



FAIR WORK
COMMISSION

7 January 2013

Mr Timothy Kennedy
Secretary, Victorian Branch
National Union of Workers
PO Box 343
NORTH MELBOURNE VIC 3051

Dear Mr Kennedy,

**Re: Lodgement of Financial Statements and Accounts - National Union of Workers,
Victorian Branch - for year ended 30 June 2012 (FR2012/478)**

I refer to the above financial statements and accounts which were lodged with Fair Work Australia (now known as the Fair Work Commission) on 20 December 2012.

The documents have been filed. However I wish to draw your attention to the following areas where a question arose.

- (1) Sub-section 254(2)(a) requires an Operating Report to contain a review of the principal activities, the results of those activities and any significant changes to the nature of these activities. Your Operating Report listed the principal activities and stated that there had not been any significant changes to the nature of those activities but, apart from the paragraph described as "Operating Result", did not include any specific information that might be properly said to be characterized as "results of those activities".

Strictly speaking, the Operating result of the surplus of \$1,376,310 disclosed is not a result in the sense intended by this sub-section. The "results" contemplated are those which may be said to follow on from engaging in the activities which the Report describes as providing "industrial, professional and managerial services to members" etc. These activities are essentially of a non-financial nature, even though they may involve the financial transactions as set out comprehensively in the financial statements making up the general purpose financial report.

The kinds of results which these activities might have are diverse but could include a statement whether membership had increased, disputes had been satisfactorily resolved, agreements successfully negotiated and so on.

The purpose behind the "review" on the Operating Report is to give the ordinary member-reader a concise description or profile of the Branch's overall affairs for the past year. The Branch should therefore consider how it might, however briefly and concisely, describe any results of its activities in future Operating Reports.

- (2) Paragraph 11(i) of the Reporting Guidelines issued by the General Manager requires the Notes or the "profit and loss" statement to disclose a separate balance for any allowances paid to persons for attending meetings as representatives of the reporting unit.

Paragraphs 11(g) and 11(h) of the Reporting Guidelines require separate balances for employee benefits for both holders of office and non-office employees.

I note that the Income Statement indicates a single balance of \$1,080,757 for "Salaries, Allowances and Honorariums - Officials" and a single balance of \$2,881,460 for "Salaries, Allowances and Honorariums - Staff". It was not clear to me whether the terms "Allowances" or "Honorariums" represent the specific kind of allowance required to be disclosed separately by paragraph 11(i) or whether they represent components that are properly described as "employee benefits".

In other words, in future, where persons are paid allowances for attending meetings, the total of such amounts must be disclosed separately as meeting allowances and not included in balances for employee benefits.

I would encourage the Branch to refer to the reporting guidelines to ensure it does not inadvertently mischaracterize any significant disclosure, in the interests of strict compliance and transparency. A question naturally arises wherever it is not unambiguously clear on the face of the documents that a prescribed item has been included in an alternative manner or was not required to be disclosed because it did not arise during the year, and the Commission (and ordinary readers) ought not to have to rely on inferences. I enclose a copy of the Reporting Guidelines for convenient reference.

There is no further action required in respect of this return. If you wish to discuss any aspect of the financial reporting requirements for the future, please do not hesitate to contact me on (02) 6723 7237.

Yours sincerely

A handwritten signature in black ink that reads "Stephen Kellett". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

12D-145
TK:LB

December 19, 2012

Bernadette O'Neill
General Manager
Fair Work Australia
Level 4, 11 Exhibition Street,
Melbourne Vic 3000

BY HAND

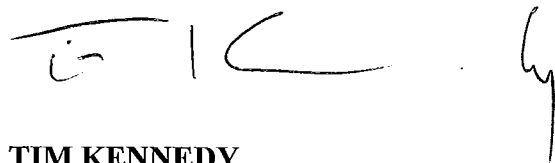
Dear Ms O'Neill,

Re: National Union of Workers – Victorian Branch Financial Statements for Year 2012

Please find attached the National Union of Workers – Victorian Branch Financial Statements and Statement of loans, grants and donations exceeding \$1,000, for year ending 30 June 2012.

If you require any further information, please contact myself on (03) 9287 1751.

Yours faithfully,



TIM KENNEDY
VICTORIAN BRANCH SECRETARY



nuwassist

1300 275 689

nuw.org.au

FOR WORKPLACE SUPPORT

National PO Box 343, North Melbourne VIC 3051
VIC PO Box 343, North Melbourne VIC 3051
NSW 3-5 Bridge Street, Granville NSW 2142
QLD 1st Floor, 17 Cribb Street, Milton QLD 4064
SA 46 Greenhill Rd, Wayville SA 5034
WA 63 Railway Pde, Mount Lawley WA 6050

NATIONAL UNION OF WORKERS


VICTORIAN BRANCH

DESIGNATED OFFICER'S CERTIFICATE

I, **Tim Kennedy** being the Secretary of the National Union of Workers – Victorian Branch certify:

- that the documents lodged herewith are copies of the full report, referred to in section 268 of the Fair Work (Registered Organisations) Act 2009; and
- that the full report was provided to members on 15th day of NOVEMBER 2012; and
- that the full report was presented to a meeting of the Committee of Management of the reporting unit on 12th day of DECEMBER 2012 in accordance with section 266 of the Fair Work (Registered Organisations) Act 2009.

Signature:



Date:

15/12/2012

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH JUNE 2012**

Registered Address:

833 BOURKE STREET
DOCKLANDS, VICTORIA, 3008

Tel: (03) 9287 1777

Fax: (03) 9287 1717

Contents:

Income Statement
Statement of Financial Position
Statement of Changes in Equity
Statement of Cash Flows
Notes to the Financial Statements
Operating Report
Committee of Management Statement
Independent Auditor's Report

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**INCOME STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2012**

	Year Ended 30/6/12 \$	Year Ended 30/6/11 \$
<u>INCOME</u>		
Membership Contributions	\$10,345,516	\$10,184,087
Interest Received	\$278,822	\$187,928
Directors Fees Received	\$20,000	\$8,000
Rent Received	\$45,270	\$45,270
Grant Monies Received	\$32,992	\$27,675
Staff Secondment Income	\$22,160	\$33,769
Profit on Disposal of Fixed Assets	-	\$6,433
OHS Course Fees Received	\$61,794	\$75,151
Distributions Received	\$847,047	\$474,592
Transfer of Leave Entitlements	-	\$13,371
Doubtful Debt Recovered	\$52,120	\$12,000
Appreciation in Value of Investments	-	\$986,291
Dividends Received	\$145,889	\$165,827
Sundry Income	\$25,789	\$18,800
<i>Total Income</i>	<u>\$11,877,399</u>	<u>\$12,239,194</u>
<u>LESS EXPENDITURE</u>		
Accountancy Fees	\$16,480	\$16,480
Administration Costs re Investments	\$17,885	\$29,183
Advertising	\$12,819	\$14,084
Affiliation Fees - Australian Labor Party	\$133,569	\$134,964
Affiliation Fees - Victorian Trades Hall Council & Others	\$72,273	\$70,169
Ambulance Payments for Members	\$91,865	\$482,595
Audit Fees	\$20,000	\$20,000
Bank Charges	\$18,341	\$15,042
Commission Paid	\$57,420	\$61,057
Computer Expenses	\$20,818	\$19,024
Conference Expenses	\$119,905	\$92,582
Consultancy Fees	\$5,310	\$1,013
Delegates Expenses	\$134,864	\$148,069
Depreciation	\$333,565	\$442,679
Diminution in Value of Investments	\$375,469	-
Dispute Expenses	\$35,150	\$24,715
Distress Payments to Members	\$96,789	\$89,500
Donations	\$27,471	\$77,909
Electricity	\$7,945	\$7,766
Fringe Benefits Tax - Officials	\$48,108	\$45,800
Fringe Benefits Tax - Staff	\$27,833	\$45,373
General Expenses	\$31,563	\$29,376
Insurance	\$78,520	\$74,230
Legal Costs	\$42,289	\$51,050
Loss on Disposal of Fixed Assets	-	\$19,716
Merchandise Expense	\$42,198	\$23,745

The accompanying notes form part of these financial statements.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**INCOME STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2012**

	Year Ended 30/6/12 \$	Year Ended 30/6/11 \$
Motor Vehicle Expenses	\$299,912	\$245,708
NUW Assist Fund	\$267,564	\$133,780
Organisers Expenses	\$194,179	\$196,997
Payroll Tax	\$238,704	\$228,730
Photocopier - Rental & Copy Charges	\$43,181	\$38,270
Postage, Printing & Stationery	\$86,403	\$79,211
Provision for Accrued Annual Leave - Officials	(\$23,408)	(\$115,914)
Provision for Accrued Annual Leave - Staff	\$20,734	\$51,706
Provision for Long Service Leave - Officials	(\$14,546)	(\$81,268)
Provision for Long Service Leave - Staff	(\$52,503)	\$131,865
Provision for Rostered Days Off - Officials	(\$15,021)	(\$14,957)
Provision for Rostered Days Off - Staff	(\$18,433)	\$12,617
Publications & Subscriptions	\$77,382	\$85,078
Rent & Building Outgoings	\$675,214	\$588,789
Repairs & Maintenance	\$7,257	\$16,334
Salaries, Allowances & Honorariums - Officials	\$1,080,757	\$1,052,348
Salaries, Allowances & Honorariums - Staff	\$2,881,460	\$2,735,514
Salary Packaging - Officials	\$1,968	\$2,077
Staff Amenities	\$3,799	\$3,474
Superannuation Contributions - Officials	\$242,253	\$273,773
Superannuation Contributions - Staff	\$593,793	\$515,265
Sustentation Fees	\$1,637,698	\$1,612,310
Telephone	\$106,612	\$136,057
Training & Staff Education	\$76,517	\$131,081
Travelling Expenses	\$32,225	\$24,518
Transfer of Leave Entitlements	\$82,131	-
Union Picnic Expenses	\$68,774	\$68,688
Workcover Levy	\$38,034	\$34,564
Total Expenditure	\$10,501,089	\$10,222,736
SURPLUS/(DEFICIT) FOR YEAR	\$1,376,310	\$2,016,458
Accumulated Funds - Beginning of Year	\$17,672,923	\$15,656,465
<u>ACCUMULATED FUNDS AT 30TH JUNE 2012</u>	\$19,049,233	\$17,672,923

The accompanying notes form part of these financial statements.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2012**

	2012 \$	2011 \$
<u>MEMBERS' FUNDS</u>		
Accumulated Funds	19,049,233	17,672,923
<i>represented by:</i>		
<u>CURRENT ASSETS</u>		
Cash on Hand	832	1,907
Movie Tickets on Hand	2,959	1,616
Cash at Bank - General Account	739,016	724,857
Cash at Bank - Distress Cheque Account	244,391	18,980
Cash at Bank - Salary Packaging Account	95,797	91,253
Cash at Bank - Business Online Saver	-	20,549
Cash at Bank - Bell Potter Cash Management Australian	132,845	10,592
Cash at Bank - Bell Potter Cash Management International	28,016	104,163
Cash at Bank - Organising Fund	161,665	113,703
Cash at Bank - IWD Fund	131	-
Cash at Bank - Members Equity	1,961,508	956,985
Sundry Debtors	32,833	110,965
Other Debtor - National Office	4,958	33,748
ANZ Bank Credit Card Account	24,884	12,184
Loan - Newskills Ltd	264,742	316,861
Less: Provision for Doubtful Debt	(264,742)	(316,861)
	-	-
Interest Receivable	30,037	39,857
Prepayments	47,734	61,337
<i>Total Current Assets</i>	3,507,606	2,302,696
<u>FIXED ASSETS</u>		
Motor Vehicles	1,180,264	1,162,173
Less: Accumulated Depreciation	563,874	363,333
	616,390	798,840
Office Furniture & Equipment	361,386	351,026
Less: Accumulated Depreciation	257,317	214,846
	104,069	136,180
Fixtures & Fittings	1,308,200	1,308,200
Less: Accumulated Depreciation	495,089	404,536
	813,111	903,664
<i>Total Fixed Assets</i>	1,533,570	1,838,684

The accompanying notes form part of these financial statements.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2012**

	2012 \$	2011 \$
<u>INVESTMENTS</u>		
Term Deposits	2,515,277	2,356,998
Units in 833 Bourke Street Unit Trust - At Fair Value	5,846,301	6,153,246
Shares in 833 Bourke Street Pty Limited - At Cost	34	34
Ord. Shares - Industrial Printing & Publishing P/L (At Cost)	244,125	244,125
Units in I.P.P. Property Trust (At Cost)	155,875	155,875
	<u>400,000</u>	<u>400,000</u>
Shares in A.C.N. 090 706 942 Pty. Ltd. (At Cost)	15	15
Equity Trustees Limited - Managed Funds (At Market Value)	21,736	178,887
Australian Equities - At Market Value	6,389,558	5,843,464
International Equities - At Market Value	810,302	825,148
	<u>15,983,223</u>	<u>15,757,792</u>
<i>Total Investments</i>	15,983,223	15,757,792
	<u>21,024,399</u>	<u>19,899,172</u>
TOTAL ASSETS	21,024,399	19,899,172
<u>CURRENT LIABILITIES</u>		
Sundry Creditors & Accruals	221,861	230,040
Other Creditor - National Office	204,263	326,943
Unexpended Grant Monies	-	21,492
Input Tax Credits	(136,223)	(150,596)
GST Payable	290,588	300,516
Provision for Accrued Annual Leave - Officials	322,475	345,883
Provision for Accrued Annual Leave - Staff	373,024	352,290
Provision for Long Service Leave - Officials	360,672	375,218
Provision for Long Service Leave - Staff	310,507	363,010
Provision for Rostered Days Off - Officials	4,066	19,087
Provision for Rostered Days Off - Staff	23,933	42,366
	<u>1,975,166</u>	<u>2,226,249</u>
<i>Total Current Liabilities</i>	1,975,166	2,226,249
TOTAL LIABILITIES	1,975,166	2,226,249
	<u>19,049,233</u>	<u>17,672,923</u>
<u>NET ASSETS</u>	19,049,233	17,672,923

The accompanying notes form part of these financial statements.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2012**

	Retained Profits \$	Total \$
Balance at 1 July 2010	15,656,465	15,656,465
Surplus/(Deficit) for year	2,016,458	2,016,458
	<hr/>	<hr/>
Balance at 30 June 2011	17,672,923	17,672,923
	<hr/>	<hr/>
Balance at 1 July 2011	17,672,923	17,672,923
Surplus/(Deficit) for year	1,376,310	1,376,310
	<hr/>	<hr/>
Balance at 30 June 2012	19,049,233	19,049,233
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The accompanying notes form part of these financial statements.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2012**

	NOTE	Year Ended 30/6/12 \$	Year Ended 30/6/11 \$
CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES	8		
Receipts:			
Membership Fees		10,345,516	10,184,087
Interest Received		288,642	168,963
GST Collected		671,729	643,537
Receipts from other Branches		118,813	199,123
Other Receipts		1,083,523	803,070
		<u>12,508,223</u>	<u>11,998,780</u>
Payments:			
Commission Payments		(57,420)	(61,057)
Salaries & Related Payments		(4,742,692)	(4,574,018)
Sustentation Payments		(1,631,666)	(1,591,160)
Other Payments		(2,876,423)	(3,317,770)
Payments to other Branches		(766,048)	(464,913)
GST Paid		(656,433)	(533,496)
		<u>Net Cash Provided By/(Used In)</u>	<u>Operating Activities</u>
Operating Activities		1,777,541	1,456,366
 CASH INFLOW/(OUTFLOW) FROM NON-OPERATING ACTIVITIES			
Proceeds:			
Sale of Fixed Assets		-	85,637
Proceeds from Investments		163,541	2,440,545
Repayment of Loans		52,120	12,000
		<u>215,661</u>	<u>2,538,182</u>
Payments:			
Purchase of Fixed Assets		(28,451)	(182,572)
Purchase of Term Deposits, Shares & Units		(630,839)	(3,545,173)
		<u>Net Cash Provided By/(Used In)</u>	<u>Non-Operating Activities</u>
Non-Operating Activities		(443,629)	(1,189,563)

The accompanying notes form part of these financial statements.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2012**

	NOTE	Year Ended 30/6/12 \$	Year Ended 30/6/11 \$
	8		
Net Increase/(Decrease) In Cash Held		1,333,912	266,803
Add: Cash held 1 st July 2011		2,055,173	1,788,370
CASH HELD 30TH JUNE 2012		<u><u>3,389,085</u></u>	<u><u>2,055,173</u></u>
REPRESENTED BY:			
Cash on Hand		832	1,907
Cash at Bank:			
- General Account		739,016	724,857
- Distress Cheque Account		244,391	18,980
- Organising Fund		161,665	113,703
- IWD Fund		131	-
- Members Equity Account		1,961,508	956,985
- Salary Packaging Account		95,797	91,253
- Bell Potter Cash Management Australian		132,845	10,592
- Bell Potter Cash Management International		28,016	104,163
- Business Online Saver Account		-	20,549
- ANZ Credit Card Account		24,884	12,184
		<u><u>3,389,085</u></u>	<u><u>2,055,173</u></u>

The accompanying notes form part of these financial statements.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2012**

1. STATEMENT OF ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards including the disclosure requirements of the Fair Work (Registered Organisations) Act 2009.

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

(a) Basis of Accounting

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

With the exception of membership contributions, 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 252(4) of the Fair Work (Registered Organisations) Act 2009.

Distress Fund

The Union maintains a "Distress Fund" for the benefit of members of the Union.

(b) Provision for Employee Entitlements

Provision has been made in the financial report for the Union's liability for accrued annual leave, long service leave and rostered days off in respect of all employees determined by reference to their respective period of service and terms of employment.

(c) Income Tax

No provision has been made in the financial report for income tax on the basis that the Union is exempt under Section 50-15 of the Income Tax Assessment Act 1997.

(d) Fixed Assets

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

Fixed assets are depreciated on a straight line or diminishing value basis over the period of their estimated effective lives.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2012 (CONT'D)**

2. 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 provisions of sub-sections (1), (2) and (3) of section 272, which reads -

- (1) A member of a reporting unit, or the General Manager of FWA, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

3. INVESTMENT IN UNLISTED COMPANY AND TRUST

The National Office of the National Union of Workers holds shares in trust in Industrial Printing and Publishing Pty Ltd and units in IPP Property Trust on behalf of the National Union of Workers - Victorian Branch.

The National Union of Workers - Victorian Branch's share of the total investment made by the National Office is as follows:-

	2012	2011
	\$	\$
Ordinary Shares in Industrial Printing and Publishing Pty Ltd (At Cost)	244,125	244,125
Units in IPP Property Trust (At Cost)	155,875	155,875
	<u>400,000</u>	<u>400,000</u>

No provision in Diminution in the value of Investments has been raised as the Committee of Management consider that the net assets of the Company and the Trust are sufficient to discharge known liabilities.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2012 (CONT'D)**

4. INVESTMENT IN 833 BOURKE STREET COMPANY AND TRUST

The National Union of Workers holds shares in 833 Bourke Street Pty Limited and units in 833 Bourke Street Unit Trust on behalf of the National Union of Workers – Victorian Branch.

The National Union of Workers – Victorian Branch's share of the total investment made is as follows:-

	2012 \$	2011 \$
Ordinary Shares in 833 Bourke Street Pty Limited (At Cost)	34	34
Units in 833 Bourke Street Unit Trust (At Fair Value)	5,846,301	6,153,246
	<u>5,846,335</u>	<u>6,153,280</u>

5. INVESTMENT IN UNLISTED COMPANY – A.C.N. 090 706 942 Pty. Ltd.

The General Secretary of the National Union of Workers holds shares in trust in A.C.N. 090 706 942 Pty. Ltd. on behalf of the National Union of Workers – Victorian Branch.

The National Union of Workers – Victorian Branch's share of the total investment made by the General Secretary is as follows:-

	2012 \$	2011 \$
Ordinary Shares in A.C.N. 090 706 942 Pty. Ltd. (At Cost)	15	15

6. CONTINGENT LIABILITIES

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

7. 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 report.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2012 (CONT'D)**

**8. RECONCILIATION OF CASH INFLOW/(OUTFLOW) FROM OPERATING
ACTIVITIES WITH OPERATING SURPLUS/(DEFICIT) FOR YEAR**

	Year Ended 30/6/12 \$	Year Ended 30/6/11 \$
Operating Surplus/(Deficit) for Year	1,376,310	2,016,458
ADD: Back Non Cash Flow Items:		
Depreciation	333,565	442,679
Accrued Annual Leave, Long Service Leave & Rostered Days Off	(103,177)	(15,951)
Profit on Sale of Fixed Assets	-	(6,433)
Loss on Sale of Fixed Assets	-	19,716
Appreciation in Value of Investments	-	(986,291)
Doubtful Debt Recovered	(52,120)	(12,000)
Diminution in Value of Investments	375,469	-
Distributions Reinvested	(133,602)	-
	<u>1,796,445</u>	<u>1,458,178</u>
Change in Assets & Liabilities		
(Increase)/Decrease in Movie Tickets on Hand	(1,343)	(476)
(Increase)/Decrease in Sundry Debtors	78,132	(62,412)
(Increase)/Decrease in Sundry Debtors – National Office	28,790	(443)
(Increase)/Decrease in Interest Receivable	9,820	(18,965)
(Increase)/Decrease in Prepayments	13,603	(34,529)
(Increase)/Decrease in GST Input Tax Credits	14,373	89,450
Increase/(Decrease) in Sundry Creditors & Accruals	(8,179)	(111,747)
Increase/(Decrease) in Other Creditor – National Office	(122,680)	121,445
Increase/(Decrease) in Legal Fees Payable	-	(3,150)
Increase/(Decrease) in Unexpended Grant Monies	(21,492)	(12,141)
Increase/(Decrease) in GST Payable	(9,928)	31,156
	<u>1,777,541</u>	<u>1,456,366</u>
Net Cash Provided By/(Used In) Operating Activities	1,777,541	1,456,366

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2012 (CONT'D)**

9. RELATED PARTY DISCLOSURES

(i) The following persons have held office in the Union during the year ended 30th June 2012:

Julie Warren	-	Branch President	
Tim Kennedy	-	Branch Secretary	
Esmond Curnow	-	Assistant Branch Secretary	(Resigned 13/9/2011)
Gary Maas	-	Assistant Branch Secretary	(Elected 21/9/2011)
Susie Allison	-	Senior Vice President	
John Glover	-	Senior Vice President	
Brad Dobson	-	Junior Vice President	
Gayle Burmeister	-	Organiser	
Christopher Calvert	-	Organiser	
Belinda Jacobi	-	Organiser	
Chris Kalomiris	-	Organiser	
Heath Lamaro	-	Organiser	
Patrick Byrne	-	Committee Member	
Craig Chapman	-	Committee Member	
Les Claudius	-	Committee Member	
Gary Coghlan	-	Committee Member	
Pamela Cupples	-	Committee Member	
Brendan Finnigan	-	Committee Member	
Tracey Jacobson	-	Committee Member	
Luis Miguel	-	Committee Member	(Resigned 14/12/2011)
Clifford Redgwell	-	Committee Member	
John Rouel	-	Committee Member	
Michael Veljanovski	-	Committee Member	
Danial Wilson	-	Committee Member	

(ii) The aggregate amount of remuneration paid to elected persons during the financial year is disclosed in the Income Statement under Salaries, Allowances & Honorariums – Officials and Salary Packaging – Officials.

The aggregate amount paid during the financial year to a superannuation plan in connection with the retirement of elected persons is disclosed in the Income Statement under Superannuation – Officials.

(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.

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30TH JUNE 2012**

In accordance with sec 254 of the Fair Work (Registered Organisations) Act 2009, your Committee of Management report as follows:

Principal Activities

The principal activities of the Branch during the year was to provide industrial, professional and managerial services to members consistent with the objectives of the Union and particularly the objective of protecting and improving the interests of the members. No significant change occurred in the nature of those activities during the year.

Operating Result

The operating result of the Branch for the year ended 30th June 2012 was a surplus of \$1,376,310. No provision for tax was necessary as the Branch is considered exempt.

Significant Changes

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

Rights of Members

All members of the Union have the right to resign from the Union in accordance with Rule 59 of the Union Rules, (and Section 174 of the Fair Work (Registered Organisations) Act 2009); namely, by providing written notice addressed and delivered to the Secretary of the Branch, including via email.

Superannuation Office-holders

The following officers and/or members of the Branch 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 –

<u>Officer / Member:</u>	<u>Trustee Company:</u>	<u>Name of Entity / Scheme:</u>	<u>Position:</u>
Charles Donnelly	LUCRF Pty Ltd	LUCRF	Director
Paul Richardson	LUCRF Pty Ltd	LUCRF	Director
Timothy Kennedy	LUCRF Pty Ltd	LUCRF	Director
Gary Maas	LUCRF Pty Ltd	LUCRF	Director
Caterina Cinanni	LUCRF Pty Ltd	LUCRF	Director

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30TH JUNE 2012 (CONTINUED)**

Other Prescribed Information

In accordance with Regulation 159 of the Fair Work (Registered Organisations) Regulations 2009

- (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 Fair Work (Registered Organisations) Act 2009 and who are taken to be members of the Branch under sec. 244 of the Fair Work (Registered Organisations) Act 2009 was 28,064.
- (b) the number of persons who were at the end of the financial year employees of the Branch including both full-time and part-time employees measured on a full-time equivalent basis was 44;
- (c) the names of those who have been members of the Committee of Management of the Branch at any time during the financial year and the periods for which he or she held office were -

Name:	Period:
Julie Warren	1/7/11 to 30/6/12
Tim Kennedy	1/7/11 to 30/6/12
Esmond Curnow	1/7/11 to 13/9/11
Gary Maas	21/9/11 to 30/6/12
Susie Allison	1/7/11 to 30/6/12
John Glover	1/7/11 to 30/6/12
Brad Dobson	1/7/11 to 30/6/12
Gayle Burmeister	1/7/11 to 30/6/12
Christopher Calvert	1/7/11 to 30/6/12
Belinda Jacobi	1/7/11 to 30/6/12
Chris Kalomiris	1/7/11 to 30/6/12
Heath Lamaro	1/7/11 to 30/6/12
Patrick Byrne	1/7/11 to 30/6/12
Craig Chapman	1/7/11 to 30/6/12
Les Claudius	1/7/11 to 30/6/12
Gary Coghlan	1/7/11 to 30/6/12
Pamela Cupples	1/7/11 to 30/6/12
Brendan Finnigan	1/7/11 to 30/6/12
Tracey Jacobson	1/7/11 to 30/6/12
Luis Miguel	1/7/11 to 14/12/11
Clifford Redgwell	1/7/11 to 30/6/12
John Rouel	1/7/11 to 30/6/12
Michael Veljanovski	1/7/11 to 30/6/12
Danial Wilson	1/7/11 to 30/6/12

Other Relevant Information

Nil

Signed for and on behalf of the Committee of Management -
Date: 14th November 2012


.....
Branch Secretary

**NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT

On 14th November 2012 the Committee of Management of the National Union of Workers - Victorian 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 2012:

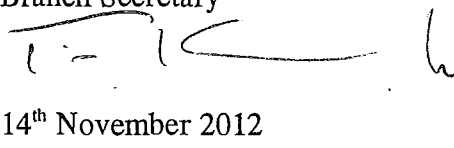
The Committee of Management declares in relation to the GPFR that in its opinion:

- (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 General Manager of Fair Work Australia (FWA);
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR related and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009; 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 reporting unit or the general manager of FWA duly made under section 272 of the Fair Work (Registered Organisations) Act 2009 has been furnished to the member or general manager of FWA; and
 - (vi) there has been compliance with any order for inspection of financial records made by Fair Work Australia under section 273 of the Fair Work (Registered Organisations) Act 2009.
- (f) in relation to recovery of wages activity:
 - (i) there has been no such activity undertaken by the reporting unit.

For Committee of Management: Tim Kennedy

Title of Office held: Branch Secretary

Signature:



Date: 14th November 2012

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

We have audited the accompanying general purpose financial report of the National Union of Workers – Victorian Branch for the year ended 30th June 2012 comprising Income Statement, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flows, Notes to the Financial Statements and Committee of Management Statement.

Committee of Management's Responsibility for the Financial Report

The Union's Committee of Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the Fair Work (Registered Organisations) Act 2009 and for such internal control as the Committee determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about 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 and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF NATIONAL UNION OF WORKERS
VICTORIAN BRANCH**

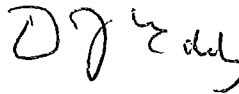
Audit Opinion

In our opinion the financial report presents fairly, in all material respects, the financial position as at 30 June 2012 and of its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards and the Fair Work (Registered Organisations) Act 2009.

Signed at Melbourne, this 14th day of November 2012.

**Eddy Partners
8th Floor,
501 Latrobe Street
MELBOURNE, VIC.,. 3000
Tel: (03) 9602 5177
Fax: (03) 9602 5766**

**EDDY PARTNERS,
Certified Practising Accountants.**



**David James Eddy, CPA
Registered Company Auditor.
Holder of a Current Public Practice Certificate**



FAIR WORK
AUSTRALIA

15 August 2012

Mr Tim Kennedy
Victorian Branch Secretary
National Union of Workers-Victorian Branch
By email: tkennedy@nuw.org.au

Dear Mr Kennedy,

**Lodgement of Financial Documents for year ended 30 June 2012 [FR2012/478]
Fair Work (Registered Organisations) Act 2009 (the RO Act)**

The financial year of the Victorian Branch of the National Union of Workers (the “reporting unit”) has recently ended. This is a courtesy letter to remind you of the obligation to prepare and process the reporting unit’s financial documents. The full financial report must be lodged with Fair Work Australia within a period of 6 months and 14 days of the end of the financial year.

The RO Act sets out a particular chronological order in which financial documents and statements must be prepared, audited, provided to members and presented to a meeting. The attached *Timeline/Planner* summarises these requirements.

In addition, financial reporting fact sheets and sample documents can be found on our Fair Work Australia website. The information can be viewed at www.fwa.gov.au – under *Registered Organisations – Overview – Fact sheets*. This site also contains the Financial Reporting Guidelines.

This office encourages you to lodge all financial reports electronically (e.g. as pdf files) at orgs@fwa.gov.au. Alternatively, you can forward the documents by fax to (03) 9655 0410.

Please do not hesitate to contact me on (03) 8661 7817 or by email at robert.pfeiffer@fwa.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Robert Pfeiffer
Organisations, Research & Advice
Fair Work Australia

TIMELINE/ PLANNER

Financial reporting period ending:	/ /
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Prepare financial statements and Operating Report.
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(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.	/ /
(b) A #designated officer must sign the Statement which must then be forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR).	

As soon as practicable after end of financial year

Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /
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*Within a reasonable time of having received the GPFR
(NB: Auditor's report must be dated on or after date of Committee of Management Statement*

Provide full report free of charge to members – s265 The full report includes:	/ /
<ul style="list-style-type: none"> • the General Purpose Financial Report (which includes the Committee of Management Statement); • the Auditor's Report; and • the Operating Report. 	

(a) if the report is to be presented to a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting,
or
(b) in any other case including where the report is presented to a Committee of Management meeting, the report must be provided to members within 5 months of end of financial year.*

Present full report to:	/ /
(a) General Meeting of Members - s266 (1),(2); OR	
(b) where the rules of organisation or branch allow* - a Committee of Management meeting - s266 (3)	/ /

Within 6 months of end of financial year

Within 6 months of end of financial year

Lodge full report with Fair Work Australia, together with the #Designated Officer's certificate** – s268	/ /
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Within 14 days of meeting

* the full report may only be presented to a committee of management meeting if the rules of the reporting unit provide that a percentage of members (not exceeding 5%) are able to call a general meeting to consider the full report.

The Committee of Management Statement and the Designated Officer's certificate must be signed by the Secretary or another officer who is an elected official and who is authorised under the rules (or by resolution of the organisation) to sign the statement or certificate – s243.

++ The Designated Officer's certificate must state that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with s266 – dates of such events must be included in the certificate. The certificate cannot be signed by a non-elected official.



FAIR WORK
AUSTRALIA

1 August 2012

Mr Tim Kennedy
Victorian Branch Secretary
National Union of Workers, Victorian Branch

tkennedy@nuw.org.au

Dear Mr Kennedy,

**Lodgement of Financial Documents for year ended 30 June 2012 [FR2012/478]
Fair Work (Registered Organisations) Act 2009 (the RO Act)**

The financial year of the National Union of Workers, Victorian Branch (the “reporting unit”) has recently ended. This is a courtesy letter to remind you of the obligation to prepare and process the reporting unit’s financial documents. The full financial report must be lodged with Fair Work Australia within a period of 6 months and 14 days of the end of the financial year.

The RO Act sets out a particular chronological order in which financial documents and statements must be prepared, audited, provided to members and presented to a meeting. The attached *Timeline/Planner* summarises these requirements.

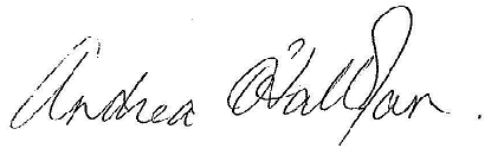
Failure to comply with these obligations is subject to a civil penalty provision - see s305 of the RO Act.

In addition, financial reporting fact sheets and sample documents can be found on our Fair Work Australia website. The information can be viewed at www.fwa.gov.au – under *Registered Organisations – Overview – Fact sheets*. This site also contains the Financial Reporting Guidelines.

This office encourages you to lodge all financial reports electronically (e.g. as pdf files) at orgs@fwa.gov.au. Alternatively, you can forward the documents by fax to (03) 9655 0410.

Please do not hesitate to contact me on (03) 86617787 or by email at Andrea.O'HALLORAN@fwa.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

A handwritten signature in black ink that reads "Andrea O'Halloran". The signature is written in a cursive style with a period at the end.

Andrea O'HALLORAN
Organisations, Research & Advice
Fair Work Australia

TIMELINE/ PLANNER

Financial reporting period ending:	/ /
------------------------------------	-----

Prepare financial statements and Operating Report.
--

(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.	/ /
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