

Level 35 80 Collins Street, Melbourne, VIC 3000 GPO Box 1994, Melbourne, VIC 3001 Telephone: (03) 8661 7764 Fax: (03) 9654 6672

Mr. B. Harris Branch Secretary Australian Municipal, Administrative, Clerical and Services Union New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Branch Level 7, 321 Pitt Street Sydney NSW 2000

Dear Mr. Harris,

Schedule 1B of the Workplace Relations Act 1996 (the RAO Schedule) Financial Reports for year ended 30 June 2005 - FR2005/312

I have received the financial documents of the above named branch of the organisation for the year ended 30 June 2005 lodged in the Industry Registry on 27 January 2006.

The documents have been filed.

Although the documents have been filed, I would like to comment on some issues arising out of the report. I make these comments to assist you when you next prepare financial reports. You do not need to take any further action in respect of the financial reports already lodged.

1. Designated Officer's Certificate

Your letter to us states that the Auditors reports were published in the Union's official 2005/2006 publications but does not mention the date they were made available to members. Would you ensure that this date is made known in future.

2. **Operating Report**

The operating report is required to contain the name of each person who has been a member of the committee of management of the reporting unit at any time during the reporting period, and the period for which he or she held such position (regulation 159(c) of the RAO Regulation).

The operating report lodged did not provide details of the membership of the committee of management as at 30 June 2005, although such details were provided in attachments to the reports. In order to fully comply with the abovementioned regulation, details of membership of the committee at the beginning of the financial year and any changes made to the composition of the committee during the financial year should be set out in the operating report itself.

Should you have any queries, please contact me on (03) 8661 7764 (Wednesdays) or email Marylyn.Beare@air.gov.au

Yours sincerely,

Marylyn Beare

Statutory Services Branch

15 February 2006



New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Branch of the Australian Services Union



19 January 2006

Australian Industrial Registry GPO Box 1994S MELBOURNE VIC 3001

Attention: Marilyn Beare

Statutory Services Branch

Dear Sir/Madam,

Re: Australian Municipal, Administrative, Clerical and Services

Union

New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Branch

Financial Reporting Obligations Under Workplace Relations

Act 1996

Financial Statements for the year ended 30 June 2005

The Auditors reports were completed and presented to our Committee of Management by postal ballot 26 October 2005.

The Auditor's Reports were published in the Union's official publications The Counsellor, Office News, Energy News and Sky Ways Summer 2005/2006 Editions.

The documents were re-presented to the Committee of Management meeting held on 12 December 2005.

A copy of the Auditor's report is enclosed for your records.

Yours faithfully

B Harris

BRANCH SECRETARY

AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL, ADMINISTRATIVE,
ENERGY, AIRLINES & UTILITIES BRANCH

FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2005

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL, ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

OPERATING REPORT

The Branch Executive, being the Committee of Management for the purposes of the Workplace Relations Act 1996, presents its operating report of the Australian Municipal, Administrative, Clerical and Services Union, New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Branch for the financial year ended 30 June 2005.

- Review of principal activities during the year: the principal operating activities of the Branch continued to be those of industrial activities that are normally carried out by the Trade Union, there are no significant changes in the principal operating activities.
- 2. Financial affairs: during the year there were no other significant changes to the financial affairs of the Union.
- 3. Members' rights to resign: members are free to resign from the Branch by written resignation, the resignation takes affect upon receipt or as specified by resigning member in resignation. Resigning members are liable for the payment of all subscriptions, fines and levies owing to the Union at the date of leaving; any subscription paid by a resigning member in respect of a period beyond the end of the quarter in which members resigns shall be refunded to members upon request; resigning members who pay annual subscriptions by instalment shall not be liable to pay any instalment for a period after the end of the quarter in which the members resign.
- 4. Members holding positions on Superannuation Boards:
 - Members Mr Barry Keith Mason and John Ernst hold the positions as directors on the Board of Local Government Superannuation Scheme; member Paul Marzato holds the position as director on the Board of Energy Industry Superannuation Scheme; member Michael Want holds the position as director on the Board of CARE Superannuation Fund.
 - Member Michael Want is a trustee/director of CARE Superannuation Fund.
- 5. At the end of the financial year the total registered members were 37,888.
- 6. The Branch does not employ any staff members.
- 7. The names of the Executive Governing body members are: Brian Harris, Steven Birney, Michael Want, Peter Anderson-Smith, Halim Assoni, Rhonda Barton, Ray Bourke, Phil Bowering, Les Coyle, Libby Cumming, Tony Dean, Diane Fahey, Mark Gill, Chris Gorman, Joanne Jamieson, Chris Osborne, Harry Pittman, Val Rietdyk, Maryanne Stuart, Jim Taylor, Marilyn Timmins, Melissa Williams, Craig Wilson, Martin Wynne.

