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

Mr Terry Noone Federal Secretary Musicians' Union of Australia 150 Bell Street COBURG VIC 3058



Dear Mr Noone

Re: Lodgement of Outstanding Financial Statements and Accounts – Musicians' Union of Australia – Melbourne Branch for years ending 30 June 2004 (FR2004/557), 30 June 2005 (FR2005/490)

I wish to acknowledge receipt of the abovementioned financial returns, which were lodged in the Registry on 15 August 2008.

I note that Note 10 in the 2005 return refers to the receipt during the year of funds from the Newcastle Branch. I would expect that financial documents pertaining to the Newcastle Branch will reflect this transaction.

Both sets of documents have now been filed. I look forward to further lodgments and your advice regarding the remainder of the matters I raised with you in my previous letter.

Yours sincerely

Stephen Kellett

for Deputy Industrial Registrar

20 August 2008

# Secretary's Certificate \$268 of Schedule 1B Workplace Relations Act 1996

Musicians' Union of Australia (McIbourne Branch) Financial Repurt for the period ended 30 June 2005.

1, Tarry Noone, being the Secretary of the Musicians' Union of Australia (Melbourne Branch), certify:

- (i) that the documents attached are copies of the full report referred to in \$268 of the RAO Schedule; and
- (ii) that the full report was provided to the members of the Musicians' Union of Australia (Melbourne Branch) on 30 March 2006 by a mailout informing them that it could be viewed on the Union's website, and
- (iii) that a general meeting of members of the Musicians' Union of Australia (Melbourne Branch) was called for 23 April 2006 and the full report was presented to the members attending that meeting on that date in accordance with section 266 of the RAO Schedule.

Signature:

Date

14/8/032

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# 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 \$53,841. No provision for tax was necessary as the Organisation is considered exempt.

## Significant Changes

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

#### Rights of Members

All members have the right to resign from the Union in accordance with the Rules of the Union (and Section 174 of the Workplace Relations Act); namely, by providing written notice addressed and delivered to the Secretary of the Branch.

### Superanguation Office-holders

No 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.

### Other Prescribed Information

In accordance with Regulation 159 of the Workplace Relations (Registration & 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. 244 of the RAO Schedule was \$22.

557 (7.W)

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

(b) the number of persons who were at the end of the financial year employees of the organisation including both full-time and part-time employees measured on a fulltime equivalent basis was 2;

## Other Prescribed Information (continued)

(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 he or she held office were –

Mamet	Period:	
Тепу	1/7/2004 - 30/6/2005	
Rog Walsh	1/7/2004 - 30/6/2005	
Paul Pergolese	1/7/2004 - 30/6/2005	
Martin Zakharov	1/7/2004 - 30/6/2005	
Gavan Anderson	1/7/2004 - 30/6/2005	11 - (24)
Keith Johnstone	1/7/2004 - <del>31/2/20</del> 5	7/2/05 (24) 30/6/05 (94)
Ed Bates	1/7/2004 - \$66-70%	3-16/65 (74)
Alon Richards	1/7/2004 - 30/6/2005	
Geoffrey Rule	1/7/2004 - 30/6/2005	
Allana Young	1/7/2004 - 30/6/2005	
George Butrumlis	1/7/2004 - 30/6/2005 1/7/2004 - <del>38/6/200</del> 5	7/2/05 (L.N.)

# Other Relevant Information

Nil

Signed for and on behalf of the Committee of Management -

Date: 23/12/05

#### COMMITTEE OF MANAGEMENT STATEMENT

21ST DECEMBER 2005 (7.N)

On 20th October 2005 the Committee of Management of the Musicians' Union of Australia -Melbourne 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:

- the financial statements and notes comply with the Australian Accounting Standards; (a)
- **(b)** the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- the financial statements and notes give a true and fair view of the financial performance, (c) financial position and cash flows of the reporting unit for the financial year to which they relate:
- there are reasonable grounds to believe that the reporting unit will be able to pay its debts (d) as and when they become due and payable;
- during the financial year to which the GPFR relates and since the end of that year: (e)
  - meetings of the committee of management were held in accordance with the rules of (i) the organisation; and
  - the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation; and
  - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
  - (iv) 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
  - the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
  - (vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

For Committee of Management:

Title of Office held: Secretary

Signature:

Date:

#### INDEPENDENT AUDIT REPORT

### Scope

We have audited the accompanying accounts of the Musicians' Union of Australia - Melbourne Branch for the year ended 30th June 2005 comprising Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and Notes to the Financial Statements. The Union's Executive Committee of Management is responsible for the preparation and presentation of the accounts and the information they contain. We have performed an independent audit of these accounts in order to express an opinion on them to the members of the Union.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the accounts are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the accounts are presented fairly in accordance with statutory requirements so as to present a view of the Union which is consistent with our understanding of its financial position and the results of its operations.

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

### Audit Opinion

In our opinion -

- satisfactory accounting records were maintained in respect of the year ended 30th June 2005 detailing the sources and nature of the income of the Union (including income from members) and the nature and purpose of expenditure; and
- the accounts are properly drawn up so as to give a true and fair view of the financial affairs of the Union as at 30<sup>th</sup> June 2005, and the income and expenditure, and cash flows and deficit of the Union for the year ended on that date, and are in accordance with the provisions of the Workplace Relations Act 1996 and Australian Accounting Standards.

All information and explanations required of officers and employees of the Union were provided for the purpose of our audit.

Signed at Melbourne, the 20" day of Julium

**Eddy Partners** 6th Floor, Coates Building 20 Collins Street

MELBOURNE, VIC., 3000 Tel: (03) 9654 5944

Fax: (03) 9654 6908

**EDDY PARTNERS,** 

Cortified Practising Accountants.

David James Eddy, CPA.

Registered Company Auditor

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH JUNE 2005

### Registered Address:

291-293 Albert Street BRUNSWICK, VICTORIA, 3056

**Tel:** (03) 9388 8992 **Fax:** (03) 9388 9589

# Secretary:

Terry Noone

### **Contents:**

Statement of Financial Performance
Statement of Financial Position
Statement of Cash Flows
Notes to the Financial Statements
Committee of Management Statement
Independent Auditors Report
Committee of Management Operating Report

# STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2005

	Note	2005	2004
DICONT		\$	\$
INCOME Manual in Daniel France		22.002	46.207
Membership Dues & Entrance Fees	4	33,903	46,397
Investment Income	4	53,932	42,314
Sundry Income		4,142	1,855
Total Income		91,977	90,566
LESS EXPENDITURE			· · · · · · · · · · · · · · · · · · ·
Accountancy & Audit		11,500	9,600
Advertising		310	312
Bank Charges		1,981	2,501
Computer Expenses		4,623	1,003
Consulting Fees		23,580	9,915
Debt Collection		-	267
Depreciation		1,139	1,141
Fines & Penalties		58	664
Federal Conference/Exec Expenses		232	123
Fringe Benefits Tax		825	1,324
Light & Power		1,009	1,397
Meetings		681	431
Motor Vehicle & Travelling Expenses		3,855	3,166
Postage		1,791	1,442
Printing & Stationery		1,710	1,508
Provision for Annual Leave		(169)	3,338
Provision for Long Service Leave		1,129	2,085
Publication & Subscriptions		470	688
Rates & Taxes		660	1,034
Rent		11,747	11,491
Repairs & Maintenance		374	90
Salaries & Allowances - Officials		44,886	44,244
Salaries & Allowances – Others		6,178	19,381
Staff Amenities		47	98
Sundry Expenses		624	754
Superannuation Contributions		<b>4,2</b> 61	5,401
Sustentation Fees		2,706	3,922
Telephone		4,388	4,890
Workcover		853	1,856
Total Expenditure		131,448	134,066

The accompanying notes form part of these financial statements.

# MUSICIANS' UNION OF AUSTRALIA MELBOURNE OFFICE

# STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED $30^{\mathrm{TH}}$ JUNE 2005

		2005 \$	2004 \$
SURPLUS/(DEFICIT) FOR YEAR BEFORE EXTRAORDINARY ITEMS		(39,471)	(43,500)
LESS: Extraordinary Items Federal Office Subsidies Federal Office Loan Written-off Federal Office Interest Written-off	14,370		12,871 88,530 7,193
		14,370	108,594
SURPLUS/(DEFICIT) FOR YEAR		(53,841)	(152,094)
Accumulated Surplus/(Deficiency) – Beginning of Year		(641,408)	(489,314)
ACCUMULATED FUNDS/(DEFICIENCY) AS AT 30 <sup>TH</sup> JUNE 2005		(695,249)	(641,408)

# STATEMENT OF FINANCIAL POSITION AS AT $30^{\mathrm{TH}}$ JUNE 2005

	Note	2005 \$	2004 \$
ACCUMULATED MEMBERS'		*	*
FUNDS			
Capital Profits Reserve		\$1,452,411	\$1,452,411
Accumulated Funds/(Deficiency)		(695,249)	(641,408)
		757,162	811,003
Represented by:			
CURRENT ASSETS			
Cash at Bank – Administration Account		85,269	503,232
Cash at Bank – Employment Account		1,313	1,309
Bank Endorsed Bills		343,456	344,130
Listed / Unlisted Securities	7	362,471	-
Sundry Debtors		10,730	1,334
Loan – Newcastle Branch		5,748	5,748
Interest Receivable		509	295
Prepayments		2,937	1,870
Total Current Assets		812,433	857,918
FIXED ASSETS			
Motor Vehicles		21,449	21,449
Less: Accumulated Depreciation		19,385	18,786
		2,064	2,663
Furniture & Fittings		114,448	111,924
Less: Accumulated Depreciation		110,380	109,840
		4,068	2,084
Total Fixed Assets		6,132	4,747
TOTAL ASSETS		818,565	862,665
CURRENT LIABILITIES			
Sundry Creditors		32,658	31,803
Input Tax Credits		(3,533)	(2,275)
GST Payable		771	1,840
Provision for Annual Leave		10,621	10,790
Provision for Long Service Leave		7,994	6,967
The accompanying notes form	part of these finan	•	•

# STATEMENT OF FINANCIAL POSITION AS AT $30^{\text{TH}}$ JUNE 2005

	Note	2005 \$	2004 \$
Funds Held in Trust – Other Funds Held in Trust – Federal	10	1,306 10,253	1,306 -
Total Current Liabilities		60,070	50,431
NON - CURRENT LIABILITIES Provision for Long Service Leave		1,333	1,231
Total Non-Current Liabilities		1,333	1,231
TOTAL LIABILITIES		61,403	51,662
NET ASSETS		757,162	811,003
			<u> </u>

# STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2005

	Mome	2005 \$	<b>2004</b> \$
CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES	NOTE		
Receipts:			
Membership Fees		33,903	46,397
Interest Received		30,994	45,779
Other Receipts		4,142	1,855
		69,039	94,031
Payments:			
Salaries		(51,064)	(63,625)
Superannuation		(4,261)	(5,401)
Net GST Paid		(2,762)	(435)
Other Payments		(67,510)	(66,275)
Net Cash Provided By/(Used In)			
Operating Activities	3	(77,064)	(41,705)
CASH INFLOW/(OUTFLOW) FROM NON-OPERATING ACTIVITIES			-
Receipts:			
Loan from Hobart Branch		-	18,495
Funds from Newcastle Branch		20,253	<b>*</b>
Payments:			
Purchase of Fixed Assets		(2,524)	- (5.000)
Loan to Newcastle Branch Purchase of Investments		(240, 200)	(5,290)
Newcastle Branch Funds Unexpended		(349,298)	-
reweastie Branch Funds Unexpended		(10,000)	
Net Cash Provided By/(Used In)			
Non-Operating Activities		(341,569)	(13,205)
•			
Net Increase/(Decrease) In Cash Held		(418.633)	(28.500)
Net Increase/(Decrease) In Cash Held Add: Cash Held 1 <sup>st</sup> July 2004		(418,633) 848,671	(28,500) 877,171

The accompanying notes form part of these financial statements.

# STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2005

NOT	2005 \$	2004 \$
REPRESENTED BY: Cash at Bank – Administration Account Cash at Bank – Employment Account Bank-Endorsed Bills	85,269 1,313 343,456	503,232 1,309 344,130
	430,038	848,671

# NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED $30^{\rm TH}$ JUNE 2005

#### 1. STATEMENT OF ACCOUNTING POLICIES

The accounts have been prepared in accordance with Australian Accounting Standards including the disclosure requirements of the Workplace Relations Act 1996.

The following is a summary of significant accounting policies adopted by the Union in the preparation of the accounts which, unless otherwise stated, have been consistently applied:-

### (a) Basis of Accounting

The accounts have been prepared on the basis of historical costs and do not take into account changing money values or, except where otherwise stated, current valuations of fixed assets.

With the exception of membership subscriptions, all income and expenditure of the Union has been brought to account on an accruals basis of accounting so as to match income for the period with the expenditure incurred in earning that income.

Membership subscriptions are brought to account on the cash basis of accounting as and when received as permitted by Section 272 of the Workplace Relations Act 1996.

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

Provision has been made in the accounts 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 and salaries, annual and long service leave which will be settled after one year, have been measured at their normal amount. Other employee entitlements payable later than one year have been measured at their expected present value of the estimated future cash outflows to be made for those entitlements.

#### (c) Income Tax

No Provision has been made in the accounts for income tax on the basis that the Union is exempt under Section 50-15 of the Income Tax Assessment Act 1997 (formerly Section 23(f) of the Income Tax Assessment Act 1936).

# NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2005 (CONT'D)

#### (d) Fixed Assets

Fixed assets are stated in the accounts at historical cost less, where applicable, any accumulated depreciation.

Fixed assets, other than Freehold Land, are depreciated on a diminishing value basis over the period of their estimated effective lives.

### (e) Goods & Services Tax

Goods and Services Tax ("GST") collected by the Branch is brought to account as a liability with refundable input credits in respect of GST paid reducing that liability. Accordingly, all items of income and expenditure brought to account in the financial statements is after the deduction of any applicable GST.

## (f) Comparatives

Where necessary, comparative information has been reclassified to achieve consistency in disclosure with changes in presentation in the current year.

### (g) Federal Office Subsidies

Discretionary advances by the Branch to meet Federal Office expenditure has been expensed on the basis that Federal Office is lacking the capacity to refund such advances to the extent that the amounts advanced are unlikely to be recoverable.

#### 2. WORKPLACE RELATIONS ACT 1996

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 274, which read as follows –

- (1) A member of an organisation, or a register, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under sub-section (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 sub-section (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.

# NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED $30^{\rm TH}$ JUNE 2005 (CONT'D)

# 3. RECONCILIATION OF CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES WITH OPERATING SURPLUS FOR THE YEAR

2005	2004
<b>\$</b>	\$
Operating Surplus/(Deficit) for Year (53,841)	(152,094)
ADD: Non Cash Flow Items:	
Depreciation 1,139	1,141
Accrued Annual Leave	
& Long Service Leave 960	5,423
Federal Office Loan Written-off	88,530
Federal Office Interest Written-off	7,193
Increase in Market Values (13,173)	-
(64,915)	(49,807)
Change in Assets and Liabilities	
(Increase)/Decrease in Sundry Debtors (9,396)	3,465
(Increase)/Decrease in Interest Receivable (214)	487
(Increase)/Decrease in Prepayments (1,067)	(214)
Increase/(Decrease) in Sundry Creditors	
& Accruals 855	7,206
(Increase)/Decrease in Input Tax Credits (1258)	1 <b>,</b> 961
Increase/(Decrease) in GST Payable (1069)	(4804)
Net Cash Provided By/(Used In)	
Operating Activities (77,064)	(41,706)

# NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2005 (CONT'D)

#### 4. INVESTMENT INCOME

	2005	2004
	<b>\$</b>	\$
Interest Received	31,208	46,750
Trust Distribution	9,551	-
Increase in Market Value (Refer to Note 7)	<u>13,173</u>	
,	53,932	46,750

### 5. CONTINGENT LIABILITIES

The members of the Committee of Management are unaware of any contingent liability, the effect of which may be material in relation to the financial statements.

## 6. FEDERAL OFFICE SUBSIDIES

	2005	2004
	\$	\$
Balance Brought Forward	101,401	88530
Add: Current Year Advances	<u> 17,096</u>	<u> 16792</u>
	118,497	105322
Less: Advances Refunded	<b>2,726</b>	<u>921</u>
Balance Carried Forward	<u>115,771</u>	<u>101401</u>
Interest on Advances B/Fund	11,628	7,193
Add: Current Year Interest	<u>5,236</u>	<u>4,435</u>
Interest on Advance C/Fwd	<u>16,864</u>	<u>11628</u>

Federal Office Subsidies (and interest receivable) have not been brought to account as an asset of the Branch on the basis that the Branch's Federal Office does not have the capacity to refund such amounts and, accordingly, their recoverability is not virtually certain. Accordingly, the above figures are for informational purposes only representing, at best, a contingent asset.

# NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED $30^{\rm TH}$ JUNE 2005 (CONT'D)

### 7. LISTED / UNLISTED SECURITIES

Name	Original Cost (\$)	Increase (\$)	Value at 30/6/05 (\$)
NABHA (985 shares	99,731	(246)	99,485
IIF (13,400 shares)	24,924	3,082	28,006
MCW (13,600 shares	s) 25,024	1,020	26,044
MBLHB (970 shares	99,619	(776)	98,843
Perpetual	50,000	5,094	55,094
Colonial First State	<u>50,000</u>	<u>4,998</u>	<u>54,998</u>
	<u>349,298</u>	<u>13,173</u>	<u>362,471</u>

# 8. EVENTS SUBSEQUENT TO BALANCE DATE

No event has arisen subsequent to balance date, the effect of which may be material in relation to the financial statements.

### 9. RELATED PARTY DISCLOSURES

(i) The following persons have held office in the Union during the year ended 30<sup>th</sup> June 2005:

Terry Noone	-	Secretary
Reg Walsh	-	President
Paul Pergolese	-	Vice President
Martin Zakharov	-	Vice President
Gavan Anderson	-	Treasurer
Keith Johnstone	-	Committee Member
Ed Bates	-	Committee Member
Alan Richards	-	Committee Member
Geoffrey Rule	-	Committee Member
Allana Young	-	Committee Member
George Butrumlis	_	Committee Member

# NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED $30^{TH}$ JUNE 2005 (CONT'D)

- (ii) The aggregate amount of remuneration paid to elect persons during the financial year is disclosed in the Statement of Financial Performance under Salaries & Allowances Officials ie. \$44,886.
  - The aggregate amount paid during the financial year to a superannuation plan in connection with the retirement of elected persona was \$4040.
- (iii) There were no other transactions between the officers of the Union other than those relating to their membership of the Union and the reimbursement by the Union in respect of expenses incurred by them in the performance of their duties. Such transactions have been on conditions no more favourable than those which it is reasonable to expect would have been adopted by parties at arm's length.

#### 10. FUNDS HELD IN TRUST

During the year the Branch received an amount of \$20,253 from Newcastle Branch to be held in trust for Federal Office of which \$10,000 had been expended as at 30<sup>th</sup> June 2005 in meeting Federal Office expenditure, leaving unexpected funds of \$10,253 as at year end.