



Australian Government
Australian Industrial Registry

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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



HEALTH SERVICES UNION VICTORIA NO 3 BRANCH

FINANCIAL REPORTS FOR THE YEARS ENDING 2007

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 200~~7~~^{7?} 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 2007 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
VICTORIA NO 3 BRANCH**

**FINANCIAL REPORT
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

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HEALTH SERVICES UNION

VICTORIA NO 3 BRANCH

STATEMENT OF FINANCIAL PERFORMANCE FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007

	Note	2007	2006
		\$	\$
Revenues from ordinary activities	3c	1,409,919	1,267,134
Expenses from ordinary activities, excluding borrowing costs expense			
Campaign expenses		78,383	25,826
Depreciation and amortisation expenses		70,842	73,461
Donations		2,182	14,182
Employee benefits expense	4	558,456	573,472
Employer union fee deduction charges		-	-
Lease expenses		5,175	5,606
Legal Expenses		40,644	83,763
Other expenses from ordinary activities		<u>740,611</u>	<u>710,783</u>
		<u>1,496,292</u>	<u>1,487,093</u>
Surplus (Deficit) from ordinary activities	3	<u>(86,373)</u>	<u>(219,959)</u>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2007**

	Note	2007 \$	2006 \$
CURRENT ASSETS			
Cash assets	6	121,069	65,025
Receivables	7	-	0
Other financial assets	8	580,035	633,322
TOTAL CURRENT ASSETS		<u>701,104</u>	<u>698,346</u>
NON-CURRENT ASSETS			
Property, plant and equipment	9	188,649	222,131
TOTAL NON-CURRENT ASSETS		<u>188,649</u>	<u>222,131</u>
TOTAL ASSETS		<u>889,752</u>	<u>920,478</u>
CURRENT LIABILITIES			
Payables	10	102,529	75,909
Provisions	11	200,990	178,367
TOTAL CURRENT LIABILITIES		<u>303,519</u>	<u>254,277</u>
NON-CURRENT LIABILITIES			
Provisions	11	69,160	62,755
TOTAL NON CURRENT LIABILITIES		<u>69,160</u>	<u>62,755</u>
TOTAL LIABILITIES		<u>372,679</u>	<u>317,031</u>
NET ASSETS		<u>517,074</u>	<u>603,446</u>
MEMBERS FUNDS			
Accumulated surplus		517,074	603,446
TOTAL MEMBERS FUNDS		<u>517,074</u>	<u>603,446</u>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**STATEMENT OF CASH FLOWS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

	Note	2007 \$	2006 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from members		1,355,417	1,226,346
Payments to suppliers and employees		(1,369,802)	(1,319,166)
Other income		21,923	8,218
Interest received		32,579	32,569
Net cash provided by operating activities	12b	40,118	(52,031)
CASH FLOW FROM INVESTING ACTIVITIES			
Proceeds from sale of property, plant and equipment		-	-
Payment for property, plant and equipment		(37,361)	(13,575)
Net cash used in investing activities		(37,361)	(13,575)
CASH FLOW FROM FINANCING ACTIVITIES			
Repayment of Finance Debts		-	-
Net cash used in financing activities		-	-
Net increase/(decrease) in cash held		2,757	(65,607)
Cash at beginning of financial year		698,346	763,953
Cash at end of financial year	12a	701,104	698,346

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

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
VICTORIA NO 3 BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

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
VICTORIA NO3 BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

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	2007 \$	2006 \$
Operating surplus (deficit) from ordinary activities has been determined after:			
(1) Charging as expenses:			
Depreciation of:			
- Other capital assets		70,842	73,461
Other:			
- employee entitlements		29,027	45,611
- legal expenses		40,644	83,763
- donations		2,182	14,182
(2) Crediting as income:			
Interest from:			
- other persons		32,579	32,569
(3) Revenue			
Operating activities			
- members subscription		1,355,417	1,226,346
- interest		32,579	32,569
- other revenue		21,923	8,218
		1,409,919	1,267,134

