



Australian Government
Australian Industrial Registry

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Mr Jorge Navas
Branch Secretary
Health Services Union – SA Branch
11-16 South Terrace
ADELAIDE SA 5000

By email - hsuasa@bigpond.net.au

Dear Mr Navas,

Re: Financial Documents – Y/E 30 June 2005 & 2006 - FR2005/410, FR2006/333
Schedule 1 - Workplace Relations Act 1996 (RAO Schedule)

I have received the financial reports for the SA Branch of the Health Services Union for the years ended 30 June 2005 and June 2006. The documents were lodged on 7 May 2007.

The documents have been filed.

The following information is provided to assist the branch in future financial years – no further action is required with respect to the lodged documents.

Audit Report

In future financial years the Auditor's Report should specifically confirm whether, in the Auditor's opinion, the accounts are presented fairly in accordance with the *Australian Accounting Standards* and the requirements of the RAO Schedule (see RAO s257).

The following wording would satisfy the requirements of s257:

In my opinion the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements of Part 3 of Chapter 8 of Schedule 1 (RAO Schedule) of the Workplace Relations Act 1996.

Designated Officer's Certificate

The Designated Officer's Certificate should also confirm that the financial report has been provided to members - see RAO s265 and 268(c).

Lodge documents within 6½ months of end of financial year

Sections 265, 266 and 268 require the financial report to be lodged within 6½ months of the end of financial year.

If you have any queries relating to financial reporting please contact me on (03) 8661 7990.

Yours faithfully,

Andrew Schultz
Statutory Services Branch

11 May 2007

DESIGNATED OFFICER'S CERTIFICATE

AS268 of Schedule 1B Workplace Relations Act 1996

I, Jorge Navas being the Secretary of the Health Services Union of Australia, South Australian Branch certify:

- That the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and
- That the full reports were presented at a meeting of the Branch Committee of Management of the reporting unit on 30 April 2007; in accordance with section 266 of RAO Schedule.

Signature

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

Date

4 May 2007

**FINANCIAL STATEMENTS
OF**

HEALTH SERVICES UNION OF AUSTRALIA

SOUTH AUSTRALIAN BRANCH

ABN: 35 898 865 510

For the Year Ended 30 June 2005

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

OPERATING REPORT

The **Principal activities** as a Trade Union during the financial year ended 30th June 2005 were to improve the rights of members, and maintain reasonable hours of work and obtain fair wages and industrial conditions for them. No **significant changes** in the nature of those activities occurred during the year.
No **significant changes** occurred in the union's **financial affairs** during the year ended 30th June 2005.

Resignation from Membership

1) A member may resign from the Branch of the Union by written notice addressed and delivered to the Branch Secretary or a Branch of the Union.

2) A notice of resignation takes effect

a) where the member ceases to be eligible to become a member of the Union

- i) on the day on which the notice is received by the organisation; or
- ii) on the day specified in the notice and not earlier than the day of cessation of eligibility

whichever is the later; or

b) in any other case

- i) at the end of two weeks after the notice is received by the Union; or
 - ii) the day specified in the notice
- whichever is the latest.

3) Any member resigning shall be liable for payment of all subscriptions, fines and levies owing to the Union under the Rules at the date of leaving, and such monies may be sued for and recovered in the name of the Union.

4) A notice delivered in person to the Branch Secretary is taken to have been received by the Union when it was delivered.

5) A notice of resignation is not invalid because it was not addressed and delivered in accord with subsection 1)

6) A resignation from membership is valid even if it is not effected in accord with 1) to 5) if the member is informed in writing by or on behalf of the organisation that the resignation has been accepted by the Union.

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

No members or officials held reserved positions in such an entity

The **number of Members** at the end of the financial year was 403

The number of persons who were **employees** of the Branch at the end of the financial year was one.

Members of the Committee of Management

The persons holding office during the year were

Marilyn Betchley Resigned 27.6.05

Cassandra Zaina Ceased 27.6.05

Mark Panes; Daniel Druetta; Bruno Sonza; Riccardo Iannella; Elizabeth Reid;

Cheryl Mitchell; Nick Petrakas; Robert Tuck; Andrew Coleman; Jorge Navas.

Jorge Navas



BRANCH SECRETARY Dated

30/6/07

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

BRANCH COMMITTEE'S CERTIFICATE

On 30-4-07 the Committee of Management of the Health Services Union South Australian Branch passed the following resolution in relation to the general purpose Financial Report (GPFR) of the reporting unit for the Financial year ended 30 June 2005.

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 Register,
- 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 schedules and the RAO regulations; and
 - iv) the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the 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 reports made by the Commission under section 273 of the RAO schedule.

For Committee of Management:



Title of Office Held: BRANCH President.

