



FAIR WORK  
AUSTRALIA

13 January 2010

Mr Wayne Wood  
Secretary  
Australian Services Union WA Branch  
102 East Parade  
East Perth WA 6004  
By email: [branch.secretary@asuwa.org](mailto:branch.secretary@asuwa.org)

cc: Mr Timothy Turner  
Hewitt Turner & Gelevitis  
Suite 4, 1st Floor  
63 Shepperton Road  
Victoria Park WA 6100  
By email: [htg@htgbdc.com](mailto:htg@htgbdc.com)

Dear Mr Wood

**Re: Financial report of the Australian Services Union, Western Australian Branch for the year ended 30 June 2009 (FR2009/10105)**

I acknowledge receipt of the financial report of the Western Australian of the Australian Services Union for the year ended 30 June 2009. The documents were lodged with Fair Work Australia on 17 December 2009.

The financial report has now been filed.

I have also attached an addendum for your consideration in which I make comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged.

If you wish to discuss any matters further, I can be contacted on 03 86617929 or via email [eve.anderson@airc.gov.au](mailto:eve.anderson@airc.gov.au). A copy of this letter will also be forwarded to your auditor.

Yours sincerely

Eve Anderson  
Tribunal Services and Organisations  
Fair Work Australia  
Tel: 03 86617929

Email: [eve.anderson@fwa.gov.au](mailto:eve.anderson@fwa.gov.au)

## **Addendum to the Financial Reports for the Australian Services Union, Western Australian Branch for the year ended 30 June 2009 (FR2009/10105)**

The following comments are made to assist you when you next prepare a financial report.

### **1 Relevant legislation**

The Secretary's Certificate lodged with FWA on 17 December 2009 refers to Schedule 1B *Workplace Relations Act 1996*. The document should have referred to Schedule 1, not 1B. However the relevant legislation for financial reporting in 2010 is the [Fair Work \(Registered Organisations\) Act 2009](#) (the RO Act). In future years please ensure that documents refer to the *Fair Work (Registered Organisations) Act 2009*.

### **2 Designated Officer's Certificate: section 266**

[Section 266 of Schedule 1 to the Workplace Relations Act 1996](#) and [section 266 of the Fair Work \(Registered Organisations\) Act 2009](#) require the Branch to present the full report to either a general meeting of members or to a meeting of the committee of management (the Branch Executive Council). [Section 265](#) defines the full report as consisting of the auditor's report, the general purpose financial report (which includes the committee of management statement) and the operating report.

The Secretary's Certificate lodged with FWA states that the full report was presented to a meeting of the Branch Executive Council on 25 August 2009 in accordance with section 266. The meeting held on 25 August is not the meeting required by section 266. The meeting of the 25 August is the meeting required by item 26(a) of the [Reporting Guidelines](#) at which the required declarations are made for the Committee of Management Statement.

The meeting that was held in accordance with section 266 is the meeting held on 15 December 2009 because this is the meeting at which the full report was presented. In future years, the Secretary's Certificate needs to refer *only* to the meeting at which the full report was presented. I have attached a sample Committee of Management statement for your convenience.

### **3 Operating Report – results of principal activities**

[Subsection 254\(2\)\(a\) of the RO Act](#) requires an operating report to contain a review of the principal activities of the reporting unit, *the results of those activities* (my emphasis) and any significant changes in the nature of those activities. I note that the Operating Report lodged with FWA reports a financial result. It is the view of this office that subsection 254(2)(a) requires a descriptive review of the results of the principal activities, not a financial result. Please ensure that future operating reports provide a description of the results of the principal activities.

### **4 Operating Report - dates of changes to Office Holders**

[Regulation 159\(c\)](#) of the *Fair Work (Registered Organisations) Regulations 2009* requires the operating report to disclose the period for which each office holder held such a position. Although the Operating Report discloses the changes to holders office during the financial year it does not disclose period for which each office holder held such a position. In future years please provide the date of appointment/election and the date of resignation for each office holder.

### **5 Liabilities – employee and office holder benefits**

Item 14 of the [Reporting Guidelines](#) requires the separate disclosure of liabilities for employee benefits in respect of officer holders and employee benefits in respect of employees other than office holders. Note 10 discloses liabilities for employee benefits, but does not distinguish between office holders and other employees. In future years please ensure these liabilities are separately disclosed.

### **6 Cash flows between other branches/offices of the union**

Item 15 of the [Reporting Guidelines](#) requires that where another branch or office of the union is the source of a cash inflow or the application of cash outflow, such cash flow should be disclosed separately and that the name of the other branch or office be shown in the notes. In future years please ensure that cash flows between other branches/offices of the union are disclosed either in the cash flow statement or the notes to the cash flow statement.

**Australian Services Union  
Western Australian Branch**

102 East Parade,  
East Perth 6004.  
P.O. Box 8208  
Perth Business Centre,  
Perth WA 6849.

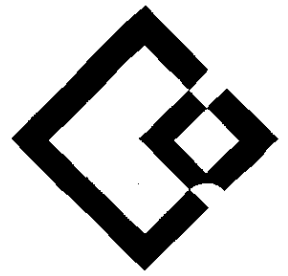
Tel: (08) 9427 7777  
Fax: (08) 9427 7700  
Country  
Callers: 1800 064 657

branch.secretary@asuwa.org  
www.asuwa.org

**Branch Secretary**  
Wayne Wood

**Assistant Branch Secretary**  
Pat Branson

16<sup>th</sup> December 2009



**A•S•U**

**The Registrar  
Fair Work Australia  
GPO Box 1994  
MELBOURNE VIC 3001**

Dear Registrar

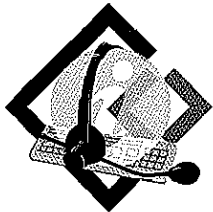
Please find attached the General Purpose Financial Report for the Australian Municipal, Administrative, Clerical and Services Union, Western Australian Branch, for the financial year ended 30<sup>th</sup> June 2009.

If I can be of any further assistance, please do not hesitate to contact me on either (08) 9427 7733 or 0412 947 052.

