

# AUSTRALIAN NURSING FEDERATION - NSW BRANCH

*In Association with New South Wales Nurses' Association*

ADDRESS ALL CORRESPONDENCE TO: Branch Secretary 43 Australia Street, PO Box 40, Camperdown 2050

Telephone: (02) 550 3244 Toll Free: (008) 043 190 Facsimile: (02) 550 3667

SAM:JS:EP

21 January 2002

Iain Stewart  
Statutory Services Branch  
Australian Industrial Registry  
GPO Box 1994S  
MELBOURNE VIC 3001

Dear Iain,

**RE: AUSTRALIAN NURSING FEDERATION – NEW SOUTH WALES BRANCH  
FINANCIAL RETURN**

Please find enclosed a copy of the Financial Statements of the Australian Nursing Federation – New South Wales Branch for the year ended 30 June 2001 together with the relevant certificates as required under the Workplace Relations Act 1996.

Your sincerely



Sandra Moait  
**BRANCH SECRETARY**

Encl.

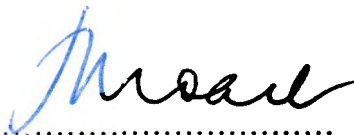
**CERTIFICATE BY SECRETARY**

**PART IX, DIVISION 11 OF WORKPLACE RELATIONS ACT 1996**

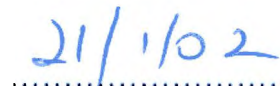
I, Sandra Moait, Branch Secretary of the Australian Nursing Federation – New South Wales Branch, hereby certify that the documents lodged herewith are true copies of the accounts, auditor's report and certificates presented to the Committee of Management meeting held on Tuesday, 15 January 2002 in respect of the financial year ended 30 June 2001.

The documents lodged herewith are:

- 1 copies of the accounts prepared in accordance with the requirements of Section 273(1) and Regulation 107, and
2. a copy of the certificate given by the accounting officer of the organisation in accordance with the requirements of Regulation 109(1)(a) and (4), and
3. a copy of the certificate given by the Committee of Management in accordance with requirements of Regulation 109(1)(b) and (2), and
4. a copy of the report of the auditor of the organisation prepared in accordance with the requirement of Section 276(4).



.....  
**Sandra Moait**



.....  
**Date**

**AUSTRALIAN NURSING FEDERATION  
NEW SOUTH WALES BRANCH**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2001**

**COPY**


**AUSTRALIAN NURSING FEDERATION**

**NEW SOUTH WALES BRANCH**

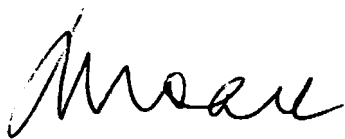
**COUNCIL'S CERTIFICATE**

We **HELANA DONALDSON**, and **SANDRA MOAIT**, being two members of the Council of The Australian Nursing Federation, New South Wales Branch, do state on behalf of the Council and in accordance with a resolution passed by the Council that: -

- [i] In the opinion of the Council, the attached accounts show a true and fair view of the financial affairs of the Branch as at 30 June 2001.
- [ii] In the opinion of the Council, meetings of the Council were held during the year ended 30 June 2001 in accordance with the rules of the Branch.
- [iii] To the knowledge of any member of the Council, there have been, during the financial year to which the accounts relate, no instances where records of the Branch or other documents [not being documents containing information made available to a member of the Branch under Sub-Section 274 [2] of the Workplace Relations Act, 1996], or copies of these records or documents, or copies of the rules of the Branch, have not been furnished, or made available to members in accordance with the requirements of the Workplace Relations Act, 1996, the Regulations thereto, or the rules of the Branch.
- [iv] The Branch has complied with Sub-Sections 279 [1] and [6] of the Act in relation to the financial accounts in respect of the year ended 30 June 2000, and the Auditors' Report thereon.



HELANA DONALDSON



SANDRA MOAIT

30 October 2001

**AUSTRALIAN NURSING FEDERATION**

**NEW SOUTH WALES BRANCH**

**ACCOUNTING OFFICER'S CERTIFICATE**

I, **SANDRA MOAIT**, being the Officer responsible for keeping the accounting records of The Australian Nursing Federation, New South Wales Branch, certify that as at 30 June 2001, the number of members of the Branch was 42,577.

In my opinion:

- [i] The attached accounts show a true and fair view of the financial affairs of the Branch as at 30 June 2001.
- [ii] A record has been kept of all moneys paid by, or collected from, members and all moneys so paid or collected have been credited to the bank account to which those moneys are to be credited, in accordance with the rules of the Branch.
- [iii] Before any expenditure was incurred by the Branch, approval of the incurring of the expenditure was obtained in accordance with the rules of the Branch.

With regard to funds of the Branch raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated.

- [v] No loans or other financial benefits, other than remuneration in respect of their full time employment with the Branch, were made to persons holding office in the Branch.

The register of members of the Branch was maintained in accordance with the Workplace Relations Act, 1996.



.....  
**SANDRA MOAIT**

30 October 2001

**AUSTRALIAN NURSING FEDERATION**

**NEW SOUTH WALES BRANCH**

**STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE YEAR ENDED 30 JUNE 2001.**

	<u>2001</u>	<u>2000</u>
	\$	\$
<b>INCOME</b>		
Interest	453	213
Service Fee - NSW Nurses Association	544,184	569,708
Commission - Insurance	5,894	6,571
Publication and Video Sales	114	212
	<hr/>	<hr/>
<b>TOTAL INCOME</b>		<b>576,704</b>
	<hr/>	<hr/>
<b>LESS EXPENDITURE</b>		
Audit and Accountancy Fees	2,400	2,200
Bank Charges	4	4
Capitation Fees	545,832	526,773
Conference, Meeting & Travelling Expenses	1,496	43,307
Donation - APHEDA, East Timor Project	-	1,778
Purchases - Australian Nurses Journal	541	532
Purchases - Publications	95	1,816
	<hr/>	<hr/>
<b>TOTAL EXPENDITURE</b>	550,368	576,410
	<hr/>	<hr/>
<b>OPERATING SURPLUS FOR THE YEAR</b>	277	294
Accumulated Funds at Beginning of Year	23,062	22,768
	<hr/>	<hr/>
<b>ACCUMULATED FUNDS AT END OF YEAR</b>		<b>23,062</b>
	<hr/>	<hr/>

[The attached Notes 1 to 5 form part of these Accounts]

**AUSTRALIAN NURSING FEDERATION  
 NEW SOUTH WALES BRANCH  
 STATEMENT OF FINANCIAL POSITION  
 AS AT 30 JUNE 2001.**

	<u>NOTE</u>	<u>2001</u> \$	<u>2000</u> \$
<b>ACCUMULATED FUNDS</b>		<u>23,339</u>	<u>23,062</u>
<b><u>Represented by Net Assets:</u></b>			
<b>CURRENT ASSETS</b>			
<b>Cash Assets</b>			
Cash		<u>44,311</u>	<u>38,691</u>
Inventory	1(b)	<u>1,683</u>	<u>1,648</u>
<b>TOTAL ASSETS</b>		<u>          </u>	<u>40,339</u>
<b>LESS CURRENT LIABILITIES</b>			
<b>Payables</b>			
Creditors	3	<u>22,655</u>	<u>17,277</u>
<b>NET ASSETS</b>		<u>23,339</u>	<u>23,062</u>

[The attached Notes 1 to 5 form part of these Accounts]

**AUSTRALIAN NURSING FEDERATION  
NEW SOUTH WALES BRANCH  
STATEMENT OF CASH FLOWS FOR THE  
YEAR ENDED 30 JUNE 2001.**

	<u>NOTE</u>	<u>2001</u> \$	<u>2000</u> \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Service Fees Received		544,184	569,708
Capitation Fees Paid		(545,832)	(526,773)
Other Payments		(4,371)	(49,147)
Interest Received		453	213
Other Receipts		6,008	6,783
		<hr/>	<hr/>
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<b>5</b>	442	784
		<hr/>	<hr/>
<b>NET INCREASE IN CASH HELD</b>		<b>442</b>	<b>784</b>
Cash at Beginning of Year		23,414	22,630
		<hr/>	<hr/>
<b>CASH AT END OF YEAR</b>	<b>4</b>	23,856	23,414
		<hr/>	<hr/>

[The attached Notes 1 to 5 form part of these Accounts]



**AUSTRALIAN NURSING FEDERATION**

**NEW SOUTH WALES BRANCH**

**NOTES TO AND FORMING PART OF THE ACCOUNTS  
FOR THE YEAR ENDED 30 JUNE 2001.**

**1. STATEMENT OF ACCOUNTING POLICIES**

The Accounts have been prepared in accordance with Statements of Applicable Accounting Standards, other mandatory professional reporting requirements and the Australian Workplace Relations Act, 1996. The accounts have also been prepared on the basis of historical costs and do not take into account changing money values or except where stated current valuations of Non Current assets. The accounting policies have been consistently applied, unless otherwise stated.

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

- (a) The concept of accruals accounting has been adopted in the preparation of the Accounts.
- (b) Inventory is valued at the lower of Cost and Net Realisable Value.
- (c) No provision for Income Tax is necessary as the Federation is exempt from Income Tax under Section 50 - 15 of the Income Tax Assessment Act.

