



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

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990

**Ref: FR2007/229-[002N-NSW]**

Mr Russ Collison  
Branch Secretary  
AWU - Greater New South Wales Branch  
16-20 Good Street  
GRANVILLE NSW 2142

Dear Mr Collison

**Financial Return - year ending 30 June, 2007**

Our records show the organisation's financial year ended recently. This letter outlines some of the things you must do to meet your financial reporting obligations and when you have to do them. For simplicity, we will call the documents you have to lodge with us your *financial return*.

This letter is intended as guide to the law applicable on the date of this letter, and should not be used as a substitute for legal or accounting advice. We only summarise some of the reporting requirements in this letter. More detailed information is at the end of this letter.

**Information on AIRC Website**

We recommend you and your accountant/auditor also refer to the following documents on the Commission's website at [www.airc.gov.au](http://www.airc.gov.au):

- [RAO Schedule](#)
- [RAO Regulations](#)
- [Registrar's Reporting Guidelines](#) - All GPFR's must comply with these Guidelines. Please note that the Guidelines set out requirements that are *in addition* to those required by the Australian Accounting Standards.
- [RAO Fact Sheets](#) - These Fact Sheets explain the requirements of the RAO Schedule - many of them deal with financial reporting matters.

**Reporting Unit**

Under the provisions of the Registration and Accountability of Organisations Schedule (RAO), Schedule 1 of the *Workplace Relations Act 1996*, reporting entities are known as "*reporting units*". Where an organisation is **not** divided into branches the reporting unit is the whole of the organisation. Where an organisation **is** divided into branches each branch will be a reporting unit unless the Industrial Registrar has determined a division of the organisation into reporting units on an alternative basis. We can discuss this with you if you need more information.

For simplicity, we will use the term "reporting unit" in this letter.

The Industrial Registrar's reporting guidelines set out certain disclosure requirements in addition to those prescribed by Australian Accounting Standards having in mind the nature of organisations registered under the Workplace Relations Act.

The disclosure requirements prescribed by the reporting guidelines are directed towards providing members of the reporting unit with information to enable them to gauge the performance of the committee of management and other holders of office in relation to the financial management of the reporting unit. In addition, the reporting guidelines seek to improve the quality of information available to users of the financial report about the reporting unit's economic support of, or economic dependency on, other reporting units of the organisation.

### Timeline Planner and Checklist

We have attached a Timeline/Planner (*Attachment A*) to help you **plan** your financial return and carry out all the necessary steps. We have also attached a Document Checklist (*Attachment B*) to **check** your documents before lodging them in the Registry. Both documents are abbreviated summaries of the relevant provisions of the RAO Schedule, RAO Regulations and the Industrial Registrar's Reporting Guidelines.

In the following section we describe some of the documents your reporting unit must prepare and the sequence of their preparation and completion.

### Three Reports

Your reporting unit must prepare two reports as soon as practicable after its financial year, which, together with the Auditor's Report, comprise the reporting unit's financial return.

1. **General Purpose Financial Report** - this must comply with the Australian Accounting Standards and the Industrial Registrar's Reporting Guidelines. The GPFR consists of:

(a) Financial Statements containing:

- a profit and loss statement, or other operating statement; and
- a balance sheet; and
- a statement of cash flows; and
- any other statements required by the Australian Accounting Standards; and

(b) Notes to the Financial Statements containing:

- notes required by the Australian Accounting Standards; and
- information required by the Industrial Registrar's *Reporting Guidelines* under section 255 including disclosures related to any recovery of wages activity ; and

(c) Committee of Management Statement as required by the Registrar's Reporting Guidelines (a sample certificate for illustrative purposes is at Attachment C) including declarations related to the recovery of wages activity.

2. **Operating Report** - this report includes a review of your reporting unit's principal activities for the year and other specified information.

Your reporting unit must appoint an auditor to audit the GPFR and to provide:

3. an **Auditor's Report**.

### First Meeting (Committee of Management)

For simplicity, we will call the meeting at which the committee of management first considers the GPFR the first meeting. At the first meeting your committee, if satisfied that all is in order, will resolve to express its opinion on the GPFR and complete a Committee of Management Statement.

### **The Auditor**

After the first meeting, the auditor takes the GPFR and the Committee of Management Statement and prepares a report on the GPFR. In practice, your auditor may have already completed most of his or her examination of your accounts. The auditor may only be waiting on the Committee to pass the required resolution and make the Statement before signing the report the same day.

### **Informing Your Members**

Your reporting unit must provide free of charge to the general membership, copies of the GPFR, the Operating Report and the Auditor's Report. RAO calls these the "full report". Under certain circumstances, your reporting unit can provide a more limited *concise report*.

The reporting unit can meet its obligation to provide copies of the full or concise report to members by publishing the report in a journal that is available to the members free of charge.

A reporting unit may meet this obligation in whole or in part by publication of the report in a journal published on a web site on the Internet dependent on:

- a. the extent of the accessibility of the members of the reporting unit to the Internet; and
- b. that the members are notified by the reporting unit in the usual manner in which it communicates with its members that the report has been so published at a specified Internet address.

The report must be provided within 5 or 6 months from the end of the financial year, depending on the internal arrangements of the organisation for the presentation of its financial reports.

### **The Second Meeting - if it is a General Meeting of Members**

After providing the full report to members it must be presented to a general meeting of members. For simplicity this is referred to as the *second meeting*.

Your reporting unit must always allow a minimum of 21 days for members to receive the full report before presenting it to a general meeting of members (s265(5)). The purpose of the interval is to enable the members to have time to consider the report and, if they wish, to attend the second meeting to discuss it.

If the rules of the organisation permit a general meeting to be a series of meetings held at different locations, the full report may be presented to such a series of meetings. In this case the 'date' of the general meeting is taken to be the date of the last meeting in the series (see s266(2)).

### **The Second Meeting - if it is a Committee of Management Meeting**

If the rules of your organisation contain a provision that allows up to 5% of members to demand a general meeting to be held consider the report (see s266(3)), it is permissible to present the report directly to a Committee of Management meeting.

### **Lodge full report within 14 days of meeting**

You must lodge a copy of the full report and any concise report in the Industrial Registry within 14 days of the second meeting. For your convenience you are encouraged to lodge the material electronically (see eFiling Tab at [www.airc.gov.au](http://www.airc.gov.au)).

The Secretary (or another officer appropriately authorised under the rules of the organisation) must *certify* that the full report is a copy of the one provided to members and presented to the second meeting and provide the date of the meeting (a sample certification for illustrative purposes is at *Attachment D*).

When we receive your return we will check that it includes the information you must provide your members and that you have provided it to them correctly.

## Complying with time limits

This letter has outlined some of the steps in preparing and lodging your return. Many of the steps must be completed within fixed time limits.

Failure to complete them in time could make your reporting unit or its officers liable to financial or "civil penalties".

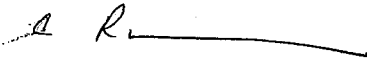
### Extensions of Time

We appreciate that sometimes circumstances beyond your reporting unit's control may delay completion of a financial return. If you believe your reporting unit is going to be unable to meet a time limit tell us as soon as you know. We can advise you if the step is one for which you may apply under RAO to the Industrial Registrar for extra time to complete. The maximum extra time allowed can be no more than one month.

### Contact the Registry

We encourage you to contact the Registry on (02) 8374 6618 or by e-mail at [belinda.penna@air.gov.au](mailto:belinda.penna@air.gov.au) as early as possible if you believe preparation or lodgment of your return will be delayed or if you have any queries. We can offer you advice on procedures but we cannot give you legal or accounting advice.

Yours sincerely



For Deputy Industrial Registrar...  
18 July, 2007

**TIMELINE/ PLANNER**

Financial reporting period ending:	/ /	
<b>FIRST MEETING:</b> Prepare General Purpose Financial Report (including Committee of Management Statement in accordance with C of M resolution) and Operating Report - s253(1), s254(1)	/ /	as soon as practicable after end of financial year
Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /	within a reasonable time of having received the GPFR
Provide full report free of charge to members.  (a) if the report is to be presented before a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting, or  (b) in any other case including where the report is presented to a Committee of Management meeting, the report must be provided to members within 5 months of end of financial year.  <i>(obligation to provide full report may be discharged by provision of a concise report s265(1))</i>	/ /	
<b>SECOND MEETING:</b> Present full report to:  (a) General Meeting of Members - s266 (1),(2), or  (b) where rules of organisation allow, a Committee of Management meeting - s266 (3)	/ /	within 6 months of end of financial year
	/ /	within 6 months of end of financial year
Lodge full report (including any concise report) in the Industrial Registry together with secretary's certificate (or other officer authorised by the rules of the organisation) - s268	/ /	within 14 days of meeting

**Note:** The legislation makes limited provision for extensions of time concerning the provision of the full report to members and the presentation of the full report to a general meeting etc however the maximum extra time allowed can be no more than one month.