DATE: 30/4 / 2008

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

INDEPENDENT AUDITORS REPORT

Scope

The Financial report & Branch Council Responsibility

We have audited the accompanying general purpose financial report of the Health Services Union, South Australian Branch for the year ended 30 June 2005 comprising Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and Notes to the Financial Statements. The Branch Committee is responsible for the preparation and presentation of the financial report and the information it contains. This includes responsibility for the maintenance of adequate accounting records & internal controls that are designed to prevent & detect fraud and error, and for the accounting policies and estimates inherent in the Financial Report.

Audit Approach

We conducted an Independent audit in order to express an opinion to the members of the Branch. Our audit was conducted in accordance with Australian Auditing Standards, in order to provide reasonable assurance as to whether the Financial Report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the Financial Report presents fairly, in accordance with the Industrial Relations Act, including compliance with Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the Branch's financial position, and of its performance as represented by the results of the operations and cash flows.

We formed our Audit Opinion on the basis of these procedures, which included:


- Examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report; and
- Assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the committee.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

Audit Opinion

In our opinion-

- a) the financial report is properly drawn up so as to present fairly the financial position of the branch as at 30 June 2005 and its performance for the year ended on that date; and
- b) the financial report is in accordance with the provisions of the Workplace Relations Act 1996 and Australian Accounting Standards

Signed at Adelaide this 30th day of April, 2005. 

JH Doyle & Co
176 Morphett Street
ADELAIDE SA 5000


G. Wellington FCPA
Registered Company Auditor

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

STATEMENT OF FINANCIAL POSITION
As at 30 June 2005

		To Jun 2005	To Jun 2004
		\$	\$
CURRENT ASSETS			
Cash	(Note 4)	25,129	24,736
TOTAL CURRENT ASSETS		<u>25,129</u>	<u>24,736</u>
FIXED ASSETS			
Investments	(Note 4)	2,870	2,777
Plant, Property & Equipment	(Note 5)	12,445	15,398
TOTAL FIXED ASSETS		<u>15,315</u>	<u>18,173</u>
TOTAL ASSETS		<u>40,444</u>	<u>42,909</u>
CURRENT LIABILITIES			
Creditors & Borrowings	(Note 6)	16,811	23,522
Provisions	(Note 7)	28,520	27,500
TOTAL CURRENT LIABILITIES		<u>45,431</u>	<u>51,022</u>
NET LIABILITIES		<u>4,987</u>	<u>51,022</u>
ACCUMULATED FUNDS		<u>(\$4,987)</u>	<u>(\$8,113)</u>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO A/Cs

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

STATEMENT OF FINANCIAL PERFORMANCE
For the Year Ended 30 June 2005

		To Jun 2005	To Jun 2004
<u>INCOME</u>	NOTE		
Members Contributions		93,537	101,645
Interest - CPS Credit Union		<u>115</u>	<u>113</u>
<u>TOTAL INCOME</u>		<u>93,652</u>	<u>101,758</u>
<u>LESS EXPENDITURE</u>			
Affiliation Fees	(8)	1,109	1,250
Audit and Accountancy Fees		2,488	2,710
Bank Fees & Taxes		65	55
Capitation Fees & Levy (Federal Council)		(10,048)	7,179
Office Services		1,560	1,580
Computer Expenses		201	572
Depreciation		2,951	4,550
Entertainment Public Relations		232	-
Fringe Benefits Tax		1,446	1,146
Insurances - General		15,058	14,599
Interest		123	167
Legal & Industrial Expenses		233	3,300
Motor Vehicle Expenses		6,424	7,215
Postage		656	1,024
Printing & Stationery		715	1,312
Publications & Industrial Information		-	105
Provision for Employee Entitlements		1,020	(2,000)
Rent & Hall Hire	(9)	2,086	2,500
Repairs & Maintenance		368	-
Salaries & Allowances	(10)	45,419	40,739
Superannuation	(10)	3,672	3,261
Sundry Expenses		482	317
Telephone & Mobile Telephone		5,758	12,772
Training		150	764
Travel & Accommodation		7,525	6,039
Overseas Travel Expenses		-	1,000
Workcover		<u>833</u>	<u>834</u>
<u>TOTAL EXPENDITURE</u>		<u>90,526</u>	<u>112,970</u>
<u>DEFICIT/SURPLUS AT END OF PERIOD</u>		<u>\$3,126</u>	<u>(\$11,212)</u>
Add Balance at Beginning of the Year		<u>(8,113)</u>	<u>3,098</u>
Balance at the End of the Year		<u>(4,987)</u>	<u>(8,114)</u>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO A/Cs

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

STATEMENT OF CASH FLOWS
For the Year Ended 30 June 2005

	To Jun 2005	To Jun 2004
	\$	\$
<u>Cash Flows from Operating Activities</u>		
Receipts from Members	93,537	101,645
Less Payments for services, & to employees	(93,167)	(98,444)
Add Interest	115	113
Net Surplus from Operating Activities 3(b)	<u>485</u>	<u>3,314</u>
<u>Cash Flow from Investing Activities</u>		
Payment for purchases of equipment	<u>-</u>	<u>-</u>
Net Cash In (Outflow)	<u>485</u>	<u>3,314</u>
Cash at the beginning of the year	27,512	24,198
Cash at the end of the financial year 3(a)	<u>\$27,997</u>	<u>\$27,512</u>

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

NOTES TO AND FORMING PART OF THE ACCOUNTS
For the Year Ended 30 June 2005

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES & IN ACCORD WITH THE WORKPLACE RELATIONS ACT 1996

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, and the Workplace Relations Act 1996.

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

(a) **Basis of Accounting**

The accounts have been prepared on the basis of historical costs and do not take into account changing money values or, except where otherwise stated, current valuations of non-current assets. Contributions from members have been brought to account on a cash basis. All other income and expenditure of the Branch has been brought to account on an accrual basis of accounting so as to match income for the period with the expenditure incurred in earning that income.

(b) **Provisions for Accrued Annual Leave and Long Service Leave**

Provision for Employee Benefits in the form of Accrued Annual Leave, Accrued Long Service Leave and other Leave have been made for the estimated accrued entitlements of all employees on the basis of their terms of employment.

In the case of Long Service Leave, the accrual has been measured by reference to periods of service and current salary rates, ie the provisions have been measured at their nominal amount.

(c) **Income Tax**

No Provision has been made in the accounts for income tax on the basis that the branch is exempt under section 50-15 of the income tax assessment Act 1997

(d) **Property, Plant & Equipment**

Each class of property, plant and equipment is carried at historical cost less, where applicable any accumulated depreciation. Rates used are:

Office Furniture & Equipment	Varying Rates, using the diminishing value methods
Motor Vehicles	22.5% Diminishing Value

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

NOTES TO AND FORMING PART OF THE ACCOUNTS
For the Year Ended 30 June 2005 (Cont'd)

NOTE 2. WORKPLACE RELATIONS ACT 1996

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

- (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 made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under sub section (1).

NOTE 3. CASH FLOW INFORMATION

(a) Reconciliation of Cash

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:

	2005	2004
	\$	\$
Cash at Bank & on deposits	<u>27,997</u>	<u>27,512</u>
	<u>\$27,997</u>	<u>\$27,512</u>

(b) Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax

	2005	2004
	\$	\$
Profit/(Loss) from Ordinary Activities	3,126	(11,212)
<i>Non-Cash flows in profit from ordinary activities:</i>		
- Depreciation	<u>2,951</u>	<u>4,550</u>
	6,077	(56,662)
<i>Change in Assets and Liabilities:</i>		
Decrease/(Increase) in Prepayments	--	4,045
(Decrease)/Increase in Payables	(6,612)	7,931
Increase/(Decrease) in Provisions	<u>1,020</u>	<u>(2,000)</u>
Cash Flows from Operations	<u>\$485</u>	<u>\$3,314</u>

NOTE 3. CASH

CPS Credit Union - Cheque A/c	<u>25,129</u>	<u>\$24,736</u>
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TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT

HEALTH SERVICES UNION OF AUSTRALIA
SOUTH AUSTRALIAN BRANCH
ABN: 35 898 865 510

NOTES TO AND FORMING PART OF THE ACCOUNTS (Cont'd)
For the Year Ended 30 June 2005

NOTE 4.	INVESTMENTS		
	CPS Credit Union – Savings A/c	2,868	2,776
	CPS Credit Union Shares	<u>2</u>	<u>2</u>
		<u>\$2,870</u>	<u>\$2,778</u>
NOTE 5.	PROPERTY, PLANT & EQUIPMENT		
	Office Furniture & Equipment at Cost	2,527	2,027
	Deduct Accumulated Depreciation	<u>(2,284)</u>	<u>(2,126)</u>
	Motor Vehicles	20,131	20,131
	Deduct Accumulated Depreciation	<u>(8,029)</u>	<u>(5,236)</u>
		<u>\$12,445</u>	<u>\$15,396</u>
NOTE 6.	CREDITORS AND BORROWINGS		
	Sundry Creditors & Accruals	<u>\$16,911</u>	<u>\$23,523</u>
NOTE 7.	PROVISIONS		
	Provision for Leave Entitlements	<u>\$28,520</u>	<u>\$27,500</u>
NOTE 8.	AFFILIATION		
	UTLC	693	543
	ALP	416	677
	Other	<u>—</u>	<u>30</u>
		<u>\$1,109</u>	<u>\$1,250</u>
NOTE 9.	RENT		
	Trades Hall – Adelaide	<u>\$2,086</u>	<u>\$2,500</u>
NOTE 10.	PAYMENTS TO OFFICIALS		
	Reportable Fringe Benefits	4,544	4,544
	Salaries	45,418	40,739
	Contributions for retirement benefits	<u>3,672</u>	<u>3,261</u>
NOTE 11.	SEGMENT REPORTING		

The Branch operates as a trade union and provides employee support to members.

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT