



Australian Government

Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7993
Fax: (03) 9654 6672

Mr. D. Smith
Branch Secretary
Australian Municipal, Administrative, Clerical and Services Union
Queensland Services Branch
PO Box 3347
SOUTH BRISBANE QLD 4101

Dear Mr. Smith,

**Re: Schedule 1B of the Workplace Relations Act 1996 (the RAO Schedule)
Financial reports for year ended 30 June 2005 - FR 2005/314**

Thank you for forwarding additional information in relation to the financial reports of the Queensland Services Branch of the Australian Municipal, Administrative, Clerical and Services Union for the year ended 30 June 2005.

The information forwarded has been noted and has been placed on a file which is not available to the public.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L. Powell'.

Larry Powell
Statutory Services Branch

2 February 2006



Australian Government
Australian Industrial Registry

Level 35, Nauru House
 80 Collins Street, Melbourne, VIC 3000
 GPO Box 1994, Melbourne, VIC 3001
 Telephone: (03) 8661 7993
 Fax: (03) 9654 6672

Mr. I. Buckley
 Acting Branch Secretary
 Australian Municipal, Administrative, Clerical and Services Union
 Queensland Services Branch
 PO Box 3347
 SOUTH BRISBANE QLD 4101

Dear Mr. Buckley,

**Re: Schedule 1B of the Workplace Relations Act 1996 (the RAO Schedule)
 Financial reports for year ended 30 June 2005 - FR 2005/314**

Reference is made to the financial reports of the Queensland Services Branch of the Australian Municipal, Administrative, Clerical and Services Union for the year ended 30 June 2005. The documents were lodged in the Industrial Registry on 16 December 2005.

The financial documents have been filed.

I direct your attention to the following comments concerning the above reports and the financial reporting obligations under the RAO Schedule. Please note that these matters are generally advised for assistance in the future preparation of financial reports. With the exception of the comments concerning item 3, no further action is required in respect of the subject documents.

1. Committee of Management Statement

(a) Date of resolution

Item 18 of the Reporting Guidelines requires that the Committee of Management's statement must be made in accordance with such resolution as is passed by the Committee of Management. Such statement must also specify the date of passage of the resolution. I note that the date of the resolution was not provided.

(b) Consistency with other reporting units

Paragraph 17 of the Industrial Registrar's Reporting guidelines, as made under section 255 of the RAO Schedule states:

"The committee of management statement must include declarations by the committee of management as to whether in the opinion of the committee of management:

.....

(e)(iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation;

(vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

The Committee of Management's Statement has repeated the wording as provided in paragraphs 17(e)(iv) and (vi). Such statement should indicate whether or not the financial records have been kept in a consistent manner to each of the other reporting units of the organisation and whether any order for inspection of financial records made by the Commission under s273 of the RAO Schedule has been complied with.

In relation to paragraph 17(e)(iv) I suggest, if the records have been kept in a consistent manner to each of the organisation's reporting units, that the words "where the organisation consists of 2 or more reporting units" be deleted.

In relation to paragraph 17(e)(vi) I suggest, if the reporting unit has complied with any order as specified in that paragraph, that the paragraph be worded as follows:

"there has been compliance with an order made by the Commission under section 273 of the RAO Schedule."

Further, if there has been no such order, a statement similar to the following should be made:

"no orders have been made by the Commission under section 273 of the RAO Schedule during the period."

Future Committee of Management's statements should include all required information.

2. Auditor's Report

- (a) The qualification of the auditor's opinion in relation to membership subscriptions is noted. Having regard to the provisions of subsection 332(2) of the *RAO Schedule 9 (see Attachment)*, it is not intended that any further action be taken in respect of this matter.
- (b) It is not clear from the Report whether or not the Auditor is an approved auditor. In this regard I draw your attention to the definition of approved auditor in regulation 4 of the RAO Regulations. In all likelihood the Auditor is such a person however, it is our preference that this is made explicit in the Report. I recommend you draw this comment to the attention of your Auditors.

3. Statement of Income and Expenditure

Section 237(1) of the Act requires an organisation to lodge in the Industrial Registry within 90 days after the end of each financial year a statement showing the relevant particulars in relation to each loan, grant or donation of an amount exceeding \$1,000 made by the organisation during the financial year.

Inspection of the statement of income and expenditure indicates a disclosure "Donations" of \$3,173.

Would you please arrange lodgement in the Industrial Registry of a section 237(1) statement covering any donation exceeding \$1,000, and which sets out particulars of such donation in accordance with subsection 237(6).

4. Dating of documents

It is noted that the operating report and the committee of management statement are undated.

All documents should be dated as a matter of course.

5. Notice to members

I note that the notice to members provides the provisions of section 274 of the Workplace Relations Act 1996. The accounts should set out the provisions of subsections 272(1), (2) and (3) of the RAO Schedule. Would you please ensure those subsections are copied into the GPFR in the next financial report of the Branch.

It should be noted that the Industrial Registrar attaches importance to reporting units both fully satisfying the obligations under Schedule 1B and to those obligations being discharged within the requisite timeframes. Your reporting unit should therefore ensure that future financial returns fully satisfy the above obligations.

Electronic Lodgement

I encourage you to take advantage of the electronic lodgement service provided by the Registry for future lodgements. You may register as a user and then lodge your documents via the Electronic Lodgement page of the AIRC website at www.airc.gov.au. Alternatively, you may send an email with the documents attached to riateam3@air.gov.au

Should you wish to discuss this letter or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8661 7993 or by email at larry.powell@air.gov.au.

Yours sincerely,



Larry Powell
Statutory Services Branch

11 January 2006

332 Investigations arising from auditor's report

(1) Subject to subsection (2), a Registrar must:

(a) where the documents lodged in the Industrial Registry under section 268 include a report of an auditor setting out any:

(i) defect or irregularity; or

(ii) deficiency, failure or shortcoming; and

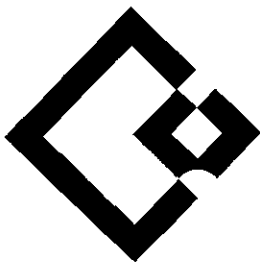
(b) where for any other reason the Registrar considers that a matter revealed in the documents should be investigated— investigate the matter.

(2) The Registrar is not required to investigate the matters raised in the report of the auditor if:

(a) the defect, irregularity, deficiency, failure or shortcoming consists solely of the fact that the organisation concerned has kept financial records for its membership subscriptions separately on a cash basis as provided in subsection 252(4); or

(b) after consultation with the reporting unit and the auditor, the Registrar is satisfied that the matters are trivial or will be remedied in the following financial year.

(3) Where, having regard to matters that have been brought to notice in the course of, or because of, an investigation under subsection (1), a Registrar forms the opinion that there are grounds for investigating the finances or the financial administration of the reporting unit, the Registrar may make the further investigation.



