



**Australian Government**  
**Australian Industrial Registry**

Level 35, Nauru House  
80 Collins Street, Melbourne, VIC 3000  
GPO Box 1994S, Melbourne, VIC 3001  
Telephone: (03) 8661 7817  
Fax: (03) 9654 6672

Lisa Fitzpatrick  
Secretary  
Australian Nursing Federation  
Victorian Branch  
Box 12600 A'Beckett Street PO  
MELBOURNE VIC 8006

Dear Lisa,

**Re: Financial reports for year ended 30 June 2004 - FR2004/296  
Schedule 1B of the Workplace Relations Act 1996 (RAO Schedule)**

Thank you for the financial reports of the Victorian Branch of the Australian Nursing Federation for the year ended 30 June 2004. The documents were lodged in the Industrial Registry on 20 December 2004.

The documents have been examined and filed. However, I would like to comment on some issues arising out of the reports. I make these comments to assist you when you next prepare financial reports and you do not need to take any further action in respect of the financial reports already lodged.

***Committee of Management Statement***

While the lodged Committee of Management Statement provides that the statement was made in accordance with a resolution of the Committee of Management, I note the date of passage of the resolution is not evident (item 18(b) of the Registrar's Reporting Guidelines). Could you please ensure the date is included in the next financial report.

Other minor issues were detected. The word "Commission" should substitute the words "Industrial Registry" in paragraph 3f, and you may wish to note that under item 18(d) of the Reporting Guidelines this statement need only be signed by a designated officer.

***General Purpose Financial Report***

The General Purpose Financial Report (GPFR) must contain a notice drawing attention to provisions of the RAO Schedule that prescribed information is available to members on request. This requirement should set out, word for word, subsections 272(1), (2) and (3). Would you please ensure those subsections are included in the GPFR in the next financial report.

***Designated Officer's Certificate***

It would seem that a typographic error was made in the Designated Officer's Certificate of 26 October 2004. The certificate states in paragraph 3 that the full report was presented to a meeting of the Committee of Management on 26 October 2004, whereas your covering letter provides that the report was presented to the Annual General Meeting on 7 December 2004. I have taken the 'presentation' of the full report to read 7 December 2004 and have no further issue with the matter.

***Auditor's report***

The reference made to s270 in paragraph (a) of the Auditor's Report seems unnecessary. Section 270 of the RAO Schedule relates to an organisation with less than \$100,000 income per year and requires a certificate of the Registrar on application by the reporting unit.

Should you wish to discuss any of the matters raised in this letter, I may be contacted on (03) 8661 7817 or by email : [robert.pfeiffer@air.gov.au](mailto:robert.pfeiffer@air.gov.au).

Yours sincerely,

A handwritten signature in black ink, appearing to read 'R. Pfeiffer', written in a cursive style.

Robert Pfeiffer  
Statutory Services Branch

22 April 2005

**ANF**

AUSTRALIAN  
NURSING  
FEDERATION

**victorian**

B R A N C H

FR 2004/296

Rec'd 20/12/04  
K

14 December 2004

Your Ref: FR2004/296-[145V-VIC]  
Our Ref: File No. 101-050-004

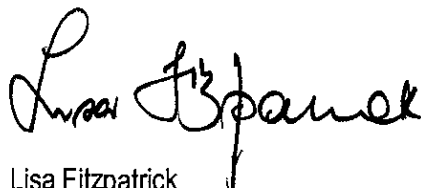
Terry Nassios  
Deputy Industrial Registrar  
Australian Industrial Registry  
GPO Box 1994S  
MELBOURNE 3001

Dear Terry,

**Financial Return – Year Ending 30 June 2004**

I, Lisa Fitzpatrick, being the State Secretary of the Australian Nursing Federation (Victorian Branch), certify that the enclosed copy of the Annual Report is a true copy of the one provided to members and presented at the Annual General Meeting on 7 December 2004, in accordance with section 266 of the RAO Schedule.

Yours sincerely,



Lisa Fitzpatrick  
STATE SECRETARY

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY  
OPERATING REPORT**

Your Branch Council present their report on the Australian Nursing Federation (Victorian Branch) and its controlled entity for the financial year ended 30 June 2004.

The names of the people who held office on the Branch Council at any time during or since the end of the year are:

Ms Clare McGinness	Ms Terry Swanson	Ms Lisa Fitzpatrick
Ms Jan Brownrigg	Ms Kate Barker	Mr Geoffrey Devine
Ms Helen Price	Ms Catherine Walker	Ms Michelle Ashworth
Ms Barbara Bell	Ms Caterina Bortolot	Ms Frances Bridley
Ms Sandy Buckley	Ms Sandra Criddle	Ms Margaret Crosby
Ms Amanda Maberly	Ms Judith Milne	Ms Susan Nunis
Ms Alison Cairns	Ms Dianne Taylor	Mr Allan Townsend
Ms Tracey Williams		

The consolidated profit of the economic entity for the financial year after providing for income tax and eliminating outside equity interests amounted to \$314,045.

A review of the operations of the economic entity during the financial year and the results of those operations found that an increase in membership subscriptions was attributable to an increase in membership and membership fees. The decrease in net surplus was mostly affected by an increase in industrial campaign associated expenses of \$543,204.

No significant changes in the economic entity's state of affairs occurred during the financial year.

The principal activities of the economic entity during the financial year were the industrial and professional representation of nurses and nursing.

No significant change in the nature of these activities occurred during the year.

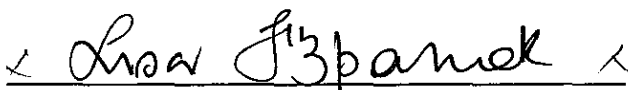
The number of members at the end of the financial year was 33,941.

The number of employees at the end of the financial year measured on a full time basis was 70.

No officeholder of the Branch Council acts as a trustee of a superannuation fund as a result of their position on the Branch Council.

Members retain the right to resign from the Australian Nursing Federation in accordance with Section 10 of the Federation's rules.

Signed in accordance with a resolution of the Branch Council:

Branch Secretary   
Ms Lisa Fitzpatrick

Dated this 26 th day of October 2004

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY  
STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE YEAR ENDED 30 JUNE 2004**

	Note	Economic Entity		Branch	
		2004	2003	2004	2003
		\$	\$	\$	\$
<b>Revenues</b>					
Members subscriptions		11,571,562	10,021,364	11,571,562	10,021,364
Interest received		56,181	103,283	56,180	103,283
Rent received		170,558	182,032	-	-
Seminars and publications		742,184	560,223	742,184	560,223
Proceeds on disposal of fixed assets		95,864	201,831	95,864	201,831
<b>Total Revenues</b>		<b>12,636,349</b>	<b>11,068,733</b>	<b>12,465,790</b>	<b>10,886,701</b>
<b>Less: Expenses</b>					
Employee benefits expense	2	(5,843,125)	(5,440,849)	(5,843,125)	(5,440,849)
Administration and office expenses		(2,414,173)	(1,215,211)	(2,414,173)	(1,188,311)
Professional indemnity insurance		(817,878)	(758,968)	(817,878)	(758,968)
ANF capitation fees		(532,209)	(482,147)	(532,209)	(482,147)
Depreciation and amortisation expenses		(535,979)	(462,614)	(338,224)	(330,217)
ANJ expenses		(583,175)	(558,263)	(583,175)	(558,263)
Legal expenses		(190,011)	(188,167)	(190,011)	(188,167)
Other expenses from ordinary activities		(1,405,755)	(973,730)	(1,676,487)	(1,027,911)
<b>Total Expenses</b>		<b>(12,322,304)</b>	<b>(10,079,949)</b>	<b>(12,395,281)</b>	<b>(9,974,833)</b>
<b>Profit (loss) from ordinary activities before income tax expense</b>	2	<b>314,045</b>	<b>988,784</b>	<b>70,509</b>	<b>911,868</b>
<b>Net profit (loss) from ordinary activities after income tax expense attributable to members of the organisation</b>	15	<b>314,045</b>	<b>988,784</b>	<b>70,509</b>	<b>911,868</b>
Net increase (decrease) in asset revaluation reserve	14	-	2,350,350	-	-
Total revenues, expenses and valuation adjustments attributable to members of the parent entity recognised directly in equity		-	2,350,350	-	-
<b>Total changes in equity other than those resulting from transactions with owners as owners</b>		<b>314,045</b>	<b>3,339,134</b>	<b>70,509</b>	<b>911,868</b>

The accompanying notes form part of these financial statements.

