



Australian Government
Australian Industrial Registry

Level 5
11 Exhibition Street, Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7993
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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 1 of the Workplace Relations Act 1996 (Schedule 1)
Financial Report for year ended 30 June 2007 - FR 2007/282**

Receipt is acknowledged of the financial report of the Queensland Services Branch of the Australian Municipal, Administrative, Clerical and Services Union for year ended 30 June 2007. The documents were lodged in the Industrial Registry on 14 December 2007.

The financial report has been filed.

I direct your attention to the following comments concerning the above report and the financial reporting obligations under Schedule 1. Please note that these matters are advised for assistance in the future preparation of financial reports; no further action is required in respect of the subject documents.

1. Financial Report

A reporting unit is required by section 262 of Schedule 1 to supply to its members and present to a relevant meeting a copy of the auditor's report, general purpose financial report and operating report (the full report).

I note that the auditor's report and general purpose financial report were lodged under the certificate of the Branch Secretary stating that the documents were circulated among the Branch's membership in September 2007 and presented to the Branch Executive Committee on 30 November 2007.

I further note that the operating report was lodged as a separate document with advice from the Branch Secretary that such document had been made available to the branch membership.

I assume that the operating report was supplied to members of the reporting unit and presented to the Branch Executive Committee meeting with the auditor's report and general purpose financial report.

As the operating report forms part of the full report I suggest in future that one document, being the full report, be lodged in the Industrial Registry.

2. Auditor's Report

Auditor's Qualification

I note the qualification of the auditor's opinion in relation to the membership subscriptions being recorded in the accounting records on a cash receipt basis. Based on subsection

332(2) of Schedule 1 of the Workplace Relations Act 1996 it is not intended that any further action be taken in respect of this matter.

3. Loans, Grants and Donations

Section 237(1) of Schedule 1 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 \$3,321.

If appropriate, would you please arrange lodgment in the Industrial Registry of a section 237(1) statement covering any donation exceeding \$1,000, setting out particulars of any donation in accordance with subsection 237(6).

4. Reference to Schedule 1B

I note that the introduction to the Operating Report refers to Schedule 1B of the Workplace Relations Act 1966. Such reference should now be to Schedule 1.

Electronic Lodgment

I encourage you to take advantage of the electronic lodgment service provided by the Registry for future lodgments. You may register as a user and then lodge your documents via the Electronic Lodgment 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

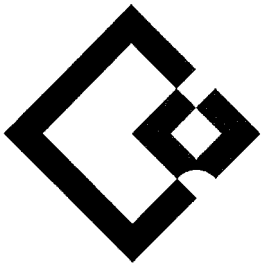
Should you wish to discuss any of the matters raised in this letter, I may be contacted on (03) 8661 7993 or by email at larry.powell@air.gov.au.

Yours sincerely,



Larry Powell
Statutory Services Branch

2 January 2008



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

11th December, 2007



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 2007**

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 2007.
- Copy of Minutes of the Branch Executive Committee meeting of 30th November, 2007 adopting the Financial Statements for the year ended 30th June, 2007.
- 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 30th November, 2007.

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

Yours faithfully

**DAVID SMITH
BRANCH SECRETARY**

enc.

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

I, David Charles Smith, being the 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, 2007 and presented to the Branch Executive Committee on 30 November, 2007.

BRISBANE, 11th December, 2007



DAVID SMITH
BRANCH SECRETARY





**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE,
CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007**

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

**SURPLUS AND DEFICIT APPROPRIATION
FOR THE YEAR ENDED 30 JUNE 2007**

	Note	2007 \$	2006 \$
Operating Surplus/(Deficit)		190,000	20,190
Accumulated General Fund Balance at the beginning of the financial year		1,115,685	1,095,495
		<hr/> 1,305,685	<hr/> 1,115,685
Aggregate amounts transferred from/(to) Reserves			
Motor Vehicle Replacement Reserve		-	-
Equipment Reserve		-	-
Computer Reserve		-	-
		<hr/>	<hr/>
Accumulated General Fund Balance at the end of the financial year		<hr/> 1,305,685	<hr/> 1,115,685

The accompanying notes form part of these financial statements.

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

BALANCE SHEET AS AT 30 JUNE 2007

	Note	2007 \$	2006 \$
ACCUMULATED FUNDS			
Reserves		775,069	775,069
General Fund		1,305,685	1,115,685
		<hr/>	<hr/>
Balance 30 June 2007		2,080,754	1,890,754
		<hr/>	<hr/>
Represented by:			
CURRENT ASSETS			
Cash and cash equivalents	2	1,182,950	760,012
Trade and other receivables	3	32,963	998
		<hr/>	<hr/>
Total Current Assets		1,215,913	761,010
		<hr/>	<hr/>
NON-CURRENT ASSETS			
Property, plant and equipment	5	1,692,086	1,769,611
Security deposit	4	198	198
		<hr/>	<hr/>
Total Non-Current Assets		1,692,284	1,769,809
		<hr/>	<hr/>
Total Assets		2,908,197	2,530,819
		<hr/>	<hr/>
CURRENT LIABILITIES			
Trade and other payables	6	233,671	17,863
Provisions – employee entitlements		549,782	551,688
		<hr/>	<hr/>
Total Current Liabilities		783,453	569,551
		<hr/>	<hr/>
NON CURRENT LIABILITIES			
Provisions – employee entitlements		43,990	50,514
Loan – ASU National Office	7	-	20,000
		<hr/>	<hr/>
Total Non Current Liabilities		43,990	70,514
		<hr/>	<hr/>
Total Liabilities		827,443	640,065
		<hr/>	<hr/>
NET ASSETS		2,080,754	1,890,754
		<hr/>	<hr/>

The accompanying notes form part of these financial statements.

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

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2007**

	Accumulated Fund \$	General Reserve \$	Asset Revaluation Reserve \$	Total \$
Balance at 1 July 2005	1,095,495	191,000	584,069	1,870,564
Operating surplus	20,190	-	-	20,190
Revaluation increment	-	-	-	-
Balance at 30 June 2006	1,115,685	191,000	584,069	1,890,754
Operating surplus	190,000	-	-	190,000
Revaluation increment	-	-	-	-
Balance at 30 June 2007	1,305,685	191,000	584,069	2,080,754

The accompanying notes form part of these financial statements.