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

	Note	2007 \$	2006 \$
NOTE 4: EMPLOYEE BENEFIT EXPENSES			
Employees' amenities		1,651	1,988
Long Service Leave		6,405	5,889
Annual leave		22,622	39,722
Salaries - casual		1,108	4,273
Salaries - elected officials		153,043	130,746
Salaries - others		299,145	312,422
Staff training & welfare		26,013	31,463
Superannuation		48,468	46,970
		<u>558,456</u>	<u>573,472</u>
NOTE 5: CAMPAIGN EXPENSES			
General		<u>78,383</u>	<u>25,826</u>
NOTE 6: CASH ASSETS			
Cash at bank		<u>121,069</u>	<u>65,025</u>
NOTE 7: RECEIVABLES			
CURRENT			
Other debtors		<u>-</u>	<u>-</u>
NOTE 8: OTHER FINANCIAL ASSETS			
CURRENT			
Term Deposits		<u>580,035</u>	<u>633,322</u>
NOTE 9: PROPERTY, PLANT AND EQUIPMENT			
LEASEHOLD IMPROVEMENTS			
At cost		79,583	79,583
Less accumulated depreciation		<u>(79,583)</u>	<u>(79,116)</u>
Total leasehold improvements at cost		<u>-</u>	<u>467</u>

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

	Note	2007 \$	2006 \$
NOTE 9: PROPERTY, PLANT AND EQUIPMENT (Continued)			
PLANT AND EQUIPMENT			
(a) Motor vehicles			
At cost		226,011	198,605
Less accumulated depreciation		<u>(108,152)</u>	<u>(78,217)</u>
		<u>117,859</u>	<u>120,388</u>
(b) Office equipment and software			
At cost		375,613	367,560
Less accumulated depreciation		<u>(304,824)</u>	<u>(265,817)</u>
		<u>70,790</u>	<u>101,744</u>
Total plant and equipment		<u>188,649</u>	<u>222,131</u>
Total property, plant and equipment		<u><u>188,649</u></u>	<u><u>222,131</u></u>
NOTE 10: PAYABLES			
CURRENT			
Unsecured liabilities			
Trade creditors		61,366	45,053
Net GST owing		<u>41,163</u>	<u>30,856</u>
		<u>102,529</u>	<u>75,909</u>
NOTE 11: PROVISIONS			
CURRENT			
Employee entitlements		<u>200,990</u>	<u>178,367</u>
NON-CURRENT			
Employee entitlements		<u>69,160</u>	<u>62,755</u>
Aggregate employee entitlements liability		<u>270,149</u>	<u>241,122</u>

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

	Note	2007 \$	2006 \$
NOTE 12 CASH FLOW INFORMATION			
(a) 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	121,069	65,025
At call deposits with financial institutions	9	580,035	633,322
		701,104	698,346
 (b) Reconciliation of cash flow from operations with operating profit after income tax			
Operating profit (loss) after income tax		(86,373)	(219,959)
Non-cash flows in operating profit			
Depreciation		70,842	73,461
Charges to provisions		29,028	45,611
 Changes in assets and liabilities			
(Increase)Decrease in trade and term debtors	7	-	51,220
Increase/(decrease) in trade creditors and accruals	11	26,620	(2,364)
Cash flows from operations		40,118	(52,031)

NOTE 13: RELATED PARTY TRANSACTIONS

There were no reportable related party transactions during the year

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

DESIGNATED OFFICER'S CERTIFICATE

I, Katherine Jackson, being the Branch Secretary of the HEALTH SERVICES UNION . 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 ^{full report} ~~concise report~~, was provided to members on the ^{August 2008} ~~of September 2007~~; and

(3) That the full report was presented to a meeting of the committee of management of the reporting unit on ~~of September 2007~~; in accordance with s268 of the RAO Schedule.

Tuesday 22 July 2008

Katherine Jackson

Katherine Jackson.

Dated this

22

day of

July

2007 2008

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

COMMITTEE OF MANAGEMENT'S CERTIFICATE

On the 22 day of July 2008
~~2007~~ the Committee of Management of the HEALTH SERVICES UNION .
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 30th June 2007

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

22 day of July 2007 2008

INDEPENDENT AUDIT REPORT

Scope

We have audited the financial report of the HEALTH SERVICES UNION (Victoria) No.3 Branch for the financial year ended 30 June 2007.

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, 2007; 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 July 2007. 2008

**DISCLAIMER
TO THE TRUSTEES OF
HEALTH SERVICES UNION . 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 2007. 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 . 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 2007~~
Melbourne

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2007

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 30th June 2007 was a deficit of **\$86,373**

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 –

Officer/ Member	Trustee Company	Entity/Scheme	Position
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 3741.
- (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 6.6.

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2007

- (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 –

Name

Kathy Jackson
Kate Wilkinson
Robert Matejin
Bryan Yeates
Reuben Dixon
Adriana Vespucci
Jenny Dunlop
Olga Gountras
Mark Hindson
Lisa Magnusson
Jennifer Croll
Lia Augoustakis

Other Relevant Information

Nil

Signed for and on behalf of the Committee of Management

Date *22* day of *July* *2007/2008*

Kathy Jackson

, Secretary

Kathy Jackson

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**PRIVATE INFORMATION FOR THE COMMITTEE OF MANAGEMENT
ON THE 2007 FINANCIAL STATEMENTS**

**INCOME AND EXPENDITURE STATEMENT
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

	2007	2006
	\$	\$
INCOME		
Member Contributions	1,355,417	1,226,346
Interest	32,579	32,569
Other income	21,923	8,218
	<hr/>	<hr/>
TOTAL INCOME	1,409,919	1,267,134
	<hr/>	<hr/>
LESS EXPENSES		
Administration costs	12,374	12,864
Affiliation fees	88,399	86,901
Audit fees	2,300	2,300
Bank charges	16,526	19,563
Campaign Expenses	78,383	25,826
Cleaning	1,127	208
Communication Expenses	2,745	1,492
Consultancy fees	106,356	87,776
Delivery costs	372	567
Depreciation	70,842	73,461
Donations	2,182	14,182
Employees' amenities	1,651	1,988
Entertainment expenses	9,926	5,035
Fringe benefits tax	32,659	29,710
General expenses	7,853	7,399
Holiday pay	22,622	39,722
Insurance	37,513	35,126
Leasing charges	5,175	5,606
Legal costs	40,644	83,763
Levy - National Office	16,840	48,446
Long service leave	6,405	5,889
Mailout Handling	4,440	7,625
Meeting / conference expenses	36,570	31,262
Motor vehicle expenses	20,998	18,787
Payroll tax	30,390	33,788
Postage	22,631	20,859
	<hr/>	<hr/>
Expenses carried forward	677,921	700,143

**HEALTH SERVICES UNION
VICTORIA NO3 BRANCH**

**PRIVATE INFORMATION FOR THE COMMITTEE OF MANAGEMENT
ON THE 2007 FINANCIAL STATEMENTS**

**INCOME AND EXPENDITURE STATEMENT
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

	2007	2006
	\$	\$
Expenses brought forward	677,921	700,143
P I Premiums	69,867	81,090
Printing and stationery	99,017	60,985
Publications	2,318	-
Rent	22,617	22,589
Repairs and maintenance	13,066	22,322
Salaries and wages	452,188	443,168
Salaries - casual staff	1,108	4,273
Staff training and welfare	26,013	31,463
Superannuation	48,468	46,970
Telephone	34,339	32,624
Travelling expenses	44,938	41,115
Travelling allowances	4,432	350
	<hr/>	<hr/>
TOTAL EXPENSES	1,496,292	1,487,093
NET SURPLUS (DEFICIT)	<hr/> (86,373)	<hr/> (219,959)
OPERATING SURPLUS (DEFICIT) AFTER INCOME TAX	<hr/> (86,373)	<hr/> (219,959)

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH
ABN 36 106 461 384**

**CONCISE FINANCIAL REPORT
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2009**

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VICTORIA NO 3 BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2007

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 30th June 2007 was a deficit of **\$86,373**.

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 –

Officer/ Member	Trustee Company	Entity/Scheme	Position
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 3,741.
- (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 6.6 .

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30TH JUNE 2007

- (c) the names of those who have been members of the Committee of Management of the organisation at any time during the financial year are –

Name

Kathy Jackson
Kate Wilkinson
Robert Matejin
Bryan Yeates
Reuben Dixon
Adriana Vespucci
Jenny Dunlop
Olga Gountras
Mark Hindson
Lisa Magnusson
Jennifer Croll
Lia Augoustakis

Other Relevant Information

Nil

Signed for and on behalf of the Committee of Management

Date day of September 2007

Kathy Jackson,

Secretary

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

	2007	2006
	\$	\$
Revenues from ordinary activities	1,409,919	1,267,134
Expenses from ordinary activities, excluding borrowing costs expense		
Campaign expenses	78,383	25,826
Depreciation and amortisation expenses	70,842	73,461
Donations	2,182	14,182
Employee benefits expense	558,456	573,472
Employer union fee deduction charges	-	-
Lease expenses	5,175	5,606
Legal Expenses	40,644	83,763
Other expenses from ordinary activities	740,611	710,783
	<u>1,496,292</u>	<u>1,487,093</u>
Surplus (Deficit) from ordinary activities	<u>(86,373)</u>	<u>(219,959)</u>
Net surplus (deficit)	<u>(86,373)</u>	<u>(219,959)</u>
Total changes in equity of the entity	<u><u>(86,373)</u></u>	<u><u>(219,959)</u></u>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2007**