**2. 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 274 which read as follows:-

- [1] A member of an organization, or a Registrar, may apply to the organization for specified prescribed information in relation to the organization.
- [2] An organization shall, on application made under Sub-Section [1] by a member of the organization or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- [3] A Registrar may only make an application under Sub-Section [1] at the request of a member of the organization concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

**3. CREDITORS**

	<u>2001</u> \$	<u>2000</u> \$
NSW Nurses Association	20,455	15,277
Other	2,200	2,000
	<hr/>	<hr/>
		17,277
		<hr/>

**AUSTRALIAN NURSING FEDERATION**

**NEW SOUTH WALES BRANCH**

**NOTES TO AND FORMING PART OF THE ACCOUNTS  
FOR THE YEAR ENDED 30 JUNE 2001.**

	<u>2001</u>	<u>2000</u>
<b>4. RECONCILIATION OF CASH</b>		
For the purposes of this statement of cash flows, cash includes, at call deposits with banks or financial institutions.		
Cash at the end of the year is shown in the Statement of financial Performance as:		
Cash	44,311	38,691
Creditor - NSW Nurses Association	(20,455)	(15,277)
	<hr/>	<hr/>
	23,856	23,414
	<hr/>	<hr/>
<b>5. RECONCILIATION OF CASH FLOW FROM OPERATIONS WITH OPERATING SURPLUS</b>		
Operating Surplus	277	294
Changes in Assets and Liabilities		
Decrease in Receivables	-	392
Increase in Inventory (Decrease 2000)	(35)	98
Increase in Creditors	200	
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<hr/>	<hr/>
	442	784
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**AUSTRALIAN NURSING FEDERATION**

**NEW SOUTH WALES BRANCH**

**INDEPENDENT AUDIT REPORT**

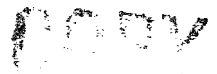
To the members of the Australian Nursing Federation, New South Wales Branch.

**SCOPE**

We have audited the financial accounts of the Australian Nursing Federation, New South Wales Branch for the year ended 30 June 2001 as set out on pages 1 to 7. The Branch's Council and Accounting Officer are responsible for the preparation and presentation of the financial accounts and the information they contain. We have conducted an independent audit of these financial accounts in order to express an opinion on them to the members of the Branch.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial accounts are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial accounts are presented fairly in accordance with accounting standards and other mandatory professional reporting requirements and statutory requirements so as to present a view of the Australian Nursing Federation, New South Wales Branch which is consistent with our understanding of its financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.



**AUSTRALIAN NURSING FEDERATION**

**NEW SOUTH WALES BRANCH**

**AUDIT OPINION**

We have received all the information and explanations required for the purposes of our audit.

In our opinion:


- [i] There were kept by the Branch in respect of the year under review, satisfactory records detailing the sources and nature of income of the Branch [including income from members] and the nature and purposes of expenditure, and
- [ii] The attached accounts and statements including the Certificates of the Council and the Accounting Officer are prepared in accordance with Section 273 of the Workplace Relations Act, 1996. The accounts set out on pages 1 to 7 have been prepared from the accounting records of the Branch and are properly drawn up so as to give a true and fair view of:

- [a] the financial affairs of the Branch as at 30 June 2001; and

- [b] the income and expenditure and surplus of the Branch for the year ended on that date;

and are in accordance with applicable Accounting Standards and other mandatory professional reporting requirements.

**A.J. WILLIAMS & CO.**  
Chartered Accountants.

  
.....  
**P.F. WALES.**

Registered Company Auditor.

2 Market Street,  
SYDNEY NSW 2001

31 October, 2001



**AUSTRALIAN INDUSTRIAL REGISTRY**

Level 38, Nauru House  
80 Collins Street, Melbourne, VIC 3000  
GPO Box 1994S, Melbourne, VIC 3001  
Telephone: (03) 9653 8200  
Fax: (03) 9654 6812

Our Ref: 145V-NSW: FR2002/19 & FR2001/542

Ms Sandra Moait  
Branch Secretary  
Australian Nursing Federation - NSW Branch  
43 Australia Street  
PO Box 40  
CAMPERDOWN 2050

Dear Ms Moait,

**Re: Australian Nursing Federation - New South Wales Branch  
Financial returns for year ended 30 June 2001  
(FR2001/19 & FR2001/542)**

Receipt is acknowledged of the financial documents of the Australian Nursing Federation - NSW Branch for the year ended 30 June 2001. The documents were lodged in the Industrial Registry on 21 January 2002.

The documents have been filed.

Yours sincerely,

Shane Ellard  
A/Assistant Team Manager  
Statutory Services Branch  
4 February 2002