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY  
STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2004**

	Note	Economic Entity		Branch	
		2004 \$	2003 \$	2004 \$	2003 \$
<b>CURRENT ASSETS</b>					
Cash assets	4	1,806,830	3,213,112	1,791,236	3,195,417
Receivables	5	11,091	33,314	11,091	33,314
Other	6	27,500	24,481	27,500	24,481
<b>TOTAL CURRENT ASSETS</b>		<b>1,845,421</b>	<b>3,270,907</b>	<b>1,829,827</b>	<b>3,253,212</b>
<b>NON-CURRENT ASSETS</b>					
Receivables	5	-	-	4,061,974	2,618,006
Other financial assets	7	-	-	14	14
Property, plant and equipment	9	10,649,630	10,507,409	1,240,224	1,237,206
<b>TOTAL NON-CURRENT ASSETS</b>		<b>10,649,630</b>	<b>10,507,409</b>	<b>5,302,212</b>	<b>3,855,226</b>
<b>TOTAL ASSETS</b>		<b>12,495,051</b>	<b>13,778,316</b>	<b>7,132,039</b>	<b>7,108,438</b>
<b>CURRENT LIABILITIES</b>					
Payables	10	626,827	2,377,633	626,827	802,633
Interest-bearing liabilities	11	261,826	175,905	261,826	175,905
Current tax liabilities	12	152,391	171,006	101,627	144,840
Provisions	13	860,617	542,691	860,617	542,691
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,901,661</b>	<b>3,267,235</b>	<b>1,850,897</b>	<b>1,666,069</b>
<b>NON-CURRENT LIABILITIES</b>					
Interest-bearing liabilities	11	260,616	387,833	260,616	387,833
Provisions	13	251,187	355,706	251,187	355,706
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>511,803</b>	<b>743,539</b>	<b>511,803</b>	<b>743,539</b>
<b>TOTAL LIABILITIES</b>		<b>2,413,464</b>	<b>4,010,774</b>	<b>2,362,700</b>	<b>2,409,608</b>
<b>NET ASSETS</b>		<b>10,081,587</b>	<b>9,767,542</b>	<b>4,769,339</b>	<b>4,698,830</b>
<b>EQUITY</b>					
Reserves	14	5,864,652	5,664,652	413,353	213,353
Retained profits	15	4,216,935	4,102,890	4,355,986	4,485,477
<b>TOTAL EQUITY</b>		<b>10,081,587</b>	<b>9,767,542</b>	<b>4,769,339</b>	<b>4,698,830</b>

The accompanying notes form part of these financial statements.

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY  
STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2004**

	Note	Economic Entity		Branch	
		2004 \$	2003 \$	2004 \$	2003 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>					
Receipts from members		12,883,686	11,997,068	12,834,611	11,951,059
Payments to suppliers and employees		(13,904,513)	(10,658,868)	(12,642,470)	(10,640,139)
Other Receipts		742,183	560,223	742,183	560,223
Interest received		56,181	103,284	56,180	103,283
Rent Received		170,558	182,032	-	-
Net GST paid		(638,613)	(602,428)	(571,911)	(601,219)
Net cash provided by (used in) operating activities	17b	<u>(690,518)</u>	<u>1,581,311</u>	<u>418,593</u>	<u>1,373,207</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>					
Proceeds from sale of property, plant and equipment		95,864	201,831	95,864	201,831
Payment for property, plant and equipment		(770,332)	(2,344,653)	(433,374)	(485,869)
Loans to related parties		-	-	(1,443,968)	(75,310)
Amount owing under Contract of Sale		-	1,575,000	-	-
Net cash provided by (used in) investing activities		<u>(674,468)</u>	<u>(567,822)</u>	<u>(1,781,478)</u>	<u>(359,348)</u>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>					
Net Proceeds from / (Repayments of) borrowings		<u>(41,296)</u>	<u>40,606</u>	<u>(41,296)</u>	<u>40,606</u>
Net cash provided by (used in) financing activities		<u>(41,296)</u>	<u>40,606</u>	<u>(41,296)</u>	<u>40,606</u>
Net increase in cash held		<u>(1,406,282)</u>	<u>1,054,095</u>	<u>(1,404,181)</u>	<u>1,054,465</u>
Cash at beginning of year		<u>3,213,112</u>	<u>2,159,017</u>	<u>3,195,417</u>	<u>2,140,952</u>
Cash at end of year	17a	<u><u>1,806,830</u></u>	<u><u>3,213,112</u></u>	<u><u>1,791,236</u></u>	<u><u>3,195,417</u></u>

The accompanying notes form part of these financial statements.