Signed in accordance with a resolution of the Branch Executive.

BRIAN HARRIS

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MICHAEL WANT

4 November 2005

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL, ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

BRANCH EXECUTIVE'S STATEMENT

On the 4th of November 2005 the Branch Executive of the Australian Municipal, Administrative, Clerical and Services Union, New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Branch, passed the following resolution in relation to the general purpose financial report (GPFR) of the branch for the year ended 30 June 2005.

The Branch Executive declares in relation to the GPFR that in its opinion:

- (a) the financial report and notes comply with the Australian Accounting Standards;
- (b) the financial report and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial report and notes give a true and fair view of the financial performance, financial position and cash flows of the branch for the financial year ended 30 June 2005;
- (d) there are reasonable grounds to believe that the branch will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year ended 30 June 2005 and since the end of the financial year:
 - (i) meetings of the Branch Executive were held in accordance with the rules of the organisation and the rules of the branch; and
 - (ii) the financial affairs of the branch have been managed in accordance with the rules of the organisation and the rules of the branch; and
 - (iii) the financial records of the branch have been kept and maintained in accordance with Schedule 1B to the Workplace Relations Act 1996 and the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003; and
 - (iv) the financial records of the branch have been kept, as far as practicable, in a consistent manner to each of the other branches and national office of the organisation; and
 - (v) no information has been sought in any request of a member of the branch or a Registrar under section 272 of Schedule 1B to the Workplace Relations Act 1996; and
 - (vi) no order for inspection of the financial records have been made by the Commission under section 273 of Schedule 1B to the Workplace Relations Act 1996

For the Branch Executive;

BRIAN HARRIS

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4 November 2005

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL, ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2005

FOR THE TEAM ENDED 30 JUNE 2003	Note	2005	2004
DICOME		\$	\$
INCOME		06.550	01 550
Contributions		86,559	91,553
Less Service Fee United Services Union		(86,559)	(91,553)
Contributions prior years		4,543	0
Interest Income		7,799	7,292
Investment Income Realised Gains		147.214	12,330
Investment Income Unrealised Gains		147,214	49,842
Rent Received		24,904	42,334
Shipping Mortality Fee – Past Services		7,500	50,000
Workcover Grant		101.000	50,000
Gi-ifitittit Dil-fD		191,960	161,798
Significant item - Surplus on Disposal of Property		577,818	0
TOTAL INCOME		769,778	161,798
EXPENDITURE			
Depreciation		25,359	73,210
Other Expenses			
Amenities		0	4,205
ASU National Office – Capitation Fees		749,405	743,921
——————————————————————————————————————		1,271	745,521 852
Bank Charges Cleaning		0	6,751
•		0	8,402
Computer Costs Deficit on Disposal of Motor Vahigles		5,471	4,670
Deficit on Disposal of Motor Vehicles Electricity		0	2,477
		•	
Fringe Benefits		1 650	1,001
General		1,658	3,797
Insurance		0	4,654
Internet		0	3,290
Postage	6	_	5,412
Professional Services	U	11,000 0	8,000 115
Rates		21,922	
Repairs & Maintenance		21,922	1,659
Stationary		0	12,057 9,365
Telephone			
		790,727_	820,628
TOTAL EXPENDITURE		816,086	893,838
DEFICIT FOR YEAR		(46,308)	(732,040)
Accumulated Funds at Beginning of Year		1,608,230	2,340,270
ACCUMULATED FUNDS AT END OF YEAR		1,561,922	1,608,230

(The attached Notes form part of the financial report)

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL, ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2005

	Note	2005 \$	2004 \$
ACCUMULATED FUNDS		1,561,922	1,608,230
Represented by Net Assets as follows:			
CURRENT ASSETS			
Cash Assets Cash in Hand Cash at Bank		149 10,552 10,701	149 275,569 275,718
Receivables Sundry Deposits Sundry Debtors Inventory - Theatre Tickets	·	7,500 125,612 0 133,112	7,657 12,150 105 19,912
Investments Cash at Call Account Wholesale Funds	5	42,260 1,241,132 1,283,392	0 388,165 388,165
TOTAL CURRENT ASSETS		1,427,205	683,795
FIXED ASSETS			
Property, Plant and Equipment Property - 50% Share, Unit 6, ACTU Building, Canberra Property - 321 Pitt Street, Sydney Motor Vehicles	3 3A 4	196,367 0 10,350	202,100 1,345,524 42,241
TOTAL FIXED ASSETS		206,717	1,589,865
TOTAL ASSETS		1,633,922	2,273,660

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL, ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2005 [Cont'd)

	2005 \$	2004 \$
CURRENT LIABILITIES	*	Ψ
Payables		
Creditors	12,000	20,230
Creditor- ASU National Office	0	187,600
United Services Union	0	187,600
Deposit Received - 321 Pitt Street Sydney	0	210,000
	12,000	605,430
Provision for Recording Union History	60,000	60,000
TOTAL CURRENT LIABILITIES	72,000	665,430
NET ASSETS	1,561,922	1,608,230

(The attached Notes form part of the financial report)

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2005

	Note	2005	2004		
CASH FLOW FROM OPERATING ACTIVITIES		\$	\$		
Receipts from Members Payment of ASU National Office Capitation Fees Payments to Suppliers and Employees Interest Received Investments Realised Gains Rent Received Other Receipts	7	86,559 (937,005) (633,811) 7,799 0 29,318	91,553 (736,502) (459,567) 7,292 12,330 68,658 50,000		
NET CASH USED IN OPERATING ACTIVITIES	8(b)	(1,447,140)	(966,236)		
CASH FLOW FROM INVESTING ACTIVITIES					
Payments for Purchase of Investments Proceeds from Sale of Investments Proceeds from Sale of Motor Vehicles, Plant &		(748,013) 0	0 318,963		
Equipment, Furniture & Fittings Proceeds from Sale of Property		16,073 1,914,063	288,464 0		
NET CASH PROVIDED BY INVESTING ACTIVITIES		1,182,123	607,427		
NET DECREASE IN CASH		(265,017)	(358,809)		
CASH AT BEGINNING OF YEAR		275,718	634,527		
CASH AT END OF YEAR	8(a)	10,701	275,718		

(The attached Notes form part of the financial report)

NOTES TO AND FORMING PART OF THE ACCOUNTS

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH FOR THE YEAR ENDED 30 JUNE 2005

1. STATEMENT OF ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with applicable Accounting Standards, other mandatory professional reporting requirements and 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 or, except where stated, current valuations of non-current assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the significant accounting policies adopted by the Branch in the preparation of the financial report.

- (a) Depreciation of fixed assets is calculated on the straight line basis in order to write the assets off over their useful lives.
- (b) Contributions are accounted for on a cash receipts basis. Otherwise the concept of accruals accounting has been adopted in the preparation of the accounts.
- (c) Investments, other than those in wholesale funds, are shown at cost. Investments in wholesale funds are shown at market value at balance date. Movements in market values are included in investment income.
- d) No provision for Income Tax is necessary as the Union is exempt from Income Tax under Section 50 15 of the Income Tax Assessment Act.

2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act, 1996, the attention of members is drawn to the provisions of Sections 272 of Schedule 1B which read 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 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).

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2005 [Cont'd]

		2005 \$	2004 \$
3.	PROPERTY - UNIT 6, ACTU BUILDING, CANBERRA		
	At Cost Less Accumulated Depreciation	286,665 90,298	286,665 84,565
		196,367	202,100
3A.	PROPERTY - 321 PITT STREET, SYDNEY		
	At Cost Less Accumulated Depreciation	0 0 0	1,484,718 139,194 1,345,524
4.	MOTOR VEHICLES		
	At Cost Less Accumulated Depreciation	28,513 18,163	79,114 36,873
		10,350	42,241
5.	INVESTMENTS		
	Investments are recorded at market value as below;		
	Wholesale Funds at call Challenger Australian Share Fund Chifley Investment Fund Kaplin Master Trust Equities Fund	258,883 764,960 217,289 1,241,132	202,285 0 185,880 388,165
6.	PROFESSIONAL SERVICES		
	Remuneration of Auditors for:		
	Audit of the Financial Report	11,000	8,000

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL ADMINISTRATIVE, **ENERGY, AIRLINES & UTILITIES BRANCH**

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2005 [Cont'd]

7. RELATED PARTY TRANSACTIONS

Transactions with related parties are on normal terms and conditions no more favorable than those available to other parties, unless otherwise stated.

The ultimate controlling entity of the Branch is the Australian Municipal, Administrative, Clerical and Services Union - National Office. (ASU National Office)

Transactions with Ultimate Controlling Entity

- ASU National Office Capitation Fees are disclosed as an expense in the Statement of (a) Financial Performance and as a payment in the Statement of Cash Flows.
- (b) ASU National Office Capitation Fees payable are disclosed in the Statement of Financial

	Position.			
		rosition,	2005 \$	2004 \$
8.	CÁSH F	LOW INFORMATION	Ψ	Ψ
a]	For the pu	CILIATION OF CASH urposes of the Statement of Cash Flows, cash at the e year is reconciled to the following items in the t of financial position:		
	Cash on I		149 10,552	149 275,569
	ouon at 1		10,701	275,718
b]		CILIATION OF CASH FLOW FROM FIONS WITH DEFICIT FOR YEAR		
	Deficit fo	or year	(46,308)	(732,040)
	Non-casl	h flows in deficit		
	Deficit o	tion in market value of investments n disposal of motor vehicles n disposal of property	25,359 (147,214) 5,471 (577,818)	73,210 (49,842) 4,670 0
	Changes	s in Assets and Liabilities		
	Decrease Decrease (Increase Decrease	in Sundry Creditors in Prepayments in Sundry Deposits)/Decrease in Sundry Debtors in Inventory – Theatre Tickets	(593,430) 0 157 (113,462) 105 (1,447,140)	(297,860) 9,118 0 26,324 184 (966,236)
				(>00,200)

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2005 [Cont'd]

9. FINANCIAL INSTRUMENTS

Interest Rate Risk

The Branch's exposure to interest rate risk and the effective weighted average interest rate for each class of financial assets and financial liabilities is set out below:

30 June 2005	Floating interest rate	Variable interest rate	Non- interest bearing	Total
Financial Assets	\$	\$	\$	\$
Cash Assets	10,552	0	149	10,701
Receivables	0	0	125,612	125,612
Investments (less than 1 year)	0	1,283,392	0	1,283,392
	10,552_	1,283,392	125,761	1,419,705
Weighted average Interest rate	1.75%	6.28%		
Financial Liabilities				
Payables	0	0	12,000_	12,000
Net financial assets/(liabilities)	10,552	1,283,392	113,761	1,407,705
30 June 2004				
Financial Assets				
Cash Assets	275,569	0	149	275,718
Receivables	0	0	12,150	12,150
Investments (Iess than 1 year)	0	388,165	0	388,165
	275,569	388,165	12,299	676,033
Weighted average Interest rate	1.3%	9.6%		
Financial Liabilities				
Payables	0	0	605,430	605,430
Net financial assets/(liabilities)	275,569	388,165	(593,131)	70,603

Credit Risk Exposure

Credit risk is the risk that counter parties to a financial asset will fail to discharge their obligations, causing the Branch to incur a financial loss.

The credit risk exposure of the Branch to financial assets which have been recognised in the Statement of Financial Position is generally the carrying amounts, net of any provisions for doubtful debts.

The carrying amounts of cash and non-interest bearing monetary financial assets and liabilities (eg receivables and payables) approximate net fair values.

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2005 [Cont'd]

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

10. AUSTRALIAN EQUIVALENTS TO INTERNATIONAL FINANCIAL REPORTING STANDARDS (AIFRS)

The Branch Executive is preparing and managing transition to Australian equivalents to International Financial Reporting Standards (AIFRSs) effective for financial reporting periods commencing from 1 January 2005. The adoption of AIFRSs will be reflected in the Branch's financial statements for the year ending 30 June 2006. On first time adoption of AIFRSs, comparatives for the financial year ended 30 June 2005 are required to be restated. The majority of the AIFRSs transitional adjustments will be made retrospective against retained earnings at 1 July 2004.

The Branch Executive is of the opinion that there are no material differences in the Branch's accounting policies on conversion to AIRFSs. Under Australian equivalents to IFRSs, AASB 116 Impairment of Assets, the Branch will be required to determine the recoverable amount as the higher of fair value less costs to sell and value in use (which is depreciated replacement cost). The Branch has considered all assets for impairment and no assets were found to be impaired therefore there is no impact on financial statements for year ended 30 June 2005. Users of the financial statements should, however, note that the amounts disclosed could change if there are any amendments to current AIFRSs by standard-setters, or interpretation of the AIFRSs requirements changes due to the continuing transition work of the Branch Executive.

11. REGISTERED OFFICE

The registered office and principal place of business of the Branch is; Level 8 321 Pitt Street Sydney NSW 2000

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

INDEPENDENT AUDIT REPORT

To the members of the Australian Municipal, Administrative, Clerical and Services Union, New South Wales Local Government, Clerical Administrative, Energy, Airlines & Utilities Branch

Scope

The Financial Report and Responsibility of the Branch Executive and Branch Secretary

The financial report comprises the statement of financial position, statement of financial performance, statement of cash flows, accompanying notes to the financial statements and the branch executive's statement for the Australian Municipal, Administrative, Clerical and Services Union, New South Wales Local Government, Clerical Administrative, Energy, Airlines & Utilities Branch, for the year ended 30 June 2005.

The branch executive and branch secretary are responsible for the preparation and true and fair 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 fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit Approach

We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Branch. Our audit has been conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations 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 the Workplace Relations Act 1996, including compliance with Accounting Standards and other mandatory professional reporting requirements in Australia a view which is consistent with our understanding of the Branch's financial position and its performance as represented by the results of its operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- 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 branch executive and branch secretary.

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 on internal controls.

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements and the Workplace Relations Act 1996.

NEW SOUTH WALES LOCAL GOVERNMENT, CLERICAL ADMINISTRATIVE, ENERGY, AIRLINES & UTILITIES BRANCH

INDEPENDENT AUDIT REPORT

Audit Opinion

In our opinion the financial report of Australian Municipal, Administrative, Clerical and Services Union, New South Wales Local Government, Clerical Administrative, Energy, Airlines & Utilities Branch is in accordance with:

- (a) the Workplace Relations Act 1996, including:
 - (i) giving a true and fair view of the branch's financial position as at 30 June 2005 and its performance for the year ended on that date; and
 - (ii) complying with Australian Accounting Standards; and
 - (iii) complying with any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of Schedule 1B of the Act; and
- (b) other mandatory professional reporting requirements in Australia.

A J Williams & Co

Chartered Accountants

DS McLean

Registered Company Auditor.

SYDNEY NSW 2000

4 November 2005