



8 November 2017

Ms Ingrid Stitt
Secretary, Victorian Private Sector Branch
Australian Municipal, Administrative, Clerical and Services Union

Sent via email

Dear Ms Stitt

Re: – Australian Municipal, Administrative, Clerical and Services Union, Victorian Private Sector Branch - financial report for year ending 30 June 2017 (FR2017/137)

I refer to the financial report of the Victorian Private Sector Branch of the Australian Municipal, Administrative, Clerical and Services Union. The documents were lodged with the Registered Organisations Commission ('the ROC') on 31 October 2017.

The financial report has been filed. The financial report was filed based on a primary review. This involved confirming whether 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.

You are not required to take any further action in respect of the report lodged. Please note that the financial report for the year ending 30 June 2018 may be subject to an advanced compliance review.

Reporting Requirements

On the ROC website is a number of factsheets in relation to the financial reporting process and associated timelines. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The ROC 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](#).

Please note that new Reporting Guidelines will apply to organisations and branches with financial years commencing on or after 1 July 2017. Updates and information on the new guidelines will be provided through the ROC website and the [subscription service](#).

Yours faithfully

A handwritten signature in black ink that reads "Stephen Kellett". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Stephen Kellett
Financial Reporting
Registered Organisations Commission

From: Ingrid Stitt [<mailto:istitt@asupsvic.org>]

Sent: Tuesday, 31 October 2017 10:36 AM

To: ROC - Registered Org Commission

Subject: HPRM: ON CMS FR2017/137 - Australian Municipal, Administrative, Clerical and Services Union - Victorian Private Sector Branch Lodgement of Financial Report

[FR2017/137](#)

Dear Sir/Madam

Re: Financial Statements for the Year Ending 30 June 2017 – Australian Municipal, Administrative, Clerical and Services Union – Victorian Private Sector Branch

In accordance with our obligations under the Fair Work (Registered Organisations) Act 2009 please find the following reports for the Australian Municipal, Administrative, Clerical and Services Union, Victorian Private Sector Branch:

- A: Certificate by Prescribed Designated Officer
- B: Financial Statements, incorporating:
1. Operating Report
 2. Committee of Management Statement
 3. Statement of Comprehensive Income
 4. Statement of Financial Position
 5. Statement of Changes in Equity
 6. Cash Flow Statement
 7. Notes to and Forming part of the Financial Statements
 8. Independent Auditor's Report

Yours faithfully,

Ingrid Stitt

Branch Secretary

Australian Services Union - Victorian Private Sector Branch

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signed ASU Victorian Private Sector Branch




Certificate by Prescribed Designate

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**CERTIFICATE BY PRESCRIBED DESIGNATED OFFICER
FOR YEAR ENDED 30TH JUNE 2017**

I, **Ingrid Stitt** being the Secretary of the Australian Services Union – Victorian Private Sector Branch certify:

- that the documents lodged herewith are copies of the full report for the Australian Services Union – Victorian Private Sector Branch for the year ended 30th June 2017 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 20th day of September 2017; and
- that the full report was presented to a meeting of the Committee of Management of the reporting unit on 20th day of October 2017 in accordance with s.266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature of prescribed designated officer: 

Name of prescribed designated officer: INGRID STITT

Title of prescribed designated officer: BRANCH SECRETARY

Dated: 31.10.17

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2017**

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**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2017**

The Committee of Management presents its report on the operation of the Branch for the financial year ended 30 June 2017.

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

The principal activities of the Branch during the financial year ended 30 June 2017 were:

- to uphold the rights of organized labour, to improve, protect and foster the best interests of members and to subscribe to and/or co-operate with a policy of improving the cultural and living standards of members;
- to watch over, improve, foster and protect the interests of members; and to obtain and maintain for members reasonable hours of work and fair wages and industrial conditions.

Operating Result

The operating result of the Branch for the year ended 30th June 2017 was a deficit of (\$7,404) [2016: Deficit (\$42,331)]. No provision for tax was necessary as the Branch is considered exempt.

Significant changes in financial affairs

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

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 Act); namely, by providing written notice addressed and delivered to the Secretary of the Branch of which they are a member.

Officers & employees who are superannuation fund trustee(s) (include position details) or director of a company that is a superannuation fund trustee

The following officers and/or employees of the Branch are directors of companies that are trustees of superannuation funds which require one or more of their directors to be a member of a registered organisation –

<u>Officer/Employee:</u>	<u>Trustee Company:</u>	<u>Name of Entity / Scheme:</u>	<u>Position:</u>	<u>Remuneration:</u>
Vicki Rogers	L.I.S. Pty Limited	Legal Industry Superannuation Scheme	Director	\$ 37,236
Carita Kazakoff	L.I.S. Pty Limited	Legal Industry Superannuation Scheme	Director	\$ 645

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2017**

Officers & employees who are directors of a company or members of a board

The following officers and/or employees of the Branch are directors of companies or members of boards -

<u>Officer/Employee:</u>	<u>Company/Board:</u>	<u>Principal Activity:</u>	<u>Criteria:</u>
Ingrid Stitt	Business Skills Victoria	Advice provider for training demand	Nominated by Branch
Ingrid Stitt	Equal Workplaces Advisory Council	Advice provider for workplace gender equity	Nominated by VTHC

Number of members

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

The number of persons that were at the end of the financial year recorded in the register of members for sec. 230 of the Fair Work (Registered Organisations) Act 2009 and who are taken to be members of the Branch under sec. 244 of the Fair Work (Registered Organisations) Act 2009 was 5,253.

