



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

Level 5, 11 Exhibition St, Melbourne Vic 3000  
GPO Box 1994, Melbourne, VIC 3001  
Tel: (03) 8661 7990 - Fax: (03) 9655 0410  
andrew.schultz@airc.gov.au

Ms Kathy Jackson  
Branch Secretary  
Health Services Union - Victoria No 3 Branch  
PO Box 5272  
SOUTH MELBOURNE VIC 3205

By email - kathyj@hsuvic.asn.au

Dear Ms Jackson,

**Re: Financial Reports – Y/E 30/06/05, 06, 07 - FR2005/415, FR2006/338, FR2007/471**  
**Schedule 1 - Workplace Relations Act 1996 (RAO Schedule)**

I have received the Financial Reports and Concise Reports for the HSU Victoria No 3 Branch for years ended 30 June 2005 to 2007. The documents were lodged on 18 December 2008.

The following additional information is required:

Donations

The lodged reports state that the Branch made the following donations: \$15,591 in Y/E 30/06/05, \$14,182 in Y/E 30/06/06, and \$2,182 in Y/E 30/06/07. The Branch is required to provide details regarding any donation made in excess of \$1,000 in accordance with s237 of the RAO Schedule. A form is enclosed for this purpose.

The following information is provided for your assistance in future financial years:

Timing

Financial Reports are to be lodged within 6½ months of the end of the financial year (see sections 265, 266 and 268 of the RAO Schedule). Hence the financial report for year ended 30 June 2008 should be lodged by 14 January 2009.

Expenditure

Expenditure relating to *Affiliation Fees* and *Meeting Expenses* were only disclosed in a Disclaimer in the lodged accounts. The Reporting Guidelines require these items to be disclosed in the main body of the accounts – see Item 11 of the Reporting Guidelines.

Concise Reports

The lodged Concise Reports were not fully in accord with the requirements of the RAO Schedule. It is also noted that some of the documents in the Concise Reports were not signed and dated. Please note that Concise Reports are optional not mandatory. If the Branch seeks to prepare Concise Reports in future financial years please refer to sections 265(1) to (3) of the RAO Schedule and Regulation 161 of the *Workplace Relations (Registration and Accountability of Organisations) Regulations 2003*. In addition, for your assistance I have enclosed a sample Concise Report as lodged by another organisation.

The lodged documents have been filed.

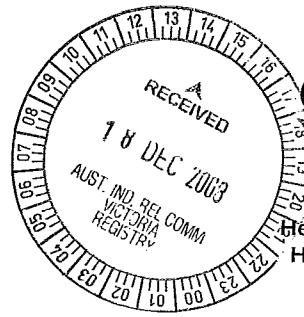
If you have any queries regarding financial reporting please contact me on (03) 8661 7990.

Yours faithfully,

Andrew Schultz  
Statutory Services Branch

8 January 2009

FR 2005/415



**HEALTH SERVICES UNION VICTORIA NO 3 BRANCH**

**FINANCIAL REPORTS FOR THE YEARS ENDING 2005**

**CERTIFICATE OF THE BRANCH SECRETARY**

I, KATHY JACKSON, being the Secretary of the Victoria No 3 Branch of the Health Services Union, certify:

1. That the documents lodged are copies of the full financial reports for the year ending 30 June 2005 referred to in section 268 of the RAO Schedule.
2. Copies of the full financial reports were provided to members by posting them on the internet website of the Branch in or about August 2008.
3. The full financial reports for the year ending 30 June 2005 were presented to and accepted by our Branch Committee of Management on Tuesday 22 July 2008 (the first meeting) and to General Meeting of Members on 10 October 2008 (the second meeting).

**KATHY JACKSON**

Branch Secretary

Dated: 26/11/08

**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO. 3 BRANCH**

**FINANCIAL REPORT  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

**TABLE OF CONTENTS**

---

**Financial Report**

Statement of Financial Performance

Statement of Financial Position

Statement of Cash Flows

Notes to the Financial Statements

**Designated Officer Certificate**

**Accounting Officer's Certificate**

**Committee of Management Certificate**

**Independent Audit Report**

**Additional Information**

**Operating Report**



**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO. 3 BRANCH**

**STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
Revenues from ordinary activities	3c	1,278,643	1,519,314
Expenses from ordinary activities, excluding borrowing costs expense			
Employee benefits expense	4	542,382	401,827
Legal Expenses		101,372	76,215
Donations		15,591	12,625
Depreciation and amortisation expenses		82,762	53,828
Campaign expenses		17,643	25,745
Lease expenses		5,175	4,355
Other expenses from ordinary activities		<u>572,515</u>	<u>559,706</u>
		<u>1,337,439</u>	<u>1,134,300</u>
<b>Surplus (Deficit) from ordinary activities</b>	3	<u>(58,796)</u>	<u>385,014</u>
<b>Net surplus (deficit)</b>		<u>(58,796)</u>	<u>385,014</u>
<b>Total changes in equity of the entity</b>		<u>(58,796)</u>	<u>385,014</u>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO. 3 BRANCH**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2005**

	Note	2005 \$	2004 \$
<b>CURRENT ASSETS</b>			
Cash assets	6	103,857	160,787
Receivables	7	51,220	47,213
Other financial assets	8	660,096	632,312
<b>TOTAL CURRENT ASSETS</b>		<u>815,174</u>	<u>840,311</u>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	9	<u>282,017</u>	<u>230,964</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u>282,017</u>	<u>230,964</u>
<b>TOTAL ASSETS</b>		<u>1,097,191</u>	<u>1,071,275</u>
<b>CURRENT LIABILITIES</b>			
Payables	10	78,274	52,246
Provisions	11	<u>138,645</u>	<u>99,973</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>216,919</u>	<u>152,219</u>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	11	<u>56,866</u>	<u>36,855</u>
<b>TOTAL NON CURRENT LIABILITIES</b>		<u>56,866</u>	<u>36,855</u>
<b>TOTAL LIABILITIES</b>		<u>273,785</u>	<u>189,074</u>
<b>NET ASSETS</b>		<u>823,405</u>	<u>882,201</u>
<b>MEMBERS FUNDS</b>			
Accumulated surplus		<u>823,405</u>	<u>882,201</u>
<b>TOTAL MEMBERS FUNDS</b>		<u>823,405</u>	<u>882,201</u>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO. 3 BRANCH**

**STATEMENT OF CASH FLOWS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts from members		1,190,167	1,154,186
Payments to suppliers and employees		(1,216,583)	(1,087,285)
Other income		58,058	338,163
Interest received		30,418	26,965
Net cash provided by operating activities	13 b	<u>62,060</u>	<u>432,029</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from sale of property, plant and equipment		16,818	-
Payment for property, plant and equipment		<u>(155,509)</u>	<u>(136,146)</u>
Net cash used in investing activities		<u>(138,691)</u>	<u>(136,146)</u>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>			
Repayment of lease commitment		<u>(5,175)</u>	<u>(4,355)</u>
Net cash used in financing activities		<u>(5,175)</u>	<u>(4,355)</u>
Net increase/(decrease) in cash held		(29,145)	291,528
Cash at beginning of financial year		<u>793,098</u>	<u>501,571</u>
Cash at end of financial year	13 a	<u>763,953</u>	<u>793,098</u>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO. 3 BRANCH**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

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

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board. 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 accounting policies have been consistently applied, unless otherwise stated.

In accordance with generally accepted accounting principles for organisations, income from members is accounted for on a cash receipts basis.

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

**(a) Property, Plant and Equipment**

Property, plant and equipment are carried at cost or at independent or Committee of Management valuation, less, where applicable, any accumulated depreciation or amortisation. The carrying amount of property, plant and equipment is reviewed annually by the committee of management 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.

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, are depreciated over their estimated useful lives to the trust commencing from the time the asset is held ready for use. Properties held for investment purposes are not subject to a depreciation charge. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

**(b) Leases**

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the trust are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values. Leased assets are depreciated on a straight line basis over their estimated useful lives where it is likely that the trust will obtain ownership of the asset, or over the term of the lease. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives received under operating leases are recognised as a liability. Lease payments received reduced the liability.

