



16 December 2015

Mr Joseph Scales
Secretary

Australian Municipal, Administrative, Clerical and Services Union, South Australian and Northern Territory Branch
5-9 Rundle Street
KENT TOWN SA 5067

via email: jcales@asu-sant.asn.au

Dear Mr Scales

Australian Municipal, Administrative, Clerical and Services Union South Australian and Northern Territory Branch Financial Report for the year ended 30 June 2015 - [FR2015/223]

I acknowledge receipt of the financial report of the Australian, Administrative, Clerical and Services Union South Australian and Northern Territory Branch. The documents were lodged with the Fair Work Commission (FWC) on 4 December 2015.

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 2016 may be subject to an advanced compliance review.

Reporting Requirements

On the FWC website a number of factsheets in relation to the financial reporting process and associated timelines are available. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The FWC recommends reporting units use this model as it will assist in ensuring compliance with the RO Act, the s.253 Reporting Guidelines and the Australian Accounting Standards. Access to this information may be obtained via [this link](#).

Should you wish to discuss this letter, or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8656 4681 or by email at joanne.fenwick@fwc.gov.au.

Yours sincerely

Joanne Fenwick
Financial Reporting Specialist
Regulatory Compliance Branch

Australian Municipal, Administrative, Clerical and Services Union South Australian and Northern Territory Branch

s.268 Fair Work (Registered Organisations) Act 2009

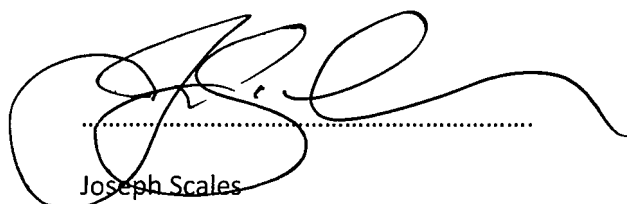
CERTIFICATE BY PRESCRIBED DESIGNATED OFFICER

Certificate for the period ended 30 June 2015

I, **Joseph Scales**, being the **Secretary** of the **Australian Municipal, Administrative, Clerical and Services Union South Australian and Northern Territory Branch** (trading as the Australian Services Union South Australian and Northern Territory Branch) certify:

- That the documents lodged herewith are copies of the full report for **Australian Municipal, Administrative, Clerical and Services Union South Australian and Northern Territory Branch** for the period ended 30 June 2015 referred to in s.268 of the *Fair Work (Registered Organisations) Act 2009*; and
- That the full report was provided to members of the reporting unit on **11 November 2015**; and
- That the full report was presented to **a meeting of the committee of management** of the reporting unit on **10 November 2015 and 3 December 2015** in accordance with s. 266 of the *Fair Work (Registered Organisations) Act 2009*

Signature of prescribed officer:



.....
Joseph Scales
SECRETARY

Australian Municipal, Administrative, Clerical and Services Union South Australian and Northern Territory Branch

04/12/2015

AUSTRALIAN MUNICIPAL, ADMINISTRATIVE,
CLERICAL AND SERVICES UNION SOUTH
AUSTRALIAN & NORTHERN TERRITORY BRANCH

TRADING AS

AUSTRALIAN SERVICES UNION
SOUTH AUSTRALIAN & NORTHERN
TERRITORY BRANCH

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2015

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

OPERATING REPORT

This Operating Report covers the activities of Australian Services Union, SA & NT Branch, for the financial year ended 30 June 2015.

1 Review of the principal activities, the results of those activities and significant changes in the nature of those activities during the year

As in past years, the principal activities of the Branch during the year fell into the following five categories:

- To uphold the rights of organised labour, to improve, protect and foster the best interests of its members and to co-operatively improve the cultural and living standards of its members;
- To watch over, improve, foster and protect the interests of its members; and
- To obtain and maintain for its members reasonable hours of work and fair wages and industrial conditions.
- To work collaboratively across the industries in which members work to create stronger and more sustainable industries by addressing workforce issues which impact the attraction and retention of workers.
- To work collaboratively with members and all relevant stakeholders to build fairness in workplaces, industries and communities.

The results of these activities was to improve the wages and conditions of employment of members, including through individual representation, the maintenance of the award safety net, the negotiation of collective agreements, the participation in broader test cases and strategic campaigns.

The operating result of the Branch for the year ended 30th June 2015 was a deficit of \$233,926 (2014 deficit: \$61,938). No provision for tax was necessary as the Branch is exempt from income tax.

The Branch faced the continued challenge of declining income from membership subscriptions. A range of expenses have been reduced to more sustainable levels compared to previous years. However, continued work to maximise income and reduce expenditure will be required in the future.

2 Significant changes in financial affairs

There were no significant changes in the financial affairs of the Branch other than an independent valuation of the Branch land and buildings undertaken during the year which resulted in an increase in their value by \$777,114.

3 Right of members to resign

All members have the right to resign from the Union in accordance with National Rule 32 - Resignation, of the Union Rules (and Section 174 of the *Fair Work (Registered Organisations) Act 2009*); namely providing written notice addressed and delivered to the Secretary of the Branch of which they are a member.

4 Officers and employees who are a superannuation fund trustee or a director of a company that is a superannuation fund trustee

The following officers and employees of the Branch are trustees or directors of companies that are trustees of superannuation funds where a criterion for the officer or employee being the trustee or director is that the officer is a member of a registered organisation

Joseph Scales is a member of the Board of the trustee of the Electricity Industry Superannuation Scheme from February 2015

Steve Georganas is a member of the Board of Directors of Statewide Superannuation Pty Ltd as trustee of Statewide Superannuation Trust from July 2014 and a member of the Board of the trustee of the Electricity Industry Superannuation Scheme until August 2014

The Electricity Industry Superannuation Scheme does not pay Board fees. All Statewide Superannuation Trust Board fees are paid to the Branch.

