

# **SWINBURNE STUDENT UNION INCORPORATED**

**ABN: 39774574866**

**Financial Report For The Year Ended  
31 December 2014**

# SWINBURNE STUDENT UNION INCORPORATED

ABN: 39774574866

## Financial Report For The Year Ended 31 December 2014

<b>CONTENTS</b>	<b>Page</b>
Committee's Report	1
Income and Expenditure Statement	2
Assets and Liabilities Statement	3
Notes to the Financial Statements	4
Statement by Members of the Committee	6
Independent Audit Report	7
Certificate by Members of the Committee	8

**SWINBURNE STUDENT UNION INCORPORATED**  
**ABN: 39774574866**  
**COMMITTEE'S REPORT**

Your committee members submit the financial report of Swinburne Student Union Incorporated for the financial year ended 31 December 2014.

**Committee Members**

The names of committee members throughout the year and at the date of this report are:

Brendan Spackman-Williams	Fraser Blair	Simon Moore
Joshua Fernandez	Abdul Noor	Sahar Ashoor
Matthew Landolfo	Matthew Latham	
Peter Coates	Jacqui Kleiner	
Caitlin Bruty	Elaine Passanha	
Adrian Grossi	Sam McKay	
Alice Mutton	Kara Hargrave	
Caroline Baker	Brett St John	
Andrew Morison	Joshua Briers	
Memphis Calzoni	Pavithra Ramamurthy	
Salman Sheikh	Michael Klomp	
Ashleigh Thornton	Arsalam Shaikh	
Amie Watson	Lee Taube	
Andrew Newton	Linda Kenyon	
Valentine Lebrun	Sumbula Ahmad	
Karuna Santosa	Gautham Raju	
Megan Kelleher	Scott Morgan	
Lauren Kehoe	Summer White	
Michael Stuart	Salman Arif	
Courtney Barber	Fahad Bokhari	

**Principal Activities**

The principal activities of the association during the financial year were to provide independent student representation at Swinburne University of Technology, welfare services and social facilities for both members of the association and the wider Swinburne community.

**Significant Changes**

No significant change in the nature of these activities occurred during the year.

**Operating Result**

The deficit after providing for income tax for the 2014 financial year amounted to \$-13,293.

Signed in accordance with a resolution of the Members of the Committee.

Brendan Spackman-Williams

[Select committee member name]

Scott Morgan

[Select committee member name]

Dated this 13th day of May 2015

**SWINBURNE STUDENT UNION INCORPORATED**  
**ABN: 39774574866**  
**INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2014**

	Note	2014 \$	2013 \$
<b>INCOME</b>			
Grant		1,000	-
Interest		13	303
Commissions received		-	275
Other		4,389	2,388
Fees received		29,955	27,191
SSAF Funding		302,487	202,134
Fundraising		45,338	41,191
		<u>383,182</u>	<u>273,482</u>
<b>EXPENDITURE</b>			
Depreciation		1,732	-
Office expenses		25,178	23,320
Administration expenses		45,834	30,602
Employee benefits		172,357	97,502
Events		97,676	67,519
Student Media		27,250	13,330
Activities & Welfare		24,695	20,994
Committees & Associations		1,753	2,711
		<u>396,475</u>	<u>255,978</u>
Current year surplus(deficit) before income tax		<u>(13,293)</u>	<u>17,504</u>
Net current year surplus(deficit) after income tax		<u>(13,293)</u>	<u>17,504</u>
<b>RETAINED SURPLUS AT THE BEGINNING OF THE FINANCIAL YEAR</b>		<u>62,640</u>	<u>45,136</u>
<b>RETAINED SURPLUS AT THE END OF THE FINANCIAL YEAR</b>		<u>49,347</u>	<u>62,640</u>

The accompanying notes form part of these financial statements.

**SWINBURNE STUDENT UNION INCORPORATED**  
**ABN: 39774574866**  
**ASSETS AND LIABILITIES STATEMENT AS AT 31 DECEMBER 2014**

	Note	2014 \$	2013 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash	5	57,711	14,776
Accounts receivable and other debtors	2	17,957	40,524
Prepayments		-	8,424
<b>TOTAL CURRENT ASSETS</b>		<b>75,668</b>	<b>63,724</b>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	3	6,928	8,660
<b>TOTAL NON-CURRENT ASSETS</b>		<b>6,928</b>	<b>8,660</b>
<b>TOTAL ASSETS</b>		<b>82,596</b>	<b>72,384</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Accounts payable and other payables		33,249	9,744
<b>TOTAL CURRENT LIABILITIES</b>		<b>33,249</b>	<b>9,744</b>
<b>NON-CURRENT LIABILITIES</b>			
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>-</b>	<b>-</b>
<b>TOTAL LIABILITIES</b>		<b>33,249</b>	<b>9,744</b>
<b>NET ASSETS</b>		<b>49,347</b>	<b>62,640</b>
<b>UNION FUNDS</b>			
Retained surplus		49,347	62,640
<b>TOTAL UNION FUNDS</b>		<b>49,347</b>	<b>62,640</b>

The accompanying notes form part of these financial statements.

**SWINBURNE STUDENT UNION INCORPORATED**

**ABN: 39774574866**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014**

**Note 1 Summary of Significant Accounting Policies**

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 (VIC). The council has determined that the association is not a reporting entity.

The financial statements have been prepared on an accruals basis and are based on historic costs and do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

**(a) Income Tax**

The Association is exempt from income tax by virtue of Section 50-5 of the Income Tax Assessment Act 1997 (as amended).

**(b) Property, Plant and Equipment (PPE)**

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

**(c) Impairment of Assets**

At the end of each reporting period, the committee reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the income and expenditure statement.

**(d) Provisions**

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**(e) Cash**

Cash on hand includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

**(f) Accounts Receivable and Other Debtors**

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

**(g) Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

If conditions are attached to the grant that must be satisfied before the association is eligible to receive the contribution, recognition of the grant as revenue will be deferred until those conditions are satisfied.

All revenue is stated net of the amount of goods and services tax.

**(h) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the assets and liabilities statement.

**SWINBURNE STUDENT UNION INCORPORATED**

**ABN: 39774574866**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014**

**(i) Accounts payable and other payables**

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

**Note 2 Accounts Receivable and Other Debtors**

	2014	2013
	\$	\$
Other debtors - Swinburne University	17,957	40,524
	<u>17,957</u>	<u>40,524</u>

**Note 3 Property, Plant and Equipment**

	2014	2013
	\$	\$
Office equipment	843,354	843,354
Less accumulated depreciation	(836,426)	(834,694)
	<u>6,928</u>	<u>8,660</u>
Total Property, Plant and Equipment	<u>6,928</u>	<u>8,660</u>

**Note 4 Related Party Transactions**

**Interest in Contracts**

Members of the Council received Honoraria payments during the year totalling \$ 43,536 (2013: \$37,711).

**Note 5 Cash On Hand**

	2014	2013
	\$	\$
Cash at bank	57,711	14,776
Total cash	<u>57,711</u>	<u>14,776</u>

**SWINBURNE STUDENT UNION INCORPORATED**  
**ABN: 39774574866**  
**ANNUAL STATEMENTS GIVE TRUE AND FAIR VIEW OF FINANCIAL POSITION AND**  
**PERFORMANCE OF INCORPORATED ASSOCIATION**

We James Searle and [insert name], being members of the Committee of Swinburne Student Union Incorporated, certify that:-

The statements attached to this certificate give a true and fair view of the financial position and performance of Swinburne Student Union Incorporated during and at the end of the financial year of the association ending on 31 December 2014.

Signed:

Dated: 13-May-15

Signed:

Dated: 13-May-15



# PHILIP J DOWSLEY

CHARTERED ACCOUNTANT

2/35 Cotham Road  
KEW VIC 3101  
P.O. Box 786, KEW VIC 3101

ABN 98 431 234 129

Ph 61 3 9854 3101

Fax 61 3 9853 6066

Email : philipdowsley@ozemail.com.au

## INDEPENDENT AUDIT REPORT TO THE MEMBERS OF SWINBURNE STUDENT UNION INC.

### Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of Swinburne Student Union Incorporated (the association), which comprises the Council's report, the assets and liabilities statement as at 31 December 2014, the income and expenditure statement, statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the Council.

#### *Council's Responsibility for the Financial Report*

The Council of Swinburne Student Union Incorporated is responsible for the preparation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 (VIC) and is appropriate to meet the needs of the members. The Council's responsibility also includes such internal control as the Council determines is necessary to enable the preparation of a 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 have 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 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 judgment, 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 association'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 association'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.

#### *Qualification*

Voluntary fundraising activities are a significant source of revenue for the Association. Due to the nature of the fundraising activities conducted by the Association it is not practicable to establish control over fundraising revenue prior to its initial entry in the accounting records. Accordingly, as the evidence available regarding revenue from these sources was limited, our audit procedures in regard to voluntary fundraising activities had to be restricted to the amounts recorded in the financial records. We are therefore unable to express an opinion as to whether voluntary fundraising revenue the Association obtained was complete.

#### *Qualified Auditor's Opinion*

In our opinion, the financial report presents fairly, in all material respects the financial position of Swinburne Student Union Incorporated as at 31 December 2014 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Reform Act 2012 (VIC).

#### *Basis of Accounting and Restriction on Distribution*

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist Swinburne Student Union Incorporated to meet the requirements of the Associations Incorporation Reform Act 2012 (VIC). As a result, the financial report may not be suitable for another purpose.

Auditor's signature:

Auditor's name: Philip Dowsley

Dated this 13th day of May 2015  
Limited liability by a scheme approved under Professional Standards Legislation.

**SWINBURNE STUDENT UNION INCORPORATED**  
**ABN: 39774574866**  
**CERTIFICATE BY MEMBERS OF THE COMMITTEE**

I, [insert name] of [insert street address], [insert town/suburb], [insert state], certify that:

- (a) I attended the annual general meeting of the association held on [insert date].
- (b) The financial statements for the year ended 31 December 2014 were submitted to the members of the association at its annual general meeting.

Dated this     [day]           day of                           [month]                   2015

---

***[Select committee member name]***

---

***[Select committee member name]***