



**HEALTH SERVICES UNION NATIONAL OFFICE  
ABN 68 243 768 561  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

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**HEALTH SERVICES UNION NATIONAL OFFICE  
OPERATING REPORT  
FOR THE YEAR ENDED 30 JUNE 2009**

In accordance with Section 254 of the Workplace Relations Act 1996 – Schedule 1 (Registration and Accountability of Organisations), 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 June 2009 was a deficit of \$90,863, (2008: deficit \$60,354).

**Significant Changes**

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

**Rights of Members**

Subject to the rules of the organisation and Section 174 of the Workplace Relations Act 1996 – Schedule 1 (Registration and Accountability of Organisations), members have the rights to resign from membership of the organisation by written notice addressed to and delivered to the secretary of the organisation.

**Superannuation Office Holders**

The following officers and/or members of the organisation are directors of companies that are trustees of superannuation funds, which require one or more of their directors to be a member of a registered organisation –

<b>Office/Member</b>	<b>Trustee Company</b>	<b>Entity/Scheme</b>	<b>Position</b>
Kathy Jackson	H.E.S.T. Australia Limited	HESTA Superfund	Director
Rob Elliot	H.E.S.T. Australia Limited	HESTA Superfund	Director
Peter Mylan	Health Super Pty Ltd	Health Super	Director

**HEALTH SERVICES UNION NATIONAL OFFICE  
OPERATING REPORT  
FOR THE YEAR ENDED 30 JUNE 2009**

**Other Prescribed Information**

In accordance with Regulation 159 of the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003 –

- (a) The number of persons that were at the end of the financial year recorded in the register of members for Section 230 of the RAO Schedule and who were taken to be members of the registered organisation under Section 244 of the RAO Schedule was 80,239 (2008 79,141);
- (b) The number of persons who were at the end of the financial year employees of the organisation including both full and part-time employees measure on a full-time equivalent basis was 3.0 (2008 3.0)and;
- (c) The names of those who have been members of the Committee of Management of the organisation at any time during the financial year and the periods for which they held office were –

Michael Williamson, Chris Brown, Kathy Jackson, Natalie Bradbury, Denise Guppy, Iris Knight, Dan Hill, Zita Mitchell, Chris Panizza, Bryan Yeates, Jeff Jackson, Tim Jacobson, Clem O'Shannessy, Jorge Navas, Lloyd Williams, Rosemary Kelly and Peter Mylan.

All officers held office for the entire financial year except where otherwise stated.

Terrie Seymour res 1/02/2008.

**Other Relevant Information**

Nil

Signed for and on behalf of the Committee of Management

Dated this 21st day of July 2011



Kathy Jackson  
National Secretary

**HEALTH SERVICES UNION NATIONAL OFFICE  
INCOME STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2009**

	Note	2009 \$	2008 \$
<b>INCOME</b>			
Capitation fees	3	1,485,170	1,425,739
National council levy		-	472,419
Interest received		3,481	1,190
Other income		52,890	104,738
<b>TOTAL INCOME</b>		<b>1,541,541</b>	<b>2,004,086</b>
<b>EXPENSES</b>			
Accounting fees		6,279	-
Advertising & promotions		5,858	36,496
Affiliation fees		198,541	187,504
ACTU Industrial campaign fund		-	362,275
Audit fees		90,412	2,650
Bank charges		327	1,247
Branch funding		-	585
Computer expenses		14,164	19,089
Consultancy fees		1,364	65,639
Depreciation		14,567	8,360
Donations		3,273	19,727
Doubtful Debts		224,297	232,138
Fringe Benefits Tax		20,631	9,747
Holiday pay		(25,250)	-
Honorarium		20,000	20,000
Insurance & workcover		6,115	19,150
Legal costs		284,482	31,650
Long service leave		14,554	11,828
Motor vehicle expenses		47,044	66,470
National Executive/Council expenses		2,607	81,401
Payroll tax		8,136	33,071
Photocopier lease and charges		5,859	5,701
Printing stationery & postage		9,917	37,151
Rent & occupancy expenses		52,776	80,815

