



Australian Government
Australian Industrial Registry

Level 5
11 Exhibition Street, Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7993
Fax: (03) 9655 0410

Mr C Long
Chief Executive Officer
Civil Contractors Federation
New South Wales Branch
30 Oramzi Road
GIRRAWEE NSW 2145

Dear Mr Long

Re: Schedule 1 of the Workplace Relations Act 1996 (Schedule 1)
Financial reports for year ended 30 June 2007 - FR 2007/298

Reference is made to the financial reports of the New South Wales Branch of the Civil Contractors Federation for the year ended 30 June 2007. The documents were lodged in the Industrial Registry on 8 October 2007.

The financial documents have been filed.

I direct your attention to the following comments concerning the above reports and the financial reporting obligations under Schedule 1 of the Workplace Relations Act 1996. 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. Auditor's Report

- (a) The opinion expressed by the auditor in their report has not fully met the requirements of the Act. Section 257(5) of Schedule 1 now sets out the matters on which an auditor is required to state an opinion. An acceptable wording would be as follows:

"In our opinion the general purpose financial report presents fairly in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements in Australia and the requirements of Schedule 1."

- (b) Auditor's Qualifications

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 Workplace Relations (Registration and Accountability of Organisations) Regulations 2003 (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.

2. Operating Report

Membership of Committee of Management:

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

The information provided states that the persons listed are those who held office as members of the Board of the NSW Branch during the financial year. However, the dates that such persons held office as provided were, in the majority, for the previous financial year i.e. term ending 30 June 2006.

Would you please ensure that future financial reports provide a list of the persons holding office during the financial year to which the financial report relates.

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,

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

Larry Powell
Statutory Services Branch

15 October 2007



CIVIL CONTRACTORS FEDERATION

Formerly Australian Earthmovers & Road Contractors Federation

NEW SOUTH WALES:
30 Oramzi Road Giffraween NSW 2145
Telephone: (02) 9009 4000 Facsimile: (02) 9009 4050 E-mail: ccfnsw@civilcontractors.com

ABN 65 645 813 882

Statutory Services Branch
Australian Industrial Registry
GPO Box 1994
Melbourne Victoria 3001

Attention – Larry Powell

Email: riateam3@air.gov.au

5 October 2007

Dear Sir,

Designated Officers Certificate

In accordance with the Workplace Relations Act 1996, I have attached the following for lodgment with the Registry in accord with the Act and its accompanying Regulations:

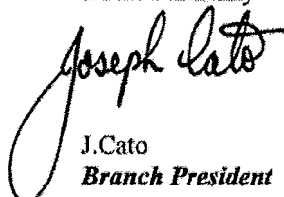
- General Purpose Financial Report for year ended 30 June 2007
- Operating Report for year ended 30 June 2007
- Certificate of the Chief Executive Officer
- NSW Branch Board Statement
- Independent Audit Report
- Notice of Annual General Meeting

The Federation conducted its Annual General Meeting (its presentation meeting for the purposes of the Act) on Friday 21 September 2007. To ensure compliance with the Act, the financial documents lodged are copies of the documents previously provided to members, by way of email (and fax as necessary) on Friday 31 August 2007.

The Federation in the reporting year had no loans, grants or donations, which exceeded \$1000.

I trust this satisfies the Registry's requirements with regard to the financial year concluding 30 June 2007.

Yours Faithfully


J. Cato
Branch President

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)**

ABN 55 645 813 882

FINANCIAL REPORT

**FOR THE YEAR ENDED
30 JUNE 2007**

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**CIVIL CONTRACTORS FEDERATION
NSW BRANCH
ABN: 55 645 813 882
OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2007**

Principal activities s254(2)(a)

The principal activities of the Branch during the financial year were:

The Federation operates predominantly in one business and geographical segment, being a representative body of civil construction contractors in New South Wales, providing professional services, information and advice including industrial relations advice, dispute resolution, training (business, occupational health and safety), changes to acts and legislation, changes to awards rates of and work practices to members of the Federation throughout New South Wales.

Results of principal activities s254(2)(a)

The Branch's principal activities resulted in:

Increased advocacy demand and member services in industrial relations services due to the introduction of the new Federal Workplace Relations Legislation including workplace agreements, and Building and Construction Industry Code Compliance.

The Branch has also increased service provision in workplace training to meet industry demand with the most significant outcomes achieved in short course training, and traineeship training. We have also continued to support plant operator skills development in the Industry and as part of that strategy launched a new plant operator training facility in April 2007.

Membership communications through the NSW Bulletin and e-bulletins, member forums, functions, conferences and publications sales has been significant throughout the year. Member forums regionally throughout NSW continue to expand leading to increased membership. We are also expanding our publications with the development of the NSW Hire Manual.

Continued education and promotion of contractors to achieve recognition as accredited contractors for quality management OH & S and environmental management utilising the Federations Contractor Management System.

Advocacy to both state and federal governments and government agencies has also been an area of high performance in representing the views of members in the industry.

Significant changes in nature of principal activities s254(2)(a)

There were no significant changes in the nature of the Branch's principal activities during the financial year.

Significant changes in Federation's Financial Affairs s254(2)(b)

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Branch.

Trustee or director of trustee company of superannuation entity or exempt public sector superannuation scheme s254(2)(d)

No officer, or member holds a dedicated position as a superannuation trustee under s254(2)(d) of the RAO Schedule.

Number of Members RAO reg 159(a)

The number of persons who, at the end of the financial year, were recorded on the Register of members was: 510 (2006: 437)

**CIVIL CONTRACTORS FEDERATION
NSW BRANCH
ABN: 55 645 813 882**

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2007**

Number of Employees RAO reg 159(b)

The number of persons who were, at the end of the financial year, employees of the NSW Branch of the Federation was: 12 (includes 1 part-time employee) measured on a full-time equivalent basis.

NSW Branch Board Members RAO reg 159(c)

The persons who held office as members of the Board of the NSW Branch during the financial year were:

Glenn Cherrie – Branch President (01/07/05 – 30/06/06)

- *Member of Government Relations Committee*
- *Chair of National Pre-Qualification System & Quality Management Committee*
- *Chair of Beaconsfield Press*

Joseph Cato – Branch Vice-President (01/07/05 – 30/06/06)

- *Member of Training Development/Workplace Reform Committee*
- *Member of Regional Initiatives Committee*
- *Member of Land Development Committee*

Terry Bowen – Branch Treasurer (01/07/05 – 30/06/06)

- *Member of Training Development/Workplace Reform Committee*

Robert Antoun – Branch Board Member (01/07/05 – 30/06/06)

- *Member of Government Relations Committee*
- *Member of Waste & Environmental Committee*

Stuart Ford – Branch Board Member (30/09/05 – 30/06/06)

- *Member of Industrial Relations Committee*
- *Chair of Transport Committee*
- *Member of National Pre-Qualification System & Quality Management Committee*
- *Member of Demolition & Recycling Committee*

Paul Burton – Branch Board Member (01/07/05 – 30/06/06)

- *Member of Land Development Committee*
- *Member of Industrial Relations Committee*

Glenn Fordham – Committee Member (01/07/05 – 30/06/06)

- *Member of Land Development Committee*
- *Member of Industrial Relations Committee*

Paul Gleeson – Branch Board Member (01/07/05 – 30/06/06)

- *Member of Contracts Committee*
- *Member of Waste & Environmental Committee*

Brian Leigh – Branch Board Member (01/07/05 - 13/12/06)

- *Member of Plant Hire Committee*
- *Member of Transport Committee*

Brett Kelly – Branch Board Member (01/07/05 – 29/09/06)

Michael Skinner – Branch Board Member (01/07/05 – 29/09/06)

- *Member of Government Relations Committee*
- *Member of Land Development Committee*

John Wade – Branch Board Member (01/07/05 – 30/06/06)

- *Chair of Contracts Committee*
- *Member of Government Relations Committee*

Paul Wise – Branch Board Member (30/09/05 – 30/06/06)

- *Chair of Government Relations Committee*

Alan Waugh – Branch Board Member (01/07/05 – 30/06/06)

- *Chair of Membership & Finance Committee*
- *Chair of Training Development/Workplace Reform Committee*

**CIVIL CONTRACTORS FEDERATION
NSW BRANCH
ABN: 55 645 813 882**

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2007**

NSW Branch Board Members (Continued)

Robert Dahan – Board Member (01/07/05 – 30/06/06)
– *Member of Membership & Finance Committee*
– *Member of Government Relations Committee*
– *Member of Contracts Committee*
– *Chair of Waste & Environmental Committee*
Mark Schultz – Alternate Board Member (01/07/05 – 30/06/06)
– *Member of Plant Hire Committee*
– *Member of Contracts Committee*
Terry Waterson – Branch Board Member (29/09/06 – 30/06/07)
Troy Lilliendal – Branch Board Member (13/12/06 – 30/06/07)

Manner of resignation

Members may resign from the Federation in accordance with rule 9, which reads as follows:

"9 - RESIGNATION OF MEMBERS

- (a) A Member may resign from the Federation by written notice addressed and delivered to the Chief Executive Officer (National).
- (b) A notice of resignation from membership of the Federation takes effect:
 - (i) at the end of two weeks after the notice is received by the Federation; or
 - (ii) on the day specified in the notice;whichever is later.
- (c) Any dues payable but not paid by a former Member of the Federation in relation to a period before the Member's resignation from the Federation took effect, may be sued for and recovered in the name of the Federation, in a court of competent jurisdiction, as a debt due to the Federation.
- (d) A notice delivered to the person mentioned in subrule (1) shall be taken to have been received by the Federation when it was delivered.
- (e) A notice of resignation that has been received by the Federation is not invalid because it was not addressed and delivered in accordance with sub rule (a) of Rule 9.
- (f) A resignation from membership of the Federation is valid even if it is not effected in accordance with this section if the Member is informed in writing by or on behalf of the Federation that the resignation has been accepted."

Name: Glenn Cherrie

Title of Office held: NSW President



Signature:

Dated in Sydney this 29th day of August 2007

**CIVIL CONTRACTORS FEDERATION
NSW BRANCH
ABN 55 645 813 882**

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER (NSW)

I, Craig Long, the Chief Executive Officer of Civil Contractors Federation (NSW Branch) hereby certify that to the best of my knowledge and belief that:

- a. there were 510 persons (2006 – 437) that were members of the organisation as at the end of the financial year ended 30 June 2007.
- b. The full general purpose financial report, referred to in Section 268 of the Schedule 1B Workplace Relations Act 1996 was presented to NSW Branch Board on 29th August 2007.
- c. the financial statements set out on pages 6 to 20 show a true and fair view of the financial affairs of the organisation as at the end of the financial year in accordance with Australian Accounting standards, Australian Accounting Interpretations and other authoritative pronouncements of the Australian Standards Board.
- d. a record has been kept of all money paid by, or collected from members of the organisation, and all money so paid or collected has been credited to the bank account to which the money is to be credited, in accordance with the rules of the Federation; and
- e. the full general purpose financial report is a copy of those presented to both the NSW Branch Board on 29th August 2007 and a General Meeting of Members on 21st September 2007.

C. LONG
Chief Executive Officer (NSW)



Dated in Sydney, this 29th day of August 2007

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)**

ABN 55 645 813 882

**NSW BRANCH BOARD STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

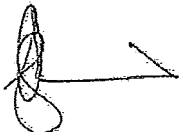
On 29th August 2007, the Board of the Civil Contractors Federation (NSW Branch) passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2007:

The Board 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 NSW Branch Board 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 Schedule 1 of the Workplace Relations Act 1996, and the RAO Regulations; and
 - (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 were received from any member of the reporting unit or a Registrar for information under section 272 of the RAO Schedule; and
 - (vi) No orders have been made by the Commission under section 273 of the RAO Schedule.

For the NSW Branch Board: Glenn Cherrie

Title of Office Held: NSW President



Dated in Sydney this 29th day of August 2007

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

**INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

	Note	2007 \$	2006 \$
Revenues	2	2,161,690	2,402,950
Employee expenses	3f	(898,202)	(837,552)
Depreciation and amortisation	3d	(56,903)	(56,185)
Bad and doubtful debts	3a	(14,261)	(38,191)
Borrowing costs		(6,259)	(9,991)
Rental expenses		(69,359)	(79,178)
Functions, Seminars and conference costs		(321,945)	(682,914)
Training costs		(204,658)	(198,684)
Communication costs		(51,098)	(41,988)
Travelling expenses		(121,356)	(99,393)
CCF Bulletin expenses		(61,243)	(52,337)
Administrative expenses		(152,060)	(124,245)
Other expenses from ordinary activities		<u>(110,635)</u>	<u>(110,508)</u>
Surplus from ordinary activities before income tax expense		93,711	71,784
Income tax expense	1a	<u>-</u>	<u>-</u>
Net surplus from ordinary activities after income tax expense attributable to the Federation		<u>93,711</u>	<u>71,784</u>

The accompanying notes form part of the financial statements

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

**BALANCE SHEET
AS AT 30 JUNE 2007**

	Note	2007 \$	2006 \$
CURRENT ASSETS			
Cash and cash equivalents	4	510,343	460,804
Trade and other receivables	5	266,175	155,477
Other current assets	6	11,496	16,942
TOTAL CURRENT ASSETS		<u>788,014</u>	<u>633,223</u>
NON-CURRENT ASSETS			
Financial assets	7	12,500	12,500
Plant and equipment	8	113,667	136,217
TOTAL NON-CURRENT ASSETS		<u>126,167</u>	<u>148,717</u>
TOTAL ASSETS		<u>914,181</u>	<u>781,940</u>
CURRENT LIABILITIES			
Trade and other payables	9	280,773	216,880
Financial liabilities	10	40,167	66,561
Short term provisions	11	71,114	68,912
TOTAL CURRENT LIABILITIES		<u>392,054</u>	<u>352,353</u>
NON-CURRENT LIABILITIES			
Trade and other payables	9	28,370	28,370
Financial liabilities	10	22,560	32,520
Long term provisions	11	36,482	27,693
TOTAL NON-CURRENT LIABILITIES		<u>87,412</u>	<u>88,583</u>
TOTAL LIABILITIES		<u>479,466</u>	<u>440,936</u>
NET ASSETS		<u>434,715</u>	<u>341,004</u>
MEMBERS' FUNDS			
Accumulated Surplus		<u>434,715</u>	<u>341,004</u>
TOTAL MEMBERS' FUNDS		<u>434,715</u>	<u>341,004</u>

The accompanying notes form part of the financial statements

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

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

	Accumulated Surplus \$	Total \$
Balance at 1 July 2005	269,220	269,220
Surplus attributable to members	<u>71,784</u>	<u>71,784</u>
Balance at 30 June 2006	<u>341,004</u>	<u>341,004</u>
Balance as at 1 July 2006	341,004	341,004
Surplus attributable to members	<u>93,711</u>	<u>93,711</u>
Balance at 30 June 2007	<u>434,715</u>	<u>434,715</u>

The accompanying notes form part of the financial statements

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

	Note	2007 \$	2006 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from members and customers		2,195,237	2,577,771
Interest received		29,683	23,488
Payments to suppliers and employees		<u>(2,107,832)</u>	<u>(2,432,442)</u>
Net cash provided by operating activities	14b	<u>117,088</u>	<u>168,817</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of plant and equipment		(41,195)	(29,980)
Proceeds from sale of plant and equipment		<u>10,000</u>	<u>-</u>
Net cash used in by investing activities		<u>(31,195)</u>	<u>(29,980)</u>
CASH FLOWS FROM FINANCING ACTIVITIES			
Proceeds from/(repayments of) borrowings		<u>(36,354)</u>	<u>(43,354)</u>
Net cash used in financing activities		<u>(36,354)</u>	<u>(43,354)</u>
Net increase in cash held		49,539	95,483
Cash at the beginning of the financial year		<u>460,804</u>	<u>365,321</u>
Cash at the end of the financial year	14a	<u>510,343</u>	<u>460,804</u>

The accompanying notes form part of the financial statements

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

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

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This 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 covers Civil Contractors Federation (NSW Branch) as an individual entity. Civil Contractors Federation (NSW Branch) as a Federation Incorporated in New South Wales under the Workplace Relations Act 1996.

The financial report of Civil Contractors Federation (NSW Branch) as an individual entity complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety.

The following is a summary of the material accounting policies adopted by the Federation 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 unless otherwise stated.

Accounting Policies

a. Income Tax

The Federation is registered under the Workplace Relations Act, 1996 and, is considered to be exempt from income tax including capital gains tax, by virtue of the provision of s.50-15 of the Income Tax Assessment Act 1997.

b. Cash and cash equivalents

Cash and cash equivalents include cash on hand and deposits held at-call with banks or financial institutions, investments in money market instruments maturing in less than three months and net of bank overdrafts.

c. Plant and Equipment

Each class of plant and equipment are 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 the Committee of Management to ensure it is not in excess of the recoverable amount of those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present value in determining recoverable amounts.

Depreciation

The depreciable amounts of plant and equipment are depreciated using the straight line method at rates based on their estimated useful lives commencing from the time the asset is held ready for use.

The depreciation rates used for each class of depreciable asset

Office, furniture and equipment	20-33%
Motor vehicles - leased	20%

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

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

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

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

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

c. Plant and Equipment (continued)

Gains and losses on disposal are determined by comparing the proceeds with the carrying amount. These gains and losses are included in the Income Statement.

d. Financial Instruments

Financial instruments are initially measured at cost on trade date, which includes the transaction costs, when the related contractual rights or obligations exist.

Subsequent to the initial recognition, the Committee of Management assess whether there is objective evidence that a financial instrument has been impaired. A prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the Income Statement.

e. Employee Benefits

Provision is made for the Federation'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 flows to be made for those benefits.