Yours sincerely

**Wayne Wood  
BRANCH SECRETARY**

cc. Paul Slape, ASU National Secretary



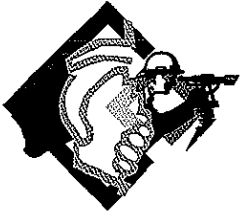
**ACCS**



**ASU / ME**



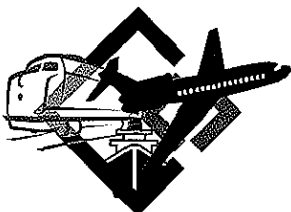
**ENERGY / IT**



**LOCAL GOVT**



**SACS**



**TRANSPORT**

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**CERTIFICATE OF SECRETARY OR OTHER AUTHORISED OFFICER**  
Section 268 of Schedule 1B *Workplace Relations Act 1996*

I, *Wayne Wood* being the *Branch Secretary* of the *Western Australian Branch of the Australian Services Union* certify:

- that the documents lodged herewith are copies of the full report, referred to in section 268 of Schedule 1B of the RAO Schedule;
- that the full report in respect of the financial year commencing 1<sup>st</sup> July 2008 and ending 30<sup>th</sup> June 2009, was distributed in full to members free of charge, together with the November 2009 edition of our "Unity" Journal. Distribution to all members home address was through Australia Post on 30<sup>th</sup> October 2009; and
- that the full report was presented and accepted by a meeting of the Branch Executive Council on 25<sup>th</sup> August 2009, in accordance with section 266 of the RAO Schedule. It was then presented for a second time, to a meeting of the Australian Municipal, Administrative, Clerical and Services Union, Western Australian Branch Executive Council on 15<sup>th</sup> December 2009.

Signature: \_\_\_\_\_

*Wayne Wood*

Dated this

*16*

day of

*DECEMBER* 2009.

**AUSTRALIAN SERVICES UNION  
(WESTERN AUSTRALIAN BRANCH)**

**FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2009**

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**CONTENTS**

	<b>Pages</b>
Independent Audit Report to the Members .....	3-4
Statement of Recovery of Wages.....	5
Operating Report.....	6-9
Committee of Management Statement .....	10
Income Statement .....	11
Balance Sheet .....	12
Statement of Recognised Income and Expenditure .....	13
Cash Flow Statement .....	14
Notes to the Financial Statements .....	15-35

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
THE AUSTRALIAN SERVICES UNION  
WESTERN AUSTRALIAN BRANCH**

**Report on the Financial Report**

We have audited the accompanying financial report of the Australian Services Union, Western Australian Branch, which comprises the balance sheet as at 30 June 2009 and the income statement, statement of recognised income and expenditure and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Committee of Management Statement, for the year ended 30 June 2009.

**Committee's Responsibility for the Financial Report**

The Committee of Management of the Union is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Workplace Relations Act 1996. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**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 entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial report.

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

**Independence**

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

Suite 4, 1st Floor  
63 Shepperton Road  
Victoria Park  
Western Australia 6100  
Telephone: (08) 9362 5855  
Facsimile: (08) 9362 5186  
Email: [htg@htgbdc.com](mailto:htg@htgbdc.com)  
Website: [www.htgbdc.com](http://www.htgbdc.com)  
ABN: 78 607 011 001  
PO Box 199  
Victoria Park  
Western Australia 6979

---

**HEWITT  
TURNER &  
GELEVITIS**

---



**BUSINESS  
DEVELOPMENT  
CONSULTANTS**

*Capital Raising  
Wealth Creation  
Asset Protection  
Audit Assurance  
Taxation Advisors  
Strategic Planning  
Accounting Services  
Management Consultancy*

**PRINCIPALS**

*Timothy Turner  
B.BUS (ACC), FCPA,  
FTIA  
Registered Company Auditor*

*Vick Gelevitis  
B.BUS (ACC), FCPA,  
NTAA, FTIA*

*Darryl Rodrigues  
B.Sc, B.BUS (ACC), CPA*

Hewitt Turner & Gelevitis  
is a CPA Practice



Liability Limited by a scheme  
approved under Professional  
Standards Legislation

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
THE AUSTRALIAN SERVICES UNION  
WESTERN AUSTRALIAN BRANCH (cont'd)**

**Audit Opinion**

In our opinion, the general purpose financial report of the Australian Services Union, Western Australian Branch, is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1 (RAO Schedule) of the Workplace Relations Act 1996.

Signed at *Perth* this *21<sup>st</sup>* day of *October*, 2009.

HEWITT  
TURNER &  
GELEVITIS

  
HEWITT TURNER & GELEVITIS  
AUDIT ASSURANCE DIVISION



  
TIMOTHY TURNER  
REGISTERED COMPANY AUDITOR



**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**STATEMENT REGARDING RECOVERY OF WAGES**

Based on representations made to us by our client and our audit work undertaken for the year ended 30 June 2009, it appears that there were no recovery of wages activity for the Australian Services Union, Western Australian Branch, for the year then ended.

Signed at *Perth* this *21<sup>st</sup>* day of *October* 2009.



**TIMOTHY TURNER**  
**REGISTERED COMPANY AUDITOR**

# AUSTRALIAN SERVICES UNION

## (WESTERN AUSTRALIAN BRANCH)

---

### OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2009

Your committee members submit the financial report of the Australian Services Union, Western Australian Branch, for the financial year ended 30 June 2009.

#### Review of the Union's Principal Activities

The principal activities of the Australian Services Union, Western Australian Branch, during the financial year were the provision of industrial, professional and managerial services to the members, consistent with the object and rules of the Union and in particular, protecting and improving the interests of members.

#### Significant Changes in Nature of Principal Activities

There were no significant changes in the nature of the Union's principal activities during the financial year.

#### Results of Principal Activities

The Australian Services Union, Western Australian Branch Unions principal activities resulted in a profit for the financial year of \$176,945 (2008: \$121,972 loss).

#### Significant Changes in the Union's Financial Affairs

No matters or circumstances arose during the reporting year, which significantly affected the financial affairs of the Union.

#### The Rights of Members to Resign

Rule 32 of the Australian Services Union Rules states as follows:

- a) A member may resign membership of the Union by written notice addressed and delivered to the Branch Secretary.
- b) A notice of resignation takes effect:
  - (i) where the member ceases to be eligible for membership of the Union:
    1. on the day on which the notice is received; or
    2. the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member;whichever is the later; or
  - (ii) in any other case:
    1. at the end of 2 weeks after the notice is received; or
    2. on the day specified in the notice;whichever is the later.

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2009**  
**(continued)**

**The Rights of Members to Resign (cont'd)**

- c) Notice of resignation shall be addressed to the Branch Secretary and delivered to that officer.
- d) Any member resigning shall be liable for the payment of all subscriptions, fines and levies owing to the Union under these Rules at the date of leaving, and such monies may be sued for and recovered in the name of the Union.
- e) Any subscription paid by a member in respect of a period beyond the end of the quarter in which the member's notice of resignation expires shall be remitted to the member if so requested and a member who pays annual subscription by instalments shall not be liable to pay any instalment for any period after the end of the quarter in which the member's notice of resignation expires and a member who resigns where the member ceased to be eligible to become a member of the Union as hereinbefore mentioned shall be entitled to the same remission.
- f) A notice delivered to the Branch Secretary shall be taken to have been received by the Union when it was delivered.
- g) A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered to the Branch Secretary.
- h) A resignation from membership of the Union is valid, even if not affected in accordance with sub-clauses a. to g. of this Rule, if the member is informed in writing by or on behalf of the Union, that the resignation has been accepted.
- i) A member on leaving the Union after compliance with this Rule shall be entitled, on written application to the Secretary of the member's Branch, to a clearance certificate in the prescribed form.