**HEALTH SERVICES UNION NATIONAL OFFICE**  
**INCOME STATEMENT** (cont'd)  
**FOR THE YEAR ENDED 30 JUNE 2009**

	Note	2009 \$	2008 \$
Salaries, wages & allowances	10	497,387	566,231
Sponsorships		-	35,576
Staff training & welfare		291	4,623
Sundry expenses		6,501	13,433
Superannuation		57,193	40,618
Telephone		18,251	28,089
Travelling & accommodation		46,828	43,176
<b>TOTAL EXPENSES</b>		<b>1,632,404</b>	<b>2,064,440</b>
<b>OPERATING SURPLUS / (DEFICIT)</b>		<b>(90,863)</b>	<b>(60,354)</b>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION NATIONAL OFFICE  
BALANCE SHEET  
AS AT 30 JUNE 2009**

	NOTE	2009 \$	2008 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	4	251,276	454,081
Trade and other receivables	5	304,431	332,913
<b>TOTAL CURRENT ASSETS</b>		<b>555,707</b>	<b>786,994</b>
<b>NON-CURRENT ASSETS</b>			
Plant and equipment	6	74,919	34,136
<b>TOTAL NON-CURRENT ASSETS</b>		<b>74,919</b>	<b>34,136</b>
<b>TOTAL ASSETS</b>		<b>630,626</b>	<b>821,130</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	7	826,307	1,009,019
Short term provisions	8	129,612	46,541
<b>TOTAL CURRENT LIABILITIES</b>		<b>955,919</b>	<b>1,055,560</b>
<b>TOTAL LIABILITIES</b>		<b>955,919</b>	<b>1,055,560</b>
<b>DEFICIENCY OF NET ASSETS</b>		<b>(325,293)</b>	<b>(234,430)</b>
<b>MEMBERS FUNDS</b>			
Accumulated Deficit		(325,293)	(234,430)
<b>TOTAL DEFICIENCY OF MEMBERS FUNDS</b>		<b>(325,293)</b>	<b>(234,430)</b>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION NATIONAL OFFICE  
STATEMENT OF CHANGES IN EQUITY  
AS AT 30 JUNE 2009**

	<b>Accumulated Deficit \$</b>	<b>Total \$</b>
Balance at 1 July 2007	(174,076)	(174,076)
Loss attributable to the Union	(60,354)	(60,354)
<b>Balance at 30 June 2008</b>	<b>(234,430)</b>	<b>(234,430)</b>
Loss attributable to the Union	(90,863)	(90,863)
<b>Balance at 30 June 2009</b>	<b>(325,293)</b>	<b>(325,293)</b>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION NATIONAL OFFICE  
CASH FLOW STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2009**

	Note	2009 \$	2008 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Capitation Fees		1,288,609	1,379,980
National Council Levies		-	472,419
Payments to suppliers, branches & employees		(1,493,181)	(1,587,230)
Interest received		3,481	1,190
Other Income		53,636	104,738
<b>Net cash provided by / (used in) operating activities</b>	<b>9b</b>	<b>(147,455)</b>	<b>370,651</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payment for property, plant and equipment		(55,350)	(18,818)
<b>Net cash used in investing activities</b>		<b>(55,350)</b>	<b>(18,818)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Repayment of Loans by Branches		-	16,601
<b>Net cash provided by financing activities</b>		<b>-</b>	<b>16,601</b>
<b>Net increase / (decrease) in cash held</b>		<b>(202,805)</b>	<b>368,433</b>
<b>Cash at beginning of the financial year</b>		<b>454,081</b>	<b>85,648</b>
<b>Cash at end of the financial year</b>	<b>4 / 9a</b>	<b>251,276</b>	<b>454,081</b>

The accompanying notes form part of these financial statements

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**NOTE 1: STATEMENT OF ACCOUNTING POLICIES**

These financial statements are a general purpose financial report that has been prepared in accordance with applicable Accounting Standards including Australian Accounting Interpretations and other mandatory professional reporting requirements. The financial statements have also been prepared on the basis of historical costs and do not take into account changing money values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the material accounting policies adopted by the entity in the preparation of the financial statements.