A•S•U

**Australian
Services
Union**

ABN 86 351 665 653

**Queensland
Services Branch**

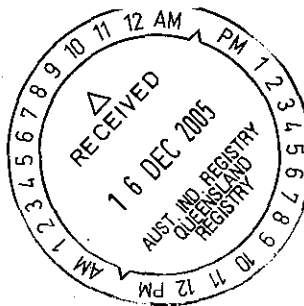
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QLD 4101

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Web: www.asuqld.asn.au

Branch Secretary:
David Smith



14th December, 2005

The Deputy Industrial Registrar
Australian Industrial Relations Commission
PO Box 5795, Central Plaza
BRISBANE QLD 4001

Dear Registrar,

**RE: AUDITED STATEMENTS OF ACCOUNTS:
FINANCIAL YEAR ENDED 30 JUNE 2005**

Please find enclosed copy of the required documentation in respect of the accounts and audit in respect of registered organisations – s.279 of the Act.

- Audited Statement of Accounts for the year ended 30 June 2005.
- Copy of Minutes of the Branch Executive Committee meeting of 9th December, 2005 adopting the Financial Statements for the year ended 30 June, 2005.
- Newsletter circulated to members
- Branch Secretary's Certificate certifying that the documents filed with the Australian Industrial Registry are true and faithful copies of the documents presented to the Branch Executive Committee on 9th December, 2005.

Trusting the enclosed documentation satisfactorily meets the requirements of the ASU Queensland Services Branch in pursuance of the Act.

Yours faithfully

**IAN BUCKLEY
ACTING BRANCH SECRETARY**

enc.

CERTIFICATE BY PRESIDENT OR SECRETARY
Industrial Organisation Act 1997, Section 214(2)(b)

I, Ian Buckley, being the Acting Branch Secretary of the Australian Municipal, Administrative, Clerical and Services Union, hereby certify that the documents lodged herewith are true and faithful copies of the documents that were circulated among our membership in September, 2005 and presented to the Branch Executive Committee on 9 December, 2005.

BRISBANE, 14th December, 2005

A handwritten signature in black ink, appearing to read 'Ian Buckley', is written over a horizontal dotted line. The signature is fluid and cursive.

IAN BUCKLEY
ACTING BRANCH SECRETARY

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE,
CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
AUSTRALIAN MUNICIPAL, ADMINISTRATIVE,
CLERICAL AND SERVICES UNION
(QUEENSLAND SERVICES BRANCH)**

Scope

We have audited the financial statements for the year ended 30 June 2005 as set out on pages 5 to 18. The management of the branch is responsible for the preparation and presentation of the financial statements and the information contained therein. We have conducted an independent audit of the financial statements in order to express an opinion on them to the members of the branch.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards, other mandatory professional reporting requirements and the Workplace Relations Act 1996 so as to present a view of the branch which is consistent with our understanding of its financial position, the results of its operations and cash flows.


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


Qualification

As membership subscriptions are recorded in the accounting records on a cash receipts basis, we are not in a position to certify that all membership subscriptions have been receipted and entered into those records. Accordingly, our examination does not extend beyond the income recorded in the accounting records.

Qualified Audit Opinion

In our opinion, except for the effects on the financial statements of the matter referred to in the qualification paragraph, the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1B of the Workplace Relations Act 1996.


Bentleys MRI
Brisbane Partnership
Chartered Accountants


R J Forbes
Partner and Registered Company
Auditor

29 Sept
Dated: ~~(Day, Month)~~ 2005

Brisbane

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**

COMMITTEE OF MANAGEMENT'S STATEMENT

I, David Smith, being the designated officer on behalf of the members of the Branch Executive Committee of the Australian Municipal, Administrative, Clerical and Services Union, Queensland Services Branch state, in the opinion of the Committee, that:

- (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 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; and
- (e) during the financial year to which the general purpose financial report relates and since the end of that year:
 - (i) meeting of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**

- (v) 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 or Registrar; and
- (vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule

This statement is made in accordance with a resolution of the Committee of Management.



.....
David Smith

Date: (Day, Month) 2005
Brisbane

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**
**SURPLUS AND DEFICIT APPROPRIATION
FOR THE YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
Operating Surplus/(Deficit)		245,238	267,166
Accumulated General Fund Balance at the beginning of the financial year		850,257	583,091
		1,095,495	850,257
Aggregate amounts transferred from/(to) Reserves:			
Motor Vehicle Replacement Reserve		-	-
Equipment Reserve		-	-
Computer Reserve		-	-
Accumulated General Fund Balance at the end of the financial year		1,095,495	850,257

The accompanying notes form part of these financial statements.

BALANCE SHEET AS AT 30 JUNE 2005

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**

	Note	2005 \$	2004 \$
ACCUMULATED FUNDS			
Reserves	2	775,069	521,505
General Fund		1,095,495	850,257
Balance 30 June 2005		<u>1,870,564</u>	<u>1,371,762</u>
Represented by:			
CURRENT ASSETS			
Cash on Hand		1,020	1,020
Cash at Bank	3	756,308	622,201
Debtors		6,044	33,627
Total Current Assets		<u>763,372</u>	<u>656,848</u>
NON-CURRENT ASSETS			
Property Plant & Equipment	4	1,756,208	1,538,699
Security Deposit		198	198
Total Non-Current Assets		<u>1,756,406</u>	<u>1,538,897</u>
Total Assets		<u>2,519,778</u>	<u>2,195,745</u>
CURRENT LIABILITIES			
Accounts Payable	5	9,934	12,652
Provisions	6	463,532	233,640
Total Current Liabilities		<u>473,466</u>	<u>246,292</u>
NON-CURRENT LIABILITIES			
Provisions	6	35,748	277,691
Loan - ASU National Office		140,000	300,000
Total Non-Current Liabilities		<u>175,748</u>	<u>577,691</u>
Total Liabilities		<u>649,214</u>	<u>823,983</u>
NET ASSETS		<u>1,870,564</u>	<u>1,371,762</u>

The accompanying notes form part of these financial statements.

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**
**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from members		3,833,986	3,664,076
Other income		28,967	7,574
Payments to suppliers and employees		(3,534,214)	(3,396,524)
Interest received		34,869	31,881
Net Cash Provided by (used in) Operating Activities	7 (b)	363,608	307,007
CASH FLOW FROM INVESTING ACTIVITIES			
Proceeds from sale of Property, Plant & Equipment		58,550	36,895
Payments for Property, Plant & Equipment		(128,051)	(143,909)
Net Cash Provided by (used in) Investing Activities		(69,501)	(107,014)
CASH FLOW FROM FINANCING ACTIVITIES			
Proceeds from borrowings		-	-
Repayment of borrowings		(160,000)	(50,000)
Net Cash Provided by (used in) Financing Activities		(160,000)	(50,000)
Net increase (decrease) in cash held		134,107	149,993
Cash at beginning of year		623,221	473,228
Cash at end of year	7 (a)	757,328	623,221

The accompany notes form part of these financial statements.

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements are a general purpose financial report and have been prepared in accordance with generally accepted accounting principals and the requirements of the Workplace Relations Act 1996, using the accruals basis of accounting, except as noted in (d) below.