**Trustee or Director of Trustee Company of Superannuation Entity or Exempt Public Sector Superannuation Scheme**

The following officers of the Union held reserved positions in the following entities during the year:

Jeffrey Williams, Branch President, is a Director of the Trustee Company of Westscheme Superannuation;

Kevin Sim no longer holds the position of Branch Councillor.

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2009**  
**(Continued)**

**Prescribed Information Required under the Workplace Relations (RAO) Regulations 2003**

- a) the number of persons that were recorded in the register of members on 30 June 2009 was 5,320;
- b) the number of persons who were employees of the reporting unit on 30 June 2009 was 15, where the number of employees includes both full-time employees and part-time employees measured on a full-time equivalent basis;
- c) the names of each person who has been a member of the committee of management of the Union at any time during the reporting period, and the period for which he or she held such a position is as follows:

<b>Name</b>	<b>Title of Officer</b>
Jeffrey Williams	Branch President
Angela Hartwig	Deputy Branch President
Wayne Wood	Branch Secretary
Patricia Branson	Assistant Branch Secretary
Patricia Richardson	Branch Treasurer
Carolyn Wall	Branch Vice President (Women)
Carlo Genovese	Branch Executive Councillor
Mudji Neilsen	Branch Executive Councillor
Darcy Buckle	Branch Executive Councillor
Paul O'Neill	Branch Executive Councillor
Nigel Rainford	Branch Executive Councillor
Stephen Arnold	Branch Executive Councillor
Mark Attwood	Branch Executive Councillor
Diana Campbell	Branch Executive Councillor
Sanna Andrew	Branch Executive Councillor
Kate Davies	Branch Executive Councillor

**Left Blank Intentionally**

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

**OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2009**  
**(Continued)**

**Prescribed Information Required under the Workplace Relations (RAO) Regulations 2003 (Cont'd)**

**Changes to the Composition of the Committee of Management during the financial year**

Mary Chaytor	Branch Executive Councillor (Resigned)
Jeanette Garvey	Branch Executive Councillor (Appointed and Resigned)
Diana Campbell	Branch Executive Councillor (Appointed)
Sanna Andrew	Branch Executive Councillor (Appointed)
Kate Davies	Branch Executive Councillor (Appointed)

Wayne Wood  
Name

Branch Secretary  
Title

Wayne Wood  
Signature

13/10/09  
Date

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**COMMITTEE OF MANAGEMENT STATEMENT**

On 25<sup>th</sup> August 2009 the Branch Executive Council of The Western Australian Branch of *Australian Services Union* passed the following resolution in relation to the *General Purpose Financial Report (GPFR)* of the reporting unit for the financial year ended 30 June 2009:

The Committee of Management declares in relation to the GPFR 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 Industrial Registrar;
- (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;
- (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 RAO Schedule and the RAO Regulations; and
  - (iv) the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - (v) no information has been sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule during the period; and
  - (vi) no orders have been made by the Commission for inspection of financial records under section 273 of the RAO Schedule during the period.

For Committee of Management: *Patricia Richardson*

Title of Office held: *Branch Treasurer*

Signature: *Richardson*

Date: *13 October 2009.*

For Committee of Management: *Jeffrey Williams*

Title of Office held: *Branch President*

Signature: *Williams*

Date: *13/10/09*

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**INCOME STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2009**

	NOTE	2009 \$	2008 \$
Revenue	2	2,038,522	2,048,560
Administration Expenditure	3	(199,921)	(191,779)
Staffing Costs	4	(1,375,975)	(1,511,128)
Organising Expenses		(124,867)	(165,535)
Other Expenses	5	<u>(160,813)</u>	<u>(302,090)</u>
<b>TOTAL EXPENDITURE</b>		<u>1,861,576</u>	<u>2,170,532</u>
<b>PROFIT/(LOSS) FOR THE YEAR</b>		<u>176,946</u>	<u>(121,972)</u>
<b>PROFIT/(LOSS) ATTRIBUTABLE TO MEMBERS</b>		<u>176,946</u>	<u>(121,972)</u>

**The accompanying notes form part of these financial statements.**

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

**BALANCE SHEET**  
**AS AT 30 JUNE 2009**

	NOTE	2009 \$	2008 \$
<b>MEMBERS' FUNDS</b>			
Retained Earnings		866,031	689,085
Asset Revaluation Reserve		1,178,636	529,043
<b>TOTAL MEMBERS' FUNDS</b>		<u><b>2,044,667</b></u>	<u><b>1,218,128</b></u>
<b>CURRENT ASSETS</b>			
Cash & Cash Equivalents	6	837,726	707,255
Trade & Other Receivables	7	18,404	39,815
<b>TOTAL CURRENT ASSETS</b>		<u><b>856,130</b></u>	<u><b>747,070</b></u>
<b>NON-CURRENT ASSETS</b>			
Property, Plant and Equipment	8	1,517,021	882,943
<b>TOTAL NON-CURRENT ASSETS</b>		<u><b>1,517,021</b></u>	<u><b>882,943</b></u>
<b>TOTAL ASSETS</b>		<u><b>2,373,151</b></u>	<u><b>1,630,013</b></u>
<b>CURRENT LIABILITIES</b>			
Trade & Other Payables	9	197,389	143,722
Provisions	10	131,095	160,682
<b>TOTAL CURRENT LIABILITIES</b>		<u><b>328,484</b></u>	<u><b>304,404</b></u>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	10	-	107,481
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u><b>-</b></u>	<u><b>107,481</b></u>
<b>TOTAL LIABILITIES</b>		<u><b>328,484</b></u>	<u><b>411,885</b></u>
<b>NET ASSETS</b>		<u><b>2,044,667</b></u>	<u><b>1,218,128</b></u>

**The accompanying notes form part of these financial statements.**



**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**STATEMENT OF RECOGNISED INCOME AND EXPENDITURE**  
**FOR THE YEAR ENDED 30 JUNE 2009**

	Retained Earnings	Asset Revaluation Reserve	Total
	\$	\$	\$
<b>Balance as at 30 June 2007</b>	811,057	529,043	1,340,100
Profit / (loss) attributable to members	(121,972)	-	(121,972)
<b>Balance as at 30 June 2008</b>	<u>689,085</u>	<u>529,043</u>	<u>1,218,128</u>
Profit / (loss) attributable to members	176,946	649,593	826,539
<b>Balance as at 30 June 2009</b>	<u>866,031</u>	<u>1,178,636</u>	<u>2,044,667</u>