**(a) Leases**

Leases of fixed assets, where substantially all risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the entity are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values. Leased assets are amortised over their estimated useful lives. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

**(b) Employee Entitlements**

Provision is made for the Union's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave, which will be settled after one year, have been measured at their nominal amount. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

Contributions are made by the entity to an employees superannuation fund and are charged as expenses when incurred.

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**NOTE 1: STATEMENT OF ACCOUNTING POLICIES** (cont'd)

**(c) Cash and Cash Equivalents**

For the purposes of the statement of cash flows, cash included cash on hand and in at call deposits with banks or financial institutions, investments in money market instruments maturing within less than three months and net of bank overdrafts.

**(d) Income Tax Expense**

No provision for income tax expense has been brought to account, as "Trade Unions" are exempt from income tax under Section 50 – 15 of the Income Tax Assessment Act 1997.

**(e) Goods and Services Tax**

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

Receivables and payables are stated with the amount of GST included.

**(f) Financial Instruments**

Receivables are carried at the nominal amounts due less any allowance for doubtful debts where applicable. Receivables are unsecured and credit terms are usually 30 days.

Liabilities are recognised for amounts to be paid in the future for goods and services received as at balance date, whether or not invoices have been received. Payables are unsecured, not subject to interest charges and are normally settled within 30 days of invoice receipt.

**(g) Economic Dependency**

The National Office is not economically dependent on any other reporting unit of the organisation.

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**NOTE 1: STATEMENT OF ACCOUNTING POLICIES** (cont'd)

**(h) Impairment of Assets**

At each reporting date, the Union reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the assets fair value less costs to sell and value-in-use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the income statement. Where it is not possible to estimate the recoverable amount of an individual asset, the Union estimates the recoverable amount of the cash generating unit to which the asset belongs.

**NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the Workplace Relations Act 1996 – Schedule 1 (Registration and Accountability of Organisations), the attention of the members is drawn to the provisions of subsections (1), (2) and (3) of Section 272, which reads as follows:

- (1) A member of a Reporting Unit, or a Registrar, may apply to the Reporting Unit for specified prescribed information in relation to the Reporting Unit 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).

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

<b>NOTE 3: CAPTATION FEES</b>	<b>2009</b>	<b>2008</b>
	\$	\$
New South Wales Branch	705,508	705,508
South Australia Branch	11,077	5,539
Tasmania No 1 Branch	134,995	140,201
Tasmania No 2 Branch	760	760
Victorian No 1 Branch	293,398	282,782
Victorian No 2 Branch	117,192	112,841
Victorian No 3 Branch	87,571	75,624
Victorian No 4 Branch	49,986	31,482
Victorian No 5 Branch	-	10,616
Western Australia No 3 Branch	84,683	75,386
Capitation Fees from branches	1,485,170	1,425,739

**NOTE 4: CASH AND CASH EQUIVALENTS**

Cash at bank	241,440	444,990
Deposits at call	9,836	9,091
	251,276	454,081

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

	<b>2009</b>	<b>2008</b>
	\$	\$
<b>NOTE 5: TRADE AND OTHER RECEIVABLES</b>		
Current		
Sundry Debtors	600	1,346
Capitation & Affiliation Fees Receivable	760,266	563,705
Less: Provision for doubtful debts	(456,435)	(232,138)
	<b>304,431</b>	<b>332,913</b>

**NOTE 6: PLANT & EQUIPMENT**

Office Furniture and Equipment - at cost	149,207	119,357
Leasehold Improvements – Sydney – at cost	25,500	-
Less Accumulated depreciation	(99,788)	(85,221)
	<b>74,919</b>	<b>42,496</b>

**NOTE 7: TRADE AND OTHER PAYABLES**

CURRENT		
Unsecured Liabilities		
Trade Creditors	826,307	1,009,019
	<b>826,307</b>	<b>1,009,019</b>