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 10.51;

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

The names of those who have been members of the Committee of Management of the Branch at any time during the financial year and the periods for which he or she held office were:

Name:	Position:	Period:
Vicki Rogers	Branch President	1/7/2016 to 30/6/2017
Amanda Dando	Branch Vice President	1/7/2016 to 30/6/2017
Ingrid Stitt	Branch Secretary	1/7/2016 to 30/6/2017
David Leydon	Assistant Branch Secretary	1/7/2016 to 30/6/2017
Steve McInerney	Committee Member	1/7/2016 to 30/6/2017
Carita Kazakoff	Committee Member	1/7/2016 to 30/6/2017
Denis Leetham	Committee Member	1/7/2016 to 30/6/2017
Jackie Gadsby	Committee Member	1/7/2016 to 30/6/2017
Rozanne Martinez	Committee Member	1/7/2016 to 30/6/2017
Linda Ruben	Committee Member	1/7/2016 to 30/6/2017

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2017**

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

The two highest paid officers of the Branch for the disclosure period ended 30th June 2017 and the amounts of relevant remuneration paid to them and the value or form of non-cash benefits received by them is as set out in the table below:

Name of officer	Actual amount of relevant remuneration	Value of or form of non-cash benefits
Ingrid Stitt	\$ 135,804	\$ 4,456
David Leydon	\$ 133,076	\$ 7,083


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 30th June 2017.

Disclosure by Branch of payments to related parties or declared persons

The Branch has made total payments to the following related parties of the Branch in the year ended 30th June 2017:

Related Party	Officer	Total of payments made
Matt Norrey	No	\$ 121,544

Signature of designated officer: 

Name and title of designated officer:..... INGRID STITT..... BRANCH SECRETARY.....

Dated:..... 19.9.17.....

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**COMMITTEE OF MANAGEMENT STATEMENT
FOR THE YEAR ENDED 30 JUNE 2017**

On the 19th September 2017 the Committee of Management of the Australian Services Union – Victorian Private Sector Branch passed the following resolution in relation to the general purpose financial report (GPFR) for the year ended 30th June 2017:

The Committee of Management declares that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009 (the RO Act);
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RO Act; and
 - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation; and
 - (v) where information has been sought in any request by a member of the reporting unit or Commissioner duly made under section 272 of the RO Act, it has been provided to the member or Commissioner; and
 - (vi) where any order for inspection of financial records has been made by the Registered Organisations Commission under section 273 of the RO Act, there has been compliance.
- (f) no revenue has been derived from undertaking recovery of wages activity during the reporting period

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

Signature of designated officer: 

Name and title of designated officer: INGRID STUTT BRANCH SECRETARY

Dated: 19.9.17

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2017**

	Note	2017 \$	2016 \$
Revenue			
Membership subscriptions		1,984,016	1,895,627
Interest		34,440	35,999
Other revenue	3	89,376	93,838
Total revenue		2,107,832	2,025,464
Expenses			
Employee expenses	4	1,286,397	1,241,310
Capitation fees	4	128,923	117,248
Affiliation fees	4	65,332	56,250
Administration expenses	4	452,546	562,031
Grants or donations	4	2,782	12,520
Depreciation and amortisation	4	33,178	40,552
Legal costs	4	120,041	20,424
Audit fees		17,270	16,970
Net losses from sale of assets		1,315	490
Impairment losses		7,452	-
Total expenses		2,115,236	2,067,795
Profit (loss) for the year		(7,404)	(42,331)
Other comprehensive income			
Items that will not be subsequently reclassified to profit or loss		-	-
Total comprehensive income for the year		(7,404)	(42,331)

The accompanying notes form part of the financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2017**

	Notes	2017 \$	2016 \$
ASSETS			
Current Assets			
Cash and cash equivalents	5	313,935	299,764
Trade and other receivables	6	35,084	32,986
Financial assets	7	1,089,274	1,056,522
Other current assets	8	17,443	18,980
Total current assets		1,455,736	1,408,252
Non-Current Assets			
Plant and equipment	9	78,000	89,192
Other Investments	10	243,261	250,633
Total non-financial assets		321,261	339,825
Total assets		1,776,997	1,748,077
LIABILITIES			
Current Liabilities			
Trade and other payables	11	164,946	120,938
Borrowings	12	18,225	18,225
Provisions	13	378,097	366,650
Total current liabilities		561,268	505,813
Non-Current Liabilities			
Borrowings	12	9,112	27,337
Provisions	13	19,715	20,621
Total non-current liabilities		28,827	47,958
Total liabilities		590,095	553,771
Net assets		1,186,902	1,194,306
EQUITY			
Accumulated Funds		1,186,902	1,194,306
Total equity		1,186,902	1,194,306

The accompanying notes form part of the financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2017**

	Retained earnings	Total equity
	\$	\$
Balance as at 1 July 2015	1,236,637	1,236,637
Profit/(loss) for the year	(42,331)	(42,331)
Balance as at 30 June 2016	<u>1,194,306</u>	<u>1,194,306</u>
Balance as at 1 July 2016	1,194,306	1,194,306
Profit/(loss) for the year	(7,404)	(7,404)
Balance as at 30 June 2017	<u>1,186,902</u>	<u>1,186,902</u>

The accompanying notes form part of the financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2017**

	Note	2017 \$	2016 \$
OPERATING ACTIVITIES			
Cash received			
Receipts from other reporting units/controlled entity(s)	15B	4,288	1,309
Receipts from members		1,981,895	1,896,082
Interest		35,586	24,611
Other		85,965	122,251
Cash used			
Payments to Employees & Suppliers		(1,706,494)	(1,667,308)
Payment to other reporting units/controlled entity(s)	15B	(312,711)	(298,468)
Net cash from (used by) operating activities	15A	88,529	78,477
INVESTING ACTIVITIES			
Cash received			
Proceeds from sale of plant and equipment		11,091	-
Cash used			
Purchase of plant and equipment		(34,392)	(16,494)
Purchase of investments		(80)	(245,000)
Purchase of bank bills		(32,752)	(19,417)
Net cash from (used by) investing activities		(56,133)	(280,911)
FINANCING ACTIVITIES			
Cash received			
Other		-	-
Cash used			
Repayment of borrowings	15B	(18,225)	(18,225)
Net cash from (used by) financing activities		(18,225)	(18,225)
Net increase (decrease) in cash held		14,171	(220,659)
Cash & cash equivalents at the beginning of the reporting period		299,764	520,423
Cash & cash equivalents at the end of the reporting period	5	313,935	299,764

The accompanying notes form part of the financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

1. Summary of significant accounting policies

1a Basis of preparation of the financial statements

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period and the *Fair Work (Registered Organisation) Act 2009*. For the purpose of preparing the general purpose financial statements, the Australian Services Union – Victorian Private Sector Branch is a not-for-profit entity.

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

1b Comparative amounts

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

1c Significant accounting judgements and estimates

The preparation of financial statements requires the Branch to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amount of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

1d New Australian Accounting Standards

Adoption of New Australian Accounting Standard Requirements

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

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

Future Australian Accounting Standards Requirements

There were no new standards, amendments to standards or interpretations that were issued prior to the sign-off date and are applicable to the future reporting period that are expected to have a future financial impact on Australian Services Union – Victorian Private Sector Branch

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

1e Revenue

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

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

Revenue from the sale of goods is recognised when, the risks and rewards of ownership have been transferred to the buyer, the entity retains no managerial involvement or effective control over the goods, the revenue and transaction costs incurred can be reliably measured, and it is probable that the economic benefits associated with the transaction will flow to the entity.

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

Investment revenue is recognised in the period in which it is earned.

All revenue is stated net of the amount of goods and services tax (GST).

1f Gains

Sale of assets

Gains and losses from disposal of assets are recognised when control of the asset has passed to the buyer.

1g Capitation fees and levies

Capitation fees and levies are to be recognised on an accrual basis and recorded as a revenue and/or expense in the year to which it relates.

1h Employee benefits

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

Liabilities for short-term employee benefits which are expected to be settled within twelve months of the end of the reporting period are measured at their nominal amounts. The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability including related on costs.

Other long-term employee benefits which are expected to be settled beyond twelve months are measured as the present value of the estimated future cash outflows to be made by the reporting unit in respect of services provided by employees up to reporting date.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

1h Employee benefits (continued)

The obligations are presented as current liabilities in the statement of financial position if the entity does not have an unconditional right to defer settlement for at least twelve months after the reporting date, regardless of when the actual settlement is expected to occur.

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

1i Leases

Lease payments for operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged as expenses in the period in which they are incurred.

1j Cash and cash equivalents

Cash is recognised at its nominal amount. Cash and cash equivalents includes cash on hand, deposits held at call with bank, other short-term highly liquid investments with original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the consolidated statement of financial position.

1k Financial instruments

Financial assets and financial liabilities are recognised when the Union becomes a party to the contractual provisions of the instrument.

Financial assets and financial liabilities are initially measured at fair value. Transaction costs that are directly attributable to the acquisition or issue of financial assets and financial liabilities (other than financial assets and financial liabilities at fair value through profit or loss) are added to or deducted from the fair value of the financial assets or financial liabilities, as appropriate, on initial recognition. Transaction costs directly attributable to the acquisition of financial assets or financial liabilities at fair value through profit or loss are recognised immediately in profit or loss.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

11 Financial assets

Financial assets are classified into the following specified categories: financial assets at fair value through profit or loss, held-to-maturity investments, available-for-sale financial assets and loans and receivables. The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

Fair value through profit or loss

Financial assets are classified as at fair value through profit or loss when the financial asset is either held for trading or it is designated as at fair value through profit or loss.

Financial assets at fair value through profit or loss are stated at fair value, with any gains or losses arising on remeasurement recognised in profit or loss.

Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the Union's intention to hold these investments to maturity. They are subsequently measured at amortised cost. Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets. Loans and receivables are included in trade and other receivables in the statement of financial position.

Effective interest method

The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset, or, when appropriate, a shorter period, to the net carrying amount on initial recognition.

Income is recognised on an effective interest rate basis except for debt instruments other than those financial assets that are recognised at fair value through profit or loss.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

1l Financial assets (continued)

Impairment of financial assets

Financial assets, other than those at fair value through profit or loss, are assessed for impairment at the end of each reporting period. Financial assets are considered to be impaired when there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows of the investment have been affected.

For certain categories of financial asset, such as trade receivables, assets that are assessed not to be impaired individually are, in addition, assessed for impairment on a collective basis. Objective evidence of impairment for a portfolio of receivables could include the reporting units past experience of collecting payments, an increase in the number of delayed payments in the portfolio past the average credit period of 60 days, as well as observable changes in national or local economic conditions that correlate with default on receivables.

Derecognition of financial assets

The Union derecognises a financial asset only when the contractual rights to the cash flows from the asset expire, or when it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity. The difference between the asset's carrying amount and the sum of the consideration received and receivable and the cumulative gain or loss that had been recognised in other comprehensive income and accumulated in equity is recognised in profit or loss.

1m Financial liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities.

Other financial liabilities

Other financial liabilities, including borrowings and trade and other payables, are initially measured at fair value, net of transaction costs. Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

Derecognition of financial liabilities

The Union derecognises financial liabilities when, and only when, the Union's obligations are discharged, cancelled or they expire. The difference between the carrying amounts of the financial liability derecognised and the consideration paid and payable is recognised in profit or loss.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

1n Plant and equipment

Plant and equipment are brought to account at cost less, where applicable, any accumulated depreciation or amortisation.

Depreciation

The depreciable amount of plant and equipment is depreciated on either a straight line or diminishing value basis over their useful lives commencing from the time the asset is held ready for use.

The depreciation rates used for each class of asset are:

<u>Class of Fixed Asset</u>	<u>Depreciation Rate</u>
Computer Equipment	15 – 100%
Motor Vehicles	25%
Office Furniture and Equipment	7.5% - 100%
Leasehold Improvements	20%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. Gains and losses on disposal are determined by comparing proceeds with the carrying amount. These gains and losses are included in the profit or loss in the statement of comprehensive income.

1o Taxation

The Union is exempt from income tax under Section 50.1 of the Income Tax Assessment Act 1997 however still has obligation for Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except where the amount of GST incurred is not recoverable from the Australian Taxation Office. 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, in the statement of financial position are shown inclusive of GST.

2. Events after the reporting period

There were no events that occurred after 30 June 2017, and/or prior to the signing of the financial statements, that would affect the ongoing structure and financial activities of Australian Services Union – Victorian Private Sector Branch.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

	<i>2017</i>	<i>2016</i>
	\$	\$
3. Other Revenue		
Directors Fees Received	34,633	39,143
Gain on Revaluation of Investments	-	5,633
Distributions Received	13,145	7,926
Sundry Income	41,598	41,132
Grants Received	-	-
Proceeds from ASU Education and Training Trust Inc	-	4
Capitation Fees	-	-
Levies	-	-
Donations Received	-	-
Financial support from another reporting unit	-	-
	89,376	93,838
4. Expenses		
	<i>2017</i>	<i>2016</i>
	\$	\$
Employee expenses		
Holders of office:		
Wages and salaries	235,392	223,940
Superannuation	35,121	33,491
Leave and other entitlements	735	(3,089)
Separation and redundancies	-	-
Other employee expenses	23,060	19,530
Subtotal employee expenses holders of office	294,308	273,872
Employees other than office holders:		
Wages and salaries	750,552	731,284
Superannuation	111,556	111,698
Leave and other entitlements	9,805	47,195
Separation and redundancies	47,554	-
Other employee expenses	72,622	77,261
Subtotal employee expenses employees other than office holders	992,089	967,438
Total employee expenses	1,286,397	1,241,310
Capitation fees		
ASU National Office	128,923	117,248
Total capitation fees	128,923	117,248

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

4. Expenses (continued)

	2017	2016
	\$	\$
Affiliation fees		
Australian Labor Party	29,218	27,351
Victorian Trades Hall Council	33,091	25,848
Bendigo Trades & Labour Council	200	200
Geelong Trades & Labour Council	1,470	1,458
Gippsland Trades & Labour Council	247	233
South West Trades & Labour Council	205	273
North East Trades & Labour Council	101	87
Australia Asia Worker Links	400	400
Australia Palestine Advocacy Network	400	400
Total affiliation fees	65,332	56,250
Administration expenses		
Consideration to employers for payroll deductions	2,042	1,565
Industry Division Levy – ASU National Office	19,064	19,064
Campaign Levy – ACTU	-	11,034
Campaign Levy – VTHC	-	-
Fees/allowances - meeting and conferences	-	-
Conference and meeting expenses	10,995	18,173
Rent and outgoings expenses	94,008	91,418
Communications expenses	26,353	135,031
Motor vehicle expenses	101,433	100,524
Printing, Stationery & Postage	26,106	24,247
Other	172,545	160,975
Penalties - via RO Act or RO Regulations	-	-
Total administration expenses	452,546	562,031
Donations		
Total paid that were \$1,000 or less	1,654	2,020
Total paid that exceeded \$1,000	1,128	10,500
Total donations	2,782	12,520
Grants		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Total grants	-	-

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

4. Expenses (continued)

	2017	2016
	\$	\$
Depreciation and amortisation		
Depreciation		
Computer Equipment	8,982	15,060
Motor Vehicles	4,114	5,397
Office Furniture and Equipment	1,857	1,870
Total depreciation	<u>14,953</u>	<u>22,327</u>
Amortisation		
Leasehold Improvements	18,225	18,225
Total amortisation	<u>18,225</u>	<u>18,225</u>
Total depreciation and amortisation	<u>33,178</u>	<u>40,552</u>
Legal costs		
Litigation	109,314	14,868
Other legal matters	10,727	5,556
Total legal costs	<u>120,041</u>	<u>20,424</u>
Remuneration of auditors		
Financial statement audit services	16,800	16,500
Other services	1,670	1,670
Total remuneration of auditors	<u>18,470</u>	<u>18,170</u>

Other services include the audit of the political membership return and completion of fringe benefits tax return.

5. Cash and cash equivalents

Cash on hand	200	200
Cash at bank	313,735	299,564
Total cash and cash equivalents	<u>313,935</u>	<u>299,764</u>

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

6. Trade and other receivables

	2017	2016
	\$	\$
Receivables from other reporting units		
ASU National Office	203	681
ASU Victorian & Tasmanian Authorities & Services Branch	-	1,910
ASU South Australian & Northern Territory Branch	-	1,543
Total receivables from other reporting units	<u>203</u>	<u>4,134</u>
Other receivables:		
Other trade receivables	<u>34,881</u>	28,852
Total other receivables	<u>34,881</u>	28,852
Total trade and other receivables	<u>35,084</u>	<u>32,986</u>

The carrying amounts of all current trade and other receivables are equal to their fair values as they are short term receivables (less than 30 days) and non-interest bearing.

7. Financial assets

Held to Maturity investments		
- Term Deposits	1,089,274	1,056,522
Total current financial assets	<u>1,089,274</u>	<u>1,056,522</u>

Term Deposit is held with Members Equity Bank with an interest rate of 2.70% (2016: 3.10%)

8. Other current assets

Movie tickets on hand	3,611	4,518
Prepayments	2,954	2,438
Interest receivable	10,878	12,024
Total other current assets	<u>17,443</u>	<u>18,980</u>

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

9. Plant and Equipment

	2017	2016
	\$	\$
Computer Equipment		
At Cost	100,283	93,466
Less Accumulated Depreciation	(86,674)	(77,692)
Net Computer Equipment	<u>13,609</u>	<u>15,774</u>
Motor Vehicles		
At Cost	24,727	23,242
Less Accumulated Depreciation	(169)	(7,051)
Net Motor Vehicles	<u>24,558</u>	<u>16,191</u>
Office Furniture & Equipment		
At Cost	29,591	27,669
Less Accumulated Depreciation	(17,095)	(16,004)
Net Office Furniture & Equipment	<u>12,496</u>	<u>11,665</u>
Leasehold Improvements		
At Cost	91,124	91,124
Less Accumulated Amortisation	(63,787)	(45,562)
Net Leasehold Improvements	<u>27,337</u>	<u>45,562</u>
Total plant and equipment	<u>78,000</u>	<u>89,192</u>

Movements in Carrying Amounts

2017	Computer Equipment	Motor Vehicles	Office F&E	Leasehold Improve	Total
	\$	\$	\$	\$	\$
Balance at beginning of year	15,774	16,191	11,665	45,562	89,192
Additions	6,817	24,727	2,849	-	34,393
Depreciation expense	(8,982)	(4,114)	(1,857)	(18,225)	(33,178)
Disposals	-	(12,246)	(161)	-	(12,407)
Carrying amount at end of year	<u>13,609</u>	<u>24,558</u>	<u>12,496</u>	<u>27,337</u>	<u>78,000</u>

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

9. Plant and Equipment (continued)

Movements in Carrying Amounts

2016	Computer Equipment \$	Motor Vehicles \$	Office F&E \$	Leasehold Improve \$	Total \$
Balance at beginning of year	14,830	21,588	13,535	63,787	113,740
Additions	16,494	-	-	-	16,494
Depreciation expense	(15,060)	(5,397)	(1,870)	(18,225)	(40,552)
Disposals	(490)	-	-	-	(490)
Carrying amount at end of year	15,774	16,191	11,665	45,562	89,192

10. Other Investments

	2017 \$	2016 \$
Industry Fund Services Portfolio – At Fair Value	243,261	250,633
Total investment	243,261	250,633
<u>Movement in Fair Value – Industry Fund Services</u>		
Opening Balance	250,633	-
Net (Disposals)/Additions	80	245,000
Fair value adjustment	(7,452)	5,633
Closing Balance	243,261	250,633

The equity investments are managed on behalf of the ASU – Victorian Private Sector Branch by Industry Fund Services Limited.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

11. Trade and other payables

	2017	2016
	\$	\$
Trade creditors and accruals	107,636	105,472
GST Payable	1,027	4,469
Consideration to employers for payroll deductions	-	-
Legal Fees Payable – Litigation	51,794	-
Legal Fees Payable – Other Legal Matters	-	-
Subtotal trade and other payables	160,457	109,941
Payables to other reporting units		
ASU–Victorian & Tasmanian Authorities & Services Branch	4,269	4,269
ASU National Office	220	6,728
Subtotal payables to other reporting unit[s]	4,489	10,997
Total trade and other payables	164,946	120,938

12. Borrowings

	2017	2016
	\$	\$
<u>Current</u>		
ASU–Victorian & Tasmanian Authorities & Services Branch	18,225	18,225
Total current borrowings	18,225	18,225
<u>Non-Current</u>		
ASU–Victorian & Tasmanian Authorities & Services Branch	9,112	27,337
Total non-current borrowings	9,112	27,337

As part of its tenancy agreement the ASU-Victorian & Tasmanian Authorities & Services Branch agreed to an interest free loan to the Branch for the cost of fit out for its new premises. This loan is to be repaid over a 60 month term.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

13. Provisions

	2017	2016
	\$	\$
Employee provisions - Current		
Office Holders:		
Annual leave	25,206	33,696
Long service leave	102,589	93,364
Separations and redundancies	-	-
Other	-	-
	<u>127,795</u>	<u>127,060</u>
Employees other than office holders:		
Annual leave	119,570	101,544
Long service leave	130,732	138,046
Separations and redundancies	-	-
Other	-	-
	<u>250,302</u>	<u>239,590</u>
Total employee provisions - current	<u>378,097</u>	<u>366,650</u>
Employee provisions – Non-Current		
Office Holders:		
Annual leave	-	-
Long service leave	-	-
Separations and redundancies	-	-
Other	-	-
	<u>-</u>	<u>-</u>
Employees other than office holders:		
Annual leave	-	-
Long service leave	19,715	20,621
Separations and redundancies	-	-
Other	-	-
	<u>19,715</u>	<u>20,621</u>
Total employee provisions – non-current	<u>19,715</u>	<u>20,621</u>

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

Note 14 Contingent Liabilities, Assets and Commitments

2017	2016
\$	\$

Note 14A: Commitments and Contingencies

Operating lease commitments—as lessee

5 year lease of office premises expiring 1/1/2019; motor vehicle leases with 36 month terms.

Future minimum rentals payable under non-cancellable operating leases as at 30 June are:

Within one year	128,318	120,240
After one year but not more than five years	61,680	152,027
More than five years	-	-
	189,998	272,267

Capital commitments

At 30 June 2017 the Union has no significant capital commitments.

Other contingent assets or liabilities

The members of the Committee of Management are unaware of any other contingent asset or liability, the effect of which may be material in relation to the financial statements.

15. Cash flow information

15A: Cash flow reconciliation

2017	2016
\$	\$

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

Surplus/(deficit) for the year	(7,404)	(42,331)
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Adjustments for non-cash items

Depreciation/amortisation	33,178	40,552
Loss on disposal of assets	1,315	490
Unrealised gain in value of investments	-	(5,633)
Unrealised loss in value of investments	7,452	-

Changes in assets/liabilities

(Increase)/decrease in trade and receivables	(2,098)	31,635
(Increase)/decrease in other assets	1,537	(5,449)
Increase/(decrease) in trade and other payables	44,008	15,107
Increase/(decrease) in employee provisions	10,541	44,106
Net cash from (used by) operating activities	88,529	78,477

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

15. Cash flow information

15B: Cash flow information

Cash inflows		
ASU – National Office	1,149	1,309
ASU – Victorian & Tasmanian Authorities & Services Branch	1,736	-
ASU – South Australian & Northern Territory Branch	1,403	-
Total cash inflows	4,288	1,309
Cash outflows		
ASU – National Office	218,343	205,981
ASU – Victorian & Tasmanian Authorities & Services Branch	112,593	110,712
Total cash outflows	330,936	316,693

16. Related party disclosures

16A: Related party transactions for the reporting period

The following table provides the total amount of transactions that have been entered into with related parties for the relevant year.

2017	2016
\$	\$

Revenue received includes the following:

ASU National Office

Other revenue	640	788
Administration expenses recovered	-	1,140
	640	1,928

ASU Victorian & Tasmanian Authorities & Services Branch

Administration expenses recovered	-	1,736
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ASU South Australian & Northern Territory Branch

Administration expenses recovered	-	1,403
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ASU Education and Training Trust Inc

Other revenue	-	4
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**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

16. Related party disclosures

16A: Related party transactions for the reporting period

	2017	2016
	\$	\$
<u>Expenses paid includes the following:</u>		
ASU National Office		
Industry Division Levy	19,064	19,064
Payroll Tax	59,425	56,383
Capitation Fees	128,923	117,248
Administration Expenses	4,589	16,499
	<u>212,001</u>	<u>209,194</u>
ASU Victorian & Tasmanian Authorities & Services Branch		
Rent & Outgoings	94,008	91,418
Administration Expenses	382	1,345
	<u>94,390</u>	<u>92,763</u>
<u>Amounts owed by -</u>		
ASU National Office	203	681
ASU Victorian & Tasmanian Authorities & Services Branch	-	1,910
ASU South Australian & Northern Territory Branch	-	1,543
	<u>203</u>	<u>4,134</u>
<u>Amounts owed to -</u>		
ASU Victorian & Tasmanian Authorities & Services Branch	4,269	4,269
ASU National Office	220	6,728
	<u>4,489</u>	<u>10,997</u>

Terms and conditions of transactions with related parties

The sales to and purchases from related parties are made on terms equivalent to those that prevail in arm's length transactions. Outstanding balances for sales and purchases at the year end are unsecured and interest free and settlement occurs in cash. There have been no guarantees provided or received for any related party receivables or payables. For the year ended 30 June 2017, the ASU Victorian Private Sector Branch has not recorded any impairment of receivables relating to amounts owed by related parties and declared person or body (2016: \$Nil). This assessment is undertaken each financial year through examining the financial position of the related party and the market in which the related party operates.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

16. Related party disclosures (continued)

16B: Key management personnel remuneration for the reporting period

	2017	2016
	\$	\$
Short-term employee benefits		
Salary (including annual leave taken)	245,301	230,624
Annual leave accrued	(8,490)	(9,627)
Total short-term employee benefits	<u>236,811</u>	<u>220,997</u>
Post-employment benefits:		
Superannuation	35,121	33,491
Total post-employment benefits	<u>35,121</u>	<u>33,491</u>
Other long-term benefits:		
Long-service leave	9,225	6,538
Total other long-term benefits	<u>9,225</u>	<u>6,538</u>
Termination benefits	-	-
Total	<u>281,157</u>	<u>261,026</u>

16C: Transactions with key management personnel and their close family members

Matt Norrey
Spouse of Ingrid Stitt
Employed as a Lead Organiser by Branch
Total payments made \$121,544

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

17. Financial risk management

The Union's activities expose it to the primary financial risks of market, liquidity, credit and interest rate risk. The Union's overall risk management approach is to identify the risks and implement safeguards which seek to minimise potential adverse effects on the financial performance of the Union.

Market Risk

The Union is exposed to equity securities price risk. This arises from investments held by the Union and classified on the statement of financial position either as available-for-sale or at fair value through profit or loss.

The table below summarises the impact of increases/(decreases) of the unit prices on the Union's equity. The analysis is based on the assumption that the unit prices had increased/(decreased) by 10% (2016 – 10%) with all other variables held constant and all the Union's equity instruments moved according to the historical correlation with the unit prices.

	2017	2016
	\$	\$
Effect on equity:		
Increase of unit prices by 10%	24,326	25,063
Decrease of unit prices by 10%	(24,326)	(25,063)

Liquidity Risk

Liquidity risk is the risk that the Union may not be able to meet its financial obligations as they fall due. The Union has both short term and long term investments which enable sufficient cash to be available to settle obligations as they fall due.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

17. Financial risk management (continued)

Credit Risk

Credit risk is the risk of financial loss to the Union if a member or counterparty to a financial instrument fails to meet its contractual obligations. Credit risk arises from cash and cash equivalents, receivables and deposits with banks and financial institutions.

There is no concentration of credit risk with respect to current receivables. The maximum exposure to credit risk for receivables at the reporting date is the carrying amount in the statement of financial position.

Cash transactions are limited to high credit quality financial institutions. Currently the investments are held in Australian banks. The Union has no significant concentrations of credit risk.

The maximum exposure to credit risk at the reporting date is the carrying amount of the financial assets. The credit quality of financial assets can be assessed by reference to external credit ratings as follows :

	2017	2016
	\$	\$
Cash at bank		
AA- Rating	-	155,181
A-2 Rating	-	138,762
A- Rating	158,759	5,621
BBB+ Rating	13,552	-
BBB Rating	141,424	-
Term Deposits		
A-2 Rating	-	1,056,522
BBB Rating	1,089,274	-

Interest Rate Risk

Interest rate risk is the risk that a financial instrument's value and future cash flows will fluctuate as a result of changes in market interest rates. The Union's exposure to interest rate risk arises from cash at bank and term deposits.

Sensitivity analysis

As at 30 June the effect on the surplus/(deficit) as a result of changes in interest rates, with all other variables remaining constant would be as follows:

	2017	2016
	\$	\$
Effect on results:		
Increase of interest rates by 1%	14,030	13,561
Decrease of interest rates by 1%	(14,030)	(13,561)

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

17. Financial risk management (continued)

Maturity profile of financial instruments

The maturity profile of financial assets and liabilities held are detailed below:

2017	Weighted Average Interest Rate	Floating Interest Rate	1 year or less	1 to 5 years	Non Interest Bearing	Total
	%	\$	\$	\$	\$	\$
Financial Assets						
Cash on hand		-	-	-	200	200
Cash at bank	2.00	313,735	-	-	-	313,735
Deposits at bank	2.90	-	1,089,274	-	-	1,089,274
Other Receivables		-	-	-	35,084	35,084
		313,735	1,089,274	-	35,284	1,438,293
Financial Liabilities						
Trade & other payables		-	-	-	164,946	164,946
Loans from branches		-	-	-	27,337	27,337
Net Financial Assets		313,735	1,089,274	-	(156,999)	1,246,010

2016	Weighted Average Interest Rate	Floating Interest Rate	1 year or less	1 to 5 years	Non Interest Bearing	Total
	%	\$	\$	\$	\$	\$
Financial Assets						
Cash on hand		-	-	-	200	200
Cash at bank	2.38	299,564	-	-	-	299,564
Deposits at bank	2.98	-	1,056,522	-	-	1,056,522
Other Receivables		-	-	-	32,986	32,986
		299,564	1,056,522	-	33,186	1,389,272
Financial Liabilities						
Trade & other payables		-	-	-	120,938	120,938
Loans from branches		-	-	-	45,562	45,562
Net Financial Assets		299,564	1,056,522	-	(133,314)	1,222,772

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

18. Fair value measurement

AASB 13: Fair Value Measurement requires the disclosure of fair value information according to the relevant level in the fair value hierarchy as follows:

- Level 1 Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.
- Level 2 Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 Unobservable inputs for the asset or liability.

The carrying value less impairment provision of trade receivables and payables are assumed to approximate their fair values due to their short-term nature.

The fair value of financial assets available-for-sale is based on quoted market prices at the end of the reporting period.

The table below shows the assigned level for each asset and liability held at fair value –

30th June 2017	Level 1	Level 2	Level 3	Total
Assets	\$	\$	\$	\$
Available-for-sale financial assets	243,261	-	-	243,261
30th June 2016	Level 1	Level 2	Level 3	Total
Assets	\$	\$	\$	\$
Available-for-sale financial assets	250,633	-	-	250,633

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017**

19. Section 272 Fair Work (Registered Organisations) Act 2009

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

Information to be provided to members or General Manager:

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

20. Other Information

(i) Going Concern

The Branch's ability to continue as a going concern is not reliant on financial support from another reporting unit.

(ii) Financial Support

No financial support has been provided to another reporting unit to ensure that it continues as a going concern.

(iii) Acquisition of assets and liability under specific sections:

The branch did not acquire any asset or a liability during the financial year as a result of:

- An amalgamation under part 2 of Chapter 3, of the RO Act;
- A restructure of the Branches of the organization;
- A determination by the General Manager under s245(1) of the RO Act;
- A revocation by the General Manager under s249(1) of the RO Act;

(iv) Acquisition of assets and liability as part of a business combination:

If assets and liabilities were acquired during the financial year as part of a business combination, the requirement of the Australian Accounting Standards will be complied with. No such acquisition has occurred during the financial year.



EddyPartners Accountants

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN SERVICES UNION VICTORIAN PRIVATE SECTOR BRANCH

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Australian Services Union – Victorian Private Sector Branch, which comprises the statement of financial position as at 30th June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended 30th June 2017, notes to the financial statements, including a summary of significant accounting policies and the Committee of Management Statement.

In our opinion, the accompanying financial report:

- a) presents fairly, in all material aspects, the financial position of Australian Services Union – Victorian Private Sector Branch as at 30th June 2017, and its financial performance and its cash flows for the year ended on that date; and
- b) complies with the Australian Accounting Standards; and
- c) any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

We declare that the Committee of Management's use of the going concern basis in the preparation of the financial statements of the Union is appropriate.

Partners:
David J. Eddy CPA
Stephen J. Cedy CPA
Suzanne J. Eddy CPA





Eddy Partners Accountants

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN SERVICES UNION VICTORIAN PRIVATE SECTOR BRANCH (Continued)

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

We are independent of the Union in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

Information Other than the Financial Report and Auditor's Report Thereon

The Committee of Management is responsible for the other information. The other information obtained at the date of this auditor's report is in the Operating Report accompanying the financial report.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

Partners:

David J. Eddy CPA
Stephen J. Eedy CPA
Suzanne J. Eddy CPA





EddyPartners Accountants

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN SERVICES UNION VICTORIAN PRIVATE SECTOR BRANCH (Continued)

Information Other than the Financial Report and Auditor's Report Thereon

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of Committee of Management for the Financial Report

The Committee of Management of the Union is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Fair Work (Registered Organisations) Act 2009, and for such internal control as the Committee of Management determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee of Management is responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee of Management either intend to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objective is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

Partners:
David J. Eddy CPA
Stephen J. Eedy CPA
Suzanne J. Eddy CPA





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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN SERVICES UNION VICTORIAN PRIVATE SECTOR BRANCH (Continued)

Auditor's Responsibilities for the Audit of the Financial Report (continued)

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Union's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Committee of Management.
- Conclude on the appropriateness of the Committee of Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Union's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Union to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN SERVICES UNION VICTORIAN PRIVATE SECTOR BRANCH (Continued)

Auditor's Responsibilities for the Audit of the Financial Report (continued)

- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Union to express an opinion on the financial report. We are responsible for the direction, supervision and performance of the Union audit. We remain solely responsible for our audit opinion.

We communicate with the Committee of Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

EDDY PARTNERS ACCOUNTANTS & AUDITORS

David James Eddy, CPA – Partner

Approved auditor (AA2017/89)

Member of CPA Australia

Holder of current Public Practice Certificate

Melbourne

Date: 19th September 2017

Partners:
David J. Eddy CPA
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