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

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2007

	Note	2007 \$	2006 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from members		4,237,830	3,913,169
Other income		89,409	14,824
Payments to suppliers and employees		(3,898,524)	(3,702,991)
Interest received		60,680	39,404
Net Cash provided by (used in) Operating Activities	11	489,395	264,406
CASH FLOW FROM INVESTING ACTIVITIES			
Proceeds from sale of property, plant and equipment		15,865	39,622
Purchase of property, plant and equipment		(62,322)	(181,344)
Net Cash provided by (used in) Investing Activities		(46,457)	(141,722)
CASH FLOW FROM FINANCING ACTIVITIES			
Proceeds from borrowings		-	-
Repayment of borrowings		(20,000)	(120,000)
Net Cash provided by (used in) Financing Activities		(20,000)	(120,000)
Net increase (decrease) in cash held		422,938	2,684
Cast at beginning of year		760,012	757,328
Cash at end of year	2	1,182,950	760,012

The accompanying notes form part of these financial statements.

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

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

Note 1: Statement of Significant Accounting Policies

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Workplace Relations Act 1996.

The financial report of the Australian Municipal, Clerical and Services Union, Queensland Services Branch as an individual entity complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety. The entity is registered under Australian industrial relations legislation and domiciled in Australia.

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

Reporting Basis and Conventions

The financial report has been prepared on an accruals basis and is based on historical costs modified by the revaluation of selected non-current assets, and financial assets and financial liabilities for which the fair value basis of accounting has been applied.

Accounting Policies

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. Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by officers to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

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

The cost of fixed assets constructed within the entity includes the cost of materials, direct labour, borrowing costs and an appropriate proportion of fixed and variable overheads.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Branch and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Depreciation

The depreciable amount of all fixed assets including building and capitalised lease assets, is depreciated on a straight-line basis over their useful lives to the commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Assets	Depreciation Rate
Building	3%
Computers	30%
Office Equipment	10%
Motor Vehicles	17%
Motor Vehicles – Regional	20%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at each balance date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the income statement. When revalued assets are sold, amounts included in the revaluation relating to that asset are transferred to retained earnings.

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

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 1: Statement of Significant Accounting Policies (Continued)

c. Employee Benefits

Provision is made for the Branch's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

d. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the balance sheet.

e. Revenue

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

f. Membership Contributions

In accordance with Section 272(3) 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 FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 2: Cash and Cash Equivalents

	2007	2006
	\$	\$
Cash in hand	1,020	1,020
Cash at bank	1,161,930	650,591
Short-term deposit	20,000	108,401
	<u>1,182,950</u>	<u>760,012</u>

The effective interest rate on short term deposits was 3.25%; these deposits have an average maturity of 31 days.

Reconciliation of cash

Cash at the end of financial year as shown in the Cash Flow Statement is reconciled to items in the balance sheet as follows:

Cash and cash equivalents	1,182,950	760,012
	<u>1,182,970</u>	<u>760,012</u>

Note 3: Trade and Other Receivables

CURRENT		--
Other Receivables	32,963	998
	<u>32,963</u>	<u>998</u>

Note 4: Non Current Assets

Security Deposits Held	198	198
	<u>198</u>	<u>198</u>

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

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 5: Property, Plant and Equipment

	2007	2006
	\$	\$
Buildings 32 Peel St South Brisbane (50% interest):		
Independent valuation 2005	768,400	768,400
Accumulated depreciation	46,041	22,989
	722,359	745,411
Land 32 Peel St South Brisbane (50% interest):		
Independent valuation 2005	642,600	642,600
	642,600	642,600
Computers		
At cost / officer valuation	70,333	65,278
Accumulated depreciation	61,761	57,299
	8,572	7,979
Office Furniture & Equipment		
At cost / officer valuation	165,688	159,656
Accumulated depreciation	125,199	115,872
	40,489	43,784
Motor Vehicles		
At cost / officer valuation	468,955	441,774
Accumulated depreciation	196,281	117,187
	272,674	324,587
Library – at written down value	5,392	5,250
Total Property, Plant and Equipment	1,692,086	1,769,611

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

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 5: Property, Plant and Equipment (Continued)

Movement in carrying amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

	Buildings	Land	Computers	Office Furniture & Equipment	Motor Vehicles	Library	Total
	\$	\$	\$	\$	\$	\$	\$
Balance at the beginning of year	745,411	642,600	7,979	43,784	324,587	5,250	1,769,611
Additions	-	-	5,055	6,033	51,091	142	62,321
Disposals	-	-	-	-	(16,272)	-	(16,272)
Depreciation expense	(23,052)	-	(4,462)	(9,328)	(86,732)	-	(123,574)
	<u>722,359</u>	<u>642,600</u>	<u>8,572</u>	<u>40,489</u>	<u>272,674</u>	<u>5,392</u>	<u>1,692,086</u>

- (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 2007 and 30 June 2006 using a combination of cost and officer valuations.

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

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 6: Trade and Other Payables

	2007	2006
	\$	\$
CURRENT		
Payable to ASU Social Club	2,332	(643)
Payable to ASU Staff – Purchase of Leave	1,644	-
Sundry Creditors and Accrued Expenses	229,695	18,506
	233,671	17,863
	233,671	17,863

Note 7: Borrowings

NON-CURRENT

Loan from ASU National Executive	-	20,000
	-	20,000
	-	20,000

The loan was an interest only loan, now repaid.

Note 8: Reserves

General Reserve

The general reserve records funds set aside for future expansion of the economic entity.

Asset Revaluation Reserve

The asset revaluation reserve records revaluation of financial assets.

Note 9: Events after the Balance Sheet Date

The financial report was authorised for issue on 14 September 2007.

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

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 10: Related Party Transactions

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 2007 was \$385,632 (2006: \$306,909).

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 2007 amounted to \$1,211 (2006: \$7,134). The loan was paid out in full and the final payment amount was \$20,000.

Note 11: Cash Flow Information

	2007	2006
	\$	\$
Reconciliation of Cash Flow from Operations with Operating Surplus/(Deficit)		
Operating surplus/(deficit)	190,000	20,190
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit		
- Depreciation	123,574	110,906
- Net loss on disposal of property, plant and equipment	408	17,413
Changes in assets and liabilities		
- (Increase)/decrease in receivables	(31,965)	5,046
- Increase/(decrease) in payables	215,808	7,929
- Increase/(decrease) in employee benefits	(8,430)	102,922
	489,395	264,406

At 30 June 2007 and 30 June 2006 the Branch did not have any credit stand-by arrangements or credit facilities with a financial institution.

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

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 12: Financial Instruments

a. Financial Risk Management

The Branch's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivable and payable.

The Branch does not have any derivative instruments at 30 June 2007.

i. Treasury Risk Management

A finance committee consisting of senior committee members meet on a regular basis to analyse currency and interest rate exposure and to evaluate treasury management strategies in the context of the most recent economic conditions and forecasts.

ii. Financial Risks

The main risks the Branch is exposed to through its financial instruments are interest rate risk, liquidity risk and credit risk.

Interest rate risk

Interest rate risk is managed with a mixture of fixed and floating rate debt.

Foreign currency risk

The Branch is not exposed to fluctuations in foreign currencies.

Liquidity risk

The Branch manages liquidity risk by monitoring forecast cash flows and ensuring that adequate unutilised borrowing facilities are maintained.

Credit risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets, is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements.

The Branch does not have any material credit risk exposure to any single receivable or group of receivables under financial instruments entered into by the Branch.

Price risk

The Branch is not exposed to any material commodity price risk.

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE,
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QUEENSLAND SERVICES BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 12: Financial Instruments (Continued)

b. Interest Rate Risk

The Branch's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and financial liabilities, is as follows:

	Weighted Average Effective Interest Rate		Fixed Interest Rate Maturing						Non-interest Bearing	
			Floating Interest Rate		Within 1 Year		1 to 5 Years			
	2007 %	2006 %	2007 \$	2006 \$	2007 \$	2006 \$	2007 \$	2006 \$	2007 \$	2006 \$
Financial Assets:										
Cash and cash equivalents	6.17%	-	1,162,950	651,611	-	-	-	-	-	-
Short-term Deposits	3.25%	-	20,000	108,401	-	-	-	-	-	-
Total Financial Assets			1,182,950	760,012	-	-	-	-	-	-

	Weighted Average Effective Interest Rate		Fixed Interest Rate Maturing						Non-interest Bearing	
			Floating Interest Rate		Within 1 Year		1 to 5 Years			
	2007 %	2006 %	2007 \$	2006 \$	2007 \$	2006 \$	2007 \$	2006 \$	2007 \$	2006 \$
Financial Liabilities:										
Lease Liabilities	-	-	-	-	-	-	-	-	-	-
Total Financial Liabilities	-	-	-	-	-	-	-	-	-	-

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

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 12: Financial Instruments (Continued)

c. Net Fair Values

The net fair values of listed investments have been valued at the quoted market bid price at balance date adjusted for transaction costs expected to be incurred. For other assets and other liabilities the net fair value approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form other than listed investments. Financial assets where the carrying amount exceeds net fair values have not been written down as the economic entity intends to hold these assets to maturity.

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.

Note 13: Branch Details

The principal place of business is:

Australian Municipal, Administrative, Clerical and Services Union
Queensland Services Branch
32 Peel Street
South Brisbane QLD 4101

Note 14: Office Bearers

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

Robert Ball	William Batten	Malcolm Case
Lynette Henson	Debbie McDonald	Damian Power
Edwin Michel	Henrietta Moran	Marianne Ryan
David Smith	Brian Sullivan	Wendy Turner
Philip Whittaker	Ben Thompson	

Aggregate remuneration received or receivable by office bearers during the year ended 30 June 2007 was \$80,824 (2006: \$73,922). 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 full time elected office bearers during the year ended 30 June 2007 was \$14,927 (2006: \$14,170).

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE,
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QUEENSLAND SERVICES BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

Note 15: 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 272, which reads as follows:

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

Note 16: Segment Reporting

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

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

STATEMENT BY MEMBERS OF COMMITTEE

On *14/9/07* the Committee of Management of Australian Municipal, Administrative, Clerical and Services Union Queensland Services Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2007.

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

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) 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;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - i. meetings of the committee of management were held in accordance with the rules of the Union 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.
 - iv. 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
 - v. No requests have been sought, by any member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule; and
 - vi. No orders have been made by the Commission under section 273 of the RAO Schedule during the period.
- (f) There has been no recovery of wages undertaken by the reporting unit during the year ended 30 June 2007.

For Committee of Management: Ian Buckley
Title of Office held: Acting Branch Secretary

Signature: 

Date: *14 September 2007*

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

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

We have audited the financial report of the Australian Municipal, Administrative, Clerical and Services Union, Queensland Services Branch for the year ended 30 June 2007 as set out on pages 2 to 17.

Committee's Responsibility for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Workplace Relations Act 1996. This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

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


INDEPENDENT AUDIT REPORT (Continued)

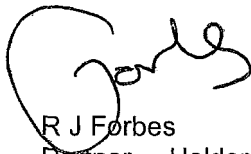
Qualification

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 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 Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1B of the Workplace Relations Act 1996.


Bentleys M E
Brisbane Partnership
Chartered Accountants



R J Forbes
Partner – Holder of Public Practice Certificate issued by The Institute of Chartered Accountants in Australia.

Date: 19 September 2007

Level 26, AMP Place
10 Eagle Street
Brisbane QLD 4000

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

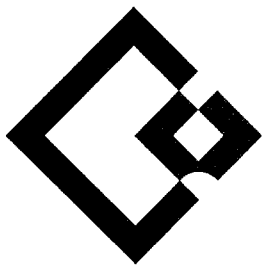
**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 JUNE 2007**

	2007	2006
	\$	\$
INCOME		
Members' Subscriptions	4,237,830	3,913,169
Interest Received	60,680	39,404
Loss on the sale of Fixed Assets	(408)	(17,413)
Sundry Income	121,374	14,824
	<hr/>	<hr/>
Total Income	4,419,476	3,949,984
	<hr/>	<hr/>
EXPENDITURE		
Affiliation & Other Fees	126,589	74,589
Accounting and Audit Fees	250	6,700
Bank Charges	20,018	14,679
Branch Executive Committee of Management	98,849	70,841
Capitation Fees	385,632	306,909
Cleaning	17,679	13,625
Depreciation	123,574	110,906
Donations	3,321	6,365
Electricity	10,662	10,543
Honoraria	7,637	9,500
Insurance	19,907	22,898
Legal & Industrial Expenses	78,421	71,973
Library	10,458	9,654
Loan Repayment Building (Interest)	1,211	7,134
Maintenance Equipment, Building, etc.	41,624	39,690
Maintenance and Repairs Computer	15,769	24,276
Motor Vehicle Expenses	89,415	97,418
Office Supplies and Contingencies	82,940	49,375
Payroll Tax and FBT	140,745	133,042
Postage	27,458	50,949
Printing and Publications	112,637	129,627
Publicity	52,656	19,546
Refund Subscriptions (Rule 32)	13,377	10,986
Rent	9,198	10,040
Salaries:		
Holders of Office	80,824	73,922
Employees	2,126,345	1,941,561
Staff Uniforms	7,514	-
Scholarships and Bursaries	750	6,200
Staff Entitlements	(8,430)	102,922
Sub-Division Expenses	-	500
Superannuation	310,060	294,917
Telephones	71,290	72,685
Travelling	100,289	97,415
Training	36,179	23,323

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

**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 JUNE 2007
(Continued)**

	2007	2006
	\$	\$
EXPENDITURE (Continued)		
Union Shopper	10,083	10,539
Workers Health Centre	4,545	4,545
	4,229,476	3,929,794
Total Expenditure	4,229,476	3,929,794
OPERATING SURPLUS/(DEFICIT)	190,000	20,190



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

11th December, 2007

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 2006/2007 in compliance with s254 of the RAO Schedule.

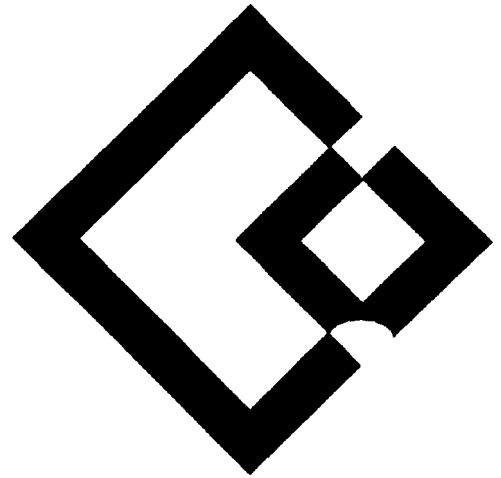
Please note that this document has been made available to our membership.

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 david@asuqld.asn.au or therese@asuqld.asn.au respectively.

Thank you for your assistance in this regard.

Yours faithfully

**DAVID SMITH
BRANCH SECRETARY**

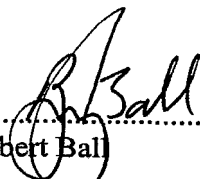


ASU Queensland Services Branch Annual Operating Report 2006/2007



.....
D C Smith

BRANCH SECRETARY



.....
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, 2007

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 September, 2007 as an inclusion in 'The Organiser'.

Branch Membership

The membership numbers based on industry are as follows:

Industry	30 June 2006	30 June 2007
Local Authorities	5755	5705
Rail	1715	1639
Energy	1821	1954
SACS	1983	1917
BCC	1600	1602
Ports	167	171
Private Sector	230	226
Total	13271	13241

This is a net loss of 30 members during the 2006/2007 year.

Number of Employees

The number of employees in the reporting unit during the year 2006/2007 was 41.

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
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.

Wage-Setting Decision

The first decision of the Australian Fair Pay Commission (APFC) was made in October 2006 and took effect from 1 December 2006. The decision had three main elements.

- an increase of \$27.36 to employees earning less than \$700 per week.
- an increase of \$22.04 to employees earning more than \$700 per week.

All the relevant federal awards under the branch responsibility were varied to reflect this increase.

Your Rights at Work Campaign Update 2006/2007

The ASU has participated in a variety of ways in the ACTU's Your Rights At Work campaign over the past 12 months. This well organised and successful campaign is building towards a crescendo during this year's Federal Election. Apart from the obvious television advertising & print media messages, the campaign has engaged Unions around Australia to have conversations with their members. The Phone Poling conducted involved staff calling members from marginal seats in the afternoons & evenings to find out their knowledge of the IR changes and seek their opinion on

what issues are important to them. The results of the polling will be used by the ASU & the ACTU to lobby all political parties about the issues that affect our members & the issues our members are passionate about.

Membership Training and Seminars Program for 2006/2007

Training courses were conducted for the membership of the union during 2006/2007 as follows:

Date	Location	Course
2006		
4 & 5 July 2006	Mackay	Delegates Training
24 to 28 July 2006	Brisbane	Member Organiser Training Week
2 & 3 August 2006	Sunshine Coast	Delegates Training
9 & 10 August 2006	Brisbane	Delegates Training
8 & 9 September 2006	Brisbane	Delegates Conference
19 & 20 September 2006	Gold Coast	Delegates Training
31 October & 1 November 2006	Cairns	Delegates Training
1 & 2 November 2006	Gladstone	Delegates Training
14 & 15 November 2006	Brisbane	Delegates Training
2007		
14, 15 & 16 February 2007	Brisbane	State Delegates Conference <i>'Building Power in our Workplaces & Communities'</i>
6 & 7 March 2007	Brisbane	Delegates Training
19 April 2007	Logan	Your Rights At Work Activist Training
23 & 24 May 2007	Sunshine Coast	Delegates Training
31 July & 1 August 2007	Brisbane	Delegates Training

ASU Branch Council Workshop 2006

Branch Council met on the 13th of September, 2006 to review the priorities for the Branch over the next year to September, 2007.

The Branch goals and objectives were reviewed and endorsed.

Outcomes of Workshop – September 2005

Port Authorities

Membership Growth	Industrial Outcomes	Membership Development & Training	Political and Community Lobbying
Cairns – increase membership Aim to raise density to 60% Mackay – limited growth – 98% density Townsville – watching brief Bundaberg CQ Ports– take density from 85% to 90% Tactic – same a last objective statement and campaign around issues. EBA etc, “Rights at work”	Same outcomes as last statement Emphasis on maintaining current entitlements – incorporate in EBA’s or common law deeds. All Ports are GOC’s – Constitutional Corporations.	Increase Delegate structure and activism at ports. Encourage attendance at Union training and courses. Delegates to ‘groom’ and identify replacements. Closer interaction between ASU Organisers and employees (BBQ’s etc.)	Increase personal contact with State and Federal Politicians via internet, email etc. Social contact opportunities- talk to friends, neighbours and spread the word. Encourage everyone to participate at rallies, marches, protests etc for “Your Rights at Work”.

2006/2007 Progress

Progressing	Achieved	Progressing	Progressing
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Social & Community Services

Membership Growth	Industrial Outcomes	Membership Development & Training	Political and Community Lobbying
<ul style="list-style-type: none"> • CASH Award • Fill all casual vacancies on IC • Include Organiser in looking for IC members. • Training in identifying activists. • Agreement by employers to not offer AWA's. • More education in Schools, Universities and TAFE colleges 	<ul style="list-style-type: none"> • CASH Award variation re lost SNA • Identify whether organisations are constitutional organisations or not. Delegates and research officers to be briefed on what constitutes a Constitutional Corporation. • Promote CA's and EBA's based on at least Award conditions. • Pro-forma to decline AWA's to be developed and distributed by Union. • Continue strategy of getting EB's to cover at least 5 organisations in every region over a given period. 	<ul style="list-style-type: none"> • Improve number of Delegates. • Increase in membership? • More industrially specific training eg: <ul style="list-style-type: none"> • Strategies • Lack of choice • Declining AWA's • Use of local media • Working collectively in the community. 	<p>Continue PLSL campaign</p> <p>Bombard DEWR about constitutional status of organisations.</p> <p>Offering of AWA's as contingent for approval of funding</p> <p>Meetings with State Ministers regarding ongoing funding.</p> <p>QCOSS to be approached for involvement in education of Management Committees.</p> <p>High level of involvement in "day of action"</p> <p>Involvement in "Welfare to Work" - all IC's to collaborate.</p>

2006/2007 Progress

Achieved	Achieved	Progressing	Progressing
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Brisbane City Council

Membership Growth	Industrial Outcomes	Membership Development & Training	Political and Community Lobbying
<ul style="list-style-type: none"> • Electronic copies of IR Legislation, Rights @ Work • Maximise attendance at rallies (15/11/05) • Stickers on Wheelie Bins "Rights at Work" • Availability of merchandise and taking of orders • Regular quarterly IC meeting • Foyer display of merchandise • Set milestones for campaign • Ongoing 2 year campaign – make staff aware • Delegate meeting to reinforce term of campaign • "Rights@Work" breakdown document to "sound bites". Including implications for BCC workers particularised. • <u>Right of Entry</u> • Charter – presented to council as an EB issue • Ensure union access to BCC workers 	<p>Competency progression Bands 1 – 4 collapsing 5 – 7.</p> <p>Not dividing structure into <100so they can apply redundancy and dismissal laws</p> <p>Collective not individual bargaining</p>	<p>Award attached to EB</p> <p>Maintain gross staff numbers</p> <p>Reduce contract/agency staff</p> <p>Overhaul of trainee program</p> <p>1 week extra leave after 5 years</p> <p>CD/DVD Handbook</p> <p>Training on union & delegate structure</p> <p>Delegate at every worksite</p> <p>Retention/maintenance of award conditions</p> <p>Award issues to commission in next 6 months.</p> <p>Tailored courses on rights etc DVD (Council policies)</p>	<p>Portability of LSL</p> <p>Salary Sacrifice - transport</p> <p>Community lobbying – media used to lift union profile.</p>

Brisbane City Council cont...

Membership Growth	Industrial Outcomes	Membership Development & Training	Political and Community Lobbying
<p>Membership Growth:</p> <p>Negatives and positives of the new legislation; Of what the union can do for us – Unity and strength Smart cartoons and catch phrase Collectivism not individualism when bargaining Send complete form to anna@asuqld.asn.au to ensure services branch get all their members. ASU membership officers to reconcile \$\$ Membership target 8% increase 2005 = 1561 2006 = 1684 By Division and Branch targets New starters to all Delegates</p>			

2006/2007 Progress

Progressing	Progressing	Progressing	Achieved
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Energy

Membership Growth	Industrial Outcomes	Membership Development and Training	Political and Community Lobbying
<ul style="list-style-type: none"> • 10% growth over 2 years. • Monitor mapping and include as agenda item on IC. 	<ul style="list-style-type: none"> • Paid Maternity Leave • Increase from 6 – 12 weeks • Family Leave entitlement to be same as sick leave. • Superannuation – increase multiplier for those on defined benefit from .195 to .21. • Increase employer contribution from 10.5% to 12.75% • Review of trustee so members can have choice of defined benefit or accumulation • Prevent ongoing rolling contracts • Limit agency temps to 6 months • Increase in union leave achieved now want to increase to include accommodation and travel (make consistent across industry) 	<p>Maintain all old provisions.</p> <p>Advanced delegate training course which includes specifics of industry, particularly grievance and dispute policy and how they apply to employee.</p>	<p>Delete first point</p> <p>Get list from Peter S</p> <p>Lobby Energy and IR Ministers on proposed changes to the electricity grid and how retailing is going to be done etc.</p>

2006/2007 Progress

Achieved	Progressing	Achieved	Achieved
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Rail

Membership Growth	Industrial Outcomes	Membership Development and Training	Political and Community Lobbying
<ul style="list-style-type: none"> • 1800 – 180 10% • .5% per year – 2006 • .5 per year – 2007 • SEQ – RC1/2 – target new employees • Maintain membership • Gender imbalance – very few women delegates/activists – no women on IC • Organiser to visit a least twice per year. • Potential for growth SEQ – must concentrate on these areas. • Emphasis on getting younger employees active in union 	<ul style="list-style-type: none"> • EB7 reach agreement • Renegotiate subsidiary agreements. • Superannuation – to go to 12% - log of claims – member concerns. • Reduce fixed term contracts • Auto progression after 2 years at top of band 	<ul style="list-style-type: none"> • Delegates to rotate through Brisbane Office for 1 – 2 weeks per year. • Identify local delegates. • QSU uniform shift for Delegates • Industry specific information kits. • Gender imbalance to be addressed with women and young people to be encouraged to participate in union activities • Organisers to visit regional centres once every six months. • Organisers to identify new delegates. • Motivate members to become delegates/activists. • Provide benefits as an incentive to delegates. • Regional conferences (cross industry) • Site specific 6 monthly meetings RC1 & RC2 	<ul style="list-style-type: none"> • Be proactive at start of reviews. • Use media to inform community • Petition community • Reply paid questionnaire about issues (from 6 monthly agreement)

2006/2007 Progress

Not Achieved	Progressing	Progressing	Achieved
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Local Authorities

Membership Growth	Industrial Outcomes	Membership Development and Training	Political and Community Lobbying
<ul style="list-style-type: none"> • 2 year growth target = 7.5% • 2% of 7.5% to be 18 – 30 year olds. • Continue to reach 65% membership density in major councils –aim for another 4. Nominate these and concentrate on them. • Every existing delegate to identify and mentor a new delegate 	<ul style="list-style-type: none"> • Identify which LA's are constitutional corporations. • Identify which LA's have less than 100 employees. • Do CA's with councils with less than 100 employees that include protection and remedies for dismissed and redundant workers. • Continue with program of lead negotiator supported by organisers at large councils,,,, • Develop a strategy on ASU position on AWA's. (to be continued) • Classification and wages from Award to be protected by including them in CA's. • Ensuring that the QLGA is used in Qld as a benchmark. • Revise industry standards. 	<ul style="list-style-type: none"> • Encourage more activists in the workplace, particularly juniors. • Promote and develop delegate training to an advanced standard • Develop a generic ASU induction tool CD DVD or internet. 	<ul style="list-style-type: none"> • Expand and improve the profile of the ASU within the community. • Involvement in charity events wearing readily identified clothing. • Iron on transfers, tattoos etc. • Continue lobbying of government in relation to legislative changes to the LG Act. • Lobbying Councils around budget time for new staff

2006/2007 Progress

Progressing	Progressing	Progressing	Achieved
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Combined issues – Lisa Heap – ASU Industrial Officer

Making choices about where we choose to spend the union's resources
Align our resources to our strategies – don't just do things because "we always have"

Union membership Growth	Industry outcomes/Strategy	Membership Development	Lobbying
<ul style="list-style-type: none"> • Raising density-set targets • Target a % of 18-30 year olds • Develop networks • Use EB to recruit • Union "Your Voice" survey • Move from complacency to action • Stickers on wheelie bins campaign • Break messages down to be simple and frequently sent • Map delegates and contacts by division and location • Systematic approach to new starters • Put recruitment and mapping on the agenda of IC 	<ul style="list-style-type: none"> • Use IR campaign to raise ASU profile • Maintain what we've got – EB & Deeds of agreement. • Make award variations quickly while we can – eg SACS CASH Award. • Need a branch policy re how we handle AWA's and individual contacts – can we afford the resources to be involved in these? How do we support without undermining collectivity? • Constitutional Corporations – delegates / organizers etc. need to know how to assess this. • Reduce contract/agency staff. 	<ul style="list-style-type: none"> • Use delegate secondments • Strengthen delegates as a priority • Get delegates trained!!! • Grooming and mentoring delegates • Use social opportunities to connect people • Using Industry Divisions as key form to develop industry strategies. • Training to be tailored to support specific strategies in particular industries. • Town meetings-start bonding together. • Educate delegates and contacts and members about current rights. • Seek delegate's rights and entitlements including training nights. • Advances delegates course. • AWU induction kit for new workers • Encourage gender balance on IC's and encourage women and youth to get involved. 	<ul style="list-style-type: none"> • Personal contacts with local members • Pursue IR campaign with all people in our lives. • Make 15 November a priority for action • Getting message out to students • Put the pressure on state ministers particularly re approach to federal government funds. • Links with peak community organizations eg QCOS, churches. Make connections with others affected by federal government initiatives eg. Welfare reform groups. • Participate in community events.

2006/2007 Progress

Achieved	Achieved	Achieved	Achieved
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Women's Officers Report 2006/2007

Queensland Working Women's Service

The QWWS have been holding their bi monthly meetings this year. They are at present going through a restructure of the organisation, the ASU have been involved. There have been some redundancies as a result of this process. YWAS has a new Coordinator, Sharon Large, and are focusing on school talks in Brisbane and in regional centres.

Focus on Women

The next addition of focus on women will include articles from the Emma Miller Awards night which will be held in October this year. This year we have had articles on the State Women's Forum which was held earlier this year and the Anna Stewart Project which was run in June this year.

QCU Women's committee

The QCU Women's Committee had a couple of planning days this year to reinvigorate the focus of the Women's Committee and to set some goals and values. This year the committee has coordinated submissions to the QIRC with regard to women and the effects of Workchoices on women. The committee also successfully ran the Anna Stewart Project again and is currently organising the Emma Miller Awards night.

ASU National women's committee

The NWCC meet in June this year in Melbourne for the first time in 3 years. There were many interesting agenda items including the expansion of the "Don't be too polite girls" campaign, HREOC assistance and training, pay equity, family friendly provisions and ACTU women's campaign and planning.

Anna Stewart Project

The ASU had two participants this year, Belinda Mostyn (Energy) and Kerri Algeo (Beaudesert Shire Council). The programme ran from Monday the 18 June for a week. The QCU women's committee decided to change the format this year for the Anna Stewart project as delegates and affiliates were having trouble getting participants off work for 2 weeks. Both our participants enjoyed the programme immensely and the new format seemed to work well.

Emma Miller Dinner

The Emma Miller Dinner will be held on the 5th October 2007 at the Chifley at Lennons. This year marks the 10th Anniversary of the Emma Miller Awards Dinner.

Youth Officers Report 2005/2006

Rock the Vote

Our Union, working closely with the Queensland Council of Unions (QCU), National Union of Workers (NUW) and the Electrical Trades Union (ETU) created the Rock the Vote festival which was held at the RNA show grounds on the 18th of November 2006.

Rock the Vote was a one day music festival aimed at young people. The federal governments' changes to the electoral enrolment system inspired the creation of the event and the name of the

event. In early 2006 the Howard government changed the rules for enrolling to vote which directly impacted on the participation of young people in this year's federal election. Before the changes, when an election was called, citizens over the age of 18 had a week to enroll to vote before the electoral roll was closed for the election.

Now, if an election is called and you aren't enrolled it is too late to do so.

Rock the Vote attracted over 5,000 people with international, national & local acts entertaining the crowd. In between bands the crowd was entertained by radio personalities, comedians and Peter Garrett MP MC'd the day. The day was also an opportunity for young people to learn more about Unions and the Your Rights At Work Campaign with the QCU sponsoring an elaborate marquee with information, refreshments & enroll to vote forms.

Youth Conference.

Young members gathered in Brisbane the day before the delegates' conference to have their Youth Conference. This was a fantastic opportunity for them to learn more about their union and to workshop how they can help fight the Workchoices legislation.

We heard from Kate Jones, a young member of the Queensland Parliament about politics and how to become more involved in your local community. It was great for young members from different industries to share experiences and learn more. The day was a success with very positive feedback.

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. The issue of density in each of our workplaces has become even more important under WorkChoices legislation. In order to achieve this, a parallel objective for the period of 2006/2007 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.

This information was then utilised, as appropriate, to identify areas and issues around which a recruitment campaign could be developed.

Contact Centre

The Contact Centre has continued to update 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 specific training programs being provided to Industrial Officers to improve their 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 with the Contact Centre being the conduit to identify issues. 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.

Following participation in a contact centre seminar and conference a review of the contact centres operation is to be undertaken. The primary purpose being to examine the outbound call capacity of the unit such as to increase service provisions to members.

Industry Specific Achievements

Rail

Significant work completed in this industry included the following:

- Continuing implementation of several certified agreements and impacts on them relating to WorkChoices
- Continuing review of policies
- Classification reviews
- Management of restructuring programs

Energy

Significant work completed in this industry included the following:

- Changes to industrial practices as a result of WorkChoices and implementation issues
- Negotiation of workplace agreements
- Continuing review of policies
- Classification reviews
- Management of restructuring programs

Local Government

The introduction of WorkChoices has introduced uncertainty into many local authorities without any identifiable benefits. The legislation has been deemed too complex and burdensome by most employers, with further uncertainty being the continuing question of the corporate status of Local Governments. This will not be resolved until the federal court case in AWU and others v. Etheridge Shire Council has been determined.

In addition the Local Government Reform process has resulted in boundary changes and amalgamations that have reduced the total number of councils from 157 to 72.

A major exercise is now underway to determine the continuing industrial instruments to be applied in those amalgamated councils. A similar situation is developing in the proposed restructure of water boards and reticulation by Local Authorities.

Other significant work completed included the following:

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

BCC

A continuing review of issue related to the Brisbane City Council federal award conditions continued coupled with new issues resulting from WorkChoices. Other significant work completed included the following:

- Brisbane Water
- Brisbane Best Value submissions
- Organisational reviews

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

SACS

Roping in of employees into one of the Union's major awards covering an industry where employees are disparate, the Social and Community Services (Queensland) Award 2001 was completed prior to March 27, 2006. There have been further "exceptional circumstance" applications to rope organisations into the Award to enable funding arrangements to continue. SACS industry workplaces have become extremely vulnerable because of their small sizes and employing fewer than 101 people. The issue of their constitutional status is also a major factor. As such a major project to advise and aid SACS organisations has been jointly funded and resourced between QCOSS and the ASU/QSU.

Part 3 - Organising Activities

Organising Coordinator

Jen Carman coordinated the Organising unit for 2006 and Jennifer Earl coordinated the Organising unit for 2007 and has been involved in:

- Development of various in house training
- Development of training sessions delivered throughout Queensland
- Enterprise Bargaining Agreements development and assessment for all industries.
- Assisted in the development of organiser's monthly and annual plans
- Development of training for all organisers when in Brisbane on a quarterly basis;
- Negotiation of various enterprise bargaining agreements.
- Development of model agreements for the social and community services sector
- Development of a Resource manual for negotiating agreements in the SACS Industry and program for pathway to parity.
- Negotiations with the state government for reform and water within local government – development of the employment code for reform.

Enterprise Bargaining

Enterprise bargaining has continued in all industries of the union with successful outcomes and minimum industrial action.

The union has continued to grow through the EB campaigns.

The unions have pushed state agreements within the Local Government and SACS areas or interim administration agreement whilst organizations come to grips with the impact of Workchoices.

Energy in 2007 is gearing up for another round of enterprise bargaining.

Lead Organiser

Silven Simmons was the unions lead organiser in 2006. He has since resigned. Stuart Maggs has become the lead organiser and in 2007 has focused his work on leading the SACS "Path to Parity" campaign.

Organising Works Trainees

The union has in 2007 taken on two new organizing works trainees, Tneka Springett and Chris Jones. Tneka was a member of our union working in the SACS industry and Chris was an admin/research officer from the AMWU.

Tneka will work in SACS and BCC divisions of the union. Chris will work in QR and Energy divisions of the union.

Training

The union has continued to provide its membership with an annual training program. The union also held an annual conference in February 2007 which was attended by over 100 delegates and was considered a great success.

Union Campaigns

The ASU has been instrumental to the following campaigns which are ongoing:

- Your rights at work;
- Local Government Reform;
- Local Government Water Reform;
- SACS Path to Parity;
- BCC – growth in the CBD;
- QR – growth in the CBD;
- Energy – EBA 2007/2008 Campaign.

Part 4 – Union Elections

Australian Municipal, Administrative, Clerical and Services Union
2007 Queensland Services Branch Election

DECLARATION OF RESULTS FOR UNCONTESTED OFFICES

Results of the election for the following offices conducted in accordance with the provisions of the Workplace Relations Act 1996 and the rules of the organisation.

E2006/E 262

Queensland Services Branch

Branch President

Candidate

BALL, Bob

Branch Secretary/First National Executive Representative/First National Conference Delegate

Candidate

SMITH, David

Branch Treasurer

Candidate

POWER, Damian

Second National Executive Representative

Candidate

MORAN, Henrietta

Brisbane City Council

Branch Vice-President

Candidate

MORAN, Henrietta

Branch Councilor (6)

Candidates

BLACKIE, Helen

CULVERHOUSE, Raymond Charles

EVANS, Margaret

MOSS, Jenny

RUSHBY, Peter

WOOD, Neil

Energy

Branch Vice-President

Candidate

WHITTAKER, Phil

Branch Councilor (6)

Candidates

ADAMSON, Peter
HILL, John
MOSTYN, Belinda
PRIDEAUX, Brian
SNIDE, Herbert
WHITE, Ken

Local Authorities

Branch Vice-President (2)

Candidates

CASE, Malcolm
HENSON, Lynette

Branch Councilor (14)

Candidates

COATES, Doug
DANIELS, Alison Lynette
FOLEY, Steven Lee
HAYNE, Jenny
HODGES, Gregory Kenneth
PIKE, Raymond Alan
REGAN, Denis William
RHODES, Karlye
SALDUMBIDE, Wayne Douglas
SMITH, Jeffrey Victor
WATT, Annette
WEIR, David
No further nominations were accepted

Ports and Private Sector

Branch vice-President

Candidate

MC DONALD, Debbie

Branch Councilor (2)

Candidates

RASMUSSEN, Peter
STEWARD, Greg

Rail

Branch Vice-President

Candidate

BATTEN, Bill

Branch Councilor (6)

Candidates

DENHAM, Tehanne

ENGLAND, Frank
FINN, John L
MARSHALL, Paul John
SMITH, Bruce
STAGG, Neville John

Social & Community Services

Branch Vice-President

Candidate

TURNER, Wendy

Branch Councilor (6)

Candidates

CARR, Penny
HARNETT, Linda
LAKSHMAN, Neil
PATEN, Bob
SHIELD, Elizabeth
SLEEMAN, Nadine

Women

Branch Vice-President

Candidate

RYAN, Marianne

Provisional Branch Executive Member (5)

No nominations were received

Provisional Branch Councilor (10)

No nominations were received

Youth

Branch Vice-President

Candidate

THOMPSON, Ben

Industry Committee Members

Brisbane City Council

BLACKIE, Helen
BONYTHON-ROMANOV, Sterling
CRAGG, Kenneth
CULVERHOUSE, Ray
EVANS, Margaret
GLANFIELD-POOK, Christine
HIGGIN, Mark
IVINSON, Sandy
JOHNSON, Cheryl
MOSS, Jenny
PARFITT, Phil
ROSTOCK, Kirk
RUSHBY, Peter
WOOD, Neil

Energy

ADAMSON, Peter (Joe)
BURTON, Neville
HAMM, Barry
HEGARTY, Peter
MELLERSH, Chris
NEIDECK, Kane (Ben)
SNIDE, Herb
VREEKEN, Mark
WHITE, Ken

Local Authorities

BARR, Graham
BIRD, Greg
COATES, Doug
DANIELS, Alison
HANDYSIDE, Nelson
HAYNE, Jenny
HODGES, Greg
HOLDER, Albert
PEARCE, Greg
PIKE, Ray
REGAN, Denis
RILEY, Noel
RYAN, Marianne
SALDUMBIDE, Wayne
SEENEY, Gail
SMITH, Jeffrey
WATT, Anne
WEIR, David

Ports and Private Sector

RASSMUSSEN, Peter
STEWART, Greg

WRIGHT, Barry

Rail

DENHAM, Tehanne
ENGLAND, Frank
FINN, John
MARSHALL, Paul
SMITH, Bruce
STAGG, Neville

Social & Community Services

CARR, Penny
PATEN, Bob
SHIELD, Liz
SLEEMAN, Nadine

Results of Election for Industry Committee Members

Due to excess nominations in two areas an election was held and on the 16th July 2007 following a ballot count Returning Officer John Payne declared elected Energy Industry Committee members for SEQ distribution area;

FINTER, Donna
MILLIKEN, David
PRIDEAUX, Brain
BRUIN, Wouter
BELL, Sharon

And SACS Industry Committee members for Region 7 Brisbane City;

LARGE, Sharon
CARR, Penelope
LAKSHMAN, Neal
GLEESON, Margaret
MEIZNER, Janai
HARNETT, Linda

Following a second round of nominations for Industry Division Committee members the following were elected unopposed;

HENDICOTT, Garry	Ergon (MEB)
MARSHALL, Louise	BCC
FERGUSON, Thomas	BCC
CONAGHAN, Jeffrey	LA – Far West Qld – Region 8
MC KAY, Gwen	LA – Far West Qld – Region 8

Part 5 - Membership of Branch Executive Committee

The members of the Branch Executive Committee for the financial year 2006/2007 were:

President	Mr Robert Ball
Vice President (Deputy President & Local Government)	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 Philip Whittaker
Vice President (Ports and Private Sector)	Mr Edwin (Ted) Michel (until Sept, 2006) Ms Debbie McDonald (from Sept, 2006)
Vice President (Rail)	Mr William (Bill) Batten
Vice President (Women)	Ms Marianne Ryan
Vice President (Youth)	Mr Ben Thompson
Treasurer	Mr Brian Sullivan (until April, 2007) Mr Damian Power (from April, 2007)
Secretary	Mr David Smith

David Smith
BRANCH SECRETARY

Robert Ball
BRANCH PRESIDENT

14th September 2007