**NOTE 8: SHORT TERM PROVISIONS**

CURRENT		
Employee Entitlements	129,612	46,541
	<b>129,612</b>	<b>46,541</b>

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**2009**                      **2008**  
\$                                      \$

**NOTE 9: CASH FLOW INFORMATION**

(a) Reconciliation of Cash

Cash at the end of the financial year as shown in the Statements of Cash Flows is reconciled to the related items in the balance sheet as follows:

Cash at bank	241,440	444,990
At call deposits with financial institutions	9,836	9,091
	251,276	454,081

(b) Reconciliation of Cash flows provided by / (used in) Operating Activities with Profit / (Loss) after Income Tax

Profit / (Loss) after Income Tax	(90,863)	(60,354)
Non-cash flows in profit / (loss) after income tax		
Depreciation	14,567	8,360
Doubt Debts expense	224,297	232,138
Changes in assets and liabilities		
(Increase) / Decrease in Trade and Other Receivables	(195,815)	(46,505)
Increase / (Decrease) in Trade and Other Payables	(182,712)	456,984
Increase / (Decrease) in Short Term Provisions	83,071	(220,272)
Cash Flows provided by / (used in ) operating activities	(147,455)	370,651

**NOTE 10: SALARIES & WAGES**

Elected officials	334,841	230,987
Honorarium	20,000	20,000
Staff & other	162,546	335,244
Total salaries & wages	517,387	586,231

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**NOTE 11: FINANCIAL INSTRUMENTS**

(a) Significant accounting policies

Details of the significant account and methods adopted, including the criteria for recognition, the basis for measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset, financial liability, and equity instrument are disclosed in Note 1 to the financial statements.

(b) Categorisation of financial instruments

<b>Financial assets</b>	<b>Note</b>	<b>Category</b>	<b>Carrying amount 2009</b>	<b>Carrying amount 2008</b>
Cash and cash equivalents	4	N/A	251,276	454,081
Receivables	5	Receivables (at amortised cost)	304,431	331,567
<b>Financial Liabilities</b>				
Payables	7	Financial liabilities measured at amortised cost	826,307	1,009,019

(c) Credit Risk

Credit risk represents the loss that would be recognised if counterparties failed to perform as contracted. The divisions maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of those assets as indicated in the balance sheet.

Financial assets that are either past due or impaired

Currently the division does not hold any collateral as security nor credit enhancements relating to any of its financial assets.

As at reporting date, there is no event to indicate that any of the financial assets are impaired.

There are no financial assets that have had their terms renegotiated so as to prevent them from being past due or impaired, and they are stated at the carrying amounts as indicated. The following table discloses the aging only of financial assets that are past due but not impaired.

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**NOTE 11: FINANCIAL INSTRUMENTS** (cont'd)

**Interest Rate exposure and aging analysis of financial assets**

	Weighted average effective interest rate %	Carrying amount	Interest rate exposure				Past due by		
			Fixed interest rate	Variable interest rate	Non Interest bearing	Less than 1 Month	1-3 months	3 months – 1 year	1-5 years
<b>2009</b>									
Cash Assets	0.05%	251,276	-	251,276	-	-	-	-	-
Receivables		304,431	-	-	304,431	-	-	304,431	-
		555,707	-	251,276	304,431	-	-	304,431	-
<b>2008</b>									
Cash Assets	0.18%	454,826	-	454,826	-	-	-	-	-
Receivables		332,913	-	-	332,913	39	286,638	46,236	-
		787,739	-	454,826	332,913	39	286,638	46,236	-

**(d) Liquidity Risk**

Liquidity risk arises when the division is unable to meet its financial obligations as they fall due. The division operates under a policy of setting financial obligations within 30 days and in the event of a dispute, make payments within 30 days from the date of the resolution. It also continuously manages risk through monitoring future cash flows and maturities planning to ensure adequate holding of high quality liquid assets and dealing in highly liquid markets. The divisions' exposure to liquidity risk is deemed insignificant based on prior periods data and current assessment of risk. Maximum exposure to liquidity risk is the carrying amounts of financial liabilities.

