



Australian Government
Australian Industrial Registry

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Mr Jim McGiveron
Branch Secretary
Transport Workers' Union of Australia
Western Australian Branch
PO Box 8497
PERTH BUSINESS CENTRE PERTH 6849

Dear Mr McGiveron

**Re: Transport Workers' Union of Australia - Workplace Relations Act 1996
Financial documents for year ended 31 December 2004 - FR2004/744**

I have received your Secretary's Certificate dated 4 July 2005 accompanied by the financial documents of the Western Australian Branch for the year ended 31 December 2004. The documents were received in the Perth Registry on 5 July 2005.

The documents have been filed.

About the abovementioned documents I draw to your attention the following matters:

Secretary's Certificate

Your certificate refers to *s128 of the RAO Schedule* this should read *s268 of the RAO Schedule*.

Operating Report

Under s254 of the RAO Schedule (and regulation 159 thereunder) the committee of management of the branch must prepare an Operating Report in relation to the financial year. This report was not included with the abovementioned financial documents lodged in the Registry. If you inadvertently omitted to lodge the Report please forward to me a copy as soon as practicable. On the other hand if the committee of management did not issue the Report the committee remains obliged to do so. For your information you may wish to peruse Operating Reports of other reporting units of the TWU (and other organisations/branches) on our website @ www.airc.gov.au under *organisations - electronic organisations files* see for example the Operating Report of the SA/NT Branch.

Concise Report

You indicate in your Secretary's Certificate that a concise report was provided to the members on 24 May 2005. These documents have also not been received in the Registry. Please forward a copy to me as soon as practicable.

Finally I acknowledged receipt of your statement under s237 of the RAO Schedule detailing any loans, grants or donations made by the committee of management over \$1000. This document has been placed on a file with restricted access.

If you wish to discuss these issues you may call me on 03-86617990.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "P Herrod".

Paul Herrod
Statutory Services Branch
29 July 2005



Jim McGiveron
Branch Secretary



Transport Workers Union

Western Australian Branch

ABN 37 494 080 681

3rd Floor 82 Beaufort Street Perth Western Australia

PO Box 8497 Perth Business Centre Perth 6849

Phone 08 **9328 7477** • Facsimile 08 9227 8320

Certificate of Secretary or other Authorised Officer

S268 of Schedule 1B Workplace Relations Act 1996

I James Lawrence McGiveron of the Transport Workers Union of Australia
Western Australian Branch certify:

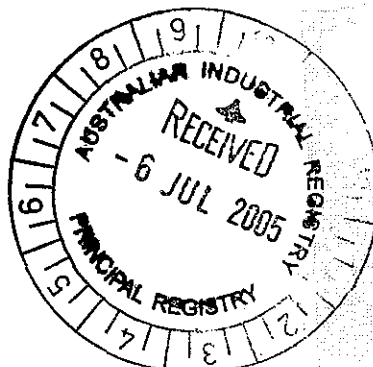
- That the documents lodged herewith are copies of the full report, and the concise report, referred to in s128²⁶⁸ of the RAO Schedule; and
- That the concise report was provided to members on the 24th May 2005; and
- That the full report was presented to a second meeting on the Branch Committee of Management on the 22nd June 2005; in accordance with section 266 of the RAO Schedule.

Signed:

Date:

4 July 2005

I.W. MURRAY
Justice of the Peace
WA2879

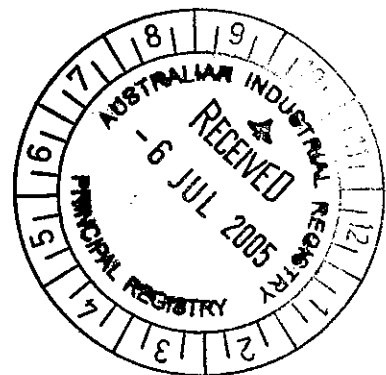


TRANSPORT WORKERS' UNION OF AUSTRALIA

WESTERN AUSTRALIAN BRANCH

AUDITED GENERAL PURPOSE FINANCIAL REPORT

FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2004



**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

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FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2004**

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COMMITTEE OF MANAGEMENT STATEMENT

In accordance with a resolution of the committee of management passed at their meeting of 14 April 2005, in the opinion of the Committee of Management:

- a) the financial statements and notes comply with the Australian Accounting Standards;
- b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the 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; and
- e) during the financial period ended 31 December 2004 and since the end of the 2004 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 the branch concerned; and
 - (iii). the financial records of the reporting units have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv). there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.
- f) in relation to the recovery of wages activity:
 - (i). the financial report on the recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
 - (ii). the committee of management caused the auditor to include in the scope of the audit required under section 257(1) of the RAO Schedule all recovery of wages activity by the reporting unit in which revenue has been derived for the financial year in respect of such activity; and
 - (iii). no fees or reimbursements of expenses in relation to the recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on the recovery of wages activity and the notes to the financial statements; and
 - (iv). that prior to engaging in any recovery of wages activity, the organisation has disclosed to members by way of written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and
 - (v). no fees or reimbursements of expenses in relation to recovery of wages activity or donation or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to workers.

Signed


JAMES LAWRENCE MCGIVERON

Dated this 14 day of APRIL 2005

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF THE
TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

Chartered
Accountants



Scope

We have inspected the accounting records and have audited the financial report, being a special purpose financial report, of the Transport Workers' Union of Australia, Western Australian Branch, for the year ended 31 December 2004 as set out on pages 4 to 16. The members of the Committee are responsible for the financial report and have determined that the accounting policies used and described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the needs of the members.

We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Transport Workers' Union of Australia, Western Australian Branch. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for the purpose of fulfilling the requirements of the Branch. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included the examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with the accounting policies described in Note 1 so as to present a view which is consistent with our understanding of the Branch's financial position and performance as represented by the results of its operations and its cash flows. These policies do not require the application of all Accounting Standards and other mandatory professional reporting requirements in Australia.

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

Audit Opinion

In our opinion:

- (a) the general purpose financial report is presented fairly in accordance with the Australian Accounting Standards; and
- (b) satisfactory accounting records were kept by the organisation in respect of the year detailing the sources and nature of the income of the organisation (including income from members) and the nature and purpose of expenditure, and
- (c) the attached accounts and statements, prepared under the historical cost convention, and in accordance with section 273 of the Workplace Relations Act 1996, are properly drawn up so as to present fairly:
 - (i) the financial affairs of the organisation as at 31 December 2004;
 - (ii) the income and expenditure, cash flows and surplus of the organisation for the year ended on that date.

**BUTLER
SETTINERI**

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Construction House
35-37 Havelock Street
West Perth 6005

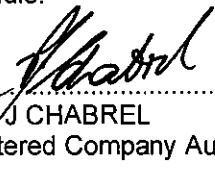
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Partners:
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Paul Chabrel
CA
Joseph Gangemi
CA CD
Ron Louis
JP FCA
Pasquale Settineri
CA

- (d) all the information and explanations requested from officers and employees of the organisation were adequately provided.
- (e) the ownership of assets held by the West Australian Branch of the Union form part of the Federal Union assets.
- (f) in relation to the recovery of wages activity
 - (i) that the scope of the audit encompassed recovery of wages activity;
 - (ii) that the financial statements and notes and recovery of wages activity financial report properly and fairly report all information required by the reporting guidelines of the Industrial registrar, including;
 - 1) any fees charged to or reimbursements of expenses claimed from members and others for recovery of wages activity; and
 - 2) any donations or other contributions deducted from recovered money; and
 - (iii) any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the RAO Schedule.

Signed


.....
PAUL J CHABREL
Registered Company Auditor

Dated this

14 day of April 2005

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**STATEMENT OF INCOME & EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2004**

	NOTE	2004 \$	2003 \$
Revenue from operations	3	3,097,697	2,793,770
Depreciation and amortisation expense	4(a)	(50,396)	(42,197)
Borrowing costs expense	4(b)	(1,592)	(2,619)
Other expenses from ordinary activities	4(c)	(2,554,715)	(2,314,621)
Operating surplus		<u>490,994</u>	<u>434,333</u>

The accompanying notes form part of this financial report.

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2004**

	NOTE	2004 \$	2003 \$
CURRENT ASSETS			
Cash assets	12(a)	1,764,875	1,389,554
Receivables	5	51,248	25,812
Prepaid expenses		5,013	2,309
Total Current Assets		<u>1,821,136</u>	<u>1,417,675</u>
FIXED ASSETS			
Property, plant and equipment	6	690,390	526,760
Total Fixed Assets		<u>690,390</u>	<u>526,760</u>
TOTAL ASSETS		<u>2,511,526</u>	<u>1,944,435</u>
CURRENT LIABILITIES			
Accounts payable	7	189,483	175,650
Provision for employee benefits	8	277,256	198,587
Borrowings		18,332	18,000
Total Current Liabilities		<u>485,071</u>	<u>392,237</u>
NON-CURRENT LIABILITIES			
Borrowings		-	16,737
Total Non-Current Liabilities		<u>-</u>	<u>16,737</u>
TOTAL LIABILITIES		<u>485,071</u>	<u>408,974</u>
TOTAL NET ASSETS		<u>2,026,455</u>	<u>1,535,461</u>
MEMBERS' FUNDS & RESERVES			
Accumulated funds	9	1,934,146	1,443,152
Reserves	10	92,309	92,309
		<u>2,026,455</u>	<u>1,535,461</u>

The accompanying notes form part of this financial report.

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2004**

	NOTE	2004 \$	2003 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Membership Receipts		2,682,999	2,339,759
Interest received		59,675	43,315
Other Income		327,138	450,323
Sustentation fees paid		(296,852)	(379,092)
Payments to suppliers and employees		(2,168,065)	(2,021,516)
Interest paid		(1,592)	(2,619)
Net cash provided by operating activities	12(b)	<u>603,303</u>	<u>430,170</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Payment for plant & equipment		(217,122)	(42,500)
Proceeds on sale of plant & equipment		5,545	-
Net cash used in investing activities		<u>(211,577)</u>	<u>(42,500)</u>
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayment of borrowings		(16,405)	(15,381)
Net cash used in financing activities		<u>(16,405)</u>	<u>(15,381)</u>
Net increase in cash held		375,321	372,339
Cash at the beginning of the financial year		1,389,554	1,017,215
Cash at the end of the financial year	12(a)	<u>1,764,875</u>	<u>1,389,554</u>

The accompanying notes form part of this financial report.

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

NOTE 1 ACCOUNTING POLICIES

This general purpose financial report has been prepared in accordance with applicable Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Consensus Views, and the RAO Schedules of Schedule 1B of the Workplace Relations Act 1996.

The financial report has also been prepared on the basis of historical costs and does not take into account changing money values.

The following is a summary of the material accounting policies adopted by the company in the preparation of the financial statements. The accounting policies have been consistently applied, unless otherwise stated.

(a) Income Tax

The Union is exempt from income tax under s 50-15 ITAA 1997 Act.

(b) Revenue Recognition

Revenue from contributions is recognised on a cash receipts basis.

All other income is recognised on an accruals basis.

(c) Cash and cash equivalents

Cash on hand and in banks, short term deposits and bank overdrafts are carried at the principal amount. Interest is charged as an expense as it accrues.

For the purposes of the Statement of Cash Flows, cash includes cash on hand and in banks, and money market investments readily convertible to cash within 2 working days, net of outstanding overdrafts.

(d) Receivables

Trade and sundry debtors are carried at the principal amount.

Interest due on term deposits is taken up as income on an accrual basis.

(e) Recoverable amount

Non-current assets are not carried at an amount above their recoverable amount, and where carrying values exceed this recoverable amount assets are written down. In determining recoverable amount, the expected net cash flows have not been discounted.

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

NOTE 1 ACCOUNTING POLICIES (CONT'D)

(e) Plant and equipment

Items of property, plant and equipment are carried at cost less accumulated depreciation. Depreciation is charged on a basis and at rates designed to write off the cost of assets over their estimated useful life to the company.

Plant & equipment	7.5% - 40% declining balance
Office refurbishments	10% - 37.5% declining balance
Motor vehicles	18.75% declining balance

Independent assessments of the fair value of land and buildings are obtained based on existing use and such assessments are used as a guide when revaluations are made. Revaluation increments are to be credited directly to the asset revaluation reserve. A revaluation decrement is recognised as an expense in the statement of income and expenditure except to the extent that the decrement revises a revaluation increment previously credited to the revaluation reserve.

(f) Trade and other payables

Liabilities for trade creditors and other amounts are carried at cost which is the fair value of the consideration to be paid in future for goods and services received, whether billed or not billed to the company.

(g) Interest bearing liabilities

Interest bearing liabilities relate to a loan and are carried at the principal amount.

NOTE 2 INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996 (RAO Schedules), the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272.

272(1) (Application for Information) A member of an reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.

272(2) (Form of Application) 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.

272(3) (Compliance) A reporting unit must comply with the application made under subsection (1).

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

	2004 \$	2003 \$
NOTE 3 REVENUE		
Membership subscriptions	2,693,405	2,343,877
Compulsory levies charged to members	-	-
Initial entrance fees	5,273	-
Voluntary contributions	-	-
Contributions to general administration	-	-
Federal Committee expenses reimbursement	9,438	21,453
Federal Office financial assistance	75,000	50,000
Legal reimbursement	3,119	4,671
Super Fund Director reimbursement	80,084	109,881
Specific grant income – Bluecard development	17,228	117,722
Advertising and sponsorship	100,803	62,176
Interest received	69,432	42,498
Profit on the sale of plant & equipment	2,449	-
Promotional products revenue	-	3,387
Rental income	40,045	14,100
Sundry income	1,421	24,005
Total operating revenue	3,097,697	2,793,770

NOTE 4 EXPENDITURE

(a) Depreciation

The total depreciation charge is made up as follows:

Buildings	11,883	9,000
Plant and equipment	29,284	22,470
Office refurbishments	9,229	10,727
	50,396	42,197

(b) Borrowing costs

Borrowing costs relate to the following:

Loan interest	1,592	2,619
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**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH
NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

NOTE 4	EXPENDITURE (CONT'D)	2004	2003
		\$	\$
(c)	Other expenses is made up as follows:		
	Advertising	15,312	5,440
	Affiliation fees	63,067	70,085
	Annual leave	41,384	8,896
	Audit and accountancy fees	10,890	11,574
	Bank charges	24,888	23,774
	Bluecard development costs	25,973	111,815
	Commission paid	8,391	4,265
	Compulsory levies to Federal Office levies	4,507	4,289
	Computer operating expenses	161	639
	Computer programming maintenance	11,190	3,540
	Consideration to employers for payroll deductions	-	-
	Consultancy fees	26,440	16,649
	Contributions to other reporting unit administration	-	-
	Debt collection expenses	9,038	6,578
	Donations	33,800	600
	Freight & couriers	2,151	2,648
	Fringe benefits tax	16,091	13,664
	Funeral benefit	25,500	8,000
	General expenses	16,879	622
	Hire of equipment	4,119	1,661
	Insurance	30,174	22,360
	Lease expenses	21,662	40,087
	Litigation and other legal costs	52,647	27,077
	Long service leave	36,986	2,488
	Meeting expenses	50,618	45,374
	Motor vehicle expenses	88,865	74,571
	Motor vehicle allowance	59,290	57,050
	Organisers' expenses - country	25,926	16,354
	Office Refurbishment Costs	985	-
	Payroll tax	24,328	27,339
	Penalties or fines	-	-
	Presidential honorarium fees	3,000	3,000
	Printing, stationery and stamps	183,614	169,497
	Promotional products purchases	24,037	35,749
	Rent, rates and electricity	40,665	47,509
	Repairs and maintenance	1,499	19,204
	Staff amenities	900	900
	Staff training	5,644	4,900
	Subscriptions	6,099	3,713
	Sundry expenses	393	683
	Superannuation contributions	160,760	218,665
	Sustentation fees – Federal Office	296,852	289,749
	Telephone	77,678	70,165
	Travelling and accommodation	79,083	73,415
	Uniforms	2,424	790
	Wages - Executive	358,925	354,405
	Wages - Other	581,880	414,838
	Other expenditure	<u>2,554,715</u>	<u>2,359,437</u>

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

NOTE 4	EXPENDITURE (CONT'D)	2004 \$	2003 \$
(d) Affiliation fees were paid as follows:			
	Australian Labour Party	31,333	39,244
	Trades and Labour Council	31,734	30,841
		<u>63,067</u>	<u>70,085</u>
(e) Donations were made as follows:			
	Federal Office	500	-
	Australian Labour Party	26,050	-
	A J Evitt funeral	3,500	-
	Other (less than \$1,000 each)	3,750	600
		<u>33,800</u>	<u>600</u>
(f) Meeting fees were paid as follows:			
	Branch Committee of Management	9,450	9,450
	Other meeting expenses	41,168	35,924
		<u>50,618</u>	<u>45,374</u>
Fees or allowance paid to persons in respect of their attendance at conferences or other meetings as representatives of the reporting unit were as follows:			
	Federal Committee of Management	9,438	21,453
	Superannuation Fund Director Attendance	13,084	42,881
		<u>22,522</u>	<u>64,334</u>
NOTE 5 RECEIVABLES			
	Sundry debtors	9,450	2,205
	Accrued interest	41,168	3,607
	Office holder loan	20,000	20,000
		<u>51,248</u>	<u>25,812</u>

The loan is a long service leave advance provided to the Branch Secretary.

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

	2004 \$	2003 \$
NOTE 6 PROPERTY, PLANT AND EQUIPMENT		
Land and buildings at valuation	515,468	361,692
Less: Accumulated depreciation	(29,883)	(18,000)
Plant and equipment at cost	261,976	226,130
Less: Accumulated depreciation	(137,590)	(132,710)
Office refurbishment at cost	106,862	106,862
Less: Accumulated depreciation	(32,107)	(22,878)
Library at valuation	5,664	5,664
Total property, plant and equipment	690,390	526,760

The Transport Workers' Union of Australia Federal Council are the registered proprietors and owners of the branch's offices. The office property was acquired by the expenditure of the WA branch funds and form part of the assets of the Branch.

The basis of valuation of the Union's office premises is fair market value based upon a market appraisal valuation carried out by Mr E Rogers, from a firm of Real Estate Agents and Valuers (Metway Real Estate) on the 13 March 2002. This was included in the 2001 audited financial report. The previous appraisal conducted by Mr Rogers was in December 1998. The Transport Workers Union have a policy of revaluing land and buildings every three years

	Land and Buildings \$	Plant & Equipment \$	Office Refurbishmen t \$	Motor Vehicles \$	Total \$
Balance at 1 Jan 2004	343,692	93,420	83,984	5,664	526,760
Additions	153,776	63,346	-	-	217,122
Disposals	-	(3,096)	-	-	
Depreciation	(11,883)	(29,284)	(9,229)	-	(24,404)
Balance at 31 Dec 2004	485,585	124,386	74,755	5,664	690,390

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

NOTE 7	ACCOUNTS PAYABLE	2004	2003
		\$	\$
	GST payable (net)	49,098	36,822
	Legal costs owed to Slater & Gordon	3,850	-
	Payable to employers re payroll deductions	-	-
	Payroll liabilities	39,772	26,866
	Sundry creditors	96,764	111,962
		<u>189,484</u>	<u>175,650</u>

NOTE 8 PROVISION FOR EMPLOYEE BENEFITS

The amounts expected to be paid to fund employees for their pro rata entitlements to annual leave and long service leave are accrued annually at current salary rates. Sick leave has not been accrued, as any sick leave entitlements are considered contingent and non vesting.

	Annual Leave \$	Long Service Leave \$	Total \$
Balance at 1 January 2004	85,511	113,076	198,587
Net charge for the year	41,534	37,135	78,669
Balance at 31 December 2004	<u>127,045</u>	<u>150,211</u>	<u>277,256</u>

Employee benefits are payable as follows:

Benefits payable to reporting unit officeholders	170,628
Benefits payable to other employees (excluding officeholders)	106,628
	<u>277,256</u>

NOTE 9	ACCUMULATED FUNDS	2004	2003
		\$	\$
	Accumulated funds at the beginning of the year	1,443,152	1,008,819
	Operating surplus for the year	490,994	434,333
	Accumulated funds at the end of the year	<u>1,934,146</u>	<u>1,443,152</u>

NOTE 10 RESERVES

Asset revaluation reserve	<u>92,309</u>	<u>92,309</u>
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**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

NOTE 11 CONTINGENT LIABILITIES

No material contingent liabilities exist as at 31 December 2004.

NOTE 12 NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of cash

For the purposes of the statement of cash flows, cash includes cash on hand and in banks, net of outstanding bank overdrafts, and short term money market balances. Cash at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

	2004	2003
	\$	\$
Cash on hand	591	433
Cash at bank – Political / Sponsorship	58,288	86,657
Cash at bank – general account	692,726	1,111,118
Cash at bank – term deposit	1,013,270	191,346
	<u>1,764,875</u>	<u>1,389,554</u>

(b) Reconciliation of net cash provided by operating activities to operating surplus

Operating surplus	490,994	434,333
Non-cash flows in operating surplus:		
Depreciation	50,396	42,198
Interest accrual	(2,450)	817
Profit on sale of assets	-	-
Changes in assets and liabilities:		
(Increase) / Decrease in receivables	(15,679)	42,928
(Increase) / Decrease in prepayments	(2,704)	1,046
Increase / (Decrease) in accounts payable	13,834	(102,835)
Increase / (Decrease) in prepaid income	(9,757)	-
Increase / (Decrease) in provisions	78,669	11,683
Net cash provided by operating activities	<u>603,303</u>	<u>430,170</u>

(c) Credit Standby Arrangements

No bank overdraft or other facilities exist as at year end.

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

NOTE 13 EMPLOYEE BENEFITS

(a) Employee benefits paid to office holders of the WA Branch were as follows:

	2004	\$
Motor vehicle and telephone expenses	50,899	
Other fringe benefits – salary sacrifice	15,450	
Superannuation	61,351	
	<u>127,700</u>	

(b) Employee benefits paid to employees (excluding office holders) were as follows

	2004	\$
Motor vehicle and telephone expenses	85,880	
Other fringe benefits – salary sacrifice	15,450	
Superannuation	99,409	
	<u>200,739</u>	

NOTE 14 RELATED PARTY TRANSACTIONS

Included in the reporting unit's current assets is an amount of \$4,792 receivable from the Federal office of the Transport Workers Union in relation to expenses reimbursements.

Included in the reporting unit's current liabilities is an amount of \$33,358 owing to the Federal office of the Transport Workers Union in relation to outstanding sustentation fees payable to 31 December 2004.

NOTE 15 ECONOMIC DEPENDENCY

The Brach office is dependent on the Federal Office for the following:

	2004	2003
	\$	\$
Federal Office Assistance grants	75,000	50,000
Federal Office Expense Reimbursements	9,438	21,453

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2004**

NOTE 16 POLITICAL AND SPONSORSHIP FUND

The Transport Workers Union (WA Branch) maintains a separate account known as the "Political Fund and Sponsorship Account". Funds received from advertising and sponsorship revenue are deposited to this account. The account is then used to pay out political donations, sponsorships and affiliations fees.

The balance of the fund as at 31 December 2004 was \$58,288 with the funds being held in a separate Commonwealth Bank account which is interest bearing.

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

WAGE RECOUPMENT TRUST ACCOUNT

**STATEMENT OF INCOME & EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2004**

	2004	2003
	\$	\$
INCOME		
Trust receipts	25,335	9,800
Interest received	36	63
	25,373	9,863
EXPENSES		
Bank fees	14	2
Trust payments, wages recovered & admin charges	48,100	1,000
	48,116	1,002
 (Deficiency) / surplus of income over expenditure	 (25,743)	 8,861

**STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2004**

ASSETS		
Cash at Bank	11,092	33,835
LIABILITIES		
Unclaimed monies	893	893
NET ASSETS	10,199	32,942
ACCUMULATED FUNDS		
Accumulated funds at the beginning of the year	32,942	24,081
Surplus of income over expenditure for the year	(25,743)	8,861
Accumulated funds at the end of the year	10,199	32,942

Cash funds are held in an interest bearing account at the Commonwealth Bank of Australia.

**STATEMENT OF RECEIPTS AND PAYMENTS FOR
RECOVERY OF WAGES ACTIVITY
CASH BASIS
FOR THE YEAR ENDED 31 DECEMBER 2004
(Prepared on a Cash Basis)**

	2004 \$	2003 \$
Cash assets in respect of recovered money at the beginning of the year	33,835	24,974
Receipts		
Amounts recovered from employers	25,335	9,800
Interest received on recovered money	36	63
Total receipts	<u>25,371</u>	<u>9,863</u>
Payments		
Deductions of amounts due in respect of membership for:		
- 12 months or less	-	-
- greater than 12 months	-	-
Deductions or donations or other contributions to accounts or funds of:		
- the reporting unit	-	-
- another reporting unit of the organisation	-	-
- name of other entity	-	-
Deductions of fees charged or expense reimbursements to reporting unit	14	2
Distributed to workers as recovered wages	48,100	1,000
Total payments	<u>48,114</u>	<u>1,002</u>
Cash assets in respect of recovered money at the end of the year	<u>11,092</u>	<u>33,835</u>

Wages recouped in the year related to 8 workers.

Aggregate recouped wages payable to workers but not yet distributed as at 31 December 2004 amount to \$8,935 and relates to 3 workers.

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF THE
TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

Chartered
Accountants



TEDDY BEAR APPEAL TRUST ACCOUNT

Scope

We have inspected the accounting records and have audited the financial report, being a special purpose financial report, of the Transport Workers' Union of Australia, Western Australian Branch, Teddy Bear Appeal Trust Account, for the year ended 31 December 2004 as set out on pages 20 and 21. The members of the Committee are responsible for the financial report and have determined that the accounting policies used and described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Transport Workers' Union of Australia, Western Australian Branch. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for the purpose of fulfilling the requirements of the Branch. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included the examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with the accounting policies described in Note 1 so as to present a view which is consistent with our understanding of the Branch's financial position and performance as represented by the results of its operations. These policies do not require the application of all Accounting Standards and other mandatory professional reporting requirements in Australia.

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

Audit Opinion

In our opinion, the financial report presents fairly in accordance with the accounting policies as described in Note 1 to the financial statements, the financial position of the Teddy Bear Appeal Trust Account as at 31 December 2004 and the results of its operations.

Signed
PAUL J CHABREL
Registered Company Auditor

Dated this 14 day of April 2005

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**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

TEDDY BEAR APPEAL TRUST ACCOUNT

**STATEMENT OF INCOME & EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2004**

	2004	2003
	\$	\$
INCOME		
Other Income	5,819	-
Interest income	23	23
Total income	<u>5,842</u>	<u>23</u>
EXPENSES		
Bank fees	8	6
Donations and costs	3,675	3,165
Total expenses	<u>3,683</u>	<u>3,171</u>
Surplus/(Deficit) for the year	<u>2,159</u>	<u>(3,148)</u>

**STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2004**

ASSETS		
Cash at bank	11,165	9,006
LIABILITIES		
	-	-
TOTAL NET ASSETS	<u>11,165</u>	<u>9,006</u>
ACCUMULATED FUNDS		
Accumulated funds as at the beginning of the year	9,006	12,154
Surplus / (Deficit) for the year	2,159	(3,148)
Accumulated funds at the end of the year	<u>11,165</u>	<u>9,006</u>

**TRANSPORT WORKERS' UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

TEDDY BEAR APPEAL TRUST ACCOUNT

**NOTES TO THE FINANCIAL STATEMENTS
31 DECEMBER 2004**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of accounting

This financial report is a special purpose financial report prepared for use by members of the Trust. The Trustees have determined that the Trust is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the following Australian Accounting Standards:

AAS 8 Events Occurring After Reporting Date

AAS 5 Materiality

No other Australian Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuation of non-current assets.