



Ref: Bob/AIR re elections 2005

Civil Contractors Federation

11/2005/031

SOUTH AUSTRALIAN BRANCH: 60 Woodville Road, Woodville S.A. 5011
Telephone: (08) 8244 0922 • Facsimile: (08) 8244 0933 • ABN: 65 484 720 549
Email: ccfsa@civilcontractors.com • Website: www.civilcontractors.com

1st September 2005

Deputy Industrial Registrar
Australian Industrial Registry
South Australian Registry
Riverside Centre
North Terrace
Adelaide SA 5000



Dear Sir/Madam

Please find enclosed a copy of the minutes of our 2004/05 Branch Annual General Meeting held on the 24th August 2005, the audited financial report and accompanying papers for the year ended 30th June 2005 and the AEC Declaration of results for uncontested offices for the SA Branch in 2005/06.

In regards to the vacancy of Branch Treasurer, the AEC called for further nominations of this vacant position. Whilst we are yet to receive the written declaration from the AEC, Andrew John Young was elected unopposed as Treasurer on the 24th August 2005. Mr Young has vacated the elected Committee position after being elected for the Treasurer position.

A list of the names, postal addresses and occupations of the persons holding office and a Declaration from the Branch Executive Director regarding the maintenance of register of members and number of members as at the 30th June 2005 are also enclosed.

Copies of the audited financial accounts and accompanying reports were mailed to financial members of the Branch on the 2nd August 2005.

The CCF SA Branch address is 60 Woodville Road, Woodville SA 5011.

Yours sincerely

Bob Osborne
EXECUTIVE DIRECTOR

Encl



Registered under the Workplace Relations Act 1996



CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

MINUTES FROM ANNUAL GENERAL MEETING OF MEMBERS HELD AT THE PORT CLUB, CNR QUEEN STREET AND BROUGHAM PLACE, ALBERTON ON WEDNESDY 24TH AUGUST 2005 AT 7:30 PM

PRESENT

Tony Baulderstone (In the Chair)	- Bardavcol Pty Ltd
Barry Curtin	- MC
Chris Dittmar	- Guest Speaker
Ted Williams	- Life Member
Joyce Williams	
David Truran	- Life Member
Cath Truran	
John Chamberlain	- Life Member
Yvonne Chamberlain	
Barry Barons	- Australian Electoral Commission
Rod Fyfe	- CCF SA
Bob Osborne	- CCF SA
Sandra Osborne	
Lidia Frangiskos	- CCF SA
Andrew Frangiskos	
Linda Ellis	- CCF SA
Marlon Ellis	
Julie Gregg	- CCF SA
Simon Calvert	
Rebecca Fletcher	- CCF SA
Daniel Fletcher	
Kaye Mitchell	- CCF SA

plus representatives from the following companies, totalling 168 people:-

Full

ADCIV Pty Ltd
AR Contracting Services
Bardavcol Pty Ltd
Beltrame Civil Pty Ltd
Built Environs
CATCON Pty Ltd
DML Constructions
Leed Engineering
Linke Contracting
LR & M Constructions
Lucas Earthmovers
A & MJ Musolino
DB & M Napper
NBS Excavations
PD Excavations
PMP
Pridham Earthmovers
PT Civil
Renfrey Plant Hire
SEM Group of Companies
South Coast Sand & Civil
Spry Earthmovers
Top Coat Asphalt Contractors

Associate

ACE Traffic Management
Adelaide Resource Recovery
Cavpower
Civil Skills Centre
Coates
Construction Equipment Australia
Hitachi Construction Machinery
Humes
James Hardie Pipes
Komatsu
Mini-Tankers Australia
OAMPS
Readymix
Rocla Pipeline Products
Vinidex

Affiliate

Dial Before You Dig

Other Guests

Dept of Transport, Energy & Infrastructure
SEMPAC Pty Ltd

Tron Civil Contracting
York Civil

APOLOGIES

were received from the following companies:-

Bianco Building Supplies	
Boral Construction Machinery	- Paul Dalton
Castrol Australia Pty Ltd	- Peter Woodrow
Christofer Clox	- A Wagenknecht
CR Kennedy & Co	- Grant Higgins
J Davison Nominees	- John Davison
Eichler Earthmovers	- Kerry and Shane Yeates
GE Capital Finance	
Lorenzin Construction	- Bill Lorenzin
M & M Civil	
M & B Civil	- John Middleton
Martelco Equipment Hire	- Neil Williams
Mine & Quarry Service Co	- Peter Duffy
North East Civil Pty Ltd	- Mac Schultz
Paluszek Enterprises	- Ted Paluszek
Polgreen Crushing	
R & A Papillo Earthmovers	
Renfrey Plant Hire	- Kevin Renfrey
Warrin Mining & Construction Equipment	

INTRODUCTION

MC Barry Curtin welcomed everyone to the Annual General Meeting of the Civil Contractors Federation SA Branch and explained the format for the evening.

WELCOME

President Tony Baulderstone welcomed members, partners, guests and sponsors and in particular, acknowledged our MC Barry Curtin, guest speaker Chris Dittmar, Hitachi Construction Machinery and Life Members Ted Williams and his wife Joyce, David Truran and his wife Cath and John Chamberlain and his wife Yvonne.

PRESIDENT'S REPORT

Tony Baulderstone referred to the circulated President's Report and elaborated on a number of points, including industry activity, Branch strategic review, training, industry issues, meetings, events and sponsorship and appreciation to various persons and Committees. He sought to have the full report received and adopted and it was resolved:

“ That the President's Report for 2004/2005 as circulated be accepted. “

He then introduced our new Executive Director Rod Fyfe, who addressed the gathering and provided guests with his professional background.

SPONSORSHIP ACKNOWLEDGEMENT

Tony Baulderstone invited George O'Connell, Branch Manager of Hitachi Construction Machinery, who is the AGM sponsor, to address members and guests.

CONFIRMATION OF MINUTES

It was moved by Tony Musolino and seconded by Harold Wilkey:

" That the minutes of the CCF SA Annual General Meeting held on the 18th August 2004 as circulated and tabled in the Minute Book be taken as read and confirmed as a true and correct record. "

Carried

COMMITTEE ELECTIONS FOR 2005/2006

Tony Baulderstone explained that the initial election was conducted by the Australian Electoral Commission in and results have been circulated tonight. However, there was one vacancy still on the Committee for Treasurer and this required a further election. He then introduced Barry Barons from the AEC to conduct this election.

Barry Barons advised that one nomination for the vacancy had been received and called for any further nominations from the floor. As none were forthcoming, he advised that Andrew Young was duly elected unopposed as Treasurer. In order to fulfil his role as Treasurer, it was necessary for Andrew Young to resign from the Committee and it was moved by Andrew Lukasik and seconded by Chris Reynolds:

" That the resignation of Andrew Young from the Committee be accepted. "

Carried

The 2005/06 Committee consisted of:

BRANCH PRESIDENT:	Tony Baulderstone
BRANCH VICE PRESIDENT:	Chris Reynolds
BRANCH TREASURER:	Andrew Young
COMMITTEE:	Aaron Blackmore, Graeme Lawler, Dennis Lorenzin, Andrew Lukasik, Ted Paluszek, Kevin Renfrey, Brian Sickerdick, Garry Stewart, Ray Thompson, Allan Wilkey and (one casual vacancy created by Andrew Young being re-elected to the Vice President position)
NATIONAL COUNCILLORS:	Graeme Lawler and Kevin Renfrey

ANNUAL FINANCIAL STATEMENT

Bob Osborne reported that a copy of the audited Financial Report had been circulated to all CCF members on the 2nd August 2005, in accordance with requirements of the Workplace Relations Act. The audited Financial Report for the year ended 30th June 2005, with accompanying reports, was tabled and explained by Bob Osborne. It was moved by Garry Stewart and seconded by Brian Sickerdick:

" That the audited financial report for the year ending 30th June 2005 be approved. "

Carried

2004/2005 SUBSCRIPTIONS

Bob Osborne referred to the Management Committee recommended subscriptions for 2005/2006 circulated at this meeting. He also explained to the restructuring of Full members' subscriptions to a turnover-based system. It was moved by Harold Wilkey and seconded by Graeme Lawler:

“ That the recommended subscription rates for 2005/2006 be approved. “

Carried (and accepted by majority)

AUDITOR

Bob Osborne advised that it was recommended by the Branch Management Committee that our current auditor, Robert W Foster CPA be re-appointed for 2005/2006. It was moved by Andrew Young and seconded by Garry Stewart:

“ That Robert W Foster be appointed as auditor for the 2005/2006 year. “

Carried

GUEST SPEAKER

Barry Curtin introduced Chris Dittmar, well-known sports commentator and journalist and past professional squash player. Chris spoke on his squash career start and his experiences travelling the world as a youth, as well as commentating the Sydney and Athens Olympic Games.

NATIONAL CONFERENCE

Tony Baulderstone referred to this year's CCF National Conference, which will be held in November at the Sydney Star City Casino and in conjunction with the National Construction Expo. He encouraged members to attend and a visual Conference promotion was shown.

He also advised that the South Australian Branch have offered to host the 2007 National Conference and we are awaiting National confirmation.

PRESENTATION

Tony Baulderstone presented a plaque to David Truran and his wife Cath on behalf of the Truran family, in appreciation of their 41 years of involvement to the Federation and the industry.

Acknowledgement was also made to retiring Executive Director Bob Osborne, as well as a visual presentation covering 18 years of memories with the organisation and parting gifts.

RAFFLE DRAWS

A raffle draw and lucky seat competition was conducted for prizes provided by our sponsors Hitachi Construction Machinery.

VOTE OF THANKS

Chris Reynolds extended a vote of thanks to our guest speakers Chris Dittmar, MC Barry Curtin, Hitachi Construction Machinery for their support through sponsorship of tonight's function and The Port Club for their continued excellent service of our AGM's.

DATE OF NEXT MEETING

Tony Boulderstone advised that the next AGM would be the same date as the Annual General Meeting of the Earthmoving Contractors Association of SA Inc in August of 2006.

CLOSURE

Barry Curtin closed the meeting at 10.45pm.

READ AND CONFIRMED

CHAIRMAN

/ /

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Certificate by the Committee of Management for the Year Ended 30th June 2005

In accordance with Section 253 of the RAO Schedule of the Workplace Relations Act, we have caused the preparation of a General Purpose Financial Report including accounts and statements for the financial year ended 30th June 2005.

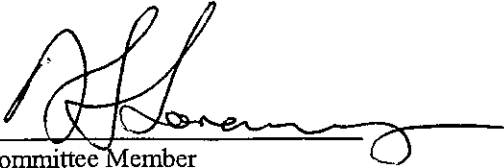
The accounts and statements are comprised of an account of Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and notes forming part of the accounts.

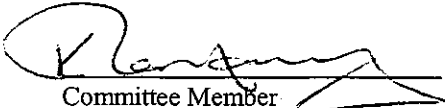
In our opinion:

- (i) the accounts and statements show a true and fair view of, the financial affairs, income and expenditure and cash flows of the organisation for the year;
- (ii) during the financial year to which the accounts relate, meetings of the Committee of Management were held in accordance with the rules of the organisation;
- (iii) to the knowledge of any members of the Committee, there have been, during the financial year to which the accounts relate, no instances where records of the organisation or other documents (not being documents containing information made available to a member of the organisation under Section 272 of the RAO Schedule), or copies of those records or other documents, or copies of the rules of the organisation, have not been furnished, or made available, to members of the organisation in accordance with the Act, the Regulations to the Act or the rules of the organisation;
- (iv) in relation to the report prepared in accordance with section 276 of the Act by the auditor of the organisation in respect of the financial year immediately preceding the financial year to which the accounts relate and in relation to any accounts and statements prepared in accordance with subsection 273 (1) of the Act to which that report relates, the organisation has complied with subsection 279 (1) and 279 (6) of the Act.
- (v) we have reasonable grounds to believe that the Branch will be able to pay its debts as and when they fall due, unless it is required to meet the debts of the Civil Contractors Federation, or other Branch organisations, as referred to in notes 3, 4 and 5 to the accounts and statements.
- (vi) the accounts and statements of the Branch have been made out in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the RAO Schedule of the Workplace Relations Act.
- (vii) Meetings of the Committee of Management were held in accordance with the Rules of the organisation including the Rules of the Branch concerned.
- (viii) The financial records of the SA Branch have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations.

Signed in accordance with a resolution of the Committee of Management dated

1st August 2005


Committee Member


Committee Member

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Operating Report by the Branch Executive Director for the Year Ended 30th June 2005

Listed below is a brief outline of the principal activities including results of the SA Branch during the 2004/05 financial year.

- (i) The conduct of regular industry meetings, functions and events, has enabled the branch to effectively comply with the relevant objects of the organisation;
- (ii) The offer to industry, access to a user pay structured management system (intergrating OHS, quality assurance and environmental management) under the Federation's Contractor Management System which improved in 2004/05 when compared to the previous year, due to a higher than expected take up by Public Sector clients;
- (iii) Member subscription income levels are consistent with the previous financial year;
- (iv) The combined training and plant operator assessment programs of the branch under the Federation's Registered Training Organisation status has shown a decline when compared to the previous financial year, due to the delayed appointment of a new training manager;
- (v) Members may resign by written notice addressed to the Branch and delivered to the National Executive Director;
- (vi) There has been no significant increase in the financial affairs during the year other than as reported above;
- (vii) To the best of our knowledge, no officer or member of the SA Branch is a Trustee of a Superannuation entity.
- (viii) At the 30th June 2005 there were 225 companies that are members of the organisation.
- (ix) At the 1st July 2004 the following persons held a position on the Committee of Management for the full 2004/05 financial year.

Anthony Baulderstone	Garry Stewart
Dennis Lorenzin	Raymond Thompson
Aaron Blackmore	Mark Wauer
Graeme Lawler (Committee person only)	Allan Wilkey
Ted Paluszek	Andrew Young
Kevin Renfrey (Committee Person & National Councillor)	Andrew Lukasik
Christopher Reynolds (resigned 13.08.04 as a Committee Person)	

Christopher Reynolds (Vice President) and Graeme Lawler (National Councillor) were elected on the 13th August 2004 up until the 30th June 2005. Brian Sickerdick was appointed to the committee under the casual vacancy provision of the Rules on the 1st November 2004.

1 August 2005



Branch Executive Director
Robert Osborne

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Independent Audit Report to the Branch Members

I have audited the accounts and statements of Civil Contractors Federation SA Branch for the year ended 30th June 2005, as set out on pages 6 to 14. The Committee of Management is responsible for the preparation and presentation of the accounts and statements and the information contained therein.

I have conducted an independent audit of the accounts and statements in order to express an opinion on them to the Branch organisation members. My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the accounts and statements are free of material miss-statement.

My procedures included examinations on a test basis of evidence supporting the amounts and other disclosures in the accounts and statements and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material respects, the accounts and statements are presented fairly in accordance with Australian Accounting Standards, other mandatory professional reporting requirements and the Workplace Relations Act, so as to present a view which is consistent with our understanding of the Branch organisation's financial position, the results of its operations and its cash flows.

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

Audit Opinion

- (a) In my opinion:
- (i) there were kept by the Branch organisation in relation to the year, satisfactory accounting records, including:
 - (A) records of the sources and nature of the income of the Branch organisation (including income from members); and
 - (B) records of the nature and purposes of the expenditure of the Branch organisation; and
 - (ii) the accounts and statements prepared under the Workplace Relations Act in relation to the year were properly drawn up so as to give a true and fair view in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Workplace Relations Act of:
 - (A) the financial affairs of the Branch organisation as at the end of the year; and
 - (B) the income and expenditure and any surplus or deficit of the Branch organisation for the year; and
 - (C) its cash flows for the year; and
- (b) all the information and explanations that, under subsection (2) of section 276 of the Workplace Relations Act, officers or employees of the Branch organisation were required to provide were provided.

Emphasis of Matter

Without qualification to the opinion expressed above, attention is drawn to the following matters affecting the financial report at 30th June 2005.

(1) Inherent Uncertainty Regarding Going Concern

Attention is drawn to the matters referred to in notes 3, 4 and 5 to the accounts and statements. The South Australian Branch is part of the Civil Contractors Federation and accordingly, the South Australian Branch assets and liabilities form part of the assets and liabilities of the Civil Contractors Federation.

In the event that the Civil Contractors Federation was unable to pay its debts, it is believed that all of the assets of the Branch could be applied for that purpose.

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH**Independent Audit Report to the Branch Members (Cont'd)****(1) Inherent Uncertainty Regarding Going Concern Continued**

I have no means to properly assess whether the Civil Contractors Federation is in a position to pay its debts as and when they fall due and we do not believe that the South Australian Branch is in a position to provide any further assistance to me in this regard.

I do not believe it is possible for conclusion to be reached by me or the Branch Committee of Management on the ability of the Civil Contractors Federation to pay its debts as and when they fall due without an audit being conducted on the Civil Contractors Federation and all of its other Branches, and the results of such audit being provided to us before the completion of our audit of the South Australian Branch.

The Workplace Relations Act requires that the accounts and statements of the Branch be separately prepared and audited as an autonomous entity.

(2) PWE Expo 2004

It was not practicable to extend my examinations of the income and expenditure for this activity beyond accounting for the accounting transactions shown in the books and records of the organisation. I have accepted the information supplied.

Date: 2/8/2005



ROBERT W FOSTER FCPA
Certified Practising Accountant

18 Warwick Avenue
TOORAK GARDENS SA 5066

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Statement of Financial Performance for the Year Ended 30th June 2005

	<u>2004</u>	<u>Income from Operating Activities</u>		<u>2005</u>
\$	-	Sponsorships	\$	43,500.00
	6,000.00	2004 PWE Expo		5,237.55
	-	Committee for Adelaide Roads		2,070.00
	4,960.00	OAMPS Endorsement Fee		4,960.00
	-	Power Commission		286.13
	1,501.59	Fuel - AFD		5,539.30
	95,359.55	Functions		92,488.82
	4,205.34	Interest		7,538.06
	35,477.27	Contractor Management System (National Prequalification)		58,224.98
	2,750.00	Land Management		-
	19,601.95	Meetings		14,495.44
	5,892.33	Meeting Room		11,001.46
	5,599.99	Award Servicing		6,638.33
		Subscriptions:		
	218,185.45	Member Subscriptions		236,121.99
	32,430.00	CCF Servicing to ECA (Note 8 (i))		32,805.00
	5,147.64	Sundry		9,700.82
		Training:		
	4,677.32	Training Civil Train Tickets		1,190.91
	-	Training Income Miscellaneous (Note 8 (ii))		-
	43,537.27	Training - Own Courses		92,868.97
	183,676.94	Training - Assessments		109,840.91
	18,570.00	Year Book		16,460.36
				<hr/>
\$	687,572.64	Total Income	\$	750,969.03
				<hr/>
		<u>Expenditure from Operating Activities</u>		
\$	2,785.00	Audit	\$	2,685.00
	-	Bad Debts		1,150.39
	2,861.45	Bank Fees and Charges		3,286.98
	5,114.29	CCF National Conferences		3,367.18
	-	CCF National Issues - Fuel		-
	35,455.97	CCF National Levy		24,700.02
	3,338.94	CCF National Meetings		6,079.15
	2,948.43	Computer Expenses		2,240.16
	4,927.27	CCF Online		2,795.91
	2,555.08	Consulting Fees		3,952.00
	11,752.63	Depreciation		11,922.91
	72,906.11	Function Expenses		66,735.22
	4,127.20	Insurances		3,061.18
	92.36	Debt Collection		799.32
	-	Legal Fees		-
	2,128.15	Lobbying and Promotion		2,361.69
	17,784.19	Meetings Expenses		14,889.13
	1,878.36	Meeting Room		2,182.81
	9,530.92	CAR Expenses		10,000.00

(cont'd)

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Statement of Financial Performance for the Year Ended 30th June 2005 (cont'd)

<u>2004</u>	<u>Expenditure</u>	<u>2005</u>
-	Sponsorship Cost Offset	8,968.18
1,128.00	Interest Paid on Motor Vehicle Loan	1,128.00
7,168.92	Motor Vehicle Expenses	7,036.69
3,294.72	Other Office Costs	3,145.49
14,696.55	Printing, Postage, Stationery, Courier, Etc	14,406.91
22,622.16	Contractor Management System (National Prequalification)	30,832.38
-	National Prequalification WorkCover Grant	-
58,700.04	Rent (Note 7)	58,700.04
	Staffing Expenses:	
76,200.02	Executive Director Salary	-
-	Executive Director Consultancy	87,972.00
88,451.86	Salaries and Wages	138,154.90
14,763.92	Mandatory Superannuation Contributions	15,056.51
1,488.10	WorkCover	2,050.09
2,826.28	Fringe Benefits Tax	4,362.57
3,465.72	Annual Leave Provision (Note 6)	587.02
2,092.54	Long Service Leave Provision (Note 6)	-555.48
50,396.94	Staffing	24,863.26
-	Other (incl Recruitment Fee)	17,240.79
1,966.28	Subscriptions to Others	2,152.64
1,941.42	Sundry Expenses	6,862.88
11,856.61	Telephone	12,245.04
	Training:	
78,421.47	Training - Assessments	56,291.28
25,940.97	Training - Own Courses	55,176.92
670.56	Training Expenses - Miscellaneous	26.37
3,606.81	Training Expenses - Civil Train	412.36
876.77	Award Servicing	641.04
-	Travel and Accommodation	153.47
12,829.11	Year Book Expenses	14,112.83
1,513.64	2004 PWE Expo	-
\$ 667,105.76	Total Expenditure	\$ 724,233.23
20,466.88	Surplus/-Deficit for the Year of Income over Expenditure	26,735.80
-	Add ECA Loan Forgiven (see Note 14)	19,815.50
96,576.28	Plus Accumulated Funds from previous year	117,043.16
\$ 117,043.16	ACCUMULATED GENERAL FUNDS PER BALANCE SHEET	\$ 163,594.46

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Statement of Financial Position as at 30th June 2005

	<u>2004</u>	<u>2004</u>	<u>Assets</u>	<u>2005</u>	<u>2005</u>
			<u>Current Assets</u>		
		151,063.25	Cash at Bank	95,367.80	
		500.00	Cash on Hand	500.00	
		102,718.63	Accounts Receivable	138,080.00	
		3,997.67	Payments in Advance	8,594.45	
		-	Accrued Revenue	1,382.20	
		-	Term Deposit (see Note 13)	99,000.00	342,924.45
		258,279.55			
			<u>Non-Current Assets - At Cost</u>		
		12,500.00	Beaconsfield Press Shares (Note 8 (iv))		12,500.00
\$			Office Equipment	71,244.31	
		14,402.51	Less Provision for Depreciation	-59,374.01	
			Leasehold Improvements	13,618.50	
		-	Less Provision for Amortisation	-13,618.50	
			Motor Vehicle - Commodore and Camry	37,718.63	
		30,204.63	Less Provision for Depreciation	-13,172.00	36,416.93
		315,386.69	Total Assets		391,841.38
			<u>Liabilities</u>		
			<u>Current Liabilities</u>		
\$		16,382.90	Accounts Payable		22,833.44
		17,216.42	Net GST Collected & Withholdings		17,558.51
		2,871.00	PAYG Tax		3,894.00
		3,485.00	Accrued Expenditure		-
		4,884.43	Receipts in Advance		41,025.00
		68,899.68	Subscriptions in Advance		112,828.50
		6,500.00	Loan from ECA of SA (Note 8 (iii))		-
		11,118.26	Provision for Annual Leave (Note 6)		5,556.76
		7,236.03	CAR Trust		-
		24,054.88	Provision for Long Service Leave		9,871.32
		8,828.00	Motor Vehicle Loan (Note 10)		8,828.00
\$		171,476.60			222,395.53
			<u>Non-Current Liabilities</u>		
\$		13,315.50	Loan from ECA of SA (Note 8 (iii))		-
		13,551.43	Motor Vehicle Loan (Note 10)		5,851.39
		-	Provision for Long Service Leave (Note 6)		-
\$		198,343.53	Total Liabilities		228,246.92
\$		117,043.16	NET ASSETS		163,594.46
			<u>Accumulated Funds and Reserves</u>		
\$		117,043.16	Accumulated General Funds		163,594.46
\$		117,043.16	TOTAL ACCUMULATED FUNDS		163,594.46

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to and Forming Part of the Accounts and Statements for the Year Ended 30th June 2005

1. Summary of Significant Accounting Policies

(a) Basis of Accounting

This financial report is a general-purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Group Pronouncements and other mandatory reporting requirements.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values or, except where stated current valuations of non-current assets. Cost is based on the values of consideration given in exchange for the assets. Note 15 sets out the position regarding the transitional change in due course to International Financial Reporting Standards.

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

(b) Non-current Assets

A reconciliation of each class of non-current asset is set out below:

	<i>Opening Balance at 1.7.04</i>	<i>Acquisitions</i>	<i>Disposal</i>	<i>Depreciation</i>	<i>Balance at 30.6.05</i>
Office Equipment	14,402	3,733		6,265	11,870
Motor Vehicle	30,205	-		5,658	24,547

The above non-current assets are carried at the original cost of each item and depreciation is calculated each year on the straight line basis over the useful life of the items concerned.

2. Income Tax

The activities of the Federation are carried on for the purpose of promotion and development of an industrial resource of Australia and not for the purpose of profit or gain to its individual members. Accordingly, the Federation is exempt from income tax.

3. Branch Relationship with the Civil Contractors Federation

The Branch, while autonomous in relation to most of its day to day operations, is not considered to be a separate entity at law from the Civil Contractors Federation.

The ownership of Branch assets and responsibility for Branch liabilities are believed to ultimately rest with the Civil Contractors Federation. It is therefore possible that Branch assets may be appropriated by the Civil Contractors Federation to meet its obligations, which could include providing financial support to other Branches.

4. Going Concern

While the Branch, if viewed as an autonomous legal entity, is believed to be able to pay its debts as and when they fall due, no assessment has been made as to the likelihood of the Branch being called upon to financially support the Civil Contractors Federation either nationally or in respect of its other Branches.

Assets and liabilities of the Branch have been brought to account on the basis that the Branch activities will continue. The values attributed in the accounts to assets and the stated amounts of liabilities may not be realised or settled at their recorded values in the event that the Branch ceased to continue its business and there may also be changes in the dates of maturity of liabilities. Such potential differences in values have not been quantified.

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to and Forming Part of the Accounts and Statements for the Year Ended 30th June 2005 (cont'd)

5. Contingent Liabilities and Contingent Assets

The Branch is believed to be liable for unpaid debts of the Civil Contractors Federation to the extent of the Branch assets and at the date of this report, no known liability exists for any contingent liability. The organisation is not aware of any known contingent asset at 30.6.2005.

6. Employee Entitlements

Provision has been made in the accounts to allow for annual and long service leave entitlements due to the Association's employees at 30.6.05, together with on costs as required by accounting standards. Long service leave is accrued after an employee has completed seven years service. Balances of employee entitlements are contained in the statement of financial position as under.

	<i>Annual Leave</i>	<i>Long Service Leave</i>
Balance 1.7.2004	11,118	24,055
Deduct Leave Taken	-6,148	-13,628
Increase-Decrease for year	587	-555
Balance at 30.6.2005	5,557	9,872

7. Lease of Office

The Branch leases a building from the Earthmoving Contractors Association SA Inc at an annual actual rental of \$58,700 for the year ending 30.6.05. The rental amount is unchanged in the 2004/2005 financial year but is to be reviewed along with the right of renewal (for a further 3 years) for applicability as from the 1.7.2005

8. Related Party Disclosures

All of the organisation's members are also members of the Earthmoving Contractors Association of SA Inc (ECA). They comprise a significant majority of all of the members of ECA. In addition, most of the members of the Committee of Management of the organisation hold equivalent managerial positions with ECA. They comprise a significant majority of all of those equivalent ECA managerial positions.

CCF SA is a member of the Civil Skills and Technology Centre Inc (CSTC). Some members of the Committee of Management of the organisation hold equivalent managerial positions with CSTC.

The following persons were members of the Committee of Management of the organisation for some or all of the year ended 30th June 2005-

Tony Baulderstone	Andrew Lukasik
Chris Reynolds	Ted Paluszek
Dennis Lorenzin	Kevin Renfrey
Andrew Young	Mark Wauer
Graeme Lawler	Allan Wilkey
Garry Stewart	Aaron Blackmore
Ray Thompson	Brian Sickerdick

No members of the Committee of Management or related party to them has received or become entitled to receive any payment or other benefit of pecuniary value from the organisation, ECA or CSTC.

Material transactions between the organisation, ECA and CSTC are as follows:-

- (i) The organisation has charged ECA for the provision of administrative and member services at commercial rates; and
- (ii) The organisation was not entitled to received fees from CSTC for marketing services this financial year; and

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to and Forming Part of the Accounts and Statements for the Year Ended 30th June 2005 (cont'd)

8. Related Party Disclosures (cont'd)

- (iii) The organisation has borrowed money from ECA, interest free and unsecured as separately disclosed in the Statement of Financial Position.
- (iv) The Civil Contractors Federation (CCF) purchased Beaconsfield Press shares and an attaching partnership interest from ECA SA for \$25,000. CCF allocated the benefit of the investment and the attaching liability for the cost of purchase equally between the organisation (CCF SA) and the Northern Territory Branch (CCF NT). CCF SA is to administer the transaction and it accounts for:-
- . a \$12,500 share (50%) of the investment; and
 - . the full liability to ECA SA for the cost of 100% of the investment; and
 - . the amount owed by CCF NT for its 50% interest in the investment, which has been paid in full.

The price paid for the shares is believed to be at fair commercial value; and

9. Workplace Relations Act - RAO Schedule Section 272

- (1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under subsection (1) by a member of an organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- (3) A Registrar may only make an application under subsection (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

10. Motor Vehicle Loan

A Hire-Purchase Loan has been taken out to finance the purchase of a motor vehicle. The balance due at 30.06.05 was \$14,679.

The balance is made up of amount owing 30.06.05	\$16,920
Less Terms Charges in Suspense	<u>(2,241)</u>
Balance due 30.06.05	<u>\$14,679</u>

The balance of the loan at 30.06.05 is shown on the Statement of Financial Position as:

Current Liability	\$ 8,828
Non Current Liability	<u>5,851</u>
	<u>\$14,679</u>

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to and Forming Part of the Accounts and Statements for the Year Ended 30th June 2005 (cont'd)

11. Accounting Standard AASB 1033 Financial Instruments

The Organisation has the following financial assets and liabilities at 30.06.2005.

<u>Financial Assets</u>	<u>Carrying Amount</u>	<u>Interest Rate Disclosure Subject to Normal Market Fluctuations</u>	<u>Net Fair Value</u>
Cash on Hand	500		500
Accounts Receivable	138,080		138,080
Payments in Advance	8,594		8,594
Cash at Bank	95,368	2.25%	95,368
Term Deposit	99,000	5.6%	99,000
 <u>Financial Liabilities</u>			
Accounts Payable	22,833		22,833
Accrued Expenses and in Advance	153,853		153,853
Motor Vehicle Loan	14,679	7.15%	14,679

Interest Rate Risk

The financial instruments above are subject to normal commercial interest rate fluctuations as determined by the money markets from time to time.

Credit Risk

The maximum exposure to credit risk at balance date to the above recognised financial assets is the carrying amount (net of provisions) as disclosed in the Statement of Financial Position and Notes to the Financial Statements.

The Organisation does not have material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the Organisation.

Net Fair Values

The net fair value assigned to each financial asset and financial liability is the carrying amount as disclosed in the Statement of Financial Position and in the Notes to and forming part of the Accounts.

The net fair value is the recorded book value for each financial asset and financial liability.

It is expected the Organisation will receive the carrying amount for each financial asset as recorded and it will discharge its financial liabilities at the carrying amount shown, subject only to commercial interest rate adjustments as determined from time to time by market fluctuations.

12. Events Subsequent to Balance Date

Since the 1st of July 2005 no circumstances or events have arisen which have significantly affected or may significantly affect the operations of the Organisation, the results of those operations, or the state of the affairs of the Organisation in the financial year subsequent to the 1st of July 2005.

It should be noted that at some stage during the 2005/2006 financial year this organisation may assume ownership of the Civil Skills and Technology Centre Inc subject to the working parties recommendations and due diligence report in due course.

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH**Notes to and Forming Part of the Accounts and Statements
for the Year Ended 30th June 2005 (cont'd)****13. Operating Cash Reserve**

The Management Committee resolved on the 11th August 2004 to create an operating cash reserve based on three months expenditure and such reserve to be fully established in a term deposit by 30.06.2006. The amount required is based on the 2004/2005 budgeted expenditure of \$197,000. (25% of \$788,000.)

At 30.06.2005 \$99,000 has been set aside and a further \$30,000 has been allowed in the 2005/2006 budget.

14. Loan due to ECA

Members of the Executive Committee of ECA agreed to forgive the loan due to their organisation totalling \$19,815.50. The write back of this amount is contained in the State of Financial Performance.

15. International Financial Reporting Standards

This financial report has been prepared in accordance with Australian Accounting Standards and other financial reporting requirements.

The differences between Australian GAAP and A-IFRS identified at the date of this report as potentially having a material effect on the organisations financial performance and financial position would be minimal.

The organisation is not subject to income tax, there is no defined benefit superannuation plan, and at this point in time impairment of assets regarding excess carrying amounts does not apply.

A full transition to A-IFRS will occur at 30.06.2006 and following examination of the key differences in the conversion to A-IFRS there should not be any material retrospective adjustments affecting the retained earnings balance as at 30.06.2005.

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Statement of Cash Flows for the Year Ended 30th June 2005

<u>2004</u>	<u>Cash Flows from Operating Activities (A)</u>	<u>2005</u>
\$ 124,576	Net Cash Provided/-Expensed by Operating Activities (A)	\$ 54,738
		<hr/>
	<u>Cash Flows from Investing Activities (B)</u>	
\$ -39,168	Payment for Office Equipment and Motor Vehicle	\$ -3,733
		<hr/>
\$ -39,168	Net Cash Provided by/-Used in Investing Activities (B)	\$ -3,733
		<hr/>
	<u>Cash Flows from Financing Activities (C)</u>	
\$ 31,943	Motor Vehicle Loan Raised	\$ -
-6,500	Loan from/-Repayment to ECA	-
-9,564	Loan Repayments on Motor Vehicle Loan	-7,700
		<hr/>
\$ 15,879	Net Cash Provided by/-Used in Financing Activities (C)	\$ -7,700
		<hr/>
	<u>Result of Cash Flows for the Reporting Period</u>	
\$ 101,287	Net Increase/-Decrease in Cash Held (A + B + C)	\$ 43,305
50,276	Cash at the Beginning of the Reporting Period	151,563
		<hr/>
\$ 151,563	Cash at the End of the Reporting Period	\$ 194,868
		<hr/>

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to the Statement of Cash Flows for the Year Ended 30th June 2005

1 RECONCILIATIONS

(a) Reconciliation of Cash:

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market investments.

Cash at the end of the reporting period, as shown in the statement of cash flows, is reconciled to the related items in the balance sheet as follows:-

<u>2004</u>		<u>2005</u>
\$	Term Deposit	\$ 99,000
151,063	Cash at Bank	95,368
500	Cash on Hand	500
<hr/>		<hr/>
\$ 151,563		\$ 194,868
<hr/>		<hr/>

(b) Reconciliation of Net Cash Provided/(Expended) by Operating Activities to Surplus for the Year:

<u>2004</u>		<u>2005</u>
\$ 20,467	Surplus/-Deficit for the Year of Income Over Expenditure	\$ 26,736
	<u>Add</u> Non Cash Expenditures:-	
11,753	Depreciation and Amortisation	11,923
5,562	Provisions Annual and Long Service Leave	-19,746
	<u>Change</u> in Assets and Liabilities:-	
57,035	-Increase/Decrease in Accounts Receivable	-35,361
3,005	-Increase/Decrease in Payments in Advance	-4,596
	-Increase/Decrease in Other Current Assets	-1,382
-8,572	Increase/-Decrease in Accounts Payable and Accruals	4,331
1,829	Increase/-Decrease in Receipts in Advance	36,141
27,520	Increase/-Decrease in Subscriptions in Advance	43,928
5,977	Increase/-Decrease in CAR Trust	-7,236
<hr/>		<hr/>
\$ 124,576	Net Cash Provided/-Expended for the Year	\$ 54,738
<hr/>		<hr/>



Australian Government
Australian Industrial Registry

Level 35
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Mr Bob Osborne
Executive Director
Civil Contractors Federation
South Australian Branch
60 Woodville Road
Woodville SA 5011

Dear Mr Osborne,

Re: Financial reports for year ended 30 June 2005 - FR 2005/331

I have received the financial documents of the Civil Contractors Federation - South Australian Branch for the year ended 30 June 2005. The documents were lodged in the Industrial Registry on 6 September 2005.

I have examined the financial documents. In the course of that examination I have identified a number of flaws in the documentation. The Industrial Registrar is keen to ensure strict compliance by reporting units with the financial reporting obligations established by Schedule 1B of the Workplace Relations Act 1996. This is now the second full financial year since the new scheme commenced operation. Accordingly, the Registry is encouraging reporting units to achieve as full compliance as practicable. To this end I draw your attention to a number of matters I require you to attend to before I can file the documents.

First, the Branch should prepare a further Committee of Management Statement addressing the matters referred to in Attachment 1, pass the necessary resolution and then present the statement to your Auditor with a request that they prepare a further Report taking into account the matter raised in Attachment A. Finally, a fresh Operating Report, including the matters referred to in Attachment A, should be prepared and then submitted with the aforementioned documents to the Registry.

The Committee of Management Statement is important because of the various declarations made by the Committee concerning compliance with, amongst other things, the Reporting Guidelines and the rules of the organisation, as appropriate. The auditor relies on, and is required to take into account, the declarations in the Statement in the preparation of their Report. Therefore, this is a crucial step in the reporting process. The reason for our request for the Branch's auditor to cast their audit opinion in the terms of the relevant legislation is self-evident.

Following receipt of the further documentation requested I should then be in a position to file the documents.

Finally, I have included in Attachment 2 reference to a number of matters you should take into account in the preparation of future financial documents.

If you wish to discuss any matters contained in this correspondence I can be contacted on (03) 8661 7787 or by email at iain.stewart@air.gov.au

Yours sincerely,

Iain Stewart
Statutory Services Branch

22 September 2005

Attachment 1

1. Auditor's Report

The opinion expressed by the auditor in their report has been drafted in terms of the previous requirements of the Act. Section 257(5) of the RAO Schedule 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 the RAO Schedule."

2. Operating Report

(a) Right of members to resign:

Subsection 254(2)(c) requires the operating report to "give details" of the right of members to resign from the reporting unit under section 174 of the RAO Schedule. The requirement may be met by the inclusion of a statement that a member has the right to resign and a reference to the relevant rule, which makes such provision. Alternatively, the complete text of the relevant resignation rule may be reproduced in the report. It would appear in this case that rule 9 of the organisation's rules is applicable.

(b) 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 operating report should have provided the positions which members of the committee of management held during the reporting unit.

(c) Number of employees

Subsection 254(2)(f) of Schedule 1B and regulation 159(b) of the *Workplace Relations (Registration and Accountability of Organisations) Regulations 2003* require the Operating Report to contain information pertaining to the number of persons that were employees of the reporting unit at the end of the financial year. Future operating reports should include all required information.

3. Committee of Management's Statement – see Reporting Guidelines

"16. For purposes of paragraph 253(2)(c) of the RAO Schedule the reporting unit must cause to be prepared a committee of management statement containing declarations by the committee of management in relation to the GPFR.

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

(a) the financial statements and notes comply with the Australian Accounting Standards;

- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the 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 organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - (vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

18. The committee of management statement must:

- (a) be made in accordance with such resolution as is passed by the committee of management of the reporting unit in relation to the matters requiring declaration;
- (b) specify the date of passage of the resolution;
- (c) be signed by a designated officer within the meaning of section 243 of the RAO Schedule; and
- (d) be dated as at the date the designated officer signs the statement.”

Attachment 2

Statement of financial performance (profit and loss statement)

Staffing Expenses

The reporting guidelines made under section 255 of the RAO Schedule prescribe certain disclosure requirements in addition to those prescribed by Australian Accounting Standards. Items 11(g) and (h) of the guidelines read:

- (g) employee benefits to holders of office of the reporting unit;*
- (h) employee benefits to employees (other than holders of offices) of the reporting unit;*

I have noted that the statement of financial performance (the profit and loss statement) includes items shown under Staffing Expenses as “Salaries and Wages” and “Staffing” as expenses from ordinary activities. Future financial reports should show such disclosures falling within items 11(g) & (h) as amounts having been paid to either holders of office or employees as required by the reporting guidelines.

Notice to members

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

STEWART, Iain

From: Rod Fyfe [rfyfe@civilcontractors.com]
Sent: Friday, 28 April 2006 4:53 PM
To: STEWART, Iain
Subject: CCF 2004/05 reports
Attachments: Financial reporting 2004-05 Year - Operating Report.doc; Financial reporting 2004-05 Year - COM Statement.doc

<<...>> <<...>>

Iain,

Please find attached CCFSA Operating report and Committee of Management Statement as requested.

They have been forwarded to our auditor for his information and records.

Thankyou for providing a template for our future use, I apologize for the delay in getting the final documents to you.

Regards,

Rod Fyfe

Executive Director

Civil Contractors Federation S.A.

P. 08 8244 0922

F. 08 8244 0933

www.civilcontractors.com.au

You are reminded that electronic communication involves unavoidable risks. The Civil Contractors Federation does not warrant or represent that this communication is confidential or that it is free of any computer virus.

This message is intended only for the use of the individual or entity to whom it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. Any unauthorised use, disclosure, copying or distribution of this message or information is prohibited. If you receive this message in error, please immediately contact the sender and destroy this email.

**Civil Contractors Federation
South Australian Branch**

**Committee of Management Statement
For the Year ended 30th June 2005**

On 24th August 2005, the Committee of Management of the Civil Contractors Federation South Australian Branch, passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30th June 2005:

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 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 1B 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) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar, and
- (vi) No orders have been made by the Commission under section 273 of the RAO Schedule.

For Committee of Management: Dennis Lorenzin

Title of Office Held: Treasurer

Signature:

Date: 20 April 2006

Civil Contractors Federation South Australian Branch

Operating Report For the Year ended 30 June 2005

Principal activities

The principal activities of the Civil Contractors Federation South Australian Branch during the financial year were: The conduct of regular industry meetings, functions and events to comply with the relevant objects of the organisation.

Results of principal activities

The Civil Contractors Federation South Australian Branch principal activities resulted in: The offer to industry of access to a user pay structured management system (integrating OHS, quality assurance and environmental management) under the Federation's Contractor Management System, which improved in 2004/05 compared to the previous year, due to a higher than expected implementation by Public Sector clients.

Significant changes in nature of principal activities

Significant changes in the nature of the Civil Contractors Federation South Australian Branch principal activities during the financial year;
The combined training and plant operator assessment programs of the branch under the Federation's Registered Training Organisation status has shown a decline when compared to the previous financial year, due to the delayed appointment of a new training manager.

Significant changes in Federation's Financial Affairs

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Civil Contractors Federation South Australian Branch.

Trustee or director of trustee company of superannuation entity or exempt public sector superannuation scheme

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

Number of Members

The number of persons who, at the end of the financial year, were recorded on the Register of members was; 225

Number of Employees

The number of persons who were, at the end of the financial year, employees of the Civil Contractors Federation South Australian Branch of the Federation was; Eight (includes two part-time employees) measured on a full-time equivalent basis.

Committee of Management Members

The persons who held office as members of the Committee of Management of the Civil Contractors Federation South Australian Branch during the financial year were:

Anthony Baulderstone, President	1-7-2004 to 30-6-2005
Garry Stewart, Committee Person	1-7-2004 to 30-6-2005
Dennis Lorenzin, Treasurer	1-7-2004 to 30-6-2005
Andrew Lukasik, Committee Person	1-7-2004 to 30-6-2005
Raymond Thompson, Committee Person	1-7-2004 to 30-6-2005
Aaron Blackmore, Committee Person	1-7-2004 to 30-6-2005
Mark Wauer, Committee Person	1-7-2004 to 30-6-2005
Allan Wilkey, Committee Person	1-7-2004 to 30-6-2005
Ted Paluszek, Committee Person	1-7-2004 to 30-6-2005
Andrew Young, Committee Person	1-7-2004 to 30-6-2005
Kevin Renfrey, Committee Person, National Councillor.	1-7-2004 to 30-6-2005
Christopher Reynolds, Resigned 13.08.04 as a Committee Person)	
Christopher Reynolds, Vice President) elected 13 th August 2004 until 30 th June 2005.	
Graeme Lawler Committee person	1-7-2004 to 30-6-2005
Graeme Lawler (National Councillor) elected 13 th August 2004 until 30 th June 2005.	
Brian Sickerdick; appointed to the committee under the casual vacancy provision of the Rules on the 1 st November 2004 until 30 June 2005	

Manner of resignation

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

"9 - RESIGNATION OF MEMBERS

- (1) A member may resign from the Federation by written notice addressed and delivered to the National Executive Director.
- (2) A notice of resignation from membership of the Federation takes effect:
 - (a) where the member ceases to become eligible to be a member of the Federation:
 - (i) on the day on which the notice is received by the Federation; or
 - (ii) on 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 later; or
 - (b) in any other case:
 - (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.
- (3) 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.
- (4) A notice delivered to the person mentioned in subrule (1) shall be taken to have been received by the Federation when it was delivered.
- (5) 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 (1) of Rule 9.
- (6) A resignation from membership of the Federation is valid even if it is not affected 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: Roderick Jeffrey Fyfe

Title of Office held: Branch Executive Director

Signature:

Date: 20 April 2006



Australian Government

Australian Industrial Registry

Level 5
11 Exhibition Street, Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9655 0410

Mr Rod Fyfe
Chief Executive Officer
Civil Contractors Federation
South Australian Branch
60 Woodville Road
Woodville SA 5011

Dear Mr Fyfe,

Re: Financial reports for year ended 30 June 2005 - FR 2005/331

A colleague who is currently examining the Branch's financial report for the financial year ended 30 June 2006 has drawn to my attention that I did not formally notify you that the financial documents had been filed following receipt of the further documentation submitted with your email of 28 April 2006, I apologise for this oversight.

The documents have now been filed. For the purposes of our record the documents are shown as being filed from the date of your communication on 28 April 2006.

If you wish to discuss any matters contained in this correspondence I can be contacted on (03) 8661 7787 or by email at iain.stewart@air.gov.au

Yours sincerely,

Iain Stewart

Iain Stewart
Statutory Services Branch

18 October 2006