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

OPERATING REPORT (cont)

5 Officers and employees who are a director of a company or member of a board

The following officers and employees are a director of a company or a member of a board as a result of being an officer or employee of the Branch:

Name	Company or Board	Company or Board Principal Activity
Joseph Scales	ASU National Executive	Governance of national Union
Joseph Scales	SA Unions Executive	Representation Unions in SA
Joseph Scales	Unions NT Council	Representation Unions in NT
Abbie Spencer	ASU National Executive	Governance of national Union
Anne Purdy	Industrial Relations Advisory Committee	Industrial relations advice

6 Disclosure statements - Remuneration and non-cash benefits of highest paid officers

The two highest paid officers of the Branch for the year ended 30 June 2015 and the amounts of relevant remuneration paid to them and the value of non-cash benefits received by them is as set out below:

Name of Officer	Actual amount of relevant remuneration	Value of non-cash benefits
Joseph Scales	\$ 110,612	\$ 3,131
Abbie Spencer	\$ 88,564	\$ 3,666

Non-cash benefits represent the provision of a motor vehicle for which the officers make a personal financial contribution each fortnight.

7 Disclosure statements - Officers' material personal interests

No officer of the Branch has disclosed any material personal interests that they or a relative of theirs has in a matter that relates to the affairs of the Branch in the year ended 30 June 2015

8 Disclosure by Branch of payments to related parties or declared persons

The Branch has made no reportable payments to any related party or declared person or body of the Branch during the year ended 30 June 2015.

9 Number of members

The number of persons that were at the end of the financial year recorded in the register of members for section 230 of the *Fair Work (Registered Organisations) Act 2009* and who are taken to be members of the Branch under section 244 of the Act was 5,143.

10 Number of employees

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 22.

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

OPERATING REPORT (cont)

11 Names of Committee of Management members and period position held during the financial year

The following persons were a member of the Committee of Management of the Branch, being the Branch Council during the year ending 30 June 2015:

Name	Positions Held	Period Position Held
Joseph Scales	Secretary	1 July 2014 to 30 June 2015
Abbie Spencer	Assistant Secretary	1 July 2014 to 30 June 2015
Kristen Gilbertson	President	1 July 2014 to 30 June 2015
Darren Wicks	Vice President	1 July 2014 to 30 June 2015
Maggie L'Estrange	Vice President (Women)	1 July 2014 to 30 June 2015
Robert Habel	Vice President	1 July 2014 to 30 June 2015
Cathy Spurr	Vice President (Women)	1 July 2014 to 31 March 2015
Helen Malby	Vice President (Women)	1 April 2015 to 30 June 2015
Helen Malby	Branch Councillor	1 July 2014 to 31 March 2015
Narrah Zollo	Branch Councillor (Women)	1 July 2014 to 30 June 2015
Lindsay Goode	Branch Councillor (General)	1 April 2015 to 30 June 2015
Andrew Christie	Branch Councillor	1 July 2014 to 31 March 2015
Letitia Ashworth	Branch Councillor (Women)	1 July 2014 to 30 June 2015
Christopher Luck	Branch Councillor	1 July 2014 to 31 March 2015
Mike Chang	Branch Councillor (General)	1 April 2015 to 30 June 2015
Caroline Tindale	Branch Councillor (Women)	1 July 2014 to 31 March 2015
Carol-Ann Murray	Branch Councillor (Women)	1 July 2014 to 31 March 2015
Leith Semmens	Branch Councillor	1 July 2014 to 31 March 2015
Patrick North	Branch Councillor (General)	1 April 2015 to 30 June 2015
Sharon Kohn	Branch Councillor (General)	1 April 2015 to 30 June 2015
Gabrielle Lauer	Branch Councillor (Women)	1 July 2014 to 31 March 2015
Robyn Garside	Branch Councillor	1 July 2014 to 31 March 2015
Sonya Carmody	Branch Councillor (General)	1 April 2015 to 30 June 2015
David Detchon	Branch Councillor	1 July 2014 to 30 June 2015
Kate Wootton	Branch Councillor (Women)	1 July 2014 to 30 June 2015
Sarah Lowe	Branch Councillor (Women)	1 July 2014 to 30 June 2015
Joanne Wright	Branch Councillor (Women)	1 July 2014 to 31 March 2015
Vicki Osland	Branch Councillor (General)	1 April 2015 to 30 June 2015
Katherine Annear	Branch Councillor	1 July 2014 to 30 June 2015
Brendan Pyne	Branch Councillor	1 July 2014 to 30 June 2015
Sandra Dunn	Branch Councillor	1 July 2014 to 30 June 2015
Rachel Uebergang	Branch Councillor	1 July 2014 to 30 June 2015

The Australian Electoral Commission conducted elections during the year and declared the results on 1 April 2015

Signed: .....
Joseph Scales, Branch Secretary

Date: 11/11/15.....

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT

On 10 NOVEMBER 2015 the Branch Council of Australian Services Union SA & NT Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the Branch for the year ended 30 June 2015:

The Branch Council 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 of Fair Work Commission;
- (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 2015;
- (d) there are reasonable grounds to believe that the Branch will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year ended 30 June 2015 and since the end of that financial year:
 - (i) meetings of the 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 requirements of 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 the National Office of Australian Services Union; and
 - (v) where information has been sought in any request by a member of the Branch or the General Manager of Fair Work Commission duly made under section 272 of the *Fair Work (Registered Organisations) Act 2009* this has been provided to the member or General Manager of Fair Work Commission; and
 - (vi) where any order for inspection of financial records made by the Fair Work Commission under section 273 of the *Fair Work (Registered Organisations) Act 2009* there has been compliance.
- (f) no revenue has been derived from undertaking recovery of wages activity during the year ended 30 June 2015

Signed: 
Joseph Scales, Branch Secretary

Date: 11/11/15



**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
SOUTH AUSTRALIAN & NORTHERN TERRITORY BRANCH
TRADING AS AUSTRALIAN SERVICES UNION SOUTH AUSTRALIAN & NORTHERN TERRITORY BRANCH**

We have audited the accompanying financial report of Australian Municipal, Administrative, Clerical and Services Union South Australian & Northern Territory Branch trading as Australian Services Union South Australian & Northern Territory Branch, which comprises the Statement of Financial Position as at 30 June 2015, the Statement of Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity and Cash Flow Statement for the year then ended, Notes to the Financial Statements and the Committee of Management's Statement.

Committee of Management Responsibility for the Financial Report

The Committee of Management are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the requirements of the Reporting Guidelines of Division 3 of Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* and for such internal control as they determine are 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. These Auditing Standards require that we 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 Branch'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 Branch'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, 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.

Matters Relating to the Electronic Presentation of the Audited Financial Report

This audit report relates to the financial report of the Australian Services Union South Australian & Northern Territory Branch for the year ended 30 June 2015, including its presentation on the Australian Services Union web site. The National Executive and the National Secretary of Australian Municipal, Administrative, Clerical and Services Union are responsible for the integrity of the Australian Services Union web site. This audit report refers only to the statements named above for the South Australian and Northern Territory Branch. It does not provide an opinion on any other information that may be hyper linked to or from these statements. If users of this report are concerned with the inherent risks arising from electronic data communications they are advised to refer to the hard copy of the audited financial reports to confirm the information included in the audited financial report presented on the web site.



**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
SOUTH AUSTRALIAN & NORTHERN TERRITORY BRANCH
TRADING AS AUSTRALIAN SERVICES UNION SOUTH AUSTRALIAN & NORTHERN TERRITORY BRANCH (CONT)**

Independence

In conducting our audit, we have complied with the independence requirements of the Accounting Professional and Ethical Standards.

Audit Declarations

We have concluded that management's use of the going concern basis of accounting in preparation of the financial statements is appropriate.

The auditor is an approved auditor in accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, is a member of the Institute of Chartered Accountants in Australia and holds a current Public Practice Certificate.

Audit Opinion

In our opinion the financial report present fairly, in all material respects, the financial position of Australian Municipal, Administrative, Clerical and Services Union South Australian & Northern Territory Branch trading as Australian Services Union South Australian & Northern Territory Branch as at 30 June 2015 and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and the requirements of the Reporting Guidelines of Division 3 of Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009*.

Edwards Marshall
Chartered Accountants

Stephen Camilleri
Partner

Adelaide
South Australia

Dated 11 November 2015

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2015**

	Note	30.06.15 \$	30.06.14 \$
INCOME			
Revenue			
Membership Subscriptions		2,635,915	2,843,545
Capitation Fees		-	-
Levies		-	-
Interest		14,475	17,286
Rental Revenue	3	43,610	39,260
Other Revenue	4	98,219	86,520
Total Revenue		<u>2,792,219</u>	<u>2,986,611</u>
Other Income			
Donations		-	-
Grants		186,053	290,104
Net Gain on Disposal of Plant and Equipment		7,667	10,632
Financial Support from National Office		-	6,000
Financial Support from Other Branches		-	-
Sundry Income		21,338	22,521
Total Other Income		<u>215,058</u>	<u>329,257</u>
Total Income		<u>3,007,277</u>	<u>3,315,868</u>
EXPENSES			
Employee Expenses	5	1,978,220	2,137,733
Capitation Fees - National Office Capitation Fees		166,227	188,004
Affiliation Fees	6	70,060	66,231
Administration Expenses	7	820,622	758,466
Grants and Donations	8	3,130	6,387
Depreciation	11	177,097	189,088
Legal Costs for Litigation		16,648	22,441
Legal Costs for Other Legal Matters		-	-
Audit Fees	16	9,200	9,455
Net Loss on Disposal of Plant and Equipment		-	-
Penalties Imposed Under RO Act or Regulations		-	-
Total Expenses		<u>3,241,203</u>	<u>3,377,805</u>
Profit / (Loss) for the Year		<u>(233,926)</u>	<u>(61,937)</u>
OTHER COMPREHENSIVE INCOME			
Items that will not be subsequently reclassified to Profit or Loss:			
Gain on Revaluation of Land and Buildings		777,114	-
Total Other Comprehensive Income		<u>-</u>	<u>-</u>
Total Comprehensive Income for the Year		<u>543,188</u>	<u>(61,937)</u>

The financial statements should be read in conjunction with the notes

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2015**

	Note	30.06.15 \$	30.06.14 \$
ASSETS			
Current Assets			
Cash and Cash Equivalents	9	73,275	148,259
Investments in Short Term Deposits		278,979	397,607
Investment in Shares		665	665
Trade and Other Receivables	10	25,704	41,518
Prepayments		-	1,497
Total Current Assets		<u>378,623</u>	<u>589,546</u>
Non-Current Assets			
Land and Buildings	11	4,160,000	3,478,886
Plant and Equipment	11	214,043	175,594
Total Non-Current Assets		<u>4,374,043</u>	<u>3,654,480</u>
Total Assets		<u>4,752,666</u>	<u>4,244,026</u>
LIABILITIES			
Current Liabilities			
Trade and Other Payables	12	307,974	390,683
Employee Provisions	13	259,302	211,819
Total Current Liabilities		<u>567,276</u>	<u>602,502</u>
Non-Current Liabilities			
Employee Provisions	13	14,192	13,513
Total Non-Current Liabilities		<u>14,192</u>	<u>13,513</u>
Total Liabilities		<u>581,468</u>	<u>616,015</u>
Net Assets		<u>4,171,198</u>	<u>3,628,011</u>
EQUITY			
General Fund		609,444	843,371
Asset Revaluation Reserve		3,429,184	2,652,070
Building Maintenance Reserve		132,570	132,570
Total Equity		<u>4,171,198</u>	<u>3,628,011</u>