	2007	2006
	\$	\$
CURRENT ASSETS		
Cash assets	121,069	65,025
Receivables	-	0
Other financial assets	580,035	633,322
TOTAL CURRENT ASSETS	<u>701,104</u>	<u>698,346</u>
NON-CURRENT ASSETS		
Property, plant and equipment	188,649	222,131
TOTAL NON-CURRENT ASSETS	<u>188,649</u>	<u>222,131</u>
TOTAL ASSETS	<u>889,752</u>	<u>920,478</u>
CURRENT LIABILITIES		
Payables	102,529	75,909
Provisions	200,990	178,367
TOTAL CURRENT LIABILITIES	<u>303,519</u>	<u>254,277</u>
NON-CURRENT LIABILITIES		
Provisions	69,160	62,755
TOTAL NON CURRENT LIABILITIES	<u>69,160</u>	<u>62,755</u>
TOTAL LIABILITIES	<u>372,679</u>	<u>317,031</u>
NET ASSETS	<u>517,074</u>	<u>603,446</u>
MEMBERS FUNDS		
Accumulated surplus	517,074	603,446
TOTAL MEMBERS FUNDS	<u>517,074</u>	<u>603,446</u>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**STATEMENT OF CASH FLOWS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

	2007	2006
	\$	\$
CASH FLOW FROM OPERATING ACTIVITIES		
Receipts from members	1,355,417	1,226,346
Payments to suppliers and employees	(1,369,802)	(1,319,166)
Other income	21,923	8,218
Interest received	32,579	32,569
Net cash provided by operating activities	<u>40,118</u>	<u>(52,031)</u>
CASH FLOW FROM INVESTING ACTIVITIES		
Proceeds from sale of property, plant and equipment		
Payment for property, plant and equipment	<u>(37,361)</u>	<u>(13,575)</u>
Net cash used in investing activities	<u>(37,361)</u>	<u>(13,575)</u>
CASH FLOW FROM FINANCING ACTIVITIES		
Repayment of Finance Debts	<u>-</u>	<u>-</u>
Net cash used in financing activities	<u>-</u>	<u>-</u>
Net increase/(decrease) in cash held	2,757	(65,607)
Cash at beginning of financial year	698,346	763,953
Cash at end of financial year	<u><u>701,104</u></u>	<u><u>698,346</u></u>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2007**

NOTE 1: STATEMENT OF ACCOUNTING POLICIES

The concise financial report has been prepared in accordance with Accounting Standard AASB 1039: Concise Financial Reports and the Workplace Relations ACT 1996.

The financial statements, specific disclosures and other information included in the concise financial report are derived from and are consistent with the full report. The concise financial report cannot be expected to provide as detailed an understanding of the financial performance, financial position, financing and investing activities as the full financial reports. 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.

NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, the attention of the members is drawn to the provisions of subsections (1), (2) and (3) of Section 274, which reads as follows:

- (1) a member of a reporting unit, or 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 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 the application under subsection (1).

**HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

COMMITTEE OF MANAGEMENT'S CERTIFICATE

On the day of 2007 the Committee of Management of the HEALTH SERVICES UNION .
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 30th June 2007

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 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

Dated this 30th day of September 2007

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF
HEALTH SERVICES UNION
VICTORIA NO 3 BRANCH**

We have audited the concise financial report of the HEALTH SERVICES UNION Victoria No 3 Branch for the financial year ended 30 June 2007 comprising the Committee of Management Statement, Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and notes to the financial statements. We have conducted an independent audit of this financial report in order to express an opinion on it to the members of the HEALTH SERVICES UNION Victoria No 3 Branch.

Our audit has been-conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the concise financial report is free of material misstatement. We have also performed an independent audit of the full financial report HEALTH SERVICES UNION Victoria No 3 Branch for the year ended 30 June 2007.

Our audit report on the full financial report was signed on the 2007, and was not subject to any qualification.

Our procedures in respect of the audit of the concise financial report included testing that the information in the concise financial report is consistent with the full financial report. and examination, on a test basis, of evidence supporting the amounts, discussion and analysis, and other disclosures which were not directly derived from the full financial report.

These procedures have been undertaken to form an opinion whether, in all material respects. the concise financial report is presented fairly in accordance with Accounting Standards.

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

Audit Opinion

In our opinion, the concise financial report of HEALTH SERVICES UNION Victoria No 3 Branch complies with Accounting Standard AASB 1039: Concise Financial Report.

Dick & Smith (Elsternwick) Pty Ltd
Chartered Accountants



I G F Dick
Partner

Melbourne

Dated: