

FAIR WORK COMMISSION

12 December 2013

Mr Peter Davidson Acting Secretary-Treasurer, Hobart Branch Musicians' Union of Australia PO Box 579 MOONAH **TAS 7009**

Dear Mr Davidson,

Re: Lodgement of Financial Statements and Accounts - Musicians' Union of Australia, Hobart Branch - for year ended 30 June 2013 (FR2013/306)

I refer to the above financial statements and accounts which were lodged with the Fair Work Commission on 7 November 2013. An amended Audit Report and Supplementary Statement in relation to activities described in the new Reporting Guidelines were also lodged by the Auditor today, 12 December 2013.

I consider that the additional documents provided meet the new legislative requirements.

With respect to the other documents lodged, they appear to address the issues raised in correspondence in relation to the previous year's report. However I note that the original audit report is dated 21 October 2013, which is after 17 October 2013 certified by you as the date the documents were provided to the members. The Commission's expectation, and implicit in the Act, is that documents will not be provided to members until they have been signed. A further anomaly is that the audit report appearing at www.musicians.asn.au/union/tas/hobartaudits.html is dated 10 September 2013, which is prior to the date of the Committee of Management's resolution of 9 October 2013.

I am satisfied the members have had made available to them the financial statements that have been audited, however they should have access to all relevant documents. Accordingly, I will ask you to add the amended Audit report that the Auditor has dated today, and the supplementary statement to the documents posted to the Branch's website. I attach these for your convenience.

I have filed the documents.

Yours sincerely

Hen Kellet

Stephen Kellett Senior Adviser, Regulatory Compliance Branch

cc. Ms Bettina Fairbairn, Auditor

Terrace Towers East Sydney NSW 2011

Telephone: (02) 8374 6666 80 William Street International: (612) 8374 6666 Facsimile: (02) 9380 6990 Email: orgs@fwc.gov.au



FAIR WORK COMMISSION

12 December 2013

Ms Bettina Fairbairn TTS, Total Accounting and Taxation Specialists PO Box 138 LEGANA TAS 7277

Dear Ms Fairbairn,

Re: Lodgement of Financial Statements and Accounts - Musicians' Union of Australia, Hobart Branch - for year ended 30 June 2013 (FR2013/306)

Thank you for lodging today the amended Audit report and the Supplementary Statement in relation to activities described in the new Reporting Guidelines, for the above Branch.

I consider that the documents provided satisfy the new legislative requirements.

I attach a copy of my correspondence to the Branch Secretary for your record.

Thank you for your prompt assistance in this matter.

Yours sincerely

Jen Kellet

Stephen Kellett Senior Adviser, Regulatory Compliance Branch

Telephone: (02) 8374 6666 80 William Street International: (612) 8374 6666 Facsimile: (02) 9380 6990 Email: orgs@fwc.gov.au

INDEPENDENT AUDIT REPORT

To the members of the Musicians Union of Australia Hobart Branch

I have audited the general purpose financial report of Musicians Union of Australia Hobart Branch, which comprises the statement of financial position as at 30th June, 2013 and the statement of comprehensive income, statement of changes in accumulated funds (losses) and statement of cash flows for the year then ended, a summary of significant accounting policies and other explanatory notes and branch committee of management's statement for the year then ended.

Branch Committee of Management and the Branch Secretary's Responsibility for the Financial Report

The branch committee of management and the branch secretary of the Branch are responsible for the preparation and fair presentation for the financial report in accordance with Australian Accounting Interpretations and the Fair Work (Registered Organisations) Act 2010. This responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on our audit. I have conducted the audit in accordance with Australian Auditing Standards. These Auditing Standards require compliance with relevant ethical requirements relating to audit engagements and performing the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used the reasonableness of accounting estimates made by the branch committee of management and branch secretary, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Auditor's Declaration

I am an approved auditor for the purposes of Fair Work (Registered Organisations) Act 2009 and I am a member of CPA and I hold a Public Practice Certificate.

Independence

In conducting the audit, I have complied with the independence requirements of the Australian professional accounting bodies and the Fair Work (Registered Organisations) Act 2010.

Auditor's Opinion

In my opinion the general purpose financial report of Musicians Union of Australia Hobart Branch is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 Chapter 8 of the Fair Work (Registered Organisations) Act 2010.

I am also of the opinion that management's use of the going concern basis of accounting in the preparation of the financial statements was appropriate.

SUPPLEMENTARY STATEMENT FOR THE INDEPENDENT AUDIT REPORT OF THE MUSICIAN UNION OF AUSTRALIA HOBART BRANCH

Notes to the General Purpose Financial Reports:

- 1. There are reasonable grounds to believe that the Branch will be able to pay its debts as and when they become due and payable. The Branch is not reliant on the agreed financial support of another reporting unit.
- 2. The Branch does not have an agreement to provide financial support to another reporting unit to ensure its ability to continue as a going concern.
- 3. The Branch has not acquired an asset or liability as a result of an amalgamation, restructure, or alternative reporting unit determination or revocation.
- 4. The Branch has not acquired assets or liabilities as part of a business combination.
- 5. The Branch has not received revenue from the particular prescribed revenue as listed under RG 15.
- 6. The Branch has not paid out particular prescribed expenses under RG 17.
- 7. The Branch does not have a receivable or payable amount owing to another reporting unit within the Union.
- 8. The Branch does not have any liabilities under RG 21.

9.	Cash	2012	2013	
		\$	\$	
	CBA – general a/c	3185	2535	
	CBA – No.2 a/c	1415	815	
	CBA – Term Deposit	31492	33193	

- 10. The Branch has not received a cash inflow from another reporting unit or made a cash flow to another reporting unit.
- 11. None of the officers or the Branch are trustees of superannuation entities or directors of any company that is a trustee of a superannuation scheme and non of the officers are directors of any company.

Bettina Fairbairn CPA No. 1406193, ASIC Auditor No. 100107579 27 – 29 Brisbane Street, Launceston, Tas. 7250 Stephen Kellett Statutory Services Branch Fair Work Australia Level 8, 80 William St East Sydney NSW 2011

Dear Sir

Certificate of Secretary S268 of Schedule 1B Workplace Relations Act 1996

I, Peter Davidson being the Acting Secretary/Treasurer of the Musicians' Union of Australia – Hobart, certify that:-

- the documents lodged herewith for the financial year ended 30 June 2013, are copies of the full report referred to in s268 of the RAO Schedule; and
- that the full report was placed online for download from the MUA website. A Newsletter (copy attached) was posted to our members on 17 October 2013, directing them to the copy of the Full Report.
- That the full report was presented to a general meeting of members of the reporting unit on 9 October 2013 and again on 6 November 2013, in accordance with section 266 of the RAO Schedule.

As these documents were accepted by the Branch committee and placed on the Federal Union website prior to receiving the latest reporting guidelines, any points relevant to the reporting unit not already addressed will be attended to in the 2013/2014 GPFR notes to the accounts.

Yours faithfully,

Judson

Peter Davidson Acting Secretary/Treasurer Musicians' Union of Australia – Hobart Branch

6/11/B

TASSIE NOTES OCTOBER 2013



14 October 2013

THE MUSICIANS' UNION OF AUSTRALIA HOBART BRANCH

Dear Members,

The Hobart Branch Financial Reports and Statements for 2012/2013 are now available for viewing on the Federal Musicians Union website at:www.musicians.asn.au/union/tas/hobartaudits.html

If needed, hard copies are available by contacting the Acting Secretary.

Accounts for the quarter - October/December 2013, are included in this mail out.

Branch Elections for the position of Branch Secretary are being conducted by the Australian Electoral Office Tas. State Office.

To be eligible to nominate or vote you must be financial by 1 November 2013.

VALE:

The Hobart Branch Committee and members were saddened to hear of the deaths of Long Service Honorary Members, Geoff Bland and Greg McCann as well as Honorary Member, Lew Rice.

To the families and friends of Geoff, Greg and Lew we extend our sincere condolences.

Yours sincerely curalite

Peter Davidson Acting Branch Hon Secretary and Treasurer

Shop 11, 113 - 115 Main Road, Moonah, TAS. 7009 PO Box 579 Moonah, TAS 7009 Mobile:- e: hobart.secretary@musicians.asn.au &

t: (03) 6228 6142

MUSICIANS' UNION OF

AUSTRALIA

HOBART BRANCH

Financial Statements

2012/2013

B Fairbairn 29 Brisbane Street LAUNCESTON TAS 7250 Tel: 03 63317699

Email:

THE MUSICIANS/ UNION OF AUSTRALIA HOBART BRANCH FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

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OPERATING REPORT

This Operating Report covers the activities of the Musicians' Union of Australia – Hobart Branch, for the financial year ended 30 June 2013 the results of those activities and any significant changes in the nature or those activities during the year.

Principal Activities of the Branch

The principal activities of the Hobart Branch during the past year fell into the following categories:

Implementation of the decisions of the Branch Committee and Federal Council Industrial support including representation of individual member's grievances, advice on legal and legislative matters.

The administration of Federal and State Awards.

Communication to members via newsletters and to the broader community.

The Branch has consulted with the Tasmanian, State and Federal Unions in the development of policy with regard to working musicians.

The activities described above, have generally achieved their objectives. There were no significant changes to the reporting unit's principal activities during the year.

1. Right of Members to Resign

All members of the Union have the right to resign from the Union in accordance with Rule 14 (1) and 14(3) of the Union Rules, (and Section 264 of the Workplace Relations Act 1996).

Membership of the Branch

There were 59 members of the Branch as at 30 June 2013.

Employees of the Hobart Branch

As at the 30 June 2013 the Branch employed nil employees.

Musicians Union of Australia Hobart Branch Ph: 62286142 Fax: 62286142 Mob:

Committee of Management Statement

On 9 October 2013, the Committee of Management of the Musicians' Union of Australia – Hobart Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the Musicians' of Australia – Hobart Branch for the financial year ended 30 June 2013

Email:

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) (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 Musicians' Union of Australia Hobart Branch 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;
 - Meetings of the committee of management were held in accordance with the rules of the Musicians' Union of Australia; and
 - (ii) The financial affairs of the Musicians' Union of Australia Hobart Branch have been managed in accordance with the rules of the organisation; and
 - (iii) The financial affairs of the Musicians' Union of Australia Hobart Branch have been kept and maintained in accordance with the RAO Regulations; and
 - (iv) Where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - (v) The information sought in any request of a member of the Musicians' Union of Australia, Hobart Branch or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - (vi) There has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

m. skielt 12-10-13 Michael Kinsella

President Musicians' Union of Australia – Hobart Branch

Hobart Branch Committee of Management

The following persons were members of the Branch Committee of Management, during the year ended 30 June 2013

President	Michael Kinsella
Vice President	Chris Norris
Vice President	Doug Fletcher
Treasurer	Peter Davidson
Acting Secretary	Peter Davidson

Committee Members

Gerald Andrews Tony Gregs Phil Lawler Michael Fortescue Michael Johnston David Burgess Denis Shelverton

Trustees

Geoff McCann Tony Gregs John Young

All persons listed held their position for the entire year.

No members of the reporting unit are superannuation entity trustees or directors.

Undelson

Peter Davidson, Acting Branch Secretary

Musicians Union of Australia Hobart Branch Ph: 62286142 Fax: 62286142 Mob:

STATEMENT OF THE ACCOUNTING OFFICER FOR THE YEAR ENDED 30 JUNE 2013

I, Peter Davidson, being the officer responsible for keeping the accounting records of the Musicians' Union of Australia, Hobart Branch, certify that as at 30 June 2013, the number of members of the organisation was 59.

In my opinion:-

The accompanying Accounts are drawn up so as to give a true and fair view of the financial affairs of the organisation as at 30 June 2013.

Email:

A record has been kept of all moneys paid by, or collected from, members of the organisation, and all moneys so paid or collected have been credited to the bank accounts to which those moneys are to be credited, in accordance with the rules of the organisation.

Before any expenditure was incurred by the organisation, approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation.

Funds of the organisation raised by compulsory levies or voluntary contributions by members, or funds other than the General Fund, were operated in accordance with the rules of the organisation, and no payments were made out of any such fund for a purpose other than those for which the fund was operated.

No loan or other financial benefits, other than remuneration in respect of their employment with the organisation, were made to persons holding office in the organisation.

The register of members of the branch was maintained in accordance with the Act.

The Accounts have been prepared in accordance with applicable Australian Accounting Standards.

Signed at Hobart 9th day of October 2013

Tidedton

Peter Davidson Acting Secretary/Treasurer – Musicians Union of Australia Hobart Branch

MUSICIANS' UNION OF AUSTRALIA HOBART BRANCH BALANCE SHEET AS AT 30 JUNE 2013

	2012	2013
ACCUMULATED FUNDS		
Balance at 1 July 2012	96,611	96,592
Add net surplus (loss) for 2012/13	(519)	<u>451</u>
	96,092	97,043
Less Benevolent payments in year (Note 3)	0	(500)
Add Revaluation	0	30,000
Balance as at 30 June 2013	<u>\$96,092</u>	<u>\$126,543</u>
Represented by : CURRENT ASSETS		
Commonwealth Bank of Australia – General A/c	3,185	2,535
Commonwealth Bank of Australia – No. 2 A/c	1,415	815
Commonwealth Bank of Australia – Term Deposit	31,492	33,193
	36,092	36,543

NON-CURRENT ASSETS Land & Buildings (at revaluation)	60,000	90,000
Net Assets at 30 June 2013	<u>\$96,092</u>	\$126,543

STATEMENT OF INCOME & EXPENDITURE

FOR THE YEAR ENDED 30 JUNE 2013

	2012	2013
INCOME	\$	\$
Interest	, 1,675	,701
Membership	4,368	4,193
Rent, Federal Office storage	8,376	7,570
Other	0,570	6,195
	Ū	0,200
TOTAL INCOME	\$14 ,41 9	\$19,659
OPERATING EXPENSES		
Administration expenses	14,438	18,108
Travelling	500	1100
TOTAL OPERATING EXPENSES	\$14,93 8	\$19,208
SURPLUS (or DEFICIENCY) FOR YEAR	<u>(\$519)</u>	\$45 <u>1</u>

SCHEDULE OF EXPENDITURE YEAR ENDED 30 JUNE 2013

	2012	2013
	\$	\$
Bank & Government Charges	84	175
Conference & Travel expenses	500	1100
Federal Sustentation	0	86
Freight & storage Federal Records	0	500
Insurance	1,101	1,173
Meeting expenses	194	380
Miscellaneous Expenses	0	67
Petty Cash	0	100
Postage	194	282
Printing, Stationery & Office Expenses	100	80
Rates, water & Land Tax	1,619	1,499
Power	1,229	1451
Telephone/Fax	1,807	2,335
Office equipment	645	900
5hop expenses	2,165	2,180
Prizes & trophies	300	300
Term deposit transfer	5,000	0
Benevolent Fund	0	500
Gifts	0	1000
Long Service Leave	0	4000
Security	0	300
Audit fees	0	800
TOTAL OPERATING EXPENDITURE	\$ <u>14,938</u>	\$19,208

STATEMENT OF CASH FLOWS YEAR ENDED 30 JUNE 2013

	2012 \$	2013 \$
CASH FLOWS FROM OPERATING ACTIVITIES:		
INFLOWS – Membership etc.	4,368	4,193
Other	8,376	6,195
Interest	1,675	1,701
OUTFLOWS –		
Payments to suppliers	(\$14,938)	(19,208)
Benevolent Fund Payments	(0)	(S00)
NET INCREASE (DECREASE) IN CASH HELD	(519)	4S1
Cash at beginning of the year	96,611	96,092
CASH AT THE END OF THE YEAR	<u>\$96,092</u>	\$96,543

Statement of Changes in Equity

	Retained Profit/Loss	Total
Balance at 30/6/2012	96611	
Loss attributable to the members	(519)	
		96092
Balance at 30/6/2013	96092	
Profit attributable to the members	451	
		96543

Notes to the Accounts

For the year ended 30 June 2013

1. Summary of Significant Accounting Policies

a) Basis of Preparation of Financial Reports

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Fair Work (Registered Organisation) Act 2009.

The financial report has been prepared in accordance with the following applicable Accounting Standards and Urgent Issues.

AASB 1031 Materiality

AASB110 Events after the Balance Sheet Date

AASB 108 Accounting Policies, changes in Accounting Estimates and Errors

The financial report is prepared in accordance with the historical convention. Unless otherwise stated, the accounting policies adopted are consistent with those of the previous year. Comparative Information is reclassified where appropriate to enhance comparability.

b) Income Tax

The Union is exempt from Income tax pursuant to the Income Tax Assessment Act. Accordingly Australian Accounting Standard AASB 112 has not been applied and no provision for income tax has been included in the Accounts.

c) Goods and Services Tax

The union is not registered for Goods and Services Tax.

d) Non-Current Assets – Freehold Land and Buildings

Includes the Hobart Branch Office situated at 113 Main Road, Moonah Tasmania.

