting policy change for the year ended 30 June 2011.

	2011
Statement of Comprehensive Income	
Net (Decrease) in Membership Fees	(19,296)
Overall Change in Surplus for the year	<u>(19,296)</u>
Statement of Financial Position	
(Increase) in Membership Fees in Arrears	(55,765)
Increase in Membership Fees in Advance	117,897
Overall Change in Net Assets	<u>62,132</u>
Statement of Changes In Accumulated (Deficit)	
(Decrease) in opening accumulated funds	(42,836)
Overall Change in Accumulated Deficit	<u>(42,836)</u>

3. ACCOUNTING ESTIMATES AND JUDGEMENTS

Estimates and judgements 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 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 Branch's accounting principles

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

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

4. 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 Sub-Sections (1), (2) and (3) of Section 272 of the 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).

	2011 \$	2010 \$
5. CASH AND CASH EQUIVALENTS		
Cash on Hand - Petty Cash	1,000	1,100
Cash at bank	<u>134,282</u>	<u>147,634</u>
	<u>135,282</u>	<u>148,734</u>
6. RECEIVABLES		
Current		
Advances to Officers	325	-
Advances to Employees	7,147	3,597
ASU of NSW	244,286	158,542
Membership in Arrears	55,765	-
Sundry Debtors	6,924	17,002
Prepayments	<u>61,068</u>	<u>72,852</u>
	<u>375,515</u>	<u>251,993</u>
7. INVESTMENTS		
(Non Public Investments)		
Cash and Cash Equivalents		
At Call Deposits - Credit Unions	<u>6,958</u>	<u>21,391</u>
8. PROPERTY, PLANT AND EQUIPMENT		
Furniture and Fixtures - at cost	11,907	7,485
Less: Accumulated Depreciation	<u>(2,902)</u>	<u>(1,241)</u>
	<u>9,005</u>	<u>6,244</u>
Computer Equipment - at cost	429,607	349,363
Less: Accumulated Depreciation	<u>(347,593)</u>	<u>(305,410)</u>
	<u>82,014</u>	<u>43,953</u>

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

8. PROPERTY, PLANT AND EQUIPMENT (cont'd)

	2011	2010
	\$	\$
Motor Vehicles - at cost	63,357	63,357
Less: Accumulated Depreciation	<u>(37,221)</u>	<u>(25,682)</u>
	<u>26,136</u>	<u>37,675</u>
Leased Motor Vehicles - at cost	177,900	152,916
Less: Accumulated Amortisation	<u>(91,137)</u>	<u>(72,847)</u>
	<u>86,763</u>	<u>80,069</u>
Total Property, Plant and Equipment	<u>203,918</u>	<u>167,941</u>

MOVEMENTS IN CARRY AMOUNTS

Reconciliations of the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year are set out below:

	Furniture and Fittings	Computer Equipment	Motor Vehicles	Leased Motor Vehicles	Total
	\$	\$	\$	\$	\$
Balance at 1 July 2010	6,244	43,953	37,675	80,069	167,941
Additions	4,422	80,244	-	39,184	123,850
Disposals	-	-	-	(661)	(661)
Depreciation	<u>(1,661)</u>	<u>(42,183)</u>	<u>(11,539)</u>	<u>(31,829)</u>	<u>(87,212)</u>
Balance at 30 June 2011	<u>9,005</u>	<u>82,014</u>	<u>26,136</u>	<u>86,763</u>	<u>203,918</u>

	Note	2011	2010
		\$	\$
9. PAYABLES			
Current			
Trade creditors and accruals		234,784	146,045
GST Payable		58,031	89,425
Membership Fees in Advance		117,897	-
Lease Liability	15	<u>37,688</u>	<u>32,705</u>
		<u>448,400</u>	<u>268,175</u>
Non-Current			
Lease Liability	15	<u>76,682</u>	<u>74,566</u>

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

	2011	2010
	\$	\$
10. PROVISION FOR EMPLOYEE ENTITLEMENTS		
Current		
Annual Leave Entitlement - Officers	19,347	17,468
Annual Leave Entitlement - Employee	181,560	191,186
	<u>200,907</u>	<u>208,654</u>
Long Service Leave Entitlement - Officers	38,075	29,700
Long Service Leave Entitlement - Employee	48,113	42,080
	<u>86,188</u>	<u>71,780</u>
	<u>287,095</u>	<u>280,434</u>
Non- Current		
Long Service Leave - Officers	16,580	13,503
Long Service Leave - Employees	81,325	80,403
	<u>97,905</u>	<u>93,906</u>
11. PROFESSIONAL SERVICES		
Remuneration of Auditor for:		
Audit of the financial Report	29,750	30,000
Audit of the financial report - prior year over accrual	(1,650)	2,400
Other services	4,900	-
	<u>33,000</u>	<u>32,400</u>
Legal Fees	88,123	76,166
	<u>121,123</u>	<u>108,566</u>

12. SUPERANNUATION

All employees of the Branch are entitled to benefits from a superannuation plan on retirement, disability or death. The Branch participated in a defined contribution plan. The benefits provided under this plan are based on accumulated contributions and earnings for each employee. The Branch's liability is limited to paying the contributions to the plan.

13. RELATED PARTIES

Transactions with officers of the Union

- Transactions with related parties are on normal terms and conditions no more favourable than those available to other parties, unless otherwise stated.
 - (a) The aggregate amount of remuneration paid to officers during the financial year is disclosed in the income statement under Salaries and Allowances - Officials.
 - (b) The aggregate amount paid during the financial period to a superannuation plan in respect of the retirement of officers was \$30,573 (2010: \$28,171).

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

13. RELATED PARTIES (Cont'd)

- (c) There have been no other transactions between 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.

Transactions with a Related Entity

- (d) Amounts receivable from the Australian Services Union of NSW are disclosed at Note 6 of the accounts.
- (e) Contributions paid to the Australian Services Union of NSW are disclosed as other expenses in the statement of comprehensive income.
- (f) Administration fees received from the Australian Services Union of NSW are disclosed as income in the statement of comprehensive income.

14. GOING CONCERN

As at 30 June 2011, the Branch had net liabilities of \$188,409 (2010: \$127,022) and its current liabilities of \$735,495 exceeded its current assets of \$517,755. The Branch is reliant on the financial support of a related Union, the Australian Services Union of NSW. The Australian Services Union of NSW has resolved to provide financial support in order for the Australian Services Union NSW and ACT (Services) Branch to meet its debts as and when they fall due.

	Notes	2011 \$	2010 \$
15. COMMITMENTS			
Finance Lease Commitments			
Payable			
- Not later than 12 months		51,882	47,872
- Between 12 Months and 5 Years		<u>85,448</u>	<u>87,879</u>
		137,330	135,751
Less future finance charges		<u>(22,960)</u>	<u>(28,480)</u>
Present Value of Minimum lease payments		<u>114,370</u>	<u>107,271</u>
Current Liability	9	37,688	32,705
Non Current Liability	9	<u>76,682</u>	<u>74,566</u>
		<u>114,370</u>	<u>107,271</u>

At 30 June 2011 the Branch had 9 motor vehicle finance lease commitments which all expire at different points of time with the latest being 5 April 2016. The implicit interest rates on the leases vary between 9.8% and 17.70%.

AUSTRALIAN SERVICES UNION NSW AND ACT (SERVICES) BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011 (Cont'd)

16. REGISTERED OFFICE

The registered office and principal place of business of the branch is:
Level 1
39 to 47 Renwick Street
Redfern NSW 2016

INDEPENDENT AUDITOR'S REPORT

To the members of Australian Service Union NSW and ACT (Services) Branch

We have audited the accompanying financial report of Australian Service Union NSW and ACT (Services) Branch, which comprises the statement of financial position as at 30 June 2011, the statement of comprehensive income, the statement of changes in accumulated funds and reserves and the statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the branch committee of management statement for the year ended.

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 branch committee of management and the branch secretary determines 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 the branch 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 ethical pronouncements and the Fair Work (Registered Organisations) Act 2009.

Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of Australian Service Union NSW and ACT (Services) Branch as at 30 June 2011, and its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and Fair Work (Registered Organisations) Act 2009.

A handwritten signature in black ink that reads 'BDO'.

BDO Audit (NSW-VIC) Pty Ltd

A handwritten signature in black ink that reads 'Jeff Abela'.

Jeff Abela

Director

Member of Institute of Chartered Accountants

And Holder of Current Public Practice Certificate

Registered Company Auditor (Registration Number 277931)

SYDNEY NSW 2000

15 November 2011