The financial statements should be read in conjunction with the notes

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2015**

	Note	30.06.15 \$	30.06.14 \$
GENERAL FUND			
Accumulated Funds at the Beginning of the Year		843,371	905,308
Surplus/(Deficit) for the Year		<u>(233,926)</u>	<u>(61,937)</u>
Accumulated Funds at the End of the Year		<u>609,444</u>	<u>843,371</u>
ASSET REVALUATION RESERVE			
Reserve at the Beginning of the Year		2,652,070	2,652,070
Land and Building Revaluation	11	<u>777,114</u>	<u>-</u>
Reserve at the End of the Year		<u>3,429,184</u>	<u>2,652,070</u>
BUILDING MAINTENANCE RESERVE			
Reserve at the Beginning of the Year		132,570	132,570
Transfer to/from Reserves		<u>-</u>	<u>-</u>
Reserve at the End of the Year		<u>132,570</u>	<u>132,570</u>

The financial statements should be read in conjunction with the notes

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2015**

	Note	30.06.15 \$	30.06.14 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Membership Subscriptions		2,908,697	3,132,970
Interest		14,475	17,286
Rent		44,233	39,883
Board Fees		105,653	86,409
Grants		186,053	133,104
Financial Support from National Office		-	6,000
Sundry Receipts		21,363	22,567
Total Receipts		3,280,474	3,438,220
Payments			
Payments to Suppliers and Employees		(3,100,141)	(3,513,181)
Capitation Fees to National Office		(180,808)	(181,884)
Industrial Relations Levies Paid to National Office		(6,178)	(12,407)
Other Payments to National Office		(668)	-
Affiliation Fees		(70,660)	(70,021)
Donations Paid to ASU NSW & ACT Branch		-	(2,000)
Donations		(3,130)	(4,387)
Total Payments		(3,361,584)	(3,783,881)
Net Cash Provided By / (Used In) Operating Activities	14	(81,110)	(345,660)
CASH FLOWS FROM INVESTING ACTIVITIES			
Receipts			
Proceeds from Sale of Plant and Equipment		10,285	20,695
Receipts from Investments		118,628	-
Total Receipts		128,913	20,695
Payments			
Payments for Plant & Equipment		(122,787)	(31,412)
Payments for Investments		-	(13,523)
Total Payments		(122,787)	(44,935)
Net Cash Provided By / (Used In) Investing Activities		6,126	(24,240)
Net Increase / (Decrease) In Cash Held		(74,984)	(369,900)
Cash and Cash Equivalents at the Beginning of the Year		148,259	518,159
Cash and Cash Equivalents at the End of the Year	9	73,275	148,259

The financial statements should be read in conjunction with the notes

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

1 SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations of the Australian Accounting Standards Board and the *Fair Work (Registered Organisations) Act 2009* (RO Act). Australian Services Union SA & NT Branch is a not-for-profit entity for financial reporting purposes under the Australian Accounting Standards.

The financial report is prepared using the accruals basis of accounting and on the basis of historical costs except where applicable non-current assets, financial assets and financial liabilities measured at fair value, being the amount they could be exchanged between knowledgeable willing parties in an arms length transaction. The accounting policies have been consistently applied unless otherwise stated. The financial statements are presented in Australian dollars.

In particular:

a) The rules of the Union provide that all property and assets are held in the name of the Union. This particularly applies to property acquired from Branch funds but which is registered in the name of the Union. Branch funds themselves form part of the property of the Union. The Union policy is for assets and property acquired from Branch funds to be accounted for in the financial report of the Branch from whose funds the assets were acquired. Similarly, all income received by a Branch (whether in the form of entrance fees, contributions, fines, fees, levies, dues or penalties or by way of investments and the like) is accounted for in the financial report of that Branch even though such income is the property of the Union.

b) Revenue is measured at the fair value of the consideration received or receivable.

Revenue from membership subscriptions is accounted for on an accrual basis and is recorded as revenue in the year to which it relates.

Donation revenue is recognised when its received.

Interest revenue is recognised on an accrual basis using the effective interest method.

Rental revenue from operating leases is recognised on a straight line basis over the term of the lease.

Government grants are recognised when the Branch will comply with the condition attached to the grant and the grant will be received.

c) Cash is recognised at its nominal amount. Cash and cash equivalents includes cash on hand, at call deposits with banks or financial institutions and investments in money market instruments that are readily convertible into known amounts of cash with insignificant risks of change in value, and bank overdrafts.

d) Property, plant and equipment are initially brought to account at cost.

Land and buildings are carried at fair value less accumulated depreciation on buildings and impairment losses. Revaluations are carried out with sufficient frequency to ensure that the carrying amount does not differ materially from the fair value. Any revaluation increment is credited to the asset revaluation reserve in equity except to the extent that it reverses a previous revaluation decrement previously recognised in profit or loss. Revaluation decrements are recognised in profit or loss except to the extent that they reverse previous revaluation increments. Any accumulated depreciation at revaluation date is eliminated against the carrying value of the asset and then the asset is restated to the revalued amount.

Plant and equipment is carried at cost less accumulated depreciation and impairment losses. The carrying value is reviewed annually by the Committee of Management to ensure it is not in excess of the recoverable amount from the assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected cash flows have not been discounted to their present values in determining recoverable amounts.

Depreciation of property, plant and equipment is calculated under the diminishing value and straight line methods in order to write the assets off over their useful life. The assets residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date. The depreciation rates used for each class of assets are:

Class of Fixed Asset	Depreciation rate
Buildings	2.50%
Motor Vehicles	33.55%
Plant and Equipment	10%-67%

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

1 SIGNIFICANT ACCOUNTING POLICIES (cont)

At each reporting date, the Committee of Management reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the profit or loss for the period.

Property, plant and equipment is derecognised on disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss on disposal is determined as the difference between the sales proceeds and the carrying amount of the asset, and is recognised in the profit or loss when control has passed to the buyer.

- e) Provisions are recognised when there is a legal or constructive obligation as a result of past events, for which it is probable that an outflow of economic benefits, that can be reliably estimated, will result.
- f) Provisions and accruals are made for the Branch's liability for employee benefits arising from services rendered by employees to balance date. Accrued employee benefits arising from wages and salaries, and provisions for annual leave and long service leave which are expected to be settled within one year, have been measured at the amounts expected to be paid when the liability is settled. Provision for employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In calculating the present value of future cash flows the probability of leave being taken is based on historical data and the cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of the cash flows. Contributions made by the Branch to employee superannuation funds are charged as an expense when incurred.
- g) The Branch is exempt from income tax under section 50.1 of the *Income Tax assessment Act 1997* but still has an obligation for Fringe Benefits Tax (FBT) and Goods and Services Tax (GST). Revenues, expenses and assets are recognised net of Goods and Services Tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office, in which case the GST is recognised as part of the asset or as part of an item of expense. Receivables and payables in the balance sheet are shown inclusive of GST. Cash flows are presented in the Cash Flow Statement on a gross basis except for the GST component of investing activities which are included in operating cash flows.
- h) Financial instruments, including financial assets and financial liabilities, are recognised when the Branch becomes a party to the contractual provisions of the instrument. There are four types of financial assets:
 - i. Financial assets at fair value through profit or loss are financial assets held for trading for the purpose of short term profit taking, or financial assets designated as such to avoid an accounting mismatch or to enable performance evaluation where they are managed in accordance with a documented risk management or investment strategy. They are initially measured at fair value and realised and unrealised gains and losses arising from subsequent changes in fair value are included in profit or loss in the period in which they arise.
 - ii. Loans and receivables are financial assets with fixed or determinable payments that are not quoted in an active market. They are initially measured at fair value plus transaction costs and are subsequently measured at amortised cost using the effective interest rate method.
 - iii. Held-to-maturity investments are financial assets that have fixed maturities and fixed or determinable payments, and it is the intention to hold these investments to maturity. They are initially measured at fair value plus transaction costs and are subsequently measured at amortised cost using the effective interest rate method.
 - iv. Available-for-sale financial assets are financial assets that are either designated as such or that are not classified in any of the other categories. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments. They are initially measured at fair value plus transaction costs and realised and unrealised gains and losses arising from subsequent changes in fair value are included in equity in the period in which they arise.

There are two types of financial liabilities:

- i. Financial liabilities at fair value through profit or loss are financial liabilities held for trading for the purpose of short term profit taking, or financial liabilities designated as such to avoid an accounting mismatch or to enable performance evaluation where they are managed in accordance with a documented risk management or investment strategy. They are initially measured at fair value and realised and unrealised gains and losses arising from subsequent changes in fair value are included in profit or loss in the period in which they arise.
- ii. Other financial liabilities are initially measured at fair value plus transaction costs and are subsequently measured at amortised cost using the effective interest rate method.

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

1 SIGNIFICANT ACCOUNTING POLICIES (cont)

At each reporting date, the Committee of Management reviews the carrying values of its financial assets, other than those measured at fair value, to determine whether there is any indication that those assets have been impaired. If such an indication exists, asset's carrying value is compared to the recoverable amount of the asset, being the present value of estimated future cash flows discounted at the original effective interest rate for assets carried at amortised cost. Any excess of the asset's carrying value over its recoverable amount is expensed to the profit or loss for the period.

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the Branch no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expire. The difference between the carrying value of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

- i) The asset revaluation reserve records revaluations of non-current assets.
- j) When required by Accounting Standards, comparative figures have been adjusted to conform to changes in the presentation of the current financial
- k) 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 except for the following standards, which have been adopted for the first time this financial year:

- AASB 10 Consolidated Financial Statements redefines the concept of control. AASB 10 replaces the consolidation requirements of SIC-12 Consolidation—Special Purpose Entities and AASB 127 Consolidated and Separate Financial Statements and is effective for not-for-profit entities with annual periods beginning on or after 1 January 2014. This Standard did not have an impact on the Branch.
- AASB 11 Joint Arrangements sets out a new framework for the accounting for joint ventures, including removal of the option to use proportionate consolidation. The adoption of this Standard did not have an impact on the Branch.
- AASB 12 Disclosures of Interests in Other Entities is a disclosure standard that includes all of the disclosure requirements for subsidiaries, joint arrangements, associates and consolidated and unconsolidated structured entities. The adoption of this Standard did not have an impact on the Branch.

Future Australian Accounting Standards Requirements:

- AASB 9: Financial Instruments (December 2014) and associated Amending Standards (applicable for annual reporting periods commencing on or after 1 January 2018).

These Standards will be applicable retrospectively (subject to the provisions on hedge accounting outlined below) and include revised requirements for the classification and measurement of financial instruments, revised recognition and derecognition requirements for financial instruments, and simplified requirements for hedge accounting.

The key changes that may affect the Branch on initial application of AASB 9 and associated Amending Standards include certain simplifications to the classification of financial assets, simplifications to the accounting of embedded derivatives, upfront accounting for expected credit loss and the irrevocable election to recognise gains and losses on investments in equity instruments that are not held for trading in other comprehensive income. AASB 9 also introduces a new model for hedge accounting that will allow greater flexibility in the ability to hedge risk, particularly with respect to the hedging of non-financial items. Should the Branch elect to change its hedge accounting policies in line with the new hedge accounting requirements of AASB 9, the application of such accounting would be largely prospective.

Although the Branch anticipates that the adoption of AASB 9 may have an impact on the Branch's financial instruments, it is impracticable at this stage to provide a reasonable estimate of such impact.

**AUSTRALIAN SERVICES UNION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

1 SIGNIFICANT ACCOUNTING POLICIES (cont)

- l) The Branch measures some of its assets and liabilities at fair value on either a recurring or non-recurring basis, depending on the requirements of the applicable Accounting Standard.

Fair value is the price the Branch would receive to sell an asset or would have to pay to transfer a liability in an orderly (ie unforced) transaction between independent, knowledgeable and willing market participants at the measurement date. As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (ie the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the Branch at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset or minimises the payments made to transfer the liability, after taking into account transaction costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

The fair value of liabilities may be valued, where there is no observable market price in relation to the transfer of such financial instrument, by reference to observable market information where such instruments are held as assets. Where this information is not available, other valuation techniques are adopted and, where significant, are detailed in the respective note to the financial statements.

The Branch uses valuation techniques that are appropriate in the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

All assets and liabilities for which fair value is measured are categorised within the following fair value hierarchy based on the lowest level input that is significant to the fair value measurement:

Level 1 - Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2 - Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3 - Measurements based on unobservable inputs for the asset or liability.

- m) The financial report has been prepared using the going concern basis of accounting. The Branch's ability to continue as a going concern is not reliant on financial support of the National Office or another branch. The Branch has not agreed to provide financial support to the National Office or another branch to ensure they have the ability to continue as a going concern.
- n) The Committee of Management evaluate estimates and judgements incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Branch. Following are the significant accounting estimates and judgements which have been identified:

The freehold land and buildings were independently valued at 19 May 2015 by McGees Property. The valuation was based on an assessment of the property's current market value using the capitalisation of net income approach. The critical assumptions adopted in determining the valuation included the location of the land and buildings, the current strong demand for land and buildings in the area and recent sales data for similar properties. The valuation resulted in a revaluation increment of \$777,114 being recognised for the year ended 30 June 2015. At 30 June 2015, the Committee of Management reviewed the key assumptions made by the valuers at 19 May 2015. They have concluded that these assumptions remain materially unchanged, and are satisfied that carrying amount does not exceed the recoverable amount of land and buildings at 30 June 2015.

2 EVENTS AFTER THE REPORTING PERIOD

There were no events that occurred after the end of the financial year and prior to signing of the financial report that would affect the ongoing structure and financial activities of the Branch.

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

	Note	30.06.15 \$	30.06.14 \$
3 RENTAL REVENUE			
Property Rent - Food and Beverage Development Fund SA		36,790	32,775
Other - Room Hire		6,820	6,485
Total Rental Revenue		<u>43,610</u>	<u>39,260</u>
4 OTHER REVENUE			
Board Fees		98,194	86,473
Dividends Received		25	47
Total Other Revenue		<u>98,219</u>	<u>86,520</u>
5 EMPLOYEE EXPENSES			
Office Holders	18		
Short-term employee benefits			
Wages and Salaries		203,176	200,538
Annual Leave		19,862	21,075
Separation and Redundancies		-	8,316
Other Employee Expenses		6,797	8,479
Total Short-term employee benefits		<u>229,835</u>	<u>238,408</u>
Post-employment benefits			
Superannuation		31,135	29,581
Other long-term benefits			
Long Service Leave		4,040	925
Total Office Holders Employee Expenses		<u>265,010</u>	<u>268,914</u>
Other Employees			
Wages and Salaries		1,476,177	1,566,573
Annual Leave		18,303	54,024
Separation and Redundancies		-	65,614
Superannuation		172,765	189,239
Long Service Leave		30,071	(11,172)
Other Employee Expenses		15,894	4,541
Total Other Employees Employee Expenses		<u>1,713,210</u>	<u>1,868,819</u>
Total Employee Expenses		<u>1,978,220</u>	<u>2,137,733</u>
6 AFFILIATION FEES			
SA Unions		29,785	28,367
Australian Labor Party		32,572	23,230
National Airlines Division Council		1,043	1,564
Other TLC		5,355	11,124
SA Government Federation		200	200
SA May Day Collective		350	718
South Australian Council of Social Service		755	755
Northern Territory Council of Social Service		-	273
Total Affiliation Fees		<u>70,060</u>	<u>66,231</u>

**AUSTRALIAN SERVICES UNION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

	30.06.15	30.06.14
	\$	\$
7 ADMINISTRATION EXPENSES		
Consideration to Employers for Payroll Deductions	6	130
Compulsory Industrial Relations Levies to ASU National Office	6,178	12,407
Attendance Fees at Meetings and Conferences - Office Holders	-	-
Attendance Fees at Meetings and Conferences - Other	-	-
Meeting and Conference Expenses	7,012	15,635
Contractors and Consultants	28,289	-
Property Expenses	190,112	163,297
Computer Expenses	57,768	72,579
Accountancy Fees	24,828	27,551
Advertising	909	6,675
Bank Charges	21,438	19,025
Communications	22,869	3,922
Doubtful Debts Expense	-	1,282
E-news Expenses	8,760	2,495
Grant Expenses	26,337	-
Member Benefits Expense	27,760	22,157
Member Event Expenses	23,204	4,532
Motor Vehicle Expenses	59,055	59,417
Payroll Tax	68,874	89,067
Postage	8,158	13,927
Printing & Stationery	20,508	44,390
Rent & Lease Equipement	14,719	13,220
Sundry Expenses	3,885	43,466
Telephone	49,031	40,699
Training	43,357	38,267
Travel	68,931	32,886
Workcover Levy	38,634	31,440
Total Administration Expenses	<u>820,622</u>	<u>758,466</u>
8 GRANTS AND DONATIONS		
Grants under \$1,000	-	-
Grants over \$1,000	-	-
Donations under \$1,000	407	1,664
Donations over \$1,000	2,723	2,723
Donations to ASU NSW & ACT Branch over \$1,000	-	2,000
Total Grants and Donations	<u>3,130</u>	<u>6,387</u>
9 CASH & CASH EQUIVALENTS		
Cash at Bank	73,275	148,259
Cash on Hand	-	-
Total Cash and Cash Equivalents	<u>73,275</u>	<u>148,259</u>
10 TRADE AND OTHER RECEIVABLES		
Receivables from National Council and Other Branches	-	-
less Provision for Doubtful Debts	-	-
Trade and Other Receivables	25,704	41,518
Total Trade and Other Receivables	<u>25,704</u>	<u>41,518</u>

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

	30.06.15 \$	30.06.14 \$
11 PROPERTY, PLANT & EQUIPMENT		
Land and Buildings		
Land and Buildings at Valuation	4,160,000	3,772,400
Less: Accumulated Depreciation	-	(293,514)
Total Land and Buildings	<u>4,160,000</u>	<u>3,478,886</u>
Total Land and Buildings	<u>4,160,000</u>	<u>3,478,886</u>
Plant and Equipment		
Motor Vehicles at Cost	334,650	330,015
Less: Accumulated Depreciation	(222,710)	(221,656)
Total Motor Vehicles	<u>111,940</u>	<u>108,359</u>
Other Plant and Equipment at Cost	523,187	452,027
Less: Accumulated Depreciation	(421,084)	(384,792)
Total Other Plant and Equipment	<u>102,103</u>	<u>67,235</u>
Total Plant and Equipment	<u>214,043</u>	<u>175,594</u>
Total Property, Plant and Equipment	<u>4,374,043</u>	<u>3,654,480</u>
Reconciliation of Opening and Closing Total Balances		
Land and Buildings at Valuation at 1 July	3,478,886	3,574,886
Depreciation Expense	(96,000)	(96,000)
Revaluation	777,114	-
Land and Buildings at Valuation at 30 June	<u>4,160,000</u>	<u>3,478,886</u>
Motor Vehicles at Cost at 1 July	108,359	175,454
Additions purchased	51,627	16,429
Disposals	(3,242)	(27,115)
Depreciation Expense	(44,805)	(56,409)
Motor Vehicles at Cost at 30 June	<u>111,939</u>	<u>108,359</u>
Other Plant and Equipment at Cost at 1 July	67,235	72,502
Additions purchased	71,160	31,412
Disposals	-	-
Depreciation Expense	(36,292)	(36,679)
Other Plant and Equipment at Cost at 30 June	<u>102,103</u>	<u>67,235</u>
Total Property, Plant and Equipment at 1 July	3,654,480	3,822,842
Additions purchased	122,787	47,841
Disposals	(3,242)	(27,115)
Depreciation Expense	(177,097)	(189,088)
Revaluation	777,114	-
Other Plant and Equipment at Cost at 30 June	<u>4,374,042</u>	<u>3,654,480</u>

The fair value of land and buildings is categorised as a level 2 fair value. An independent valuation of freehold land and buildings was undertaken on 19 May 2015. The valuation was based on an assessment of the property's current market value using the capitalisation of net income approach. The revaluation surplus was credited to the asset revaluation reserve in equity.

**AUSTRALIAN SERVICES UNION
SA & NT BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

	30.06.15 \$	30.06.14 \$
12 TRADE AND OTHER PAYABLES		
Capitation Fees Payable - National Office	43,365	57,946
GST Payable	61,656	104,488
Other Payables to National Council	-	-
Payables to Other Branches	-	-
Trade Creditors and Accruals	192,006	215,149
Consideration Payable to Employers for Payroll Deductions	-	-
Legal Costs Payable for Litigation	10,947	13,100
Legal Costs Payable for Other Legal Matters	-	-
Deferred Income	-	-
Total Trade and Other Payables	307,974	390,683

Settlement of trade creditors is usually made within 30 days. Other payables are expected to be settled in no more than 12 months.

13 PROVISIONS

Current Employee Provisions

Office Holders

Annual Leave	39,358	24,460
Long Service Leave	-	-
Separations and Redundancies	-	-
Other	-	-
Total Office Holders Employee Provisions	39,358	24,460

Other Employees

Annual Leave	153,081	144,366
Long Service Leave	66,863	42,993
Separations and Redundancies	-	-
Other	-	-
Total Other Employees Employee Provisions	219,944	187,359

Total Current Employee Provisions

Total Annual Leave	192,439	168,826
Total Long Service Leave	66,863	42,993
Total Current Employee Provisions	259,302	211,819

Non-Current Employee Provisions

Office Holders

Long Service Leave	5,934	1,894
Separations and Redundancies	-	-
Total Office Holders Employee Provisions	5,934	1,894

Other Employees

Long Service Leave	8,258	11,619
Total Other Employees Employee Provisions	8,258	11,619

Total Non-Current Employee Provisions

	14,192	13,513
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14 RECONCILIATION OF NET CASH PROVIDED BY / (USED IN) OPERATING ACTIVITIES WITH PROFIT / (LOSS) FOR THE YEAR:

Profit / (Loss) for the Year	(233,926)	(61,938)
Non Cash Flows in operating Surplus/(Deficit)		
- Depreciation	177,097	189,088
- (Profit)/Loss on Sale of Plant and Equipment	(7,667)	(10,632)
Changes to Assets & Liabilities		
- Decrease/(Increase) in Trade and Other Receivables	16,437	5,169
- Decrease/(Increase) in Prepayments	1,497	2,583
- Increase/(Decrease) in Trade and Other Payables	(82,709)	(310,440)
- Increase/(Decrease) in Leave Liabilities	48,162	(159,490)
Net Cash Provided By/(Used In) Operating Activities	(81,110)	(345,660)

**AUSTRALIAN SERVICES UNION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

	30.06.15	30.06.14
	\$	\$
15 COMMITMENTS		
<p>Non-cancellable operating lease commitments contracted for but not recognised in the financial statements for property with a 2 year term with the minimum lease payments required to be increased by 4% per annum. An option exists to renew the lease at the end of the 2 year term for a further 3 years. Future minimum rentals payable as at 30 June are as follows:</p>		
Within 1 year	22,433	-
After 1 year but not more than 5 years	5,663	-
	28,096	-
16 REMUNERATION OF AUDITORS		
Financial Statement Audit Services	9,200	9,455
Accounting Services	10,015	8,820
Total Remuneration of Auditors	19,215	18,275

17 FINANCIAL INSTRUMENTS

Catagories of Financial Instruments

The Branch's financial instruments consist mainly of deposits with banks, accounts receivable, unlisted shares and accounts payable classified as follows:

Financial Assets

Cash and cash equivalents	73,275	148,259
Loans and Receivables		
Trade and Other Receivables	25,704	41,518
Held to Maturity Investments		
Investments in Short Term Deposits	278,979	397,607
Available for Sale Financial Assets		
Investment in Shares	665	665

Financial Liabilities

Other Liabilities		
Trade and Other Payables	307,974	390,683

Fair Values

Cash and cash equivalents, trade and other receivables, and investments in term deposits are short term instruments in nature whose carrying amount is equivalent to fair value.

The fair value of loans and receivable is categorised as a level 2 fair value using a discounted cash flow methodology and based on observable interest rates. The carrying amount approximates the fair value.

No financial assets and financial liabilities are readily traded on organised markets in standardised form.

Financial Risk Management

Potential financial risks include credit risk, liquidity risk and market risk, which comprises interest rate risk, foreign currency risk and price risk.

Credit risk arises from the potential non-performance by counterparties of contract obligations to pay financial assets when they are due which could result in the Branch incurring a financial loss. The Branch manages credit risk by monitoring exposure to single debtors, groups of debtors and financial institutions holding cash, term deposits and local money market instruments. Only reputable financial institutions are utilised for cash and term deposits.

**AUSTRALIAN SERVICES UNION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

17 FINANCIAL INSTRUMENTS (cont)

The Branch does not have any material credit risk exposure to any single debtor or group of debtors. The following table details the trade and other receivables exposed to credit risk with aging analysis. The receivables that remain within the initial trade terms are considered to be of high credit quality. Receivables are considered past due when the debt has not been settled within the trade terms provided to the counterparty. These debtors have been assessed for impairment.

	Gross	Within Initial	Past Due but Not Impaired and Days Past Due:		
	Amount	Trade Terms	31 - 60 Days	61 - 90 Days	> 90 Days
	\$	\$	\$	\$	\$
2015	25,705	1,629	892	274	22,910
2014	41,518	3,937	32,214	4,865	502

Liquidity risk arises from the possibility that the Branch might encounter difficulty settling its debts or otherwise meeting its obligations related to financial liabilities. The Branch manages this risk by monitoring forecast cash flows and ensuring that adequate short term cash balances are maintained to meet liabilities. All financial liabilities mature within 1 year and all financial assets, other than available for sale financial assets, mature within 1 year and will be available to meet these liabilities.

Interest rate risk arises from a potential change in interest rates will affect future cash flows or the fair value of fixed rate financial instruments. The Branch does not have any material exposure to interest rate risk as financial assets are short term instruments in nature and the rate is fixed until maturity, and the Branch does not maintain any debt financial liabilities. Due to the Branches low exposure to this risk the sensitivity of fluctuations to this risk is immaterial.

Foreign currency risk arises when movements in the foreign exchange rates of currencies in which the Branch holds financial instruments may result in the fair value or future cash flows of those instruments fluctuating. The Branch does not have any material exposure to foreign currency risk as it does not transact or hold any financial instruments in foreign currencies. Due to the Branches low exposure to this risk the sensitivity of fluctuations to this risk is immaterial.

Price risk arises when changes in market prices of traded investments or commodities, largely due to demand and supply factors, may result in the fair value or future cash flows of those instruments fluctuating. The Branch does not have any material exposure to price risk as it does not have any traded investments or commodities. Due to the Branches low exposure to this risk the sensitivity of fluctuations to this risk is immaterial.

18 RELATED PARTY INFORMATION

The ultimate controlling entity of the Branch is the National Office of Australian Municipal, Administrative, Clerical & Services Union.

Revenue received from National Office is disclosed in the Statement of Profit or Loss and Other Comprehensive Income.

Expenses paid to National Office and other reporting units are disclosed in the Statement of Profit or Loss and Other Comprehensive Income and Note 7 and Note 8.

Amounts payable to National Office are disclosed in Note 12 to the Financial Statements.

Cash inflows from National Office are disclosed in the Statement of Cash Flows.

Cash outflows to National Office and other reporting units are disclosed in the Statement of Cash Flows.

Transactions with National Office and other reporting units are on normal commercial terms on conditions no more favourable than those available to other parties unless otherwise stated. Payables are unsecured and interest free and no guarantees have been provided in relation to these.

Key management personnel remuneration is disclosed in Note 5 to the Financial Statements.

There are no other transaction with key management personnel or their close family members.

**AUSTRALIAN SERVICES UNION
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

19 ACQUISITION OF ASSETS OR LIABILITIES

The Branch has not acquired any assets or liabilities during the financial year as a result of an amalgamation, a restructure of branches, a determination of an alternative reporting structure, a revocation of such a determination, or as part of a business combination.

20 RECOVERY OF WAGES ACTIVITY

The Branch does not undertake recovery of wages activity from which it derives revenue.

21 INFORMATION TO BE PROVIDED TO MEMBERS OR THE GENERAL MANAGER OF THE FAIR WORK COMMISSION

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 the members or the General Manager of the Fair Work Commission.

- (1) A member of a reporting unit, or the General Manager of the Fair Work Commission, 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).