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO.3 BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(c) Employee Entitlements**

Provision is made for the trust's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their nominal amount. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

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

**(d) Cash**

For the purposes of the statement of cash flows, cash included 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.

**(e) Income Tax**

No provision for income tax is necessary as Trade Unions are exempt from Income Tax under the Income Tax Assessment Act 1997.

**(f) Goods and Services Tax**

Revenues, expenses and assets are recognised net of amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office(ATO). 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 expenses.

Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from, or payable to the ATO is included as a current asset or liability in the balance sheet.

Cashflows are included in the statement of cash flows on a cross basis. The components of cashflows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

**(g) Comparatives**

As a result of applying the revised Accounting Standards AAS 1 Statement of Financial Performance, revised AAS 37 Financial Report Presentation and Disclosures and AAS 36 Statement of Financial Position for the first time, a number of comparative amounts were represented or reclassified to ensure comparability with the current reporting period.



**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO.3 BRANCH  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

**NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the RAO Schedule, the attention of the members is drawn to the provisions of subsections (1) (2) and (3) of Section 272, which reads as follows:

A member of an Organisation, or Registrar, may apply to the Organisation for specified prescribed information in relation to the Organisation.

An Organisation shall, on application under subsection (1) by a member of the Organisation, or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time as is prescribed.

A Registrar may only make an application under subsection (1) at the request of a member of the Organisation concerned and the Registrar shall provide to a member information received because of an application made at the request of the member.

**NOTE 3: OPERATING SURPLUS (DEFICIT)**

	Note	2005 \$	2004 \$
Operating surplus (deficit) from ordinary activities has been determined after:			
(1) Charging as expenses:			
Depreciation of:			
- Other capital assets		82,762	53,828
Other:			
- employee entitlements		58,684	23,497
- legal expenses		101,372	76,215
- donations		15,591	12,625
(2) Crediting as income:			
Interest from:			
- other persons		30,418	26,965
(3) Revenue			
Operating activities			
- members subscription		1,190,167	1,154,186
- interest		30,418	26,965
- other revenue		58,058	338,163
		1,278,643	1,519,314

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO.3 BRANCH**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
<b>NOTE 4: EMPLOYEE BENEFIT EXPENSES</b>			
Employees' amenities		2,509	2,029
Long Service Leave		20,011	2,999
Annual leave		38,672	20,497
Salaries - casual		17,189	2,817
Salaries - elected officials		116,278	128,076
Salaries - others		286,256	205,383
Staff training & welfare		19,017	20,692
Superannuation		<u>42,449</u>	<u>19,334</u>
		<u>542,382</u>	<u>401,827</u>
<b>NOTE 5: CAMPAIGN EXPENSES</b>			
General		<u>17,643</u>	<u>25,745</u>
<b>NOTE 6: CASH ASSETS</b>			
Cash at bank		<u>103,857</u>	<u>160,787</u>
<b>NOTE 7: RECEIVABLES</b>			
CURRENT			
Other debtors		<u>51,220</u>	<u>47,213</u>
<b>NOTE 9: OTHER FINANCIAL ASSETS</b>			
CURRENT			
Term Deposits		<u>660,096</u>	<u>632,312</u>
<b>NOTE 10: PROPERTY, PLANT AND EQUIPMENT</b>			
LEASEHOLD IMPROVEMENTS			
At cost		79,583	79,583
Less accumulated depreciation		<u>(72,823)</u>	<u>(57,476)</u>
Total leasehold improvements at cost		<u>6,760</u>	<u>22,107</u>

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO.3 BRANCH**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
<b>NOTE 10: PROPERTY, PLANT AND EQUIPMENT (Continued)</b>			
PLANT AND EQUIPMENT			
(a) Motor vehicles			
At cost		198,605	129,676
Less accumulated depreciation		<u>(48,905)</u>	<u>(61,687)</u>
		<u>149,700</u>	<u>67,989</u>
 (b) Office equipment and software			
At cost		353,985	245,092
Less accumulated depreciation		<u>(221,668)</u>	<u>(104,224)</u>
		<u>132,317</u>	<u>140,868</u>
 Total plant and equipment		<u>282,017</u>	<u>208,857</u>
 Total property, plant and equipment		<u><u>282,017</u></u>	<u><u>230,964</u></u>
<b>NOTE 11: PAYABLES</b>			
CURRENT			
Unsecured liabilities			
Trade creditors		52,661	8,034
Sundry creditors and accruals		3,093	25,432
Net GST owing		<u>22,520</u>	<u>18,780</u>
		<u><u>78,273</u></u>	<u><u>52,245</u></u>
<b>NOTE 12: PROVISIONS</b>			
CURRENT			
Employee entitlements		<u>138,645</u>	<u>99,973</u>
NON-CURRENT			
Employee entitlements		<u>56,866</u>	<u>36,855</u>
 Aggregate employee entitlements liability		<u><u>195,511</u></u>	<u><u>136,828</u></u>

**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO.3 BRANCH**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
<b>NOTE 13: CASH FLOW INFORMATION</b>			
Reconciliation of Cash			
Cash at the end of the financial year as shown in the statements of cash flows is reconciled to the related items in the balance sheet as follows :			
Cash at bank	6	103,857	160,787
At call deposits with financial institutions	9	<u>660,096</u>	<u>632,312</u>
		<u>763,953</u>	<u>793,099</u>
 (b) Reconciliation of cash flow from operations with operating profit after income tax			
Operating profit (loss) after income tax		(58,796)	385,014
Non-cash flows in operating profit			
Depreciation		82,762	53,828
Charges to provisions		58,684	23,497
Changes in assets and liabilities			
Increase in trade and term debtors	7	(4,007)	(1,269)
Increase/(decrease) in trade creditors and accruals	11	<u>26,028</u>	<u>(18,639)</u>
Cash flows from operations		<u>104,670</u>	<u>442,431</u>

**NOTE 14: RELATED PARTY TRANSACTIONS**

There were no reportable related party transactions during the year

**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO. 3 BRANCH**

**DESIGNATED OFFICER'S CERTIFICATE**

I, Katherine Jackson, being the Branch Secretary of the Health Services Union of Australia . Victoria No. 3 Branch certify:

(1) That the documents lodged herewith are copies of the full report, and the concise report, referred to in section 268 of the RAO Schedule; and

(2) That the <sup>full reports</sup> ~~concise~~ report , was provided to members on the <sup>August 2008</sup> ~~of September~~ 2005; and

(3) That the full report was presented to a meeting of the committee of management of the reporting unit on <sup>22 July 2008</sup> ~~of September~~ 2005; in accordance with s268 of the RAO Schedule.

Katherine Jackson

*Katherine Jackson*

Dated this

*22* day of *September* *July* 2005 *2008*

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO. 3 BRANCH**

**COMMITTEE OF MANAGEMENT'S CERTIFICATE**

On the 22 day of July <sup>2005</sup> 2005 the Committee of Management of the Health Services Union of Australia Victoria No. 3 Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30<sup>th</sup> 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 registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cashflows 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 GBFR 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 including the rules of a branch concerned; and
  - 2) 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
  - 3) the financial records of the reporting unit have been managed in accordance with the RAO Schedule and the RAO Regulations; and
  - 4) 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
  - 5) 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 of the registrar; and
  - 6) there has been compliance with any order for the inspection of financial records made by the Commission under section 273 of the RAO Schedule

For Committee of Management: Katherine Jackson

Branch Secretary

*Katherine Jackson*

Dated this

30th 22

day of

July

2008  
September 2005

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO. 3 BRANCH  
INDEPENDENT AUDIT REPORT**

**Scope**

We have audited the financial report of the Health Services Union of Australia (Victoria) No.3 Branch for the financial year ended 30 June 2005.

The Branch's Committee of Management are responsible for the preparation of the financial report. We have conducted an independent audit of the financial report in order to express an opinion on them to the members of the Branch.

Our audit has been conducted in accordance with Australian Accounting Standards to provide reasonable assurance whether the financial statements are 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, as well as the reporting guidelines issued by the Industrial Registrar under s253 of the RAO Schedule and other mandatory professional reporting requirements and statutory requirements so as to present a view which is consistent with our understanding of the Branch's financial position, the results of its operations and its cash flows.

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

**Audit Opinion**

In our opinion,

- (i) there were kept by the Branch, in respect of the year, satisfactory accounting records detailing the source and nature of the income of the Branch (including income from members) and the nature and purpose of the expenditure; and
- (ii) the attached financial report, prepared in accordance with applicable Accounting Standards and other mandatory professional reporting requirements and in accordance with Section 257 (5) of the RAO Schedule, are properly drawn up so as to give a true and fair view of:
  - (a) the financial affairs of the Branch as at 30 June, 2005; and
  - (b) the income and expenditure, results and cash flows of the Branch for the year then ended.
- (iii) all information and explanations required for the purpose of the audit under Section 257(2) of the RAO Schedule, were provided by the officers or employees of the Branch.

**Dick & Smith (Elsternwick) Pty Ltd  
Chartered Accountants**

**Iaan G F Dick**

**Registered Company Auditor**

Dated this 22 day of

~~September~~

July

2008  
2005.

**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO.3 BRANCH**

**DISCLAIMER  
TO THE TRUSTEES OF  
HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO.3 BRANCH**

The additional financial data presented is in accordance with the books and records of the trust which have been subjected to the auditing procedures applied in our statutory audit of the trust for the financial year ended 30 June 2005. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person (other than Health Services Union of Australia . Victoria No. 3 Branch) in respect of such data, including any errors of omissions therein however caused.

**Dick & Smith (Elsternwick) Pty Ltd**

22 Hoddle St  
Elsternwick VIC 3185  
Chartered Accountants.  
I G F Dick A.C.A  
Partner

*July 2008*  
September 2005  
Melbourne



**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO.3 BRANCH**

**PRIVATE INFORMATION FOR THE COMMITTEE OF MANAGEMENT  
ON THE 2003 FINANCIAL STATEMENTS**

*2005*

**INCOME AND EXPENDITURE STATEMENT  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

	2005	2004
	\$	\$
<b>INCOME</b>		
Member Contributions	1,190,167	1,154,186
Interest	30,418	26,965
Other income	<u>58,058</u>	<u>338,163</u>
<b>TOTAL INCOME</b>	<u>1,278,643</u>	<u>1,519,314</u>
 <b>LESS EXPENSES</b>		
Administration costs	14,190	8,273
Affiliation fees	94,627	92,310
Audit fees	2,300	2,300
Bank charges	20,190	14,954
Campaign Expenses	17,643	25,745
Cleaning	453	480
Communication Expenses	5,656	1,617
Consultancy fees	9,702	5,368
Delivery costs	623	1,167
Depreciation	82,762	53,828
Donations	15,591	12,625
Employees' amenities	2,509	2,029
Entertainment expenses	1,755	15,256
Fringe benefits tax	27,589	28,565
General expenses	9,889	8,641
Hire purchase charges	-	3,443
Holiday pay	38,672	20,497
Insurance	33,867	22,671
Leasing charges	5,175	4,355
Legal costs	101,372	76,215
Loss Sale of fixed Assets	4,875	98
Long service leave	20,011	2,999
Mailout Handling	1,443	2,239
Meeting expenses	9,883	4,998
Motor vehicle expenses	16,911	13,293
NHDA	20,000	80,000
Payroll tax	27,034	18,037
Postage	12,051	11,024
Expenses carried forward	<u>596,771</u>	<u>533,025</u>

**HEALTH SERVICES UNION OF AUSTRALIA .VICTORIA NO.3 BRANCH**

**PRIVATE INFORMATION FOR THE COMMITTEE OF MANAGEMENT  
ON THE 2005 FINANCIAL STATEMENTS**

**INCOME AND EXPENDITURE STATEMENT  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2005**

	2005	2004
	\$	\$
Expenses brought forward	596,771	533,025
P I Premiums	70,920	71,253
Printing and stationery	47,956	38,740
Publications	2,794	2,647
Rent	30,019	-
Repairs and maintenance	10,329	2,210
Salaries and wages	402,534	333,459
Salaries - casual staff	17,189	2,817
Staff training and welfare	19,017	20,692
Superannuation	42,449	19,334
Telephone	28,673	23,690
Travelling expenses	64,652	65,095
Travelling allowances	4,134	21,340
TOTAL EXPENSES	1,337,439	1,134,300
NET SURPLUS (DEFICIT)	<u>(58,796)</u>	<u>385,014</u>
OPERATING SURPLUS (DEFICIT) AFTER INCOME TAX	<u><u>(58,796)</u></u>	<u><u>385,014</u></u>

## HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO 3 BRANCH

### OPERATING REPORT FOR THE YEAR ENDED 30TH JUNE 2005

In accordance with Sec 254 of the Workplace Relations Act 1996 ("the ACT"), your Committee of Management report as follows

#### Principal Activities

The principal activity of the organisation during the year was that of a registered trade union. No significant change occurred in the nature of those activities during the year

#### Operating Result

The operating result of the organisation for the year ended 30<sup>th</sup> June 2005 was a deficit of **\$58,796**

#### Significant Changes

There was no significant change in the financial affairs of the organisation during the year.

#### Rights of Members

Subject to the rules of the organisation and Sec 174 of the RAO Schedule, members have the rights to resign from membership of the organisation by written notice addressed to and delivered to the secretary of the organisation.

#### Superannuation Office Holders

The following officers and/or members of the organisation are directors of companies that are trustees of superannuation funds which require one or more of their directors to be a member of a registered organisation –

<b>Officer/ Member</b>	<b>Trustee Company</b>	<b>Entity/Scheme</b>	<b>Position</b>
Kathy Jackson	H.E.S.T. Australia Limited	HESTA Superfund	Director
Erryn Cresshull	Health Super	Health Super	Director

#### Other Prescribed Information

In accordance with Regulation 159 of the Workplace Relations (Registration of Accountability of Organisations) Regulations –

- (a) the number of persons that were at the end of the financial year recorded in the register of members for Sec 230 of the RAO Schedule and who are taken to be members of the registered organisation under Sec 166 of the RAO Schedule was 3430.
- (b) the number of persons who were at the end of the financial year employees of the organisation including both full and part-time employees measured on a full-time equivalent basis was 7.4.

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO 3 BRANCH**

**OPERATING REPORT FOR THE YEAR ENDED 30TH JUNE 2005**

(c) the names of those who have been members of the Committee of Management of the organisation at any time during the financial year and the periods for which they held office were –

<b>Name</b>	<b>Period</b>
Kathy Jackson	01/07/04 to 30/06/04
Kathryn Whitfield	01/07/04 to 30/06/05
Kate Wilkinson	01/07/04 to 30/06/05
Robert Matejin	01/07/04 to 30/06/05
Bryan Yeates	01/07/04 to 30/06/05
Reuben Dixon	01/07/04 to 30/06/05
Adriana Vespucci	01/07/04 to 30/06/05
Jenny Dunlop	01/07/04 to 30/06/05
Olga Gountras	01/07/04 to 30/06/05
Chris Hill	01/07/04 to 30/06/05
Mark Hindson	01/07/04 to 30/06/05
Lisa Magnusson	01/07/04 to 30/06/05
Kristine Olaris	01/07/04 to 30/06/05

**Other Relevant Information**

Nil

Signed for and on behalf of the Committee of Management

Date 22 day of ~~September~~ July 2005 ~~2008~~

Kathy Jackson, Secretary

*Katharine Jackson*

**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO.3 BRANCH  
CONCISE REPORT TO MEMBERS  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2005**

**TABLE OF CONTENTS**

Auditors' Certificate

Summary of the Financial Statements

Summary Statement of Financial Performance

Summary Statement of Financial Position

Summary Statement of Cash Flows

Operating Report



**HEALTH SERVICES UNION OF AUSTRALIA - VICTORIA NO.3 BRANCH**

**AUDITORS' CERTIFICATE  
FOR THE YEAR ENDED 30 JUNE 2005**

We certify that the attached concise report is a fair and accurate summary of the Statement of Financial Performance (Statement of Income and Expenditure), Statement of Financial Position (Balance Sheet), Statement of Cash Flows and Notes to and Forming Part of the Accounts of the Health Services Union Of Australia - Victoria No. 3 Branch for the year ended 30 June 2005.

Our audit has been conducted in accordance with Australian Accounting Standards to provide reasonable assurance whether the financial statements are 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, as well as the reporting guidelines issued by the Industrial Registrar under s253 of the RAO Schedule and other mandatory professional reporting requirements and statutory requirements so as to present a view which is consistent with our understanding of the Branch's financial position, the results of its operations and its cash flows.

Our Auditors' Report for the 2005 financial year on the Financial Statements did not contain particulars of any deficiency, failure or shortcoming as referred to in the RAO Schedule



**Dick & Smith (Elsternwick) Pty Ltd  
Chartered Accountants**

**Iaan G F Dick**

**Registered Company Auditor**

Dated this 22 of September, 2005 <sup>July</sup> 2008

## **HEALTH SERVICES UNION OF AUSTRALIA - VICTORIA NO. 3 BRANCH**

### **SUMMARY OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005**

The Financial Statements of the Health Services Union Of Australia - Victoria No. 3 Branch have been audited in accordance with the provisions of the Workplace Relations Act 1996 (the Act), and the following concise report is provided for members in accordance with Section 268 of the RAO Schedule. These concise reports are presented as in the full report except for the omission of cross-reference to notes. These concise reports cannot be expected to provide as full an understanding of financial performance, position and investing activities as the full report

A copy of the Auditors' Report, Accounts and Statements will be supplied free of charge to members who request them

Certificates required to be given under the RAO by the Accounting Officer and the Committee of Management have been completed in accordance with the provisions of the Act and contain no qualifications.

In accordance with the requirements of the Act, the attention of members is drawn to the provisions of subsections (1), (2) and (3) of Section 274 which reads as follows:

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

**HEALTH SERVICES UNION OF AUSTRALIA - VICTORIA NO. 3 BRANCH**

**CONCISE STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE YEAR ENDED 30 JUNE 2005**

	<b>2005</b>	<b>2004</b>
	<b>\$</b>	<b>\$</b>
Revenues from ordinary activities	1,278,643	1,519,314
Expenses from ordinary activities, excluding borrowing costs expense		
Employee benefits expense	542,382	401,827
Legal Expenses	101,372	76,215
Donations	15,591	12,625
Depreciation and amortisation expenses	82,762	53,828
Campaign expenses	17,643	25,745
Lease expenses	5,175	4,355
Other expenses from ordinary activities	572,515	559,706
	<u>1,337,439</u>	<u>1,134,300</u>
<b>Surplus (Deficit) from ordinary activities</b>	<u>(58,796)</u>	<u>385,014</u>
<b>Net surplus (deficit)</b>	<u>(58,796)</u>	<u>385,014</u>
<b>Total changes in equity of the entity</b>	<u><u>(58,796)</u></u>	<u><u>385,014</u></u>



HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO. 3 BRANCH

CONCISE STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2005

	2005	2004
	\$	\$
<b>CURRENT ASSETS</b>		
Cash assets	103,857	160,787
Receivables	51,220	47,213
Other financial assets	660,096	632,312
<b>TOTAL CURRENT ASSETS</b>	<u>815,174</u>	<u>840,311</u>
<b>NON-CURRENT ASSETS</b>		
Property, plant and equipment	282,017	230,964
<b>TOTAL NON-CURRENT ASSETS</b>	<u>282,017</u>	<u>230,964</u>
<b>TOTAL ASSETS</b>	<u>1,097,191</u>	<u>1,071,275</u>
<b>CURRENT LIABILITIES</b>		
Payables	78,274	52,246
Provisions	138,645	99,973
<b>TOTAL CURRENT LIABILITIES</b>	<u>216,919</u>	<u>152,219</u>
<b>NON-CURRENT LIABILITIES</b>		
Provisions	56,866	36,855
<b>TOTAL NON CURRENT LIABILITIES</b>	<u>56,866</u>	<u>36,855</u>
<b>TOTAL LIABILITIES</b>	<u>273,785</u>	<u>189,074</u>
<b>NET ASSETS</b>	<u>823,405</u>	<u>882,201</u>
<b>MEMBERS FUNDS</b>		
Accumulated surplus	823,405	882,201
<b>TOTAL MEMBERS FUNDS</b>	<u>823,405</u>	<u>882,201</u>

**HEALTH SERVICES UNION OF AUSTRALIA . VICTORIA NO. 3 BRANCH**

**CONCISE STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2004**

	<b>2005</b>	<b>2004</b>
	<b>\$</b>	<b>\$</b>
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>		
Receipts from members	1,190,167	1,154,186
Payments to suppliers and employees	(1,216,583)	(1,087,285)
Other income	58,058	338,163
Interest received	30,418	26,965
Net cash provided by operating activities	<u>62,060</u>	<u>432,029</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>		
Proceeds from sale of property, plant and equipment	16,818	-
Payment for property, plant and equipment	<u>(155,509)</u>	<u>(136,146)</u>
Net cash used in investing activities	<u>(138,691)</u>	<u>(136,146)</u>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>		
Repayment of lease commitment	<u>(5,175)</u>	<u>(4,355)</u>
Net cash used in financing activities	<u>(5,175)</u>	<u>(4,355)</u>
Net increase/(decrease) in cash held	(29,145)	291,528
Cash at beginning of financial year	793,098	501,571
Cash at end of financial year	<u>763,953</u>	<u>793,098</u>

## HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO 3 BRANCH

### OPERATING REPORT FOR THE YEAR ENDED 30TH JUNE 2005

In accordance with Sec 254 of the Workplace Relations Act 1996 ("the ACT"), your Committee of Management report as follows

#### Principal Activities

The principal activity of the organisation during the year was that of a registered trade union. No significant change occurred in the nature of those activities during the year

#### Operating Result

The operating result of the organisation for the year ended 30<sup>th</sup> June 2005 was a deficit of **\$58,796**

#### Significant Changes

There was no significant change in the financial affairs of the organisation during the year.

#### Rights of Members

Subject to the rules of the organisation and Sec 174 of the RAO Schedule, members have the rights to resign from membership of the organisation by written notice addressed to and delivered to the secretary of the organisation.

#### Superannuation Office Holders

The following officers and/or members of the organisation are directors of companies that are trustees of superannuation funds which require one or more of their directors to be a member of a registered organisation –

<b>Officer/ Member</b>	<b>Trustee Company</b>	<b>Entity/Scheme</b>	<b>Position</b>
Kathy Jackson	H.E.S.T. Australia Limited	HESTA Superfund	Director
Erryn Cresshull	Health Super	Health Super	Director

#### Other Prescribed Information

In accordance with Regulation 159 of the Workplace Relations (Registration of Accountability of Organisations) Regulations –

- (a) the number of persons that were at the end of the financial year recorded in the register of members for Sec 230 of the RAO Schedule and who are taken to be members of the registered organisation under Sec 166 of the RAO Schedule was 3430.
- (b) the number of persons who were at the end of the financial year employees of the organisation including both full and part-time employees measured on a full-time equivalent basis was 7.4.

**HEALTH SERVICES UNION OF AUSTRALIA VICTORIA NO 3 BRANCH**

**OPERATING REPORT FOR THE YEAR ENDED 30TH JUNE 2005**

- (a) the names of those who have been members of the Committee of Management of the organisation at any time during the financial year and the periods for which they held office were –

<b>Name</b>	<b>Period</b>
Kathy Jackson	01/07/04 to 30/06/04
Kathryn Whitfield	01/07/04 to 30/06/05
Kate Wilkinson	01/07/04 to 30/06/05
Robert Matejin	01/07/04 to 30/06/05
Bryan Yeates	01/07/04 to 30/06/05
Reuben Dixon	01/07/04 to 30/06/05
Adriana Vespucci	01/07/04 to 30/06/05
Jenny Dunlop	01/07/04 to 30/06/05
Olga Gountras	01/07/04 to 30/06/05
Chris Hill	01/07/04 to 30/06/05
Mark Hindson	01/07/04 to 30/06/05
Lisa Magnusson	01/07/04 to 30/06/05
Kristine Olaris	01/07/04 to 30/06/05

**Other Relevant Information**

Nil

Signed for and on behalf of the Committee of Management

Date 22 day of September July 2005 ~~2008~~

Kathy Jackson, Secretary