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004**

**Note 1 Statement of Significant Accounting Policies**

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

The financial report covers the Australian Nursing Federation (Victorian Branch) as an individual branch and Australian Nursing Federation (Victorian Branch) and controlled entity as an economic entity.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the economic entity in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

**a. Principles of Consolidation**

A controlled entity is any entity controlled by Australian Nursing Federation (Victorian Branch). Control exists where Australian Nursing Federation (Victorian Branch) has the capacity to dominate the decision-making in relation to the financial and operating policies of another entity so that the other entity operates with Australian Nursing Federation (Victorian Branch) to achieve the objectives of Australian Nursing Federation (Victorian Branch). Details of the controlled entity are contained in Note 8.

All inter-entity balances and transactions between entities in the economic entity, including any unrealised profits or losses, have been eliminated on consolidation.

**b. Income Tax**

No provision for income tax is necessary as "Trade Unions" are exempt from income tax under Section 23(f) of the Income Tax Assessment Act 1936.

**c. Property, Plant and Equipment**

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

**Property**

Freehold land and buildings are measured on the fair value basis, being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. It is the policy of the economic entity to have an independent valuation every three years.

**Plant and equipment**

Plant and equipment are measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

**Depreciation**

The depreciable amount of buildings, but excluding freehold land, is depreciated on a straight line basis over their estimated useful lives to the economic entity commencing from the time the asset is held ready for use. All other assets are depreciated on a diminishing value basis.

The depreciation rates used for each class of assets are:

Class of Fixed Asset	Depreciation Rate
Buildings	3%
Plant and equipment	15 - 20%

**d. Employee Benefits**

Provision is made for the branch's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at the amounts expected to be paid when the liability is settled plus related on-costs. Other employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

Contributions are made by the economic entity to an employee superannuation fund and are charged as expenses when incurred.

**e. Cash**

For the purposes of the Statement of Cash Flows, cash includes cash on hand and at call deposits with banks or financial institutions, investments in money market instruments maturing within less than two months and net of bank overdrafts.

**f. Goods and 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 Statement of Financial Position are shown inclusive of GST. Cash flows from operating activities are shown on a gross basis in the Statement of Cash Flows.



**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004**

**g. Adoption of Australian Equivalents to International Financial Reporting Standards**

Australia is currently preparing for the introduction of International Financial Reporting Standards (IFRS) effective for financial years commencing 1 January 2005. This requires the production of accounting data for future comparative purposes at the beginning of the next financial year.

The economic entity's management, along with its auditors, are assessing the significance of these changes and preparing for their implementation.

The officeholders are of the opinion that the key differences in the economic entity's accounting policies which will arise from the adoption of IFRS are:

*Impairment of Assets*

The economic entity currently determines the recoverable amount of an asset on the basis of undiscounted net cash flows that will be received from the assets use and subsequent disposal. In terms of the pending AASB 136 *Impairment of Assets*, the recoverable amount of an asset will be determined as the higher of fair value less costs to sell and value in use. It is likely that this change in accounting policy will lead to impairments being recognised more often than under the existing policy.

*Non-current Investments*

Under the pending AASB 139 *Financial Instruments: Recognition and Measurement*, financial instruments that are classified as available for sale instruments must be carried at fair value. Unrealised gains or losses may be recognised either in income or directly to equity. Current accounting policy is to measure non-current investments at cost, with an annual review to ensure that the carrying amounts are not in excess of the recoverable value of the instrument.

**Note 2 Profit from Ordinary Activities**

	Economic Entity		Branch	
	2004	2003	2004	2003
	\$	\$	\$	\$
Profit from ordinary activities before income tax expense has been determined after:				
a. Expenses				
Employee benefits expense				
— officeholders	230,431		230,431	
— employees	5,612,694		5,612,694	
Total employee benefits expense	5,843,125		5,843,125	
Depreciation of non-current assets				
— buildings	152,092	-	-	-
— plant and equipment	383,887	462,614	338,224	330,217
Total depreciation	535,979	462,614	338,224	330,217
Remuneration of auditor				
— audit or review	14,350	11,100	12,000	9,500
— other services	-	-	-	-
Remuneration for other services to related practices of the auditor	-	-	-	-
Rental expense on operating leases				
— rent paid to NSE Property Trust	-	-	497,310	365,424

**Note 3 Remuneration and Retirement Benefits**

**a. Officeholders' Remuneration**

Number of Branch officeholders whose income from the Branch or any related parties was within the following bands:

	No.	No.
\$0 - \$9,999	20	20
\$110,000 - \$119,999	2	2

The names of officeholders of the Branch who have held office during the financial year are:

Ms Clare McGinness	Ms Terry Swanson	Ms Lisa Fitzpatrick
Ms Jan Brownrigg	Ms Kate Barker	Mr Geoffrey Devine
Ms Helen Price	Ms Catherine Walker	Ms Michelle Ashworth
Ms Barbara Bell	Ms Caterina Bortolot	Ms Frances Bridley
Ms Sandy Buckley	Ms Sandra Criddle	Ms Margaret Crosby
Ms Amanda Maberly	Ms Judith Milne	Ms Susan Nunis
Ms Alison Cairns	Ms Dianne Taylor	Mr Allan Townsend
Ms Tracey Williams		

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004**

**Note 4 Cash Assets**

	Economic Entity		Branch	
	2004	2003	2004	2003
	\$	\$	\$	\$
National Australia Bank	1,056,971	543,595	1,041,391	525,914
NAB - Education & Training	338,608	184,244	338,608	184,244
NAB - Contingency Fund	110,033	500,723	110,033	500,723
NAB - PII Account	89,626	87,806	89,626	87,806
NAB - PAC No Lifting Account	11,127	11,368	11,127	11,368
Petty Cash	3,014	3,014	3,000	3,000
Money on Deposit	197,451	1,882,362	197,451	1,882,362
	<u>1,806,830</u>	<u>3,213,112</u>	<u>1,791,236</u>	<u>3,195,417</u>

**Note 5 Receivables**

	Economic Entity		Branch	
	2004	2004	2004	2004
	\$	\$	\$	\$
<b>CURRENT</b>				
Other debtors	11,091	33,314	11,091	33,314
	<u>11,091</u>	<u>33,314</u>	<u>11,091</u>	<u>33,314</u>
<b>NON-CURRENT</b>				
Amounts receivable from NSE Property Trust	-	-	4,061,974	2,618,006
Provision for doubtful debts	-	-	-	-
	<u>-</u>	<u>-</u>	<u>4,061,974</u>	<u>2,618,006</u>

**Note 6 Other Assets**

	Economic Entity		Branch	
	2004	2003	2004	2003
	\$	\$	\$	\$
<b>CURRENT</b>				
Prepayments	27,500	24,481	27,500	24,481
	<u>27,500</u>	<u>24,481</u>	<u>27,500</u>	<u>24,481</u>

**Note 7 Other Financial Assets**

	Economic Entity		Branch	
	2004	2003	2004	2003
	\$	\$	\$	\$
Shares in NSE Property Pty Ltd	-	-	4	4
Trust Capital - NSE Property Trust	-	-	10	10
	<u>-</u>	<u>-</u>	<u>14</u>	<u>14</u>

**Note 8 Controlled Entities**

Controlled Entities of: Australian Nursing Federation (Victorian Branch)	Country of incorporation:	Percentage owned (%)	
		2004	2003
NSE Property Pty Ltd aff NSE Property Trust	Australia	100	100

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004**

**Note 9 Property, Plant & Equipment**

	Economic Entity		Branch	
	2004	2003	2004	2003
	\$	\$	\$	\$
Land and Buildings				
Freehold land at:				
— independent valuation (2003)	1,295,000	1,295,000	-	-
	<u>1,295,000</u>	<u>1,295,000</u>	-	-
Buildings at:				
— independent valuation (2003)	8,078,291	7,754,600	-	-
Less accumulated depreciation	(152,092)	-	-	-
	<u>7,926,199</u>	<u>7,754,600</u>	-	-
Total Land and Buildings	<u>9,221,199</u>	<u>9,049,600</u>	-	-
Plant and equipment at cost	2,879,470	2,663,231	2,244,417	2,041,445
Less accumulated depreciation	(1,967,078)	(1,758,294)	(1,520,232)	(1,357,111)
	<u>912,392</u>	<u>904,937</u>	<u>724,185</u>	<u>684,334</u>
Capitalised leased plant and equipment	807,809	765,403	807,809	765,403
Less accumulated depreciation	(291,770)	(212,531)	(291,770)	(212,531)
	<u>516,039</u>	<u>552,872</u>	<u>516,039</u>	<u>552,872</u>
Total Plant and Equipment	<u>1,428,431</u>	<u>1,457,809</u>	<u>1,240,224</u>	<u>1,237,206</u>
Total Property, Plant and Equipment	<u>10,649,630</u>	<u>10,507,409</u>	<u>1,240,224</u>	<u>1,237,206</u>

**a. Movements in Carrying Amounts**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year

	Freehold Land	Buildings	Plant and Equipment	Leased Plant and Equipment	Total
	\$	\$	\$	\$	\$
Economic Entity					
Balance at the beginning of the year	1,295,000	7,754,600	904,937	552,872	10,507,409
Additions	-	323,691	254,654	165,275	743,620
Disposals	-	-	(10,873)	(54,547)	(65,420)
Depreciation expense	-	(152,092)	(236,326)	(147,561)	(535,979)
Carrying amount at the end of the year	<u>1,295,000</u>	<u>7,926,199</u>	<u>912,392</u>	<u>516,039</u>	<u>10,649,630</u>
Branch					
Balance at the beginning of the year	-	-	684,334	552,872	1,237,206
Additions	-	-	241,387	165,275	406,662
Disposals	-	-	(10,873)	(54,547)	(65,420)
Depreciation expense	-	-	(190,663)	(147,561)	(338,224)
Carrying amount at the end of the year	-	-	<u>724,185</u>	<u>516,039</u>	<u>1,240,224</u>

**Note 10 Payables**

	Economic Entity		Branch	
	2004	2003	2004	2003
	\$	\$	\$	\$
CURRENT				
Creditors	626,827	627,633	626,827	627,633
Amount payable under contract of sale	-	1,575,000	-	-
Provision for EBA	-	175,000	-	175,000
	<u>626,827</u>	<u>2,377,633</u>	<u>626,827</u>	<u>802,633</u>

**Note 11 Interest Bearing Liabilities**

	Note	Economic Entity		Branch	
		2004	2003	2004	2003
		\$	\$	\$	\$
CURRENT					
Hire purchase liability	16	<u>261,826</u>	<u>175,905</u>	<u>261,826</u>	<u>175,905</u>
NON-CURRENT					
Hire purchase liability	16	<u>260,616</u>	<u>387,833</u>	<u>260,616</u>	<u>387,833</u>
		<u>522,442</u>	<u>563,738</u>	<u>522,442</u>	<u>563,738</u>

**Note 12 Tax Liabilities**

	Economic Entity		Branch	
	2004	2003	2004	2003
	\$	\$	\$	\$
CURRENT				
GST payable	<u>152,391</u>	<u>171,006</u>	<u>101,627</u>	<u>144,840</u>

**Note 13 Provisions**

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004**

	Note	Economic Entity		Branch	
		2004	2003	2004	2003
		\$	\$	\$	\$
<b>CURRENT</b>					
Employee benefits	13a	860,617	542,691	860,617	542,691
		<u>860,617</u>	<u>542,691</u>	<u>860,617</u>	<u>542,691</u>
<b>NON-CURRENT</b>					
Employee benefits	13a	251,187	355,706	251,187	355,706
a. Aggregate employee benefit liability		<u>1,111,804</u>	<u>898,397</u>	<u>1,111,804</u>	<u>898,397</u>
b. Number of employees at year end					
c. Split between officeholders and employees					
Officeholders		102,735		102,735	
Employees		1,009,069		1,009,069	
Aggregate employee benefit liability		<u>1,111,804</u>		<u>1,111,804</u>	

**Note 14 Reserves**

	Note	Economic Entity		Branch	
		2004	2003	2004	2003
		\$	\$	\$	\$
Asset Revaluation Reserve	14a	5,451,299	5,451,299	-	-
General reserve	14b	413,353	213,353	413,353	213,353
		<u>5,864,652</u>	<u>5,664,852</u>	<u>413,353</u>	<u>213,353</u>
<b>a. Asset revaluation reserve</b>					
Movements during the year					
Opening balance		5,451,299	3,100,949	-	-
Revaluation increment or decrement arising on revaluing freehold land and buildings to fair value		-	2,350,350	-	-
Share of associates revaluation increments or decrements for freehold land and buildings		-	-	-	-
Closing balance		<u>5,451,299</u>	<u>5,451,299</u>	<u>-</u>	<u>-</u>
The asset revaluation reserve records revaluations of non-current assets					
<b>b. General Reserves</b>					
Movements during the year:					
Opening balance		213,353	213,353	213,353	213,353
Transfer from retained profits	15	200,000	-	200,000	-
Closing balance		<u>413,353</u>	<u>213,353</u>	<u>413,353</u>	<u>213,353</u>
Comprising:					
Future special projects fund		27,026	27,026	27,026	27,026
Enterprise Bargaining Agreement fund		200,000	-	200,000	-
Other		186,327	186,327	186,327	186,327
		<u>413,353</u>	<u>213,353</u>	<u>413,353</u>	<u>213,353</u>

**Note 15 Retained Profits**

	Note	Economic Entity		Branch	
		2004	2003	2004	2003
		\$	\$	\$	\$
Retained profits at the beginning of the financial year		4,102,890	3,114,106	4,485,477	3,573,609
Net profit attributable to members of the organisation		314,045	988,784	70,509	911,868
Transfer to general reserves (EBA)	14	(200,000)	-	(200,000)	-
Retained profits at the end of the financial year		<u>4,216,935</u>	<u>4,102,890</u>	<u>4,355,986</u>	<u>4,485,477</u>

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004**

**Note 16 Capital & Leasing Commitments**

	Note	Economic Entity		Branch	
		2004	2003	2004	2003
		\$	\$	\$	\$
<b>a. Finance Lease Commitments</b>					
Payable					
—not later than 1 year		292,787	201,980	292,787	201,980
—later than 1 year but not later than 5 years		280,373	410,707	280,373	410,707
Minimum lease payments		573,160	612,687	573,160	612,687
Less future finance charges		50,718	48,949	50,718	48,949
<b>Total Lease Liability</b>	11	<b>522,442</b>	<b>563,738</b>	<b>522,442</b>	<b>563,738</b>

**Note 17 Cash Flow Information**

	Economic Entity		Branch	
	2004	2003	2004	2003
	\$	\$	\$	\$
<b>a. Reconciliation of Cash</b>				
Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:				
Cash on hand	3,014	3,014	3,000	3,000
At call deposits with financial institutions	1,803,816	3,210,098	1,788,236	3,192,417
	<b>1,806,830</b>	<b>3,213,112</b>	<b>1,791,236</b>	<b>3,195,417</b>
<b>b. Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax</b>				
Profit (loss) from ordinary activities after income tax	314,045	988,784	70,509	911,868
Non-cash flows in profit from ordinary activities				
Depreciation	535,979	482,614	338,224	330,217
Net gain on disposal of plant and equipment	(3,732)	(15,317)	(3,732)	(15,317)
Changes in assets and liabilities				
(Increase)/decrease in receivables	22,223	62,722	22,223	62,722
(Increase)/decrease in other assets	(3,019)	-	(3,019)	-
Increase/(decrease) in payables	(1,750,806)	(43,874)	(175,806)	(43,874)
Increase/(decrease) in GST payable	(18,615)	(11,018)	(43,213)	(9,809)
Increase/(decrease) in provisions	213,407	137,400	213,407	137,400
<b>Cash flows from operations</b>	<b>(690,518)</b>	<b>1,581,311</b>	<b>418,593</b>	<b>1,373,207</b>

**Note 18 Financial Instruments**

**a. Interest Rate Risk**

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

	Weighted Average		Floating Interest Rate		Fixed Interest Rate Maturing			
	Effective Interest Rate				Within 1 Year		1 to 5 Years	
	2004	2003	2004	2003	2004	2003	2004	2003
	%	%	\$	\$	\$	\$	\$	\$
Financial Assets								
Cash at bank			1,809,379	1,310,055	-	-	-	-
Deposits at call	5.2	5.0	197,451	1,882,362	-	-	-	-
<b>Total Financial Assets</b>			<b>1,806,830</b>	<b>3,192,417</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Financial Liabilities								
Hire Purchase Liabilities	7.25	7.0			261,826	175,905	260,616	387,905
<b>Total Financial Liabilities</b>			<b>-</b>	<b>-</b>	<b>261,826</b>	<b>175,905</b>	<b>260,616</b>	<b>387,905</b>

**b. 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 of those assets, net of any provisions for doubtful debts, as disclosed in the Statement of Financial Position and notes to the financial statements.

**c. Net Fair Values**

The net fair values of short term deposits, bank bills, accounts receivable, accounts payable and accrued charges approximate their carrying amounts.

**AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)  
AND CONTROLLED ENTITY**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004**

**Note 19 Organisation Details**

The registered office of the organisation is:

Australian Nursing Federation (Victorian Branch)  
540 Elizabeth Street  
Melbourne Victoria 3000

The principal place of business is:

Australian Nursing Federation (Victorian Branch)  
540 Elizabeth Street  
Melbourne Victoria 3000

**Note 20 Florence Nightingale Fund**

	2004	2003
	\$	\$
<b>Income</b>		
Balance brought forward	43,694	47,727
Bank interest	501	467
Loan repayments - members	600	300
	<u>44,795</u>	<u>48,494</u>
<b>Less expenditure</b>		
Personal assistance to members (loan)	4,500	4,750
Bank charges	258	50
	<u>4,758</u>	<u>4,800</u>
<b>Balance of fund at 30 June 2004</b>	<u>40,037</u>	<u>43,694</u>

These funds are held in a separate Trust Account.

AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)

DESIGNATED OFFICER'S CERTIFICATE

I, Lisa Fitzpatrick, being the Branch Secretary of the Australian Nursing Federation (Victorian Branch), certify:

1. that the documents lodged herewith are copies of the full report referred to in section 268 of the RAO Schedule;
2. that the full report was made available to members on our website from 01/11/2004 ; and
3. that the report was presented to a meeting of the Committee of Management on 26/10/2004 in accordance with section 266 of the RAO Schedule.

x *Lisa Fitzpatrick* x

Ms Lisa Fitzpatrick

Dated this 26 th day of October 2004


AUSTRALIAN NURSING FEDERATION (VICTORIAN BRANCH)

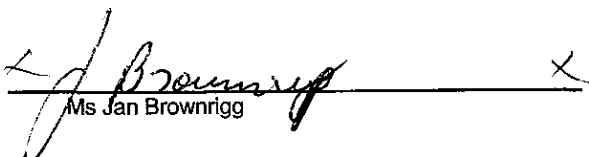
COMMITTEE OF MANAGEMENT STATEMENT

The Committee of Management declares that:

1. The financial statements and notes, as set out on pages 1 to 12, are in accordance with the Workplace Relations Act 1996:
  - a. comply with Australian Accounting Standards and with the reporting guidelines of the Industrial Registrar; and
  - b. give a true and fair view of the Federation's financial position as at 30 June 2004 and of the performance and cash flows for the year ended on that date.
2. In the Committee's opinion there are reasonable grounds to believe that the Federation will be able to pay its debts as and when they become due and payable.
3. During the financial year ended 30 June 2004 and since the end of the year:
  - a. meetings of the Committee of Management were held in accordance with the rules of the organisation;
  - b. the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation;
  - c. the financial records of the reporting unit have been kept in accordance with the RAO Schedule and the RAO Regulations;
  - d. The issue of consistency is being considered by the reporting units of the Australian Nursing Federation in this first reporting year under the RAO Schedule with a view of keeping, as far as practicable, the financial records in a consistent manner to each of the other reporting units to ensure compliance with the Australian Accounting Standards in the subsequent years.
  - e. No requests have been made by a member under section 272 of the RAO Schedule requesting information of the Federation; and
  - f. No orders have been made by the Industrial Registry under section 273 of the RAO Schedule during the period.

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

Vice President   
Ms Terry Swanson

Assistant Branch Secretary   
Ms Jan Brownrigg

Dated this 26 th day of SEPTEMBER 2004



**INDEPENDENT AUDIT REPORT TO THE VICTORIAN BRANCH OF THE  
Australian Nursing Federation**

**Scope**

We have audited the financial report of the Australian Nursing Federation (Victorian Branch) for the financial year ended 30 June 2004 as set out on pages 1 to 12.

The financial report includes the Operating Report and Committee of Management Statement, Statement of Financial Position, Statement of Financial Performance, Statement of Cash Flows and notes to and forming part of the financial statements of the Australian Nursing Federation (Victorian Branch). The members of the Executive Committee are responsible for the financial report. We have conducted an independent audit of this financial report in order to express an opinion on it to the members of the organisation.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia and statutory requirements so as to present a view which is consistent with our understanding of the Federation's financial position and performance as represented by the results of their operations and their cash flows.

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

**Audit Opinion**

In our opinion:

- a. the financial report of the Australian Nursing Federation (Victorian Branch) is in accordance with sections 253 and 270 of the Workplace Relations Act 1996, as amended, to;
  - i. give a true and fair view of the Federation's financial position as at 30 June 2004 and of its performance for the year ended on that date as represented by the results of their operations and their cash flows; and
  - ii. comply with Accounting Standards in Australia;
- b. the Federation kept satisfactory accounting records for the year ended 30 June 2004, which detailed the sources and nature of the income of the Federation (including income from members) and the nature and purposes of expenditure; and
- c. all information and explanations that are required under schedule 1(b) of the Workplace Relations Act 1996 have been provided by officers and employees of the Federation.

*Bell Duke & Co*

BELL DUKE & CO  
CHARTERED ACCOUNTANTS

*Robert H Wald*

ROBERT HENRY WALD  
Registered Company Auditor No. 10148

Dated this 27<sup>th</sup> day of October, 2004

1st Floor, 589 Glenhuntly Road  
Elsternwick Victoria 3185