Depreciation, using the diminishing value method, has been provided for in the Accounts on all Non-Current Assets, so as to allocate their cost over their estimated remaining useful life.

e) Employee Entitlements

Provision is made for the Union'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, salaries, annual and long service leave which will be settled after one year, have been measured at their nominal amount. Contributions made by the Union to employee superannuation funds are charged as expenses when incurred.

f) Subscriptions

Members subscription Income has been brought to account on a cash basis during the course of the year. Subscription income is recognised on receipt as provided under section 252 of the Fair Work (Registered Organisations) Act 2009.

In accordance with the Australian Accounting Standards, subscriptions are reported on an accrual basis.

The opening balance of the subscription account at 1/7/2012 was \$129.50.

Member subscriptions received during the year totalled \$4193.00.

The closing credit balance of the subscription account at 30/6/2013 was (\$72.50)

g) Going Concern Basis of Accounting

The financial report has been prepared on the basis that the Hobart Branch is a going concern, which assumes continuity of normal business activities and the realisation of assets and the settlement of liabilities in the ordinary course of business.

There have been no significant changes in the financial affairs of the reporting unit.

h) Auditor Payment

\$800 was paid to the union auditor in the 2012/2013 financial year.

2. Notice required under Fair Work (Registered Organisations) Act 2009

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provision of subsections (1), (2) and (3) of Section 272 of the Fair Work (Registered Organisations) Act 2009, which reads as follows:-

- (1) A member of the reporting unit, or the General Manager, may apply to the organisation 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 subsection (1).

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2013

- 1. For the purposes of the Statement of Cash Flows, Cash includes:
 - (i) Cash on hand,
 - (ii) Cash at bank and financial institutions

Reconciliation of Cash Flows used in operating with th	e	
Net Surplus (Deficiency) shown in the Statement of ine	come &Expenditure	
	2012	2013
	\$	\$
Net Surplus (Deficiency) as Statement of Income &		
Expenditure	(519)	451

The Statement of Cash Flows has been prepared in accordance With AAS 26 "Statement of Cash Flows"

- 2. The activities of the Association are exempt from income tax.
- Benevolent Fund: During the year 2012/2013, \$500 in benefit payments were made.

The balance of the previous Secretary's accrued Long Service Leave as at 30 June 2007 amounting to approx. \$850 is not included in the accounts.

MUA office is shared, for which rental is received.

MUA Federal office records are stored for which the Hobart Branch receives an annual rental of \$1500.

MUSICIANS' UNION OF AUSTRALIA HOBART BRANCH

INDEPENDENT AUDIT REPORTATION SPECIALISTS

To the members of the Musicians Union of Australia Hobart Branch

TOTAL

ACCOUNTING &

29 Brisbana Street Launceston TAS 7250 PO Bax 138 Legana TAS 7277 p:03 6331 7699 F:03 6331 7699

I have audited the general purpose financial report of Musicians Union of Australia 103 6331 7699 Hobart Branch, which comprises the statement of financial position as at 30th June, 2019inol@bigpond.net.ou and the statement of comprehensive income, statement of changes in accumulated funds (losses) and statement of cash flows for the year then ended, a summary of significant accounting policies and other explanatory notes and branch committee of management's statement for the year then ended.

Branch Committee of Management and the Branch Secretary's Responsibility for the Financial Report

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Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on our audit. I have conducted the audit in accordance with Australian Auditing Standards. These Auditing Standards require compliance with relevant ethical requirements relating to audit engagements and performing the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used the reasonableness of accounting estimates made by the branch committee of management and branch secretary, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

In conducting the audit, I have complied with the independence requirements of the Australian professional accounting bodies and the Fair Work (Registered Organisations) Act 2010.

Auditor's Opinion

.

In my opinion the general purpose financial report of Musicians Union of Australia Hobart Branch is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 Chapter 8 of the Fair Work (Registered Organisations) Act 2010.

Maria