**The accompanying notes form part of these financial statements.**

**Left Blank Intentionally**

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2009**

	NOTE	2009 \$	2008 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts from members and others		2,011,252	2,018,410
Interest received		48,415	53,231
Payments to suppliers & employees		<u>(1,893,007)</u>	<u>(2,125,317)</u>
NET CASH INFLOWS FROM OPERATING ACTIVITIES	11	<u>166,660</u>	<u>(53,676)</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from Sale of Property, Plant & Equipment		7,727	-
Payments for Property, Plant & Equipment		<u>(43,916)</u>	<u>(4,832)</u>
NET CASH OUTFLOWS FROM INVESTING ACTIVITIES		<u>(36,189)</u>	<u>(48,945)</u>
NET INCREASE/(DECREASE) IN CASH HELD		130,471	(58,508)
CASH AT BEGINNING OF THE FINANCIAL YEAR		<u>707,255</u>	<u>765,763</u>
CASH AT THE END OF THE FINANCIAL YEAR	6	<u>837,726</u>	<u>707,255</u>

**The accompanying notes form part of these financial statements.**

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009**

**NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

The financial report is for the Australian Services Union, Western Australia Branch, an organisation registered under the Workplace Relations Act 1996. In accordance with this Act, the Union is a body corporate and has perpetual succession. By virtue of this method of incorporation, the Union and the State Branch are not subject to the Corporations Act 2001.

The following is a summary of the material accounting policies adopted by the Union in the preparation of the financial report:

**Basis of Preparation**

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the *Workplace Relations Act 1996*.

Australian Accounting Standards set out the accounting policies that the AASB has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions to which they apply. Compliance with the Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of this financial report are presented below and have been consistently applied unless otherwise stated.

The financial report has been prepared on an accruals basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

**Accounting Policies**

a) **Fixed Assets**

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

Freehold land and buildings are shown at their fair value (being an amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction) based on periodic, but at least triennial valuations by external independent valuers, less subsequent depreciation for buildings.

Any accumulated depreciation at the date of the revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the re-valued amount of the asset.

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009**

**STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**a) Fixed Assets ... continued**

The depreciable amount of buildings and building improvements are calculated on a straight-line basis over the useful lives of the assets to the Union. The depreciation rates vary between 2.5% and 22.52%pa.

Office Equipment and Furniture are measured at cost less depreciation and impairment losses depreciated on a diminishing value method at a rate of 20% pa. Motor vehicles are depreciated on a diminishing value method at a rate of 18.75% and 25% pa.

The carrying amount of property, plant and equipment is reviewed annually to ensure it is not in excess of the recoverable amount. The recoverable amount is determined as the depreciable replacement cost of the asset.

Increases in the carrying amount arising on revaluation of land & buildings are credited to a revaluation reserve in members' equity. Decreases that effect previous increases of the same class of asset are charged against fair value reserves in equity, all other decreases are charged to the income statement.

The gain or loss on disposal of all fixed assets, including revalued assets, is determined as the difference between the carrying amount of the asset at the time of disposal and the proceeds of disposal and is included in operating profit before income tax of the company in the year of disposal. Any realised revaluation increment relating to the disposed asset which is included in the asset revaluation reserve is transferred to the accumulation account.

**b) Employee Benefits**

Provision is made for the Union's liability for employee benefits arising from services rendered by employees to Balance Sheet date. Employee benefits expected to be settled within one year together with benefits arising from wages, salaries and annual leave which may be settled after one year, have been measured at the amounts expected to be paid when the liability is settled. Other employee benefits payable later than one year have been measured at the net present value.

Contributions are made by the Union, to employees' superannuation funds and are charged as expenses when incurred.

**c) Income Tax**

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

**AUSTRALIAN SERVICES UNION**

**(WESTERN AUSTRALIAN BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**d) Cash**

For the purposes of the Cash Flow Statement, cash includes cash on hand and deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less, and bank overdrafts.

**e) Revenue**

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

Members' contribution revenue is recognised upon the delivery of the service to the members.

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

**f) Goods & Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian 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 balance sheet are shown inclusive of GST.

**Left Blank Intentionally**

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009**

**STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**g) Financial Instruments**

*Recognition and Initial Measurement*

Financial instruments, incorporating financial assets and financial liabilities, are recognised when the entity becomes a party to the contractual provisions of the instrument.

Trade date accounting is adopted for financial assets that are delivered within timeframes established by market place convention.

Financial instruments are initially measured at fair value plus transactions costs where the instrument is not classified as at fair value through profit or loss. Transaction costs related to instruments classified as at fair value through profit or loss are expensed to profit or loss immediately. Financial instruments are classified and measured as set out below.

*Derecognition*

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity 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 the profit or loss.

*Classification and Subsequent Measurement*

(i) Financial assets at fair value through profit or loss

Financial assets are classified at fair value through profit or loss when they are held for trading for the purpose of short term profit taking, where they are derivatives not held for hedging purposes, or designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Realised and unrealised gains and losses arising from changes in fair value are included in profit or loss in the period in which they arise.

(ii) 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 using the effective interest rate method.

(iii) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative 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 determinable payments.

**AUSTRALIAN SERVICES UNION**

**(WESTERN AUSTRALIAN BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**g) Financial Instruments (cont'd)**

**(iv) Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost using the effective interest rate method.

**(v) Financial Liabilities**

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost using the effective interest rate method.

*Fair Value*

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

*Impairment*

At each reporting date, the Union assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the income statement.

**h) Impairment of Assets**

At each reporting date, the Union reviews the carrying amounts of its tangible and intangible 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 income statement.

Where the future economic benefits of the asset are not primarily dependent upon the assets ability to generate net cash inflows and then the Union would, if deprived of the asset, replace its remaining future economic benefits, value in use is depreciated replacement cost of an asset.

Where it is not possible to estimate the recoverable amount of an assets class, the Union estimates the recoverable amount of the cash generating unit to which the class of assets belong.

**i) Comparative Figures**

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

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009 (Continued)**

**j) Critical Accounting Estimates and Judgements Policy**

The Union evaluates estimates and judgments 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, obtain both externally and within the Union.

*Key Estimates - Impairment*

The Union assesses impairment at each reporting date by evaluating conditions specific to the Union that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Fair value less costs to sell or current replacement cost calculations performed in assessing recoverable amounts incorporate a number of key estimates.

*Key Judgements - Provision for Impairment*

A provision of \$2,018 has been made based on a review of outstanding Union Dues as at 30 June 2009.