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**NOTE 11: FINANCIAL INSTRUMENTS** (cont'd)

**Interest Rate exposure and maturity analysis of financial liabilities**

	Weighted average effective interest rate %	Nominal amount	Interest rate exposure			Past due by			
			Fixed interest rate	Variable interest rate	Non Interest bearing	Less than 1 Month	1-3 months – 1 year	3 months – 1 year	1-5 years
2009									
Payables	0.00	991,975	-	-	991,975	-	-	-	-
		991,975	-	-	991,975	-	-	-	-
2008									
Payables	0.00	1,009,019	-	-	1,009,019	-	-	-	-
		1,009,019	-	-	1,009,019	-	-	-	-

**(e) Market Risk**

The divisions' exposure to market risk is primarily through interest rate risk and other price risks with no exposure to foreign currency or interest rate risk. Objectives, policies and procedures used to manage each of these risks are disclosed in the paragraphs below.

**Interest rate risk**

Exposure to interest rate risk might arise primarily through the division's cash and deposits. Minimisation of risk is achieved by mainly undertaking fixed rate or non-interest bearing financial instruments.

As the division does not hold any financial instruments at 30 June 2009, there is no exposure to interest rate risk or other price risks.

**(f) Fair value**

The fair values and net fair values of financial assets and financial liabilities are determined as follows:

- The fair value of financial assets and financial liabilities with standard terms and conditions and traded in active liquid markets are determined with reference to quoted market prices; and
- The fair value of other financial assets and financial liabilities are determined in accordance with generally accepted pricing models based on discounted cash flow analysis.

The division considers that the carrying amount of financial assets and financial liabilities recorded in the financial report to be a fair approximation of their fair values.

**HEALTH SERVICES UNION NATIONAL OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2009**

**NOTE 12: COMMITMENTS**

	<b>2009</b>	<b>2008</b>
	\$	\$
Operating Lease Commitments		
Rental Properties, Motor Vehicles & Photocopiers		
Payable – minimum lease payments		
- not later than 12 months	27,579	50,945
- between 12 months and 5 years	8,326	35,905
- greater than 5 years	-	-
	-----	-----
<b>Total Lease Liabilities</b>	<b>35,905</b>	<b>81,850</b>
	=====	=====

The union has one (1) property lease, two (2) motor vehicle leases and one (1) photocopier lease.

The property, motor vehicle and photocopier leases are paid monthly in advance.

The property lease is a non-cancellable lease, with a three-year term, with rent payable monthly in advance. Contingent rental provisions within the lease agreement require that the minimum lease payments shall be increased by 5%. An option exists to renew the lease at the end of the three-year term for an additional term of three years. The lease allows for the sub-letting of all lease areas.

Orix Australia Corporation Limited holds a charge over the assets of the union for the operating leases on the motor vehicles.

**HEALTH SERVICES UNION NATIONAL OFFICE  
COMMITTEE OF MANAGEMENT'S CERTIFICATE**

On the 21st day of July 2011 the Committee of Management of the Health Services Union National Office passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2009.

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

- (a) The financial statements and notes comply with the Australian Accounting Standards;
- (b) The financial statements and notes comply with the reporting guidelines of the Industrial registrar;
- (c) They cannot be satisfied that the financial statements and notes give a true and fair view of the financial performance, financial position and cashflows of the reporting unit for the financial year to which they relate;
- (d) There are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) During the financial year to which the GPFR relates:
  - 1) Meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
  - 2) They cannot be satisfied that the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - 3) They cannot be satisfied that the financial records of the reporting unit have been managed in accordance with the RAO Schedule and the RAO Regulations; and
  - 4) They cannot be satisfied that the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - 5) The information sought in any request of a member of the reporting unit or a Registrar duly made under Section 272 of the RAO Schedule has been furnished to the member of the registrar; and

**HEALTH SERVICES UNION NATIONAL OFFICE  
COMMITTEE OF MANAGEMENT'S CERTIFICATE (cont'd)**

- 6) There has been compliance with any order for the inspection of financial records made by the Commission under Section 253 of the RAO Schedule
- (f) Since the end of that year:
- 1) Meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
  - 2) The financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - 3) The financial records of the reporting unit have been managed in accordance with the RAO Schedule and the RAO Regulations; and
  - 4) The financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - 5) The information sought in any request of a member of the reporting unit or a Registrar duly made under Section 272 of the RAO Schedule has been furnished to the member of the registrar; and
  - 6) There has been compliance with any order for the inspection of financial records made by the Commission under Section 253 of the RAO Schedule

For Committee of Management:

Kathy Jackson

National Secretary



Dated this 21<sup>st</sup> day of July 2011

**HEALTH SERVICES UNION NATIONAL OFFICE  
DESIGNATED OFFICER'S CERTIFICATE**

I, Natalie Bradbury, being the Senior Assistant National Secretary of the Health Services Union certify:

- (1) That the documents lodged herewith are copies of the full report, referred to in Section 268 of the RAO Schedule; and
- (2) That the full report was presented to a meeting of the committee of management of the reporting unit on the 21<sup>st</sup> day of July 2011; in accordance with Section 268 of the RAO Schedule.



Natalie Bradbury  
Senior Assistant National Secretary

Dated this 28th day of July 2011



**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF  
HEALTH SERVICES UNION NATIONAL OFFICE**

**Scope**

***The general purpose financial report and Committee of Management's responsibility***

The general purpose financial report comprises the income statement, balance sheet, cash flow statement, notes to the financial statements and the committee of management's certificate of the Health Services Union National Office for the year ended 30 June 2009.

The Committee of the Union is responsible for the preparation and presentation of the financial report in accordance with the Workplace Relations Act 1996. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect frauds and errors and for the accounting policies and accounting estimates inherent in the financial report.

***Audit approach***

We conducted an independent audit in order to express an opinion to the members of the Union. Our audit was conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance as to whether the financial report is free of material misstatements. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, and the inherent limitation of internal controls and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with Australian Accounting Standards and other mandatory financial reporting requirements in Australia and the Workplace Relations Act 1996, a view which is consistent with our understanding of the Union's financial position and of its performance as represented by the results of its operation and cash flows.

We formed our audit opinion on the basis of these procedures which include, examining on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report and assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the Committee of Management.



**INDEPENDENT AUDITOR'S REPORT (cont)  
TO THE MEMBERS OF  
HEALTH SERVICES UNION NATIONAL OFFICE**

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance of the internal controls.

***Independence***

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

**Basis for Disclaimer of Opinion**

We were not appointed as auditors of the Organisation until 11 May 2009. At that time the 30 June 2007 and 30 June 2008 financial statements had not been audited. We were unable to form an opinion on the financial statements for those years as a result of a limitation on the scope of our work

As a result of these matters, we were unable to determine whether any adjustments might have been found in respect of any of the amounts making up the Statement of Financial Performance, Statement of Cash Flows and Notes to the Financial Statements – with the exception of Note 2 for both the current and comparative periods and the Statement of Financial Position for the comparative period.

**Disclaimer of Auditor's Opinion**

Because of the significance of the matters described in the Basis for Disclaimer of Opinion paragraph, we have only been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion on the Statement of Financial Position. Accordingly, we do not express an opinion on the remainder of the financial report and whether it is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the RAO Schedule of the Workplace relations Act 1996.

*Clements Dunne & Bell*

**CLEMENTS DUNNE & BELL PARTNERSHIP**

**Chartered Accountants**

*A. Wehrens*

**Andrew Wehrens**

**Registered Company Auditor - 176520**

**Fellow of The Institute of Chartered Accountants in Australia - 79117**

**Holder of a Current Certificate of Public Practice**

**Melbourne**

**Dated: 28th day of July 2011**

**Clements Dunne & Bell Partnership. Chartered Accountants.**

**Independent member of BKR International and Walker Wayland Australasia Ltd**

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