### Documents Checklist

You can use this checklist as soon as possible after the financial year ends to ensure you have all the necessary documents prepared and that those documents contain all information required by RAO.

You can also use this checklist to ensure all documents in your financial return are complete before lodging them in the Registry.

No	Document	✓
<b>1</b>	<b>General Purpose Financial Report</b>	
	Does the report contain a Profit and Loss Statement?	
	Does the report contain a Balance Sheet?	
	Does the report contain a Statement of Cash Flows?	
	Does the report contain notes to the financial statements as required by AAS and the reporting guidelines?	
	Does the report contain all other information required by the reporting guidelines?	
<b>2</b>	<b>Committee of Management Statement</b>	
	Is the statement signed by the officer responsible for undertaking functions necessary to enable the reporting unit to comply with RAO?	
	Is the statement dated?	
	Is the statement in accordance with a resolution of the committee?	
	Does the statement specify the date of the resolution?	
	Does the statement contain declarations required by the reporting guidelines?	
	Does the statement contain declarations relating to any recovery of wages activity?	
<b>3</b>	<b>Auditor's Report</b>	
	Is the Report dated and signed by the auditor?	
	Is the name of the auditor clear?	
	Are the qualifications of the auditor on the report?	
	Has the auditor expressed an opinion on all matters required?	
<b>4</b>	<b>Operating Report</b>	
	Is the report signed and dated?	
	Does the report provide the number of members?	
	Does the report provide the number of employees?	
	Does the report contain a review of principal activities?	
	Does the report give details of significant changes?	
	Does the report give details of right of members to resign?	
	Does the report give details of superannuation trustees?	
	Does the report give details of membership of the committee of management?	
<b>5</b>	<b>Concise report*</b>	
<b>6</b>	<b>Certificate of Secretary or other Authorised Officer</b>	
	Is the certificate signed and dated?	
	Is the signatory the secretary or another officer authorised to sign the certificate?	
	Is the date that the report was provided to members stated?	
	Is the date of the Second Meeting at which the report was presented stated?	
	Does the certificate state that the documents are copies of those provided to members?	
	Does the certificate state that the documents are copies of those presented to the Second Meeting?	

\* This is an optional way of providing documents to members (see RAO s265(3) and RAO Reg. 161).

**Committee Of Management Statement**

On \_\_\_\_/\_\_\_\_/\_\_\_\_ [date of meeting] the Committee of Management of \_\_\_\_\_ [name of reporting unit] passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended \_\_\_\_/\_\_\_\_/\_\_\_\_ [date]:

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) where the organisation consists of 2 or more reporting units, 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) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been\* furnished to the member or Registrar; and
  - #(vi) there has been\* compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

*[Add the following if any recovery of wages activity has been undertaken during the financial year]*

- (f) in relation to recovery of wages activity:
  - (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
  - (ii) the committee of management caused the auditor to include in the scope of the audit required under subsection 257(1) of the RAO Schedule all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organization has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and

- (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to the workers.

For Committee of Management: \_\_\_\_\_ [name of designated officer per section 243 of the RAO Schedule]

Title of Office held:

Signature:

Date:

\* Where compliance or full compliance has not been attained - set out details of non compliance instead.

# Where not relevant these may be modified accordingly (e.g. in (vi) "No orders have been made by the Commission under section 273 of the RAO Schedule during the period."



**Certificate of Secretary or other Authorised Officer**<sup>1</sup>

s268 of Schedule 1B *Workplace Relations Act 1996*

I *[name]* being the *[title of office]* of the *[name of the organisation]* certify:

- that the documents lodged herewith are copies of the full report, *[and the concise report]*<sup>2</sup>, referred to in s268 of the RAO Schedule; and
- that the *[full report **OR** concise report]*<sup>3</sup>, was provided to members on *[insert date]*; and
- that the full report was presented to *[a general meeting of members **OR** the last of a series of general meetings of members **OR** a meeting of the committee of management]*<sup>3</sup> of the reporting unit on *[insert date]*; in accordance with section 266 of the RAO Schedule.