**NOTE 2: REVENUE**

	<b>2009</b>	<b>2008</b>
	<b>\$</b>	<b>\$</b>
Interest Received	48,415	53,231
Members Subscriptions	1,960,018	1,972,605
Sundry Income	21,959	18,978
Staff Contributions to Motor Vehicles	3,333	3,746
Proceeds on sale of Fixed Assets	4,797	-
<b>TOTAL REVENUE</b>	<b>2,038,522</b>	<b>2,048,560</b>

**NOTE 3: ADMINISTRATION EXPENDITURE**

	<b>2009</b>	<b>2008</b>
	<b>\$</b>	<b>\$</b>
Capitation to National Office	116,742	130,080
Affiliation Fees - Unions WA	19,109	19,482
BCOM Honoraria	4,821	4,731
Legal Fees & Retainer	56,376	16,551
Airline Levy to National Office	2,873	2,880
IR Campaign - National/ACTU	-	13,018
Marginal Seat Co-ord - Nat/ACTU	-	5,037
<b>TOTAL</b>	<b>199,921</b>	<b>191,779</b>



**AUSTRALIAN SERVICES UNION****(WESTERN AUSTRALIAN BRANCH)****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009 (Continued)****NOTE 4: STAFFING COSTS**

	2009	2008
	\$	\$
Recruitment	10,113	165
Fringe Benefits Tax	2,071	2,174
Payroll Tax	29,212	36,003
Superannuation Retirement Benefits	145,148	158,515
Annual Leave and RDO Provision	(13,063)	(2,497)
Long Service Leave Provision	(16,524)	24,873
Salaries and Allowances – Staff	962,112	1,015,455
Salaries and Allowances – Officials	190,796	200,336
Recoup of Employee Costs	-	(1,300)
Insurance - Workers Compensation	11,941	11,825
Staff Training & Amenities	9,074	10,188
Staff Allowances, Travel & Accommodation	43,655	34,100
Temporary Work	1,440	21,291
<b>TOTAL</b>	<b>1,375,975</b>	<b>1,511,128</b>

**NOTE 5: OTHER EXPENSES**

	2009	2008
	\$	\$
Remuneration of the auditor		
- Auditing or reviewing the financial report	15,084	11,673
- Preparation of FBT Return	800	750
Depreciation - Buildings & Improvements	7,919	7,722
- Office Furniture & Equipment	25,382	33,111
- Motor Vehicle	21,334	28,801
Doubtful Debts Expense	208	1,790
Loss on Sale of Asset	1,865	-
Provision for Contingency	(107,481)	4,134

**Left Blank Intentionally**

# AUSTRALIAN SERVICES UNION

## (WESTERN AUSTRALIAN BRANCH)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009 (Continued)

NOTE 6 - CASH & CASH EQUIVALENTS	2009	2008
	\$	\$
CBA Cheque Account	26,717	1,160
Petty Cash Float	400	400
Bendigo – Term Deposit	638,067	-
Adelaide Bank – Money Market	-	600,191
Members Equity – 24 hr Call	172,542	105,504
<b>TOTAL CASH &amp; CASH EQUIVALENTS</b>	<b><u>837,726</u></b>	<b><u>707,255</u></b>

NOTE 7 - TRADE & OTHER RECEIVABLES	Note	2009	2008
		\$	\$
Subscriptions in Arrears		12,715	28,336
Less Provision for Impairment of Receivables	7 (i)	(2,019)	(1,790)
Other Debtors		7,708	3,194
Prepayments		-	10,075
<b>TOTAL TRADE &amp; OTHER RECEIVABLES</b>		<b><u>18,404</u></b>	<b><u>39,815</u></b>

- (i) Provision for Impairment of Receivables  
Current receivables are assessed for recoverability and a provision for impairment is recognised when there is objective evidence that an individual receivable is impaired. These amounts have been included in Other Expenses.

Movement in the Provision of Impairment of Receivables is as follows:

	Opening Balance	Charge for the year	Amounts written off	Closing Balance
Current Trade Receivables	1,790	208	(21)	2,019
Balance at 30 June 2009	1,790	208	(21)	2,019
Current Trade Receivables	-	1,790	-	1,790
Balance at 30 June 2008	-	1,790	-	1,790

There are no balances within trade receivables that contain assets that are not impaired and are post due. It is expected that these balances will be received when due.

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009 (Continued)**

**NOTE 8 - PROPERTY, PLANT, EQUIPMENT & MOTOR VEHICLES**

	2009	2008
	\$	\$
<b>LAND AND BUILDINGS</b>		
Land – 102 East Pde, East Perth – at independent valuation	690,000	440,000
Buildings and Improvements – at independent valuation	699,593	300,000
Buildings and Improvements – at cost	10,407	3,717
Less: Accumulated depreciation	<u>(23,140)</u>	<u>(15,222)</u>
	<u>686,860</u>	<u>288,495</u>
<b>TOTAL LAND AND BUILDINGS</b>	<b>1,376,860</b>	<b>728,495</b>
Motor Vehicles – at cost	155,636	149,943
Less: Accumulated depreciation	<u>(60,726)</u>	<u>(63,265)</u>
	<u>94,910</u>	<u>86,678</u>
Office Furniture – at cost	18,890	18,890
Less: Accumulated depreciation	<u>(14,599)</u>	<u>(12,444)</u>
	<u>4,291</u>	<u>6,446</u>
Office Equipment – at cost	287,511	287,809
Less: Accumulated depreciation	<u>(246,551)</u>	<u>(226,485)</u>
	<u>40,960</u>	<u>61,324</u>
<b>TOTAL PLANT &amp; EQUIPMENT</b>	<b>140,161</b>	<b>154,448</b>
<b>TOTAL PROPERTY, PLANT &amp; EQUIPMENT</b>	<b><u>1,517,021</u></b>	<b><u>882,943</u></b>

The land and buildings were re-valued at 30 June 2009 by independent valuation conducted by valuers ValuationsWA on 11 August 2009. The valuation has been prepared in accordance with the Australian Property Institute's Standard Report content. The revaluation surplus was credited to an asset revaluation reserve in members' equity.

# AUSTRALIAN SERVICES UNION

## (WESTERN AUSTRALIAN BRANCH)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009 (Continued)

#### NOTE 8 - PROPERTY, PLANT, EQUIPMENT & MOTOR VEHICLES (Continued)

##### MOVEMENTS IN CARRYING AMOUNTS

Movement in the carrying amount of each class of property, plant & equipment between the beginning and the end of the current financial year.

##### Year ended 30 June 2009

	Freehold Land	Buildings	Office Furniture	Office Equipment	Motor Vehicles	Total
	\$	\$	\$	\$	\$	\$
Balance at the beginning of the year	440,000	303,716	18,890	287,809	149,942	1,240,357
Additions	-	6,690	-	3,641	41,541	51,872
Disposals	-	-	-	(3,939)	(35,847)	(39,786)
Revaluation increments/ (decrements)	250,000	399,594	-	-	-	649,594
Depreciation expense	-	(23,140)	(14,599)	(246,551)	(60,726)	(345,016)
<b>Carrying amount at the end of the year</b>	<b>690,000</b>	<b>686,860</b>	<b>4,291</b>	<b>40,960</b>	<b>94,910</b>	<b>1,517,021</b>

##### Year ended 30 June 2008

	Freehold Land	Buildings	Office Furniture	Office Equipment	Motor Vehicles	Total
	\$	\$	\$	\$	\$	\$
Balance at the beginning of the year	440,000	292,500	8,300	91,465	115,479	947,744
Additions	-	3,717	754	361	-	4,832
Disposals	-	-	-	-	-	-
Revaluation increments/ (decrements)	-	-	-	-	-	-
Depreciation expense	-	(7,722)	(2,608)	(30,502)	(28,801)	(69,633)
<b>Carrying amount at the end of the year</b>	<b>440,000</b>	<b>288,495</b>	<b>6,446</b>	<b>61,324</b>	<b>86,678</b>	<b>882,943</b>

Left Blank Intentionally

**AUSTRALIAN SERVICES UNION**

**(WESTERN AUSTRALIAN BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009 (Continued)**

<b>NOTE 9 - TRADE &amp; OTHER PAYABLES</b>	<b>2009</b>	<b>2008</b>
	<b>\$</b>	<b>\$</b>
Group Taxes	18,340	20,297
Super ASU Contributions	-	284
Trade Creditors	96,422	67,205
Accruals	44,300	14,368
Staff Assistance Fund	10,000	10,000
Net GST Payable	19,633	22,874
Workers Compensation Assistance Fund	8,694	8,694
<b>TOTAL TRADE &amp; OTHER PAYABLES</b>	<b><u>197,389</u></b>	<b><u>143,722</u></b>

<b>NOTE 10 - PROVISIONS</b>	Note	<b>2009</b>	<b>2008</b>
		<b>\$</b>	<b>\$</b>
<b><u>CURRENT</u></b>			
Provision for Long Service Leave		44,852	61,376
Provision for Annual Leave & Rostered Days Off		76,243	89,306
Provision for Sick Leave		10,000	10,000
<b>TOTAL</b>		<b><u>131,095</u></b>	<b><u>160,682</u></b>
<b><u>NON-CURRENT</u></b>			
Provision for Contingency	(i)	-	107,481
<b>TOTAL</b>		<b><u>131,095</u></b>	<b><u>268,163</u></b>

(i) The employment contract for elected officers of the Australian Services Union Western Australian Branch provided a payment for the loss of office benefit in certain circumstances. This provision no longer applies to elected officers commencing after July 2005. Mr Paul Burlinson, Branch Secretary, resigned on 2<sup>nd</sup> July 2009. The entire Provision for Contingency at 30 June 2008 related to Mr Burlinson and has therefore been reversed due to his resignation.

**Movements in Provisions**

	LSL	AL / RDO	Sick Leave	Contingency	Total
Opening Bal at 1 July 2008	61,376	89,306	10,000	107,481	268,163
Provision for the year	(16,524)	(13,063)	-	(107,481)	(137,068)
<b>Closing Bal at 30 June 2009</b>	<b><u>44,852</u></b>	<b><u>76,243</u></b>	<b><u>10,000</u></b>	<b><u>-</u></b>	<b><u>131,095</u></b>

**Left Blank Intentionally**

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009**  
**(Continued)**

	2009	2008
	\$	\$
<b>NOTE 11 - RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING SURPLUS / (DEFICIT)</b>		
Operating Surplus/(Deficit) for the year	176,945	(121,972)
<u>Non cash flows in Operating surplus/ (deficit)</u>		
Depreciation	54,635	69,633
(Profit)/Loss from sale of fixed assets	(2,931)	-
 <u>Changes in Assets and Liabilities</u>		
Increase/(decrease) in provision for annual leave & RDOs	(13,063)	(2,496)
Increase/(decrease) in provision for contingencies	(107,481)	4,133
Increase/(decrease) in provision for long service leave	(16,524)	24,873
Increase/(decrease) in provision for Impairment of Receivables	229	1,790
Increase/(decrease) in sundry creditors and accruals	56,909	(47,144)
(Increase)/decrease in other debtors	(4,514)	(1,395)
(Increase)/decrease in Subscriptions in Arrears	15,621	24,476
(Increase)/decrease in GST credit	(5,489)	9,322
Increase/(decrease) in GST payable	2,248	(4,821)
(Increase)/decrease in Prepayments	10,075	(10,075)
 <b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>166,660</b>	<b>(53,676)</b>

**NOTE 12 - RESERVES**

The asset revaluation reserve records revaluations of property, plant and equipment.

**NOTE 13 - FINANCIAL INSTRUMENTS**

**a) Financial Risk Management**

The entity's financial instruments consist mainly of cash held with the bank, deposits with banks, short-term investments and accounts receivable and payable.

The main purpose of non-derivative financial instruments is to raise finance for the entity.

The entity does not have any derivative instruments as at 30 June 2009.

**Financial Risks**

The main risks the union is exposed to through its financial instruments are interest rate risk, liquidity risk and credit risk.

*i. Foreign Currency Risk*

The union is not exposed to fluctuations in foreign currencies.

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009 (Continued)**

**NOTE 13 - FINANCIAL INSTRUMENTS...Continued**

*ii. Liquidity Risk*

The union manages liquidity risk by monitoring forecast cash flows.

*iii. Credit Risk*

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets, is the carrying amount, net of any provision for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements.

*iv. Price Risk*

The union is not exposed to any material commodity price risk.

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009 (Continued)**

**NOTE 13 - FINANCIAL INSTRUMENTS...Continued**

**b) Interest Rate Risk**

The union's exposure to interest rate risk, which is the risk that the value of the financial instrument will fluctuate due to changes in market interest rates, and the effective interest rates on those financial assets and financial liabilities is as follows:

30 June 2009	Floating Interest Rate	Fixed Interest	Non- Interest Bearing	Total
<b>Financial Assets</b>				
Cash & Cash Equivalents	837,326	-	400	837,725
Trade & Other Receivables	-	-	7,707	7,707
	837,326	-	8,107	845,432
Weighted average interest rate	4.62%	-		
<b>Financial Liabilities</b>				
Trade & Sundry Payables		-	140,722	140,722
<b>NET FINANCIAL ASSETS / (LIABILITIES)</b>	<b>837,326</b>	<b>-</b>	<b>148,829</b>	<b>986,154</b>
30 June 2008	Floating Interest Rate	Fixed Interest	Non- Interest Bearing	Total
<b>Financial Assets</b>				
Cash & Cash Equivalents	706,855	-	400	707,255
Trade & Other Receivables		-	3,194	3,194
	706,855	-	3,594	710,449
Weighted average interest rate	8.34%	-		
<b>Financial Liabilities</b>				
Trade & Sundry Payables		-	81,572	81,572
<b>NET FINANCIAL ASSETS / (LIABILITIES)</b>	<b>706,855</b>	<b>-</b>	<b>(77,978)</b>	<b>628,877</b>

Trade Payables are expected to be settled within six months.



**AUSTRALIAN SERVICES UNION**

**(WESTERN AUSTRALIAN BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009 (Continued)**

**NOTE 13 - FINANCIAL INSTRUMENTS...Continued**

**c) Net Fair Values**

The assets and liabilities as disclosed in the balance sheet and notes to the financial statements approximate their carrying values.

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

The aggregate net fair values and carrying amounts of the financial assets and liabilities are disclosed in the balance sheet and in the notes to and forming part of the accounts.

**d) Financing Arrangements**

Unrestricted access was available at balance date to the following:

<b>Bank Overdraft Facility</b>	<b>30 June 2009</b>	<b>30 June 2008</b>
	<b>\$</b>	<b>\$</b>
<b>Lines of Credit</b>		
Bank Overdraft - facility	<u>- NIL -</u>	<u>- NIL -</u>

**e) Trade and Other Receivables**

The credit risk for counterparties included in trade and other receivables at 30 June 2009 is detailed below:

Trade and other receivables

	<b>2009</b>	<b>2008</b>
	<b>\$</b>	<b>\$</b>
<b>Credit risk (continued)</b>		
AA rated counterparties	-	-
B rated counterparties	7,708	3,194
Counterparties not rated	10,696	26,546
<b>Total</b>	<u><b>18,404</b></u>	<u><b>29,740</b></u>

Credit risk for derivative financial instruments arises from the potential failure by counter-parties to the contract to meet their obligations.

The union does not have any material credit risk exposure to any single receivable or group of receivables under financial instruments entered into by the union.

# AUSTRALIAN SERVICES UNION

## (WESTERN AUSTRALIAN BRANCH)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009 (Continued)

#### NOTE 13 - FINANCIAL INSTRUMENTS...Continued

##### f) Interest Rate Sensitivity Analysis

As 30 June 2009, the effect on loss and equity as a result of changes in the interest rate, with all other variables remaining constant would be as follows:

	Higher / (Lower) 2009 \$	Higher / (Lower) 2008 \$
Change in profit		
- Increase in interest rate by 2%	16,747	14,114
- Decrease in interest rate by 2%	(16,747)	(14,114)
Change in Members' Funds		
- Increase in interest rate by 2%	16,747	14,114
- Decrease in interest rate by 2%	(16,747)	(14,114)

The movements in profit are due to higher / lower interest revenue from cash balances.

##### g) Foreign Currency Risk Sensitivity Analysis

For the year ended 30 June 2009 the Union was not exposed to any fluctuations in foreign currencies.

The above interest rate and foreign exchange rate risk sensitivity analyses have been performed on the assumption that all other variables remain unchanged.

#### NOTE 14 - RELATED PARTY TRANSACTIONS

##### a) Names of officers

The following persons have held office in the Union during the year:

Name	Office Held
Jeffrey Williams	Branch President
Angela Hartwig	Deputy Branch President
Wayne Wood	Branch Secretary
Patricia Branson	Assistant Branch Secretary
Patricia Richardson	Branch Treasurer
Carolyn Wall	Branch Vice President (Women)
Carlo Genovese	Branch Executive Councillor
Mudji Neilsen	Branch Executive Councillor
Darcy Buckle	Branch Executive Councillor
Paul O'Neill	Branch Executive Councillor
Sanna Andrew	Branch Executive Councillor
Kate Davies	Branch Executive Councillor

# AUSTRALIAN SERVICES UNION

## (WESTERN AUSTRALIAN BRANCH)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009 (Continued)

#### NOTE 14 - RELATED PARTY TRANSACTIONS Continued

Name	Office Held
Nigel Rainford	Branch Executive Councillor
Stephen Arnold	Branch Executive Councillor
Mark Attwood	Branch Executive Councillor
Jeanette Garvey	Branch Executive Councillor (Resigned)
Diana Campbell	Branch Executive Councillor
Mary Chaytor	Branch Executive Councillor (Resigned)

#### b) Key Management Personnel Remuneration

	Short Term Benefits	Post Employment	Other Long Term Benefits	Termination Benefits	Total
2009 Total Compensation	205,265	14,813	-	-	220,078
2008 Total Compensation	243,391	28,939	5,281	4,134	281,745

#### c) Other transactions

There were no other transactions between the officers and the Union other than those relating to their membership in the Union and the reimbursement by the Union in respect of expenses incurred by them in the performance of their duties. Such transactions have been on conditions no more favourable than those, which it is reasonable to expect, would have been adopted by parties at arm's length.

#### NOTE 15 - CAPITAL COMMITMENTS

At the date of signing this report there are no known outstanding capital commitments.

#### NOTE 16 - CONTINGENT LIABILITIES

At the date of signing this report there are no known contingent liabilities.

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009 (Continued)**

**NOTE 17 – GEOGRAPHICAL LOCATIONS**

The Union operates from 102 East Parade, East Perth in the State of Western Australia.

**NOTE 18 – EMPLOYEE NUMBERS**

	<b>30/06/09</b>	<b>30/06/08</b>
	<b>Number</b>	<b>Number</b>
Number of employees at the end of financial year	<u>15</u>	<u>20</u>

**NOTE 19 - POST BALANCE DATE EVENTS**

No matter has arisen since the end of the financial year which warrants disclosure in these financial statements.

**NOTE 20 - CHANGE IN ACCOUNTING POLICY**

**New Accounting Standards for Application in Future Periods**

The AASB has issued new, revised and amended Standards and Interpretations that have mandatory application dates for future reporting periods and which the association has decided not to early adopt. A discussion of those future requirements and their impact on the association is as follows:

- AASB 3: Business Combinations, AASB 127: Consolidated and Separate Financial Statements, AASB 2008-3: Amendments to Australian Accounting Standards arising from AASB 3 and AASB 127 [AASB Standards 1, 2, 4, 5, 7, 101, 107, 112, 114, 116, 121, 128, 131, 132, 133, 134, 136, 137, 138 and 139 and Interpretations 9 and 107] (applicable for annual reporting periods commencing from 1 July 2009) and AASB 2008-7: Amendments to Australian Accounting Standards – Cost of an Investment in a Subsidiary, Jointly Controlled Entity or Associate [AASB 1, AASB 118, AASB 121, AASB 127 and AASB 136] (applicable for annual reporting periods commencing from 1 January 2009). These Standards are applicable prospectively and so will only affect relevant transactions and consolidations occurring from the date of application. Neither of these are currently applicable to the association.
  
- AASB 8: Operating Segments and AASB 2007-3: Amendments to Australian Accounting Standards arising from AASB 8 [AASB 5, AASB 6, AASB 102, AASB 107, AASB 119, AASB 127, AASB 134, AASB 136, AASB 1023, and AASB 1038] (applicable for annual reporting periods commencing from 1 January 2009). This Standard replaces AASB 114 and requires identification of operating segments on the basis of internal reports that are regularly reviewed by the group's board for the purposes of decision making. Whilst the impact of this Standard cannot be assessed at this stage, there is the potential for more segments to be identified. Given the lower economic level at which segments may be defined, and the fact that cash generating units cannot be bigger than operating segments, impairment calculations may be affected. Management presently do not believe impairment will result however.

# AUSTRALIAN SERVICES UNION

## (WESTERN AUSTRALIAN BRANCH)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009 (Continued)

#### NOTE 20- CHANGE IN ACCOUNTING POLICY Continued...

- AASB 101: Presentation of Financial Statements, AASB 2007-8: Amendments to Australian Accounting Standards arising from AASB 101, and AASB 2007-10: Further Amendments to Australian Accounting Standards arising from AASB 101 (all applicable to annual reporting periods commencing from 1 January 2009). The revised AASB 101 and amendments supersede the previous AASB 101 and redefine the composition of financial statements including the inclusion of a statement of comprehensive income. There will be no measurement or recognition impact on the association. If an entity has made a prior period adjustment or reclassification, a third balance sheet as at the beginning of the comparative period will be required.
- AASB 123: Borrowing Costs and AASB 2007-6: Amendments to Australian Accounting Standards arising from AASB 123 [AASB 1, AASB 101, AASB 107, AASB 111, AASB 116 and AASB138 and interpretations 1 and 12] (applicable for annual reporting periods commencing from 1 January 2009). The revised AASB 123 has removed the option to expense all borrowing costs and will therefore require the capitalisation of all borrowing costs directly attributable to the acquisition, construction or production of a qualifying asset. Management has determined that there will be no effect on the association as a policy of capitalising qualifying borrowing costs has been maintained by the association.
- AASB 2008-1: Amendments to Australian Accounting Standard – Share-based Payments: Vesting Conditions and Cancellations [AASB 2] (applicable for annual reporting commencing from 1 January 2009). This amendment to AASB 2 clarifies that vesting conditions consist of service and performance conditions only. Other elements of a share-based payment transaction should be considered for the purposes of determining fair value. Cancellations are also required to be treated in the same manner whether cancelled by the entity or by another party. This Standard is not currently applicable to the association.
- AASB 2008-2: Amendments to Australian Accounting Standards – Puttable Financial Instruments and Obligations arising on Liquidation [AASB 7, AASB 101, AASB 132 and AASB 139 and Interpretation 2] (applicable for annual reporting periods commencing from 1 January 2009). These amendments introduce an exception to the definition of a financial liability, to classify as equity instruments certain puttable financial instruments and certain other financial instruments that impose an obligation to deliver a pro rata share of net assets only upon liquidation.
- AASB 2008-5: Amendments to Australian Accounting Standards arising from the Annual Improvements Projects (July 2008) and AASB 2008-6: Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project (July 2008) detail numerous non-urgent but necessary changes to accounting standards arising from the IASB's annual improvements project. No changes are expected to materially affect the association.

**AUSTRALIAN SERVICES UNION**  
**(WESTERN AUSTRALIAN BRANCH)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2009 (Continued)**

**NOTE 20- CHANGE IN ACCOUNTING POLICY Continued...**

- AASB 2008-8: Amendments to Australian Accounting Standards – Eligible Hedged Items [AASB 139] (applicable for annual reporting periods commencing from 1 July 2009). This amendment clarifies how the principles that determine whether a hedged risk or portion of cash flows is eligible for designation as a hedged item should be applied in particular situations and is not expected to materially affect the association.
- AASB 2008-13: Amendments to Australian Accounting Standards arising from AASB Interpretation 17-Distributions of Non-cash Assets to Owners [AASB 5 and AASB 110] (applicable for annual reporting periods commencing from 1 July 2009). This amendment requires that non-current assets held for distribution to owners be measured at the lower of carrying value and fair value, less costs to distribute.
- AASB Interpretation 15: Agreements for the Construction of Real Estate (applicable for annual reporting periods commencing from January 2009). Under the Interpretation, agreements for the construction of real estate shall be accounted for in accordance with AASB 111 where the agreement meets the definition of ‘construction contract’ per AASB 111 and when the significant risks and rewards of ownership of the work in progress transfer to the buyer continuously as construction progresses. Where the recognition requirements in relation to construction are satisfied but the agreement does not meet the definition of ‘construction contract’, revenue is to be accounted for in accordance with AASB 118. This policy is not currently applicable to the association.
- AASB Interpretation 16: Hedges of a Net Investment in a Foreign Operation (applicable for annual reporting periods commencing from 1 October 2008). Interpretation 16 applies to entities that hedge foreign currency risk arising from net investments in foreign operations and that want to adopt hedge accounting. The Interpretation provides clarifying guidance on several issues in accounting for the hedge of a net investment in a foreign operation and is not expected to impact the association.
- AASB Interpretation 17: Distribution of Non-cash Assets to Owners (applicable for annual reporting periods commencing from 1 July 2009). This guidance applies prospectively only and clarifies that non-cash dividends payable should be measured at the fair value of the net assets to be distributed, where the difference between the fair value and carrying value of the assets is recognised in profit or loss.

The association does not anticipate early adoption of any of the above reporting requirements and does not expect them to have any material effect on the association’s financial statements.

# AUSTRALIAN SERVICES UNION

## (WESTERN AUSTRALIAN BRANCH)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009 (Continued)

#### NOTE 21 - CAPITAL MANAGEMENT

Management control the capital of the Union to ensure that adequate cash flows are generated to fund its programs and that returns from investments are maximised. The Committee of Management ensures that the overall risk management strategy is in line with this objective.

Risk Management Policies are approved and reviewed by the Committee of Management on a regular basis. There include credit risk policies and future cash flow requirements.

The Union's capital consists of financial liabilities, supported by financial assets.

The Committee of Management effectively manage the Union's capital by assessing the Union's financial risk and responding to changes in these risks and in the market. These responses may include the consideration of debt levels.

There have been no changes to the strategy adopted by the Committee of Management to control the capital of the Union since prior year. The strategy of the Union is to ensure that sufficient cash is on hand to meet trade and sundry payables.

The gearing ratios for the years ended 30 June 2009 and 30 June 2008 are as follows:

	2009	2008
	\$	\$
Trade and Other Payables	197,389	143,722
Less Cash and Cash Equivalents	(837,726)	(707,255)
Net Debt	(640,337)	(563,533)
Total Equity (reserves and retained earnings)	2,044,667	1,218,128
<b>Total capital</b>	<b>1,404,330</b>	<b>654,595</b>

#### NOTE 22 - INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272, which read as follows:

- 272(1) *A member of a reporting unit, or a Registrar 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;*
- 272(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 be not less than 14 days after the application is given to the reporting unit;*
- 272(3) *A reporting unit must comply with an application made under subsection (1).*

\*\*\* END OF NOTES TO FINANCIAL STATEMENTS \*\*\*