Australian Accounting Standards and other mandatory professional reporting requirements, as issued by the joint professional accounting bodies, have been adopted where applicable.

The accounting policies have been consistently applied, unless otherwise stated.

(a) Income Tax

No provision for income tax is necessary, as "Trade Unions" are exempt from income tax in accordance with the Income Tax Assessment Act.

(b) Non-Current Assets

Non-Current Assets are included at cost, branch executive valuation, or independent valuation. All assets, excluding freehold land are depreciated on a straight-line basis over their respective useful lives to the Union.

(c) Investments

Investments are brought to account at their current realisable value.

Interest income on investments is brought to account in the income and expenditure account when earned.

(d) Membership Contributions

In accordance with Section 272(3) of the Workplace Relations Act 1996, membership contributions have been accounted for on a cash receipts basis.

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005
(Continued)**

(e) Employee Benefits

Provision is made in respect of the Union's liability for annual leave and long service leave at balance date. Applicable on-costs have been included in the provision for employee benefits.

The Union has no legal obligation to provide any additional benefits to employees on retirement.

(f) Adoption of Australian Equivalents to International Financial Reporting Standards

Australia is currently preparing for the introduction of International Financial Reporting Standards (IFRS) effective for financial years commencing 1 January 2005. This requires the production of accounting data for future comparative purposes at the beginning of next year.

The Union's treasurer, along with its auditors, have assessed the significance of these changes and are preparing for their implementation.

The treasurer is of the opinion that the key difference in the Union's accounting policies that will arise from the adoption of IFRS is:

Impairment of Assets

The Union currently determines the recoverable amount of an asset on the basis of undiscounted net cash flows that will be received from the assets use and subsequent disposal. In pending AASB 136 Impairment of Assets, the recoverable amount of an asset will be determined at the higher of fair value less costs to sell and value in use. It is likely that this change in accounting policy will lead to impairments being recognised more often than under the existing policy.

The above is not likely to materially influence the operating results or net assets of the Union for the year ending 30 June 2006 and as at that date.

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005
(Continued)**

	2005	2004
	\$	\$
NOTE 2 – RESERVES		
Asset Revaluation Reserve	584,069	330,505
Motor Vehicles	140,000	140,000
Computers	25,000	25,000
Office Furniture & Equipment	26,000	26,000
	775,069	521,505
 NOTE 3 - CASH AT BANK		
Working Account	98,315	2,640
Stewards Cash Management Account	4,161	25,368
Investment Accounts	653,832	594,193
	756,308	622,201

AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION QUEENSLAND SERVICES BRANCH

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005
(Continued)**

	2005 \$	2004 \$
NOTE 4 - PROPERTY, PLANT & EQUIPMENT		
Buildings 32 Peel St South Brisbane (50% interest)		
Independent valuation 2005	768,400	-
Independent valuation 2003	-	729,000
Less accumulated depreciation	-	21,870
	768,400	707,130
Improvements – cost	-	13,869
Less accumulated depreciation	-	138
	-	13,731
Land 32 Peel St South Brisbane (50% interest)		
Independent valuation 2005	642,600	-
Independent valuation 2003	-	459,000
	642,600	459,000
Computers – cost / officer valuation	56,920	71,898
Less accumulated depreciation	53,460	65,666
	3,460	6,232
Office Furniture & Equipment – cost / officer valuation	157,171	176,977
Less accumulated depreciation	106,994	122,051
	50,177	54,926
Motor Vehicles - cost / officer valuation	404,196	445,439
Less accumulated depreciation	117,875	153,009
	286,321	292,430
Library - at written down value	5,250	5,250
Written-down Value of Assets	1,756,208	1,538,699

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**
NOTE 4 – PROPERTY, PLANT & EQUIPMENT (CONTINUED)

- (a) In July 2005, but referable to 30 June 2005, the land and buildings at 32 Peel Street, South Brisbane were valued by Mr T B Nugent of Richardson & Wrench Valuers. The amount presented in the financial statements represents half of the valuation value for land and buildings as provided in this valuation.
- (b) Computers, office furniture and equipment and motor vehicles were valued at 30 June 2005 and 30 June 2004 using a combination of cost and officer valuations.

	2005	2004
	\$	\$

NOTE 5 - ACCOUNTS PAYABLE

Payable to ASU Social Club	2,868	2,244
Sundry Creditors and Accrued Expenses	7,066	9,729
Subscriptions in Advance	-	679
	9,934	12,652

NOTE 6 – PROVISIONS
Current

Annual Leave	184,901	200,388
Long Service Leave	278,631	277,691
	463,532	478,079

Non-Current

Long Service Leave	35,748	33,252
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Total Employee Provisions

	499,280	511,331
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**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005
(Continued)**
NOTE 7 - CASH FLOW INFORMATION
(a) Reconciliation of Cash

For the purposes of this statement of cash flows, cash includes cash on hand and in banks. 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:

	2005	2004
	\$	\$
Cash on hand	1,020	1,020
Cash at bank	756,308	622,201
	757,328	623,221

(b) Reconciliation of Cash Flow from Operations with Operating Surplus/(Deficit)

Operating surplus/(deficit)	245,238	267,166
Non-cash flows in operating surplus/(deficit):		
Depreciation	105,279	108,755
(Gain) / Loss on sale of non-current assets	277	(14,502)
Doubtful Debt Expense		
Changes in Assets and Liabilities:		
(Increase) / Decrease in accounts receivable	27,583	(10,196)
Increase / (Decrease) in accounts payable	(2,718)	(6,852)
Increase / (Decrease) in provisions	(12,051)	(37,364)
Net cash provided by (used in) operating activities	363,608	307,007

At 30 June 2005 and 30 June 2004 the union did not have any credit stand-by arrangements or credit facilities with a financial institution. The bank overdraft included in the balance sheet at 30 June 2005 is, essentially, a cash book overdraft only.

AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION QUEENSLAND SERVICES BRANCH

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005
(Continued)**

NOTE 8 - OFFICE BEARERS

Persons holding the position of office bearer at any time during the year:

Robert Ball	William Batten	Malcolm Case
Lynette Henson	Rodney Iszlaub	Verena Mette
Edwin Michel	Henrietta Moran	Marianne Ryan
David Smith	Brian Sullivan	Wendy Turner

Aggregate remuneration received or receivable by office bearers during the year ended 30 June 2005 was \$75,267(2004 - \$73,415). Not all office bearers received remuneration during the year. Honorariums were received by some office bearers whilst one full-time elected office bearer received remuneration in the form of a salary.

Aggregate of amounts paid to a superannuation plan in conjunction with the retirement of office bearers during the year ended 30 June 2005 was \$13,572 (2004 - \$12,617). This superannuation benefit is only paid in respect of the full-time elected office bearer.

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005
(Continued)**

NOTE 10 - RELATED PARTY INFORMATION

During the year the following transactions took place with related parties:

A percentage of the contributions received from members are forwarded on to the National Office. The amount paid to the National Office during the year ended 30 June 2005 was \$297,808 (2004 - \$259,056).

During the year ended 30 June 2003, the National Office provided funding to the Branch of \$475,000 to purchase a further 25% interest in the ownership of the land and building at 32 Peel Street, South Brisbane. Interest repayments during the year ended 30 June 2005 amounted to \$14,101 (2004 - \$22,514). Payments to the value of \$160,000 were made towards the principal during the year ended 30 June 2005.

**NOTE 12 - 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 Sub-section (1), (2) and (3) of Section 274, which reads as follows:

- (1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under Sub-section (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time as is prescribed.

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

(Continued)

- (3) A Registrar may only make an application under Sub-section (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

NOTE 13 - SEGMENT REPORTING

The Union operates within the trade union movement solely in Queensland.

AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION QUEENSLAND SERVICES BRANCH

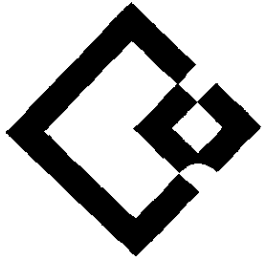
**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 JUNE 2005**

	2005	2004
	\$	\$
INCOME		
Members' Subscriptions	3,833,986	3,674,271
Interest Received	34,869	31,881
Gain / (Loss) on the sale of Fixed Assets	(277)	14,502
Sundry Income	29,243	7,574
Total Income	3,897,821	3,728,228
EXPENDITURE		
Affiliation & Other Fees	78,399	71,990
Accounting and Audit Fees	4,155	10,446
Bank Charges	14,077	15,914
Branch Executive Committee of Management	61,271	99,568
Capitation Fees	297,808	259,056
Cleaning	13,477	15,123
Depreciation	105,279	108,755
Donations	3,173	2,547
Electricity	10,784	10,798
Honoraria	9,700	9,700
Insurance	21,547	21,234
Legal & Industrial Expenses	70,446	21,073
Library	9,890	9,236
Loan Repayment Building (Interest)	14,101	22,514
Maintenance Equipment, Building, etc.	36,251	185
Maintenance and Repairs Computer	40,010	29,497
Motor Vehicle Expenses	89,616	83,209
Office Supplies and Contingencies	50,158	44,511
Payroll Tax and FBT	121,064	133,163
Postage	41,140	44,311
Printing and Publications	113,294	104,222
Publicity	6,778	9,662
Refund Subscriptions (Rule 32)	7,060	5,919
Rent	7,008	2,644

AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION QUEENSLAND SERVICES BRANCH

**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 JUNE 2005
(Continued)**

	2005	2004
	\$	\$
EXPENDITURE (Continued)		
Salaries:		
Holders of Office	75,267	73,415
Employees	1,859,731	1,770,414
Scholarships and Bursaries	7,200	6,200
Staff Entitlements	(12,051)	(8,664)
Sub-Division Expenses	600	780
Superannuation	258,567	244,641
Telephones	102,923	93,363
Travelling	95,170	108,424
Training	25,630	25,058
Union Shopper	8,515	7,870
Workers Health Centre	4,545	4,284
Total Expenditure	3,652,583	3,461,062
OPERATING SURPLUS/(DEFICIT)	245,238	267,166



A•S•U

**Australian
Services
Union**

ABN 86 351 665 653

**Queensland
Services Branch**

Ground Floor
32 Peel Street
South Brisbane
QLD 4101

PO Box 3347
South Brisbane
QLD 4101

Tel: (07) 3844 5300
Fax: (07) 3846 5046

Web: www.asuqld.asn.au

Branch Secretary:
David Smith

14th December, 2005

Mr Larry Powell
Statutory Services Branch
Australian Industrial Registry
GPO Box 1994S
MELBOURNE VIC 3001

Dear Mr Powell,

Re: ASU Queensland Services Branch Operating Report

I herewith lodge the ASU Queensland Services Branch Operating Report for 2004/2005 in compliance with s254 of the RAO Schedule.

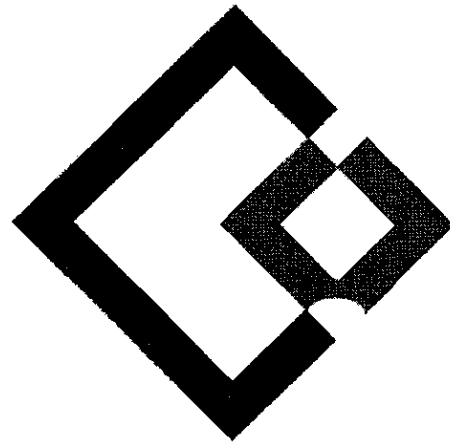
Please note that this document has been made available to our membership.

If you require any further information or clarification please don't hesitate to contact me or our Office Manager, Therese Stephan on 07 3844 5300 or via email ian@asuqld.asn.au, or therese@asuqld.asn.au respectively.

Thank you for your assistance in this regard.

Yours faithfully

**IAN BUCKLEY
ACTING BRANCH SECRETARY**



ASU Queensland Services Branch Annual Operating Report 2004/2005

A handwritten signature in black ink, appearing to read "D C Smith".

.....
D C Smith

BRANCH SECRETARY

A handwritten signature in black ink, appearing to read "R Ball".

.....
Robert Ball

BRANCH PRESIDENT

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Introduction

We are pleased to present our Annual Operating Report in compliance with Schedule 1B of the Workplace Relations Act 1996. Each year the annual report is presented to our Annual State Council and an annual operating report is then made available to interested members.

Part 1 – General Report

Audited Financial Statement for year ending 30th June, 2005

In compliance with the requirements of the Workplace Relations Act, our Audited Financial Statement has been published on the branch website: www.asuqld.asn.au. Members received the Financial Statements in October, 2005 as an inclusion in 'The Organiser'.

Branch Membership

The membership numbers based on industry are as follows:

Industry	01 July 2004	Joined	Resigned	30 June 2005
Local Authorities	5327	928	642	5622
Rail	1895	152	187	1866
Energy	1592	251	148	1706
SACS	1916	541	467	1969
BCC	1522	173	130	1556
Ports	179	12	17	176
Private Sector	289	36	88	239
Total	12720	2093	1679	13134

This is a net growth of 414 members during the 2004/2005 year.

Number of Employees

The number of employees in the reporting unit during the year 2004/2005 was 33.

Trustees of Superannuation Entities

David Smith	ESI Superannuation: Alternate Director
Brian Sullivan	LG Super: Director
Marianne Ryan	LG Super: Director

Right of Members to Resign - Rule 32

- (a) A member may resign from membership by written notice addressed and delivered to the Branch Secretary.
- (b) A notice of resignation takes effect:
 - (i) Where the member ceases to be eligible for membership of the Union:
 1. on the day on which the notice is received; or
 2. the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member;

whichever is the later; or

- (ii) in any other case:
 - 1. at the end of two weeks after the notice is received, or
 - 2. on the day specified in the notice;

whichever is the later.

- (c) Notice of resignation shall be addressed to the Branch Secretary and delivered to that officer.
- (d) Any member resigning shall be liable for the payment of all subscriptions, fines and levies owing to the Union under these rules at the date of leaving, and such monies may be sued for and recovered in the name of the Union.
- (e) Any subscription paid by a member in respect of a period beyond the end of the quarter in which the member's notice of resignation expires shall be remitted to the member if so requested and a member who pays annual subscription by instalments shall not be liable to pay any instalment for any period after the end of the quarter in which the member's notice of resignation expires and a member who resigns where the member ceased to be eligible to become a member of the Union as hereinbefore mentioned shall be entitled to the same remission.
- (f) A notice delivered to the Branch Secretary shall be taken to have been received by the Union when it was delivered.
- (g) A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered to the Branch Secretary.
- (h) A resignation from membership of the Union is valid, even if not affected in accordance with sub-clauses (a) to (g) of this Rule, if the member is informed in writing by or on behalf of the Union, that the resignation has been accepted.
- (i) A member on leaving the Union after compliance with this Rule shall be entitled, on written application to the Secretary of the member's Branch, to a clearance certificate in the prescribed form.

AIRC Full Bench Safety Net Review Decision

The Full Bench of the Industrial Relations Commission gave award workers a flat Award Safety Net increase of \$17 for 2005. This increases the minimum federal award wage to \$484.40 or \$12.75 per hour, an increase of 3.70%.

The \$17 increase will apply to all award rates of pay and only members covered only by an award will get the increase. ASU members covered by enterprise agreements or other agreements that provide alternative wage increases will not benefit from the wage increase.

Award allowances will be able to be adjusted to reflect the \$17 wage increase. We have already commenced preparation to vary all awards. The operative date of wage increases and allowances is 12 months, the operative date of the last Safety Net increase in each award.

Your Rights at Work Campaign Update

The ASU has been actively involved in the 'Your rights at Work Campaign' this year. With the national campaign growing in momentum, members and union officials have held productive discussions with a number of state MPs over the proposed industrial relations changes. Union officials have also held talks with new Senator Barnaby Joyce, who has expressed concerns over the legislation, including the abolition of unfair dismissal protection for workers in businesses with 100 employees or less and the abolishment of the State industrial relations system. In the lead up

to the National Party's State Conference in July, Branch Secretary, David Smith met with Queensland Nationals leader, Lawrence Springborg, Vaughn Johnson and a number of National Party state MPs. During the three day National Party State Conference, Industry Committee and Branch Executive member, Mal Case, was one of two ASU delegates who attended the industry dinner at the invitation of Senator Barnaby Joyce. Over 100 members attended the national day of action in July with thousands more having signed the 'your rights at work petition'.

Hundreds of thousands of workers and their families rallied across Australia during a June national week of action to voice their opposition to the federal government's attack on working lives, family and community values. On 30 June, union members in Cairns, Townsville, Rockhampton, Mackay, Bundaberg and Brisbane joined with more than 150, 000 union members, community members and workers to send a strong message to the Howard Government that the Australian community does not support its plans to take away basic rights at work through changes to Industrial Relations legislation. In Brisbane, 120 ASU/QSU members and their families joined nearly 20,000 others in King George Square for a rally which served to build solidarity and raise public and community awareness about the threat to basic rights, job security and living standards

The ASU has also held a number of workplace and town meetings around the State in the lead up to the release of the legislation with organisers speaking to thousands of members about the changes and how they will affect their employment. The Union has also produced a number of brochures, flyers and other materials which have been distributed to members through our strong delegate network.

ASU Regional Delegates Conferences and Seminars

Regional conferences and seminars were held during 2004/2005 at the following locations:

11 and 12 August, 2004	Far North and North Queensland Regional Conference (Townsville)
5 and 6 October, 2004	Rail Conference (Brisbane)
17 November, 2004	South Coast Regional Seminar (Brisbane)
18 November, 2004	Gold Coast City Council Seminar (Gold Coast)
23 February, 2005	Enterprise Bargaining Seminar (Brisbane)
16 and 17 May, 2005	Far North and North Queensland Regional Conference (Townsville)

Membership Training Program for 2004/2005

Training courses were conducted for the membership of the union during 2004/2005 as follows:

8 July, 2004	Delegate Training – (Brisbane)
21 September, 2004	Kids Help Line
18 and 19 April, 2005	Delegate Training – (Brisbane)
28 and 29 April, 2005	Queensland Rail Delegate Training – (Brisbane)
7 and 8 June, 2005	Delegate Training – (Brisbane)

ASU Branch Council Workshop 2004

Branch Council met on the 9th of September, 2004 to review the priorities for the Branch over the next year to September, 2005.

The Branch goals and objectives were reviewed and endorsed.

Outcomes of Workshop – September 2004

- *Strategically organise the workplace:*

This is being achieved via a series of campaigns including: Endeavour, Local Authorities Industry Standards, Enterprise Bargaining in BCC, Rail, Ports and Energy.

- *Grow the union:*

Union membership has increased by 4.2% during the last year.

- *Identify, train and resource activists in the workplace:*

Training of union activists has been ongoing throughout the past 12 months. The union continues to conduct specialised courses to support the Organising model and the current Industry Standards campaign.

- *Conduct successful campaigns around workers' issues, actively involving members:*

Industry Standards campaign involving top 20 Councils EB negotiations, Endeavour Residential and ATSS certified agreements, Cerebral Palsy League, Kids Help Line, Queensland Rail and Ports EB negotiations and Energy EBAs.

- *Provide professional service, advice and support to members:*

Advent of the Contact Centre to more efficiently respond to, record and direct calls and the allocation of Senior Industrial Officers to each industry.

- *Provide adequate resources for development of activists at the workplace:*

Continual development and delivery of training and education for delegates.

- *Establish and maintain an effective communications network:*

Media Officer, Genevieve Siddle maintaining and developing website, quarterly publications and industry specific publications. Regular delegates newsletters.

Recent Activities:

1. Collation/production of monthly 'Delegates Newsletter'.
2. Research and daily updates on ASU/QSU website on Union activities.
3. Regular election updates to office staff and the production of official 'Election Updates' for members.
4. Production and collation of bi-monthly 'BCC News' and 'Coastline'.
5. Research/collation/production of the 'Union Organiser' and new industry specific newsletters, (SACS and Local Authorities) and 'Focus on Women'.
6. Design/production of ASU Connect posters.
7. Design/production of ASU Connect bookmarks.
8. Design/production of ASU Connect magnets.
9. Research/preliminary work into secure area on website for Branch Executive.
10. Reformatting email version of 'Delegates News'.

Major Communication Processes to Membership

1. Regular industry updates in the form of newsletters, e.g. Energy News, BCC News
2. Regular and consistent website updates and promotion of website in publications.
3. Official ASU/QSU publications such as the 'Union Organiser' and industry specific newsletters.

- *Establish effective, resourced union committees at workplaces and in regions around the state:*

Progressing under the development of the Industry Specific campaign.

- *Regularly review and evaluate processes with a view to constant improvement:*

14 step process developed as a result of the Industry Specific seminar held in 2003, which can be implemented in all Local Authority EB negotiations and other industries.

Port Authorities

Membership Growth	Industrial Outcomes	Membership Development & Training	Political and Community Lobbying
Pursue coverage in Townsville, Rockhampton, Bundaberg. Potential members (45) Status: Doing	Establish benchmarks Wage increases Conditions Standard log of claims	Training for new delegates and refresher courses for existing delegates. Delegates EB training. Delegates to identify replacement. Mentoring Membership benefits seminar annually. Status: No	Co-sponsoring community events in regional areas. Status: No
Educate Organisers re: history. Planned regular visitations. Status: Done	Align expiry dates Status: Ongoing		
Cairns Port: Improve profile of the ASU. Use external Organisers to recruit and develop networks. Status: No			

Social & Community Services

Membership Growth	Industrial Outcomes	Membership Development & Training	Political and Community Lobbying
Overall increase by 5% over the next 2 years. Status: 9% has been achieved in one year.	Publicise benefits of EBAs throughout SACS industry and need to protect Award conditions. Status: Ongoing	All union members be invited to attend Delegates courses. Status: Yes	Maintain PLSL campaign. Status: Yes
Target Under-Graduates at universities doing welfare, social work and community services	Planned sectoral approach.		Promote Community Services and raise public awareness and status of workers.

<p>courses. Deliver session on "Know Your Rights"</p> <p>Status: Yes – Attended Youth Day</p> <p>CASH Campaign on getting missed SNA by way of EB or by variation of the Award. Used as tool to gain membership.</p> <p>Target – 50 members.</p> <p>Status: No</p>	<p>Status: Ongoing</p> <p>Variation to CASH Award to take in SNA lost.</p> <p>Status: No</p>	<p>Status: Yes</p> <p>Poster or sticker.</p> <p>i.e.: Union Workplace. Friendly</p> <p>Proud to be a Community Worker.</p> <p>Proud to be Union.</p> <p>Status: Yes</p>
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Brisbane City Council

Membership Growth	Industrial Outcomes	Membership Development & Training	Political and Community Lobbying
<p>Increase current numbers by 5% per annum.</p> <p>Status: 4.9% achieved.</p> <p>Application form in all induction kits.</p> <p>Status:</p> <p>Delegates Training:</p> <ul style="list-style-type: none"> • Targeting membership • Personal Development • How to gain other people's confidence. • How to sell the union. <p>Status: No</p> <p>Map workplace to determine membership.</p> <p>Status: Yes</p> <p>Run popular campaign.</p> <p>Status: Yes</p> <p>More delegates 1 – 10.</p> <p>Status: No</p> <p>Rewards for Recruiting.</p> <p>Status: No</p>	<p>Maximum hours</p> <p>Workload</p> <p>Status: Yes</p> <p>Staff numbers</p> <p>Status: No</p> <p>Reduce contract/agency staff</p> <p>Status: Yes</p> <p>Overhaul training programme of trainees to ensure retention.</p> <p>Status: Yes</p> <p>Conditions of work.</p> <p>Status: Yes</p> <ul style="list-style-type: none"> • Lifestyle • Extra day off • Bus/ferry tickets • 1 week extra leave after 5 year employment <p>Status: Ongoing</p> <p>Better recognition for serving staff.</p> <p>Status: Yes</p>	<p>Follow up CD with relevant industrial information (regularly updated).</p> <p>Status: Investigating</p> <p>Training on union and delegate structure.</p> <p>Status: Ongoing</p> <p>Dispute resolution.</p> <p>Status: Ongoing</p> <p>Tailored course on rights and entitlements as a member of the union (follow up CD to be handed).</p> <p>Status: No</p>	<p>Portable LSL</p> <p>Status: Yes</p> <p>Child care centres</p> <p>Status: No</p> <p>Health care services</p> <p>Status: No</p> <p>Bargaining fee for non members</p> <p>Status: Yes</p> <p>Salary sacrifice improvement</p> <p>Status: Yes</p> <p>Community Lobbying</p> <p>Library staffing</p> <p>Status: Yes</p> <p>Hours of operation</p> <p>Increased resources for multi-cultural services</p> <p>Status: No</p>

Membership Growth	Industrial Outcomes	Membership Development & Training	Political and Community Lobbying
<p>Ensure union involvement in inductions.</p> <p>Status: Yes</p> <p>Union presentation on CD to include comprehensive overview e.g.:</p> <ul style="list-style-type: none"> • Member's Equity • Union Law • Union Shopper • Award • Union Health <p>Status: No</p> <p>CD to be provided to all current members.</p> <p>Status: No</p>			

Energy

Membership Growth	Industrial Outcomes	Membership Development and Training	Political and Community Lobbying
<p>Grown and maintain membership</p> <p>Status: 2% growth achieved.</p> <p>Mapping.</p> <p>Status: Ongoing</p>	<p>Paid maternity leave</p> <p>Status: Yes</p> <p>To increase by one year for each year of EB.</p> <p>Status: Yes</p> <p>Family leave to the extent of sick entitlement</p> <p>Superannuation</p> <p>Status: Yes</p> <p>Prevent fixed term rolling contracts</p> <p>Status: Yes</p> <p>Limit agency temps to 6 months</p> <p>Union leave – employer to fund wages, accommodation and travel, increase trade union leave</p> <p>Status: Yes</p> <p>No 'Extra Claims' clause</p> <p>Pay out of 50% sick leave on retirement.</p> <p>Status: No</p>	<p>Delegate training</p> <ul style="list-style-type: none"> • Award interpretation • Mapping • Industrial law • Running a meeting • Delegates rights and responsibilities and obligations <p>Members' handbook</p> <p>Status: No</p>	<p>Community quest with respect to electricity inspections.</p> <p>Status: No</p> <p>Organise membership lobbying of back-benchers</p> <p>Status: Ongoing</p> <p>Formulate positions on Medicare, health, education.</p> <p>Status: Yes</p>

Rail

Membership Growth	Industrial Outcomes	Membership Development and Training	Political and Community Lobbying
1881 to increase to 1900 over next 2 years Status: Yes	EB 5 expires 30/09/04 Status: Yes	Organise meetings of delegates and contacts half yearly. Status: Yes	Be proactive at the start of reviews Status: No
Use of external organisers to combat VER policy extended. Status: Yes	% increases for EB. Status: Yes	Fostering contacts to become delegates Status: Yes	Question party membership. Status: Yes
	Maternity leave increase to 14 weeks. Status: Increased	Advanced training for delegates (Rail specific) Status: Yes	Use of media any time to keep community informed. Status: Yes
	Increase employer contributions to superannuation. Status: Yes	Regional conference (cross industry) Status: yes	Advertising campaigns Status: Yes
	Membership poll on issues of concern to be included in log. Status: Yes	Advanced delegates to rotate through Brisbane office 1-2 weeks per year. Status: No	Petition community Status: No
	Salary sacrificing options to be extended. Status: Yes	QSU uniform shirt for delegates when attending meetings. Status: Yes	
	Automatic progression through pay points after 2 years at top of band. Status: No	Contacts to be trained in building relationships Status: No	
	Reduced length of term of fixed term contracts. Status: No		

Local Authorities

Membership Growth	Industrial Outcomes	Membership Development and Training	Political and Community Lobbying
2 year growth target for 250 nett gain = 5300 members = 5% growth Status: Achieved	Award protection Status: Yes	Promoting and facilitating delegates training to an advanced standard, particularly in larger councils. Status: No	Utilise affiliation of ALP to more advantage to achieve industry standards. Status: Yes
All major councils to reach 65% membership density minimum. Status: 4 out of 20 achieved.	Varying current award to include proposed industry standards Status: Yes	Expand the regional contact currently in existence within industry committee to include formal Status: Yes	Promote through community the benefits of the industry standards. Status: Yes
	Application lodged by January, 2004		

Membership Growth	Industrial Outcomes	Membership Development and Training	Political and Community Lobbying
<p>All major councils 5% above current membership through industry standards campaign.</p> <p>Status: Yes</p> <p>Evaluate councils where negative growth in previous period.</p> <p>Status: No</p>	<p>Status: Achieved</p> <p>12 targets</p> <p>Collective Bargaining</p> <p>Achieve consistent log of claims in 20 largest councils (industry standards)</p> <p>Status: Yes</p> <p>Common negotiator at EB negotiations for 20 large councils</p> <p>Status: Yes</p> <p>Use of internal/external organising resources to compliment Lead Negotiator</p> <p>Status: Yes</p> <p><i>Regional Bargaining:</i></p> <p>Achieve consistency with respect to industrial outcomes within defined regional areas, e.g.: common agreements – timing 5 years.</p> <p>Status: Ongoing</p> <p><i>Award Protection:</i></p> <p>Address the imbalance between 'LGOA' and ATSI Awards</p> <p>Status: Yes</p> <p>Branch to allocate sufficient resources to ensure that members individual grievances are dealt with in a professional and caring manner.</p> <p>Status: Yes</p>	<p>meetings/teleconferences.</p> <p>Status: No</p>	<p>Local Government Workers:</p> <p>With you For you One of you</p> <p>Status: Yes</p>

Women's Officers Report 2004/2005

Queensland Rail

Several female members in Queensland Rail expressed interest in establishing a women's reference group. The ASU/QSU have been facilitating this activity with union delegates from Queensland Rail. These delegates have attended the new Queensland Rail Corporate Wellness Committee which has replaced the previous Equity Committee. It is the Union's intention to establish a working group of Union women from with Queensland Rail and have the ASU delegate who attends the Corporate Wellness Committee report back to this group.

Anna Stewart Project

Last year Colleen Springfield from Endeavour participated in the 2004 Anna Stewart Project and, after spending a week with organisers from the ASU, spent a week with organisers from a blue collar union. In 2005 Nicole Mathison from Brisbane City Council participated in the 2 week project. After her first week at the ASU office she then spent a week with the Electrical Trades Union. Both Colleen and Nicole enjoyed the Anna Stewart Project and provided the Queensland Council of Unions and the ASU with an excellent summary of their 2 week experiences.

Queensland Working Women's Service

As the Union holds a position on the management committee, our Women's Officer attended the monthly meetings and continues to help develop the direction of the QWWS. The past 12 months has been a very turbulent time for the QWWS and YWAS mainly due to the uncertainty of funding for both services, this in turn has lead to some changes in staffing as well. Both services have continued to maintain a high standard of service whilst experiencing difficult times and the staff should be congratulated for their dedication. On a sad note the New South Wales Working Women's Service closed it doors recently due to funding problems.

Emma Miller Dinner

ASU/QSU Women's Committee members attended the Emma Miller Dinner hosted by the QCU Women's Committee in November, 2004. The dinner was held to celebrate the efforts of female members and delegates who displayed exemplary commitment to the union movement over a period of time. This year the ASU/QSU Queensland Services Branch recipients were Helen Blackie (Brisbane City Council Rates) and Nic Symons (Queensland Rail).

High Tea with the Federal Sex Discrimination Commissioner

ASU/QSU Women's Committee members attended an afternoon tea to celebrate 20 years of the Federal Sex Discrimination Act in Australia. The speaker was Pru Goward the current Federal Sex Discrimination Commissioner. Ms Goward spoke about the future for women and her concern that many women in the future will be living below the poverty line in retirement. She believes these problems will eventuate from the lack of superannuation benefits that many women due to retire in the next 10 years were not able to assess. Her talk was very interesting and yet quite disturbing.

Focus on Women

The union's Media Officer, Genevieve Siddle, produced the Women's Committee publication 'Focus on Women'. Issues included interviews with Pru Goward the Federal Sex Discrimination Commissioner and Toni Collett, actor and member of Media Entertainment and Arts Alliance and articles on Women in Queensland Rail and the Anna Stewart Project.

International Women's Day 2005

The Union participated in the annual IWD function, ordering support material from the Office for Women for subsequent distribution among female membership. The ASU had many female members who participated in celebrating Women through their own work areas.

QCU Women's Committee

This committee continues to meet on a monthly basis, with the ASU/QSU being represented by our Women's Officer. The Committee set the agenda for several projects in 2004/2005 including the Anna Stewart Project and the Emma Miller Awards. The Committee also had a reporting role on the QCU Equal Remuneration Application and the ACTU Work and Family Test case in 2004/05. The QCU also applied for funding from the Office of Women to conduct the campaign "Pregnant and Working" which is run through the Bounty Bags and given out at the Maternity Hospitals.

Women in Council Forum

The Union's Women's Officer attended this forum organised by the Brisbane City Council, the topic of which was 'Work and Life Balance'. Guest speakers were Susan Booth from the ADCQ and Danny Keeble, Manager of the Brisbane City Council Contact Centre. Ms Booth spoke about the "Opting Out Revolution" in which talented staff are not being placed into the right jobs because they would prefer to have a role that will allow them to balance their work and family life, or because their employer overlooks them, considering them not to be fully committed to the organisation because of their family obligations.

Youth Officers Report 2004/2005

The Youth Wise committee, Your Rights! Your Choices! has been meeting quarterly to discuss and plan youth initiatives within the Union. We are currently in the final stages of confirming a youth secondment which will take place early 2006. Patrick Thone, an ASU member from QR, will be seconded for two weeks and undertake some study into the three main areas where there is potential for youth membership growth.

In September over 25 ASU members attended the annual 'ASU Youth Forum' in Brisbane. The one day Forum looked at a number of different issues affecting young workers. Delegates also heard from guest speakers including the State Member for Mt Coot-tha, Andrew Fraser and the Branch Secretary of the ASU, Queensland Services Branch, David Smith.

The Youth Wise committee, Your Rights! Your Choices also plan to release a new postcard series which will create awareness of the importance to be in a union for young workers. I am in the final stages of designing a 'Youthwise' postcard which has a male and a female version. The postcard will be distributed through Avanta Card and I am hoping to get the majority of funding from the QCU in conjunction with Young Unionist Movement (YUM).

Part 2 - Servicing/Industrial Activities

Overview

One of the primary objectives for the union was, and remains to be, to continue to increase union membership. In order to achieve this, a parallel objective for the period of 2004/2005 was to provide professional service, advice and support to members and to continue to develop the Contact Centre to more efficiently respond to and record member enquiries and to improve the manner in which advice is provided to members.

Contact Centre

The Contact Centre has updated its systems and personnel over the past 12 months to improve the provision of advice to members on a consistent basis. This has resulted in the recruitment of Industrial Officers with the specific skills and knowledge to fill the roles of Contact Centre Officers. The focus of the union is membership growth by establishing improved member networks, which is the primary role of the union's organisers. The Contact Centre provided another avenue, in addition to direct contact with the organiser, for members to access union services, particularly the provision of industrial advice.

Industry Specific Achievements

Rail

Significant work completed in this industry included the following.

- Negotiation of several certified agreements
- Major review of policies
- Classification reviews
- Management of restructuring programs

Energy

Significant work completed in this industry included the following.

- Negotiation of several certified agreements
- Major review of policies
- Classification reviews
- Management of restructuring programs

Local Government

Application to vary the Queensland Local Government Officers Award 1998 has been heard in the Australian Industrial Relations Commission. The variation will ensure that that award continues to have industry relevance and rectify those clauses contained in the award that have been consistently subject to misapplication or misinterpretation. A favourable decision from the AIRC was obtained but at the time of writing is under appeal from the Local Government Association of Queensland.

Other work significant work completed included the following.

- Reclassification disputes
- Termination negotiations and settlements
- Unfair Dismissal applications
- Dispute representation
- Wages recovery
- Certified agreement negotiations and advice
- Local Government Appeals
- Management of restructuring programs

BCC

A review of issues related to the Brisbane City Council federal award continued. Other significant work completed included the following.

- Brisbane Best Value submissions
- Organisational reviews
- Reclassification disputes
- Termination negotiations and settlements
- Unfair Dismissal applications
- Dispute representation
- Wages recovery
- Certified Agreement advice
- Local Government Appeals
- Management of restructuring programs

SACS

Roping in of employees into one the Union's major awards covering an industry where employees are disparate, the Social and Community Services (Queensland) Award 2001 continued over the past year. Also of significance is the negotiation of numerous (first) certified agreements in the same industry. The union also continued to pursue Portable Long Service Leave for employees but without support from the state government.

Other significant work completed included the following.

- Reclassification disputes
- Termination negotiations and settlements
- Unfair Dismissal applications
- Dispute representation

Part 3 - Organising Activities

Lead Negotiator continuing to negotiate EB's in Large Councils

Jen Earl has continued to negotiate EB's in large Councils and has over the last 12 months achieved some great outcomes for members. I think Jen's reputation is starting to precede her and she has become a force to be reckoned with in the minds of CEO's of some of the largest Councils in Queensland.

We have been running with a standard log of claims in line with our aim to standardise Certified Agreements throughout Queensland. While we do not have 100% acceptance of our claims, we have gone a long way towards achieving our goal in this round of negotiations.

Wage outcomes have been exceptional in most cases with increases from 4.5%+ per annum in most councils.

Obviously, this gamble has been a great success with the majority of new members coming out of organising in and around these Councils. External Organisers and Organisers allocated to the various Councils have contributed to this success by distributing and collecting surveys, holding feedback meetings, mapping the site; organising networks etc.

External Organisers:

As explained above, External Organisers have been working in conjunction with Jennifer Earl where we are negotiating EB's in large councils, or with Regional Organisers where we have identified a medium sized council to do a blitz on.

The External Organising team has been down one organiser due to Danny Reeves filling in for George Hiller, North Coast Organiser who has been on leave since October 2005. Therefore the activities of the external organising team have been very limited.

Organising Works Trainees:

The ASU has taken on an Organising Works Trainee, Stuart Maggs, a member from the Social and Community Services Industry. Stuart is very energetic with a focus not only on membership growth, but development of networks etc. Stuart has commitments with TUTA for projects and attendance at training days. His traineeships will come to an end in December.

Sharon Large was employed as an Organiser in the SACS area for Brisbane in April 2005 to replace Lurline Comerford, a long time organiser in the SACS area. Sharon's experience of the networks throughout the industry has been very valuable and she is doing an exceptional job.

The Electrolux Decision:

This Decision which went to "allowable matters" created havoc for a few months. Essentially, no provision could be put into an agreement which did not pertain to the direct employer/employee relationship. This brought into question, union right of entry, payroll deduction, union encouragement clauses etc. etc.

At one stage, the goal posts were continually changing with Decisions and Appeals coming in on a regular basis. This created a lot of work for both Industrial Officers (in drafting new clauses etc.) and Organisers (in amending their original logs, or taking out existing offending provisions in new certified agreements).

The outcome was not as bad as first thought however, the issue did manage to tie us up for some time and led to frustration for all parties.

Endeavour Residential Workers Certified Agreement Campaign:

Negotiation and final certification of this Agreement required a massive organising exercise with all Organisers being involved. This Certified Agreement necessitated changes to shifts which presented some problems for members. The ASU were instrumental in assisting members, where necessary, to come to agreement with management on the changes.

This agreement represented significant gains in both wages and conditions for endeavour employees. Jenny Earl, Lurline Comerford and all organisers should be congratulated on the successful outcome.

Day to Day Organising:

2004/2005 was an extremely busy time, with a great amount of time and resources spent in developing material for and running seminars and organising various campaigns throughout Queensland.

Some of the more notable and time consuming issues were:

Negotiation and certification of Endeavour Agreements;
Dealing with the fallout from the Electrolux Decision;

Local Government Variations;
Participation in National Agreement for the Smith Family;
Taking on two Organising Works Trainees (with the requirement to mentor each one)

Part 4 - Membership of Branch Executive Committee

The members of the Branch Executive Committee for the entirety of the financial year 2004/2005 were:

President	Mr Robert Ball
Vice President	
(Local Government & Deputy President)	Mr Malcolm Case
Vice President (Local Government)	Ms Lynette Henson
Vice President	
(Social and Community Services)	Ms Wendy Turner
Vice President (Brisbane City Council)	Ms Henrietta Moran
Vice President (Energy)	Mr Rodney Iszlaub
Vice President (Ports)	Mr Edwin (Ted) Michel
Vice President (Rail)	Mr William (Bill) Batten
Vice President (Private Sector)	Vacant
Vice President (Women)	Ms Marianne Ryan
Vice President (Youth)	Ms Verena Mette
Treasurer	Mr Brian Sullivan
Secretary	Mr David Smith

David Smith
BRANCH SECRETARY

Robert Ball
BRANCH PRESIDENT