Signature

Date:

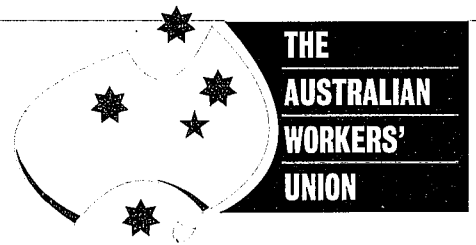
<sup>1</sup>*RAO regulation 162 prescribes the designated officer for the purpose of RAO schedule s268 as:*

(a) the secretary; or

(b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

<sup>2</sup>*Only applicable where a concise report is provided to members*

<sup>3</sup>*Insert whichever is applicable*



24<sup>th</sup> October, 2007

The Industrial Registrar  
Australian Industry Registry  
Level 8 Terrace Towers  
80 William Street  
EAST SYDNEY NSW 2011

NEW SOUTH WALES  
REGISTERED OFFICE  
GREATER NEW SOUTH  
WALES BRANCH  
ABN 70 662 384 762  
16-20 GOOD STREET  
GRANVILLE NSW 2142  
PO BOX 20  
GRANVILLE NSW 2142  
PHONE: (02) 9897 3644  
FAX: (02) 9897 1481  
HOTLINE: 1300 763 223  
info@awu-nsw.asn.au  
www.awu-nsw.asn.au  
RUSS COLLISON  
State Secretary  
Branch Secretary

Dear Sir/Madam,

**RE: THE AUSTRALIAN WORKERS' UNION, GREATER NEW SOUTH WALES  
BRANCH 2006/2007 FINANCIAL STATEMENT**

I certify that the enclosed copies of the auditor's report, accounts and statements of The Australian Workers' Union (AWU), Greater New South Wales Branch are copies of the documents were circulated by way of post and made available to members from 17<sup>th</sup> August, 2007.

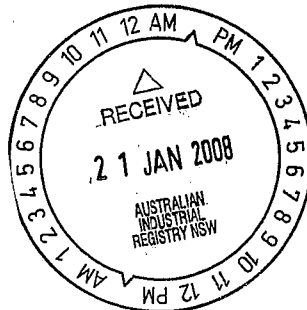
The enclosed documents were subsequently brought to an Annual General Meeting of members held on 22<sup>nd</sup> October, 2007.

I wish to confirm that The Australian Workers' Union, Greater New South Wales Branch did not make any donation or grant which exceeds the sum of \$1,000 for the 2006/2007 financial year.

Yours Sincerely,

Russ Collison  
**BRANCH SECRETARY**

Enc.



**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH**

**Certificate of Secretary**

I, Russell Kerry Collison being the Secretary of the Australian Workers Union Greater NSW Branch certify:

- that the documents lodged herewith are copies of the full report and the concise report referred to in Section 268 of the Schedule 1B to the Workplace Relations Act 1996; and
- that the full report was provided to members on 17<sup>th</sup> August, 2007; and
- that the full report was presented to a meeting of the committee of management of the Australian Workers Union Greater NSW Branch on 13<sup>th</sup> August, 2007; in accordance with Section 266 of Schedule 1B to the Workplace Relations Act 1996.



Russell Kerry Collison  
Secretary

Date: 24. 10. 07



**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH**

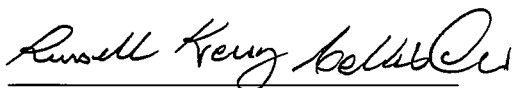
**COMMITTEE OF MANAGEMENT STATEMENT**

On 13<sup>th</sup> August, 2007 the Committee of Management of Australian Workers' Union, Greater New South Wales Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting of Australian Workers Union Greater NSW Branch for the financial year ended 30<sup>th</sup> June, 2007:

The Committee of Management declares in relation to the general purpose financial report 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 organisation for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting organisation will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the general purpose financial report relates and since the end of that year:
  - (1) meetings of the Committee of management were held in accordance with the rules of the organisation; and
  - (2) the financial affairs of the reporting organisation have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (3) the financial records of the reporting organisation have been kept and maintained in accordance with Schedule 1B to the Workplace Relations Act 1996 and the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003; and
  - (4) the information sought in any request of a member of the reporting organisation or a Registrar duly made under section 272 of the Schedule 1B to the Workplace Relations Act 1996 has been furnished to the member or Registrar; and
  - (5) in relation to section 252 (2) of the RAO Schedule the Committee of Management is unable to say that there is consistency in reporting of financial records for each of the other reporting unit. It is anticipated that this will be rectified in due course.
  - (6) no orders have been made by the Commission to inspect financial records under section 273 of the Schedule 1B to the Workplace Relations Act 1996.

For Committee of Management:



Russell Kerry Collison

Secretary

Date:

13<sup>th</sup> August 2007

**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH  
BALANCE SHEET AS AT 30<sup>th</sup> JUNE, 2007**

	Note	2007 \$	2006 \$
<b>Accumulated Funds</b>			
General Funds		7341576	6620753
Reserves		<u>831300</u>	<u>831300</u>
		<b><u>8172876</u></b>	<b><u>7452053</u></b>
Represented by Net Assets as follows:			
<b>Assets</b>			
<b>Current Assets</b>			
Cash	3	4014142	3385651
Chifley Investment Fund		1123681	855860
Sundry Debtors	4	<u>394459</u>	<u>470694</u>
		<u>5532282</u>	<u>4712205</u>
<b>Fixed Assets</b>			
Property, Plant & Equipment	5	<u>3538381</u>	<u>3680303</u>
<b>Total Assets</b>		<u>9070663</u>	<u>8392508</u>
<b>Current Liabilities</b>			
Creditors and Borrowings	6	244599	284107
Employee Entitlements	7	<u>264935</u>	<u>243171</u>
		<u>509534</u>	<u>527278</u>
<b>Non-Current Liabilities</b>			
Employee Entitlements	7	<u>388253</u>	<u>413177</u>
<b>Total Liabilities</b>		<u>897787</u>	<u>940455</u>
<b>Net Assets</b>		<b><u>8172876</u></b>	<b><u>7452053</u></b>

**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH**

**Notes to and forming Part of the Accounts**

**For the Year ended 30<sup>th</sup> June, 2007**

**1. Section 253 of Schedule 1B (the RAO Schedule) of the Workplace Relations Act 1996 (the Act)**

Under subsection 253(1) of Schedule 1B of the Workplace Relations Act 1996 the financial reports have been prepared from the financial records kept under subsection 252(1) in relation to the financial year ended 30<sup>th</sup> June, 2007. The financial reports have been compiled in accordance with Australian Accounting Standards Board and the Corporations Act 2001. The financial statements and notes for the year ended 30<sup>th</sup> June, 2007 presented a true and fair view of the financial position and performance of the organisation.

The members of the organisation are provided with information to enable them to gauge the performance of the committee of management and other holders of office in relation to the financial management of the organisation.

Under section 253 during the financial year ended 30<sup>th</sup> June, 2007 no payment by the organisation to employers as consideration for the employers making payroll deductions of membership subscriptions.

The financial reports have been disclosed information in accordance with the requirements of the Industrial Registrar under section 253 of Schedule 1B of the Workplace Relations Act 1996.

In accordance with subsection 272(5) of the RAO Schedule of the Workplace Relations Act of 1996 the members' attention is drawn to subsections (1), (2) & (3) which are set out below:  
Section 272 – Information to be provided to members or Registrar

- (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.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

**2. Accounting Policies and Other Disclosure Matters**

The accounts have been prepared and presented in accordance with applicable Accounting Standards, other mandatory professional reporting requirements (Urgent Issues Groups Consensus Views), the Corporation Act 2001 and the section 253 of Schedule 1B of the Workplace Relations Act 1996. The attached financial statements adopt the accruals basis for reporting the Branch's income and expenditure whilst assets are recorded at historical cost and do not take into account changing money values nor current valuations of non current assets, except where specifically stated (refer Note 5 relating to the incorporation of freehold properties). Depreciation on office equipment, furniture and fittings are depreciated on a straight line basis. No provision for income tax is required as the Branch is exempt from income tax under Division 50-15 of the Income Tax Assessment Act 1997. The accounting policies for the Australian Workers Union Greater NSW Branch have been consistently applied, unless otherwise stated.

**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH**

**Notes to and forming Part of the Accounts**

**For the Year ended 30<sup>th</sup> June, 2007**

	2007	2006
	\$	\$
<b><u>3 Cash at Bank and on hand</u></b>		
State Bank No 1	106103	239032
State Bank No 2	1235561	1086976
Greater Trade Union Centre	197269	212870
Workcover Grant Account	51524	25406
GTUC - Income Protection	272291	177638
Annual Leave Account	629885	349709
Petty Cash Account	9350	10100
Colonial First State Account	514935	486354
Training Fund Account	369574	338946
Long Service Leave Account	<u>627650</u>	<u>458620</u>
	<u>4014142</u>	<u>3385651</u>
 <b><u>4 Sundry Debtors</u></b>		
Membership Contributions accrual	114736	218095
AWU NSW Branch	211218	211218
Others	<u>68505</u>	<u>41381</u>
	<u>394459</u>	<u>470694</u>
 <b><u>5 Property, Plant &amp; Equipment</u></b>		
Properties:		
Granville Property at valuation	3000000	3000000
Griffith Property at valuation	<u>365000</u>	<u>365000</u>
	<u>3365000</u>	<u>3365000</u>
Office equipment, Furniture & Fittings:		
At Cost	243778	232105
Less Accumulated Depreciation	<u>(223594)</u>	<u>(215612)</u>
	<u>20184</u>	<u>16493</u>
Motor Vehicles:		
At Cost	707672	764018
Less Accumulated Depreciation	<u>(554475)</u>	<u>(465208)</u>
	<u>153197</u>	<u>298810</u>
	<u>3538381</u>	<u>368030</u>

**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH  
Notes to and forming Part of the Accounts  
For the Year ended 30<sup>th</sup> June, 2007**

	2007	2006
	\$	\$
<b><u>6 Creditors and Borrowings</u></b>		
Tax payable – refer to June BAS	161438	105161
Amount owing to National Office	-	104406
Sundry Creditors	<u>83161</u>	<u>74540</u>
	<u>244599</u>	<u>284107</u>
 <b><u>7 Employee Entitlements</u></b>		
Current		
Provision for Annual Leave	<u>264935</u>	<u>243171</u>
Non-Current		
Provision for Long Service Leave	<u>388253</u>	<u>413177</u>

Provision is made in the accounts for benefits accruing to employees in respect of annual leave and long service leave when it is probable that settlement will be required and the provisions are capable of being measured reliably.

As at 30<sup>th</sup> June, 2007 the Branch has been provided \$388,253 long service leave for the entitlements of the Branch Officials \$288,143 and Employees \$100,110. National Office accepts the responsibility for funding further \$333,226 out of the Branch subsidy for the Branch Officials. The total amount provided for the Branch Officials is \$621,369 and the Branch Employee including industrial staff is \$100,110.

**8 Legal expenses**

Legal expenses provided by the organisation including: variations to awards and rules, acting on behalf of members, certified agreements and general legal advice to the organisation.

**9. Comparative Amounts**

Where necessary, the figures for the previous year are reclassified to facilitate comparison.



**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH  
STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 30<sup>th</sup> JUNE, 2007**

	2007	2006
	\$	\$
<b>INCOME</b>		
Membership Contributions	4493964	5125636
Interest Received	227682	155823
Rent Received – Granville Trade Centre	1500	14927
Rent Received – Canberra	156773	144884
Rent Received – Dubbo	128815	134786
Rent Received – Griffith	13806	13406
Refunds	1333	4141
Workcover Grants	42250	-
OH & S Training Course Income	153086	125091
Sundry Income	64280	97191
<b>TOTAL INCOME</b>	<u>5283489</u>	<u>5815887</u>
 <b>EXPENDITURE</b>		
Accounting and Auditing Expenses	28500	28500
Accrued Annual Leave	21764	1691
Advertising and Promotion	9139	5812
Affiliation Fees	99231	74819
Ambulance Services	734	983
Bank Fees	7301	7573
Branch Executive Expenses	19142	15390
Commission Paid	1024	1308
Conference Expenses	14660	33408
Consulting and Employment Agency Fees	13414	36999
Court Filing Fees	1643	1708
Delegate Expenses	14013	14314
Depreciation	124923	145546
Donations	570	3676
Functions	27660	33651
General Expenses	8060	7018
Industrial Relation Expenses	95771	49044
Legal Fees	124118	31048
Loss on Disposal of Assets	28672	17347
Meeting Costs	23071	22368
Mortality Expenses	2040	2040
Motor Vehicle Expenses - Insurance	21352	19401
Motor Vehicle Expenses - Miscellaneous	33447	37327
Motor Vehicle Expenses - Petrol	116196	125896
Motor Vehicle Expenses - Registration	20686	23992
Motor Vehicle Expenses - Toll	15502	10568
Motor Vehicle Expenses - Services	24681	36450

continue....