Contributions are made by the Federation to employee superannuation funds and are charged as expenses when incurred.

f. Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the Federation are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values. Leased assets are depreciated on a straight line basis over their estimated useful lives where it is likely that the Federation will obtain ownership of the asset over the term of the lease. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

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

Lease assets are depreciated on a straight-line basis over their estimated useful lives where it is likely that the Federation will obtain ownership of the asset or ownership over the term of the lease.

Lease incentives received under operating leases are recognised as a liability. Lease payments received reduce the liability.

g. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Cash flows are presented in the Cash Flow Statement on a gross basis, except the GST component of investing and financing activities, which are disclosed as operating cash flows.

h. Revenue

Revenue for membership subscriptions is recognised proportionately over the period to which it relates.

Revenue from the rendering of a service is recognised in proportion to the stage of completion of the contract and the entitlement to the Federation.

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

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

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

h. Revenue (continued)

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

i. Comparatives

When required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

j. Operating Segment

The Federation is incorporated under the Workplace Relations Act 1996 and domiciled in Australia.

The Federation operates predominantly in one business and geographical segment, being a representative body of civil engineering contractors in New South Wales, providing professional services, information and advice including industrial relations advice, dispute resolution, training (business, occupational health and safety), changes to acts and legislation, changes to award rates of and work practices to members of the Federation throughout New South Wales.

The Federation is incorporated under the Workplace Relations Act 1996 and domiciled in Australia.

The Federation operates predominantly in one business and geographical segment, being a representative body of civil engineering contractors in New South Wales, providing professional services, information and advice including industrial relations advice, dispute resolution, training (business, occupational health and safety), changes to acts and legislation, changes to award rates of and work practices to members of the Federation throughout New South Wales.

k. Critical Accounting Estimates and Judgements

The Committee of Management evaluate estimates and judgments incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Federation.

Key Estimates - Impairment

The Committee of Management assesses impairment on each reporting date by evaluating conditions specific to the Federation that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value-in-use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

No impairment has been recognised in respect of any assets for the year ended 30 June 2007.

Key Judgments - Doubtful Debts Provision

The Committee of Management have assessed each debtors and have estimated a provision for doubtful debts amounting to \$7,824. The Committee of Management believes that the full amount of the remaining debtors are recoverable.

l. Information to be provided to Members or the Registrar

In accordance with the requirements of the Workplace Relations Act 1996 (the RAO Schedule) the attention of Members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272 which read as follows.

Section 272 Information to be provided to members or Registrar

(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.

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

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

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

I. Information to be provided to Members or the Registrar (continued)

(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).

The financial report was authorised for issue on 29 August 2007.

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

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

	2007 \$	2006 \$
NOTE 2: REVENUE		
Operating activities:		
Membership income	777,593	686,771
National conference	2,700	409,373
Training income	457,956	503,853
Functions	303,291	292,212
Seminars income	39,035	28,539
CCF Bulletin	90,766	86,839
Short courses	146,166	134,839
Daily inspection procedure sales	56,108	46,156
Commission received	12,890	10,039
IMS System	58,803	22,180
Workplace reform	106,061	47,159
Plant assessment	42,162	77,658
Profit on disposal of fixed assets	3,158	-
SCIMS packages	22,165	18,611
Investment income	29,683	23,488
Other income	13,153	15,433
Total Revenue	<u>2,161,690</u>	<u>2,402,950</u>
NOTE 3: SURPLUS FROM ORDINARY ACTIVITIES		
The operating surplus of the Federation before income tax expense has been determined after:		
a. Bad and Doubtful Debts		
Bad debts written off	8,857	20,804
Provision for doubtful debts	5,404	17,387
	<u>14,261</u>	<u>38,191</u>
b. Auditors' Remuneration		
Accounting fees	3,200	1,945
Auditors' remuneration	13,000	13,500
	<u>16,200</u>	<u>15,445</u>
c. Operating Leases		
Leasing charges - MiniMail	-	581
Photocopier charges	20,866	23,042
Rent	66,058	68,578
Telephone and fax	3,301	706
	<u>90,225</u>	<u>92,907</u>
d. Depreciation and Amortisation		
Plant and equipment	22,764	15,346
Leased motor vehicles	34,139	40,839
	<u>56,903</u>	<u>56,185</u>

CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007

	2007 \$	2006 \$
NOTE 3: SURPLUS FROM ORDINARY ACTIVITIES (CONTINUED)		
e. Compulsory Levy		
National office levy	76,094	78,163

The levy is imposed by the CCF National Office to assist in funding the National Office operations.

f. Employee related expenses		
Salaries	788,671	732,856
Superannuation	68,261	62,946
Employee benefits	10,991	10,194
Payroll tax	15,054	13,848
Training and recruitment	15,225	17,708
	<u>898,202</u>	<u>837,552</u>

NOTE 4: CASH ASSETS

a. Current		
Cash on hand	250	250
Cash at bank	124,734	79,047
Short-term bank deposits	385,359	381,507
	<u>510,343</u>	<u>460,804</u>

The weighted average interest rate for cash as at 30 June 2007 is 6.18% (2006: 4.35%).

NOTE 5: RECEIVABLES

a. Current		
Trade debtors - related parties	70,829	14,090
- others	196,658	146,434
	267,487	160,524
Less: Provision for doubtful debts	(7,824)	(17,387)
	259,663	143,137
 Sundry debtors	 6,512	 12,340
	<u>266,175</u>	<u>155,477</u>

b. Terms and Conditions

Trade debtors relate to services provided, they are non-interest bearing and are unsecured. Trade debtors relating to training and carry terms of up to 150 days. All other trade debtors carry settlement terms of 30 days.

Sundry debtors are non-interest bearing and unsecured. This amount includes GST receivable, relating to goods and services tax that can be recovered from the Australian Taxation Office.

NOTE 6: OTHER ASSETS

Current		
Prepayments	11,496	16,942

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007**

	2007 \$	2006 \$
NOTE 7: OTHER FINANCIAL ASSETS		
a. Non-Current		
Shares in unlisted company - at Committee of Management valuation	12,500	12,500
b. Terms and Conditions		
The Federation holds 625 shares in Beaconsfield Press Pty Limited. The shares of the Company are valued based on the consideration of the transfer of shares to Civil Contractors Federation (ACT Branch) in August 2000. The Committee of Management continues to believe that this valuation is the most appropriate to value these shares.		
NOTE 8: PLANT AND EQUIPMENT		
Motor vehicles - at cost	24,179	-
Less: Accumulated depreciation	(1,682)	-
	<u>22,497</u>	<u>-</u>
Office furniture and equipment - at cost	150,046	131,870
Less: Accumulated depreciation	(110,109)	(90,503)
	<u>39,937</u>	<u>41,367</u>
Leased motor vehicles - at cost	168,373	204,216
Less: Accumulated amortisation	(117,140)	(109,366)
	<u>51,233</u>	<u>94,850</u>
Total plant and equipment - net book value	<u>113,667</u>	<u>136,217</u>
Reconciliation of movements in plant and equipment		
Furniture and equipment		
Carrying amount at beginning of the year	41,367	26,734
Additions	18,176	29,979
Depreciation expense	(19,606)	(15,346)
Carrying amount at end of the year	<u>39,937</u>	<u>41,367</u>
Leased motor vehicles		
Carrying amount at beginning of the year	94,850	135,689
Disposals/write-off	(7,548)	-
Amortisation expense	(36,069)	(40,839)
Carrying amount at end of the year	<u>51,233</u>	<u>94,850</u>
Motor vehicle - at cost		
Carrying amount at beginning of the year	706	-
Additions	23,019	-
Depreciation expense	(1,228)	-
Carrying amount at end of the year	<u>22,497</u>	<u>-</u>

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007**

	2007 \$	2006 \$
NOTE 9: TRADE AND OTHER PAYABLES		
a. Current		
Deferred income	100,274	58,246
Creditors and accruals	138,646	120,503
Sundry creditors	41,853	38,131
	<u>280,773</u>	<u>216,880</u>
b. Non Current		
Loan - Earthmovers and Contractors Association Limited	<u>28,370</u>	<u>28,370</u>
c. Terms and Conditions		
Deferred income relates to cash receipts for membership fees and advertising revenue received for the year 2007-08.		
Creditors and accruals are settled within the terms of payments offered, which is usually within 30 days. These balances are unsecured and no interest is applicable on these accounts.		
The terms and conditions of the loan to Earthmovers and Contractors Association Limited are outlined at Note 14e.		
NOTE 10: FINANCIAL LIABILITIES		
a. Current		
Lease liability	<u>40,167</u>	<u>66,561</u>
b. Non Current		
Lease liability	<u>22,560</u>	<u>32,520</u>
c. Terms and Conditions		
Finance leases held by the Federation are for motor vehicles. The leases have a weighted average interest rate at year end of 7.41% (2006: 7.71%), with an average maturity period of 4 months (2006: 11 months).		
NOTE 11: PROVISIONS		
a. Current		
Provision for annual leave	<u>71,114</u>	<u>68,912</u>
b. Non-Current		
Provision for long service leave	<u>36,482</u>	<u>27,693</u>
c. Aggregate employee entitlement liability	<u>107,596</u>	<u>96,605</u>
d. Number of employees at year-end	<u>12</u>	<u>12</u>

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007**

NOTE 12: ADDITIONAL FINANCIAL INSTRUMENTS DISCLOSURE

a. Terms, conditions and accounting policies

The Federation's accounting policies are included in Note 1, while the terms and conditions, including the effective weighted average interest rate of each class of financial asset and financial liability, both recognised and unrecognised at the balance date are included under the appropriate note for that instrument.

b. Credit risk exposure

Credit risk represents the loss that would be recognised if counterparties failed to perform as contracted. The carrying value of each financial asset represents the Federation's maximum exposure to credit risk. The Federation is not materially exposed to any individual credit risk.

c. Net fair values

The carrying amounts of financial instruments in the Balance Sheet approximate their net fair value.

NOTE 13: RELATED PARTIES

a. NSW Branch Board members

The names of the members of the NSW Branch Board who held office during the year are as follows: -

Glenn Cherrie, Joseph Cato, Terry Bowen, Robert Dahan, Stuart Ford, Paul Burton, Glenn Fordham, Paul Gleeson, Brian Leigh, Brett Kelly, Michael Skinner, John Wade, Paul Wise, Alan Waugh, Robert Dahan, Mark Schultz, Terry Waterson, and Troy Lilliendal.

No members of the Committee of Management received or were entitled to receive any remuneration.

b. Names and positions held by key management personnel in office at any time during the year

Craig Long - Chief Executive Director
Martin Wright - Business Manager
John Higgins - Manager Employment Relations (Deceased 5 May 2007)
Leslie Simmons - Manager Member Services

c. Key Management Personnel Remuneration

	2007 \$	2006 \$
Salaries and wages	367,404	345,131
Superannuation	<u>33,066</u>	<u>30,704</u>
	<u>400,470</u>	<u>375,835</u>

d. Other transactions with the Federation

Entities related to NSW Branch Board members paid membership fees, received training, purchased statutory awards and updates from the Federation during the year on the same commercial terms and conditions offered to all other members.

e. Earthmovers and Contractors Association Limited

Earthmovers and Contractors Association Limited is an unlisted not-for-profit public company, limited by guarantee.

At balance date, an amount of \$7,943 was receivable to the Federation from Earthmovers and Contractors Association Limited (2006: \$7,943). No interest was charged by the Federation to Earthmovers and Contractor Association Limited. No interest was received or receivable during the financial year.

At balance date, the loan owing to the Earthmovers and Contractors Association Limited was \$28,370 (2006: \$28,370) by the Federation. No interest was charged to the Federation by Earthmovers and Contractor Association Limited. No interest was paid or payable during the financial year.

**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

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

NOTE 13: RELATED PARTIES (CONTINUED)

f. Civil Contractors National Office

At the end of financial year an amount of \$62,886 (2006: \$14,090) was receivable from the CCF National office. Further, an amount of \$76,094 (2006: \$78,163) was paid to the National Office for the National office levy charged on the revenue of the Federation.

	2007 \$	2006 \$
NOTE 14: CASH FLOW INFORMATION		
a. Reconciliation of Cash		
Cash on hand	250	250
Cash at bank	124,734	79,047
Call deposit	385,359	381,507
	<u>510,343</u>	<u>460,804</u>
b. Reconciliation of surplus from ordinary activities after income tax to net cash provided by operating activities		
Operating surplus after income tax	93,711	71,784
Add/(Less) items classified as investing/financing activities		
- Profit on disposal of non-current assets	(3,158)	-
Non-cash flows in surplus/(deficit) from ordinary activities		
- Depreciation and amortisation	56,903	56,185
- Bad and doubtful debts	14,261	38,191
Changes in assets and liabilities		
(Increase)/decrease in receivables	(123,030)	48,639
(Increase)/decrease in other assets	3,517	(65,479)
Increase/(decrease) in deferred income	42,028	10,099
Increase/(decrease) in payables	21,865	19,592
Increase/(decrease) in provisions	10,991	(10,194)
Net cash provided by operating activities	<u>117,088</u>	<u>168,817</u>

NOTE 15: CAPITAL COMMITMENTS

Finance Leases

Finance lease commitments payable:

- not later than one year	42,559	72,755
- later than one year but not later than five years	22,560	34,912

Less: Future finance charges

	(2,392)	(8,586)
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Finance lease liabilities provided for

	<u>62,727</u>	<u>99,081</u>
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Represented by:

Current finance lease liability	40,167	66,561
Non-current finance lease liability	22,560	32,520

Total lease liability

	<u>62,727</u>	<u>99,081</u>
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**CIVIL CONTRACTORS FEDERATION
(NSW BRANCH)
ABN 55 645 813 882**

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

NOTE 16: OPERATING COMMITMENTS

An operating lease agreement was signed in April 2007 for a period commencing from April 2007 to July 2008 with the Penrith Lakes Development Corporation Limited. The Federation is not required to pay a rental fee for the use of these premises, however post year end has offered a bank guarantee of \$20,000 for remediation and restoration, being for the return of the site to its original condition if required.

NOTE 17: EVENTS SUBSEQUENT TO BALANCE DATE

No matters or circumstances have occurred since the end of the financial year which significantly affect, or may significantly affect, the operations of the Federation, the results of those operations or the state of affairs of the Federation in future financial years.

NOTE 18: CONTINGENT LIABILITIES

The Federation is not subject to any material contingent liabilities at balance date.

NOTE 19: ECONOMIC DEPENDENCY

The Federation is economically dependent on ongoing funding in the form of existing worker training from contractors and new entrant training income from the Department of Education and Training.

NOTE 20: FEDERATION DETAILS

The registered office and the principal place of business of the Federation is:
Civil Contractors Federation (NSW Branch)
30 Oramzi Road
Girraween NSW 2145

PARTNERS

Edward Butler CA
Andrew Blackwell CA
Chris Chandra CA
Stephen Humphrey FCA
Gary Layton FCA
Alan Mord CA
Wayne Morton FCA
Brett Sato CA
Ian Shannon CA
Robert Southwell CA
Spice Turner FCA
Charles Viola (AM) FCA
Sue Whittier CA

CONSULTANTS

Phil Bagdon FCA
Aija Dierckx CA
Bob Webster FCA

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CIVIL CONTRACTORS FEDERATION (NSW BRANCH)

Report on the Financial Report

We have audited the accompanying financial report of Civil Contractors Federation (NSW Branch) ("the Federation") which comprises the balance sheet as at 30 June 2007 and the income statement, statement of changes in members fund and the cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by the NSW Branch Board.

Board's Responsibility for the Financial Report

The NSW Branch Board of the Federation 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 and 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.

Auditor's opinion


In our opinion:

The financial report of Civil Contractors Federation (NSW Branch) is in accordance with the *Workplace Relations Act 1996* and the RAO schedule including:

- I. giving a true and fair view of the Federation's financial position as at 30 June 2007 and of their performance for the year ended on that date; and
- II. complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Workplace Relations Act 1996* and the RAO.

Moore Stephens Sydney

MOORE STEPHENS SYDNEY
Chartered Accountants



C. CHANDRAN

Partner

Dated in Sydney this 29th day of August 2007.



CIVIL CONTRACTORS FEDERATION

Formerly Australian Earthmovers & Road Contractors Federation

ABN 55 645 813 882

NEW SOUTH WALES:

30 Oramzi Road Girraween NSW 2145

Telephone: (02) 9009 4000 Facsimile: (02) 9009 4050 E-mail: ccfnsw@civilcontractors.com

ANNUAL GENERAL MEETING NOTICE OF 2007

Notice is hereby given pursuant to the rules of the Federation that the Annual General Meeting of Members of the NSW Branch of the Civil Contractors Federation is to be held on Friday 21st September 2007.

Details about the meeting are set out below and the agenda for the meeting is attached. Members should note that items they would like included in General Business at the AGM need to be received at CCF (NSW) Branch office by close of business 7th September 2007. The Auditor's Report with financial statements, including the balance sheet, operating report, Certificate of the CEO (NSW) and Statement of the NSW Branch Board, are attached for inspection by members, and will be available to members at the Annual General Meeting for approval.

The AGM Dinner will be held in the Speakers Dining Room, NSW Parliament House at the conclusion of the 2007 AGM. For dinner bookings, please complete the booking form attached or contact Amy at CCF on (02) 9009 4000. Partners & Guests are very welcome to the Dinner, as we have a very entertaining evening planned.

TIME:	AGM	6.30 pm
	Dinner	7.00pm for 7.30pm
DATE:		Friday, 21 st September 2007
LOCATION:	AGM	Waratah Room
	Dinner	Speakers Dining Room
		NSW Parliament House
		Macquarie Street, Sydney, NSW, 2000

(Parking available under Parliament House if car rego provided to CCF)

Yours faithfully,

Craig Long
CEO (NSW)