**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH  
STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 30<sup>th</sup> JUNE, 2007**

	2007	2006
	\$	\$
continue....		
National Office - Subsidy	642723	713817
National Office - Special Levies	-	71735
Organiser Expenses - General	43289	33357
Organiser Expenses - Overnights	2866	5204
Postage and Couriers	41776	42150
Printing Expenses	13941	15173
Property Expenses - Granville	142502	132295
Property Expenses - Canberra	62218	65388
Property Expenses - Orange	2151	1425
Property Expenses - Griffith	8977	10204
Property Expenses - Dubbo	96396	141274
Property Expenses - Grafton	2727	595
Property Expenses - Cobar	1403	1148
Property Expenses - Wagga Wagga	1313	1161
Provision for Long Service Leave	(24924)	75100
Rent Paid - Orange	1500	1000
Rent Paid - Tamworth	2200	5100
Rent Paid - Wagga Wagga	9274	9268
Rent Paid - Cobar	4680	4680
Rent Paid - Grafton	4160	4175
Rent Paid - Albury	645	-
Repairs and Maintenance		
Computer	14329	10485
Office Equipment	59933	51535
Staff Amenities	8266	9338
Stationery	20146	33444
Subscriptions	10251	10008
Telephone Cost		
General Phone Costs	52067	56285
Mobile Phone Costs	29052	46089
Training and Seminars	8768	5461
Travel Expenses	6521	9175
Wages and Salaries		
Officials	1244573	1301491
Industrial staff	169179	200819
Clerical/Other	456749	427178

Continue....

**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH**

**STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 30<sup>th</sup> JUNE, 2007**

	2007	2006
	\$	\$
continue.....		
Payroll Expenses		
Fringe Benefits Tax	15234	13669
Payroll Tax	97397	103411
Industrial Special Risk	20349	22343
Superannuation	351228	367307
Workers Compensation	17467	25655
Uniforms	4663	20620
Workcover Expenses	19363	-
<u>Total Expenditure</u>	<u>4562666</u>	<u>4836438</u>
<u>Operating Surplus for the year</u>	<u>720823</u>	<u>979449</u>
Accumulated Funds at the beginning of the year	<u>6620753</u>	<u>5641304</u>
<b><u>Accumulated Funds at end of the year</u></b>	<b><u>7341576</u></b>	<b><u>6620753</u></b>

**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH**

	<b>2007</b>	<b>2006</b>
	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Receipts from members	4597323	5127407
Payments to suppliers	(4450191)	(4513468)
Net loss on disposal of assets	(28672)	(17347)
Interest received	227682	155823
Proceed from sale of assets	-	9000
Other income	<u>561843</u>	<u>534428</u>
<b>Net cash inflow/(outflow) from operating activities (Note 2)</b>	<b><u>907985</u></b>	<b><u>1295843</u></b>

**CASH FLOWS FROM INVESTING ACTIVITIES**

Assets purchase	<u>(11673)</u>	<u>(4762)</u>
Net increase / (decrease) in cash held	896312	1291081
Cash at the beginning of the financial year	<u>4241511</u>	<u>2950430</u>
Cash at the end of the financial year (Note 1)	<u>5137823</u>	<u>4241511</u>

**Note 1 Reconciliation of Cash**

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts.

**Note 2 RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING SURPLUS / (DEFICIT)**

Operating surplus for the year	720823	979449
Adjustment for non-cash items:		
Depreciation	124923	145546
Changes in operating assets and liabilities		
Increase / (Decrease) in receivables	104907	34182
Increase / (Decrease) in creditors	(39508)	59875
Increase / (Decrease) in provisions	<u>(3160)</u>	<u>76791</u>
<b>Net cash inflow / (outflow) from operating activities</b>	<b><u>907985</u></b>	<b><u>1295843</u></b>

**THE AUSTRALIAN WORKERS' UNION**  
**GREATER NEW SOUTH WALES BRANCH**

**Audit Opinion**

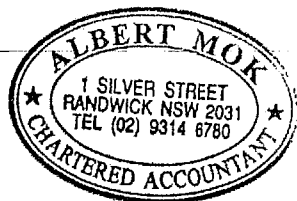
In my opinion

- (1) the organisation has kept satisfactory accounting records including:
  - (a) records of the sources and nature of the income of the Organisation (including income from members); and
  - (b) records of the nature and purpose of expenditure of the Organisation; and
  
- (2) the financial accounts are properly drawn up in accordance with Section 253 of the Schedule 1B to the Workplace Relations Act 1996, from the accounting records of the Organisation kept in respect of the financial period so as to give a true and fair view of:
  - (a) the Organisation's state of affairs as at 30 June 2007 and its results and cash flows for the financial year ended on that date; and
  - (b) are in accordance with applicable Accounting Standards, other mandatory professional reporting requirements; and
  - (c) all the information and explanations that under Section 253(1) of the Schedule 1B to the Workplace Relations Act 1996 I required officers of the Organisation to furnish, were furnished.
  
- (3) in my opinion the general purpose financial report is presented fairly in accordance with the Australian Accounting Standards and other mandatory professional reporting requirements in Australia and the requirements of the RAO Schedule.



Albert Mok  
Registered Company Auditor  
Sydney NSW

Dated: 5<sup>th</sup> August 2007



**THE AUSTRALIAN WORKERS' UNION  
GREATER NEW SOUTH WALES BRANCH**

**Independent Audit Opinion**

I have audited the financial accounts of the Australian Workers Union Greater NSW Branch for the year ended 30<sup>th</sup> June, 2007. The Organisation Executive is responsible for the preparation and presentation of the financial statements and the information they contain. I have conducted an independent audit of these financial accounts in order to express an opinion on them to the members of the organisation.

My audit have been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial accounts are free of material misstatement. My 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 fairly stated in accordance with Australian accounting standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views), statutory requirements so as to present a view of the organisation which is consistent with my understanding of its financial position, the results of its operations and its cash flows.

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

**The Australian Workers' Union  
Greater New South Wales Branch**

**Operating Report July 2006-June 2007**

**Principal Activities and Changes**

The principal activities of the organisation continued to be those of a registered trade union working for the benefit of its members through negotiating enterprise bargaining agreements, varying Awards, representing members before industrial tribunals, training of delegates and members in Occupational Health and Safety, workplace organising, recruitment and public promotion of the interests of members. There were no significant changes to the activities of the organisation.

**Results**

The profit for the financial year amounted to \$720,823.00.

**Financial Affairs**

There were no significant changes in the Union's financial affairs during the financial year.

**Right of Members to Resign:**

AWU Rule 14 – Resigning as a member – provides for resignation of members in accordance with s174 of Schedule 1B of the *Workplace Relations Act 1996*.

**Membership of Superannuation Scheme**

Secretary R K Collison is a trustee of FTC (First State Superannuation Trustees Corporation) and Industrial Officer V F Falconer is a trustee of ASSET (Australian Superannuation Savings Employees Trust).

**Number of Members**

Number of persons in register of members: 16,780.

**Number of Employees**

Number of employees (equivalent full time): 30 including officials and staff.

**Names of members of management committee:**

Allen, N	Madden, M
Bali, S	McConnachie, M
Buhler, J - joined 16/10/06	McGuire, T - ceased 4/7/06
Brazel, S - ceased 31/7/06	Meyer, J
Brown, K	Mitchell, E
Collison, R	O'Connor, T
Farrow, P	Quirk, P
Fraser, R	Reynolds, H
Freudenreich, J	Rose, I
Fryer, H	Rumph, S
Goring, H	Ryan, C
Green, D	Seton, G
Hastings, T	Thomas, I
Jasim, J	Toner, G
Kelly, P	Wilmore, M
Lyons, D	

**Other Information**

There is no other information that the Union considers relevant.

**Signed:**

  
**Russell Kerry Collison**

**Date:**

9. 8. 07



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

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990  
Email: sydney@air.gov.au

Mr Russ Collison  
Secretary, Greater New South Wales Branch  
AWU  
PO Box 20  
GRANVILLE NSW 2142



Dear Mr Collison

**Re: Lodgement of Financial Statements and Accounts – AWU Greater New South  
Wales Branch – for year ending 30 June 2007 (FR2007/229)**

I refer to the abovementioned financial statements and accounts which were lodged in the Registry on 21 January 2008.

The legislative requirements appear to have been met and accordingly the documents have been filed.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Stephen Kellett', written over a horizontal line.

Stephen Kellett  
Statutory Services Branch

29 January 2008