



Australian Government
Australian Industrial Registry

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Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7882
Fax: (03) 9655 0410
Email: michelle.baldini@air.gov.au

Mr Peter Nolan
Chief Executive Officer
Civil Contractors Federation
South Australian Branch

By email: pnolan@civilcontractors.com

Dear Mr Nolan,

Re: Financial Report for the Financial Year ended 30 June 2007 - FR2007/301
Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)

I acknowledge receipt of the financial report of the South Australian Branch of the Civil Contractors Federation for the year ended 30 June 2007. The documents were lodged in the Industrial Registry on 28 November 2007, 10 June 2008 and 11 June 2008.

The financial report has now been filed.

I advise that whilst I am prepared to file the financial report on this occasion due to the delay in completing the examination of the documents, in the event that future financial reports are lodged that do not comply fully with all the requirements in the RAO Schedule and the Reporting Guidelines, the reporting unit will be required to remedy any deficiencies before the report is filed.

I make the following comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged.

Auditor's Report

Composition of Auditor's Report

I note that paragraph 1 of the Auditor's Report states that the Auditor has audited the accounts and statements of the Branch 'as set out on pages 5 to 13'.

Please note that under section 257(1), the Auditor must audit the financial report of the reporting unit. Under section 253 of the RAO Schedule and in the Reporting Guidelines for section 253, the Committee of Management Statement and Income Statement are included in the financial report and must be included in the Auditor's Report.

Audit Opinion

I note that the Auditor refers to 'subsection (2) of 276 of the Workplace Relations Act' in (b) of the Audit Opinion. Please note that this reference is incorrect. The section dealing with information and explanations from officers or employees of the reporting unit is section 257(2) of Schedule 1 of the *Workplace Relations Act 1996* (RAO Schedule).

Incorrect Chronology of Events

Schedule 1 of the Workplace Relations Act 1996 sets out a particular chronological order in which the financial documents must be prepared, provided to members and presented to a meeting. Please ensure that the Auditor's Report is prepared after the Committee of Management Statement in the future.

Timescale Requirements

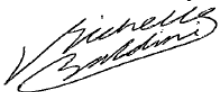
Documents not lodged in Registry within 14 days of meeting

The documents were presented to a General Meeting on 29 August 2007 but were not lodged in the Registry until 28 November 2007.

In future financial years the documents should be lodged in the Industrial Registry within 14 days of the meeting at which they were presented - see section 268 of the RAO Schedule.

Should you wish to discuss the matters raised in this letter, I can be contacted on (03) 8661 7882 or by email at michelle.baldini@air.gov.au.

Yours sincerely



Michelle Baldini
Statutory Services Branch

11 June 2008

BALDINI, Michelle

From: Peter Nolan [pnolan@civilcontractors.com]
Sent: Wednesday, 11 June 2008 11:23 AM
To: BALDINI, Michelle
Subject: RE: CCF-SA Financial Report for the year ending 30 June 2007 - FR2007/301
Attachments: CCF SA Financial Statements 2006-07.pdf

Michelle

Please find attached re-scanned copy.

Trust this meets your requirements

Peter

From: BALDINI, Michelle [mailto:Michelle.BALDINI@air.gov.au]
Sent: Wednesday, 11 June 2008 10:42 AM
To: Peter Nolan
Subject: CCF-SA Financial Report for the year ending 30 June 2007 - FR2007/301

Please see attached letter.

Regards,

Michelle Baldini
Statutory Services
Australian Industrial Registry

Ph (03) 8661 7882
michelle.baldini@air.gov.au

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This footnote also confirms that this email message has been swept for the presence of computer viruses.

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 2007, as set out on pages 5 to 13. 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 and presented fairly in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the requirements of the RAO Schedule contained in 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 2007.

(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

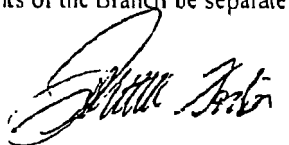
Independent Audit Report to the Branch Members (Cont'd)

(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.



Date: 5th August 2007

ROBERT W FOSTER FCPA
Certified Practising Accountant
Registered Company Auditor
I hold a current Public Practice Certificate

18 Warwick Avenue
TOORAK GARDENS SA 5066

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Income Statement for the Year Ended 30th June 2007

| | <u>2006</u> | <u>Income from Operating Activities</u> | | <u>2007</u> |
|----|-------------|----------------------------------------------------------|----|-------------|
| \$ | 50,677.92 | CSTC Servicing | \$ | 31,268.29 |
| | 53,000.00 | Sponsorships | | 56,000.00 |
| | 1,020.00 | Committee for Adelaide Roads | | 210.00 |
| | 4,673.07 | OAMPS Endorsement Fee | | 4,152.81 |
| | - | Power Commission | | 380.04 |
| | 3,809.40 | Fuel – AFD | | 3,032.95 |
| | 103,988.46 | Functions | | 81,503.34 |
| | 11,355.18 | Interest | | 16,713.37 |
| | 53,484.09 | Contractor Management System (National Prequalification) | | 50,309.49 |
| | - | Land Management | | - |
| | 18,136.55 | Meetings | | 20,027.21 |
| | 5,697.25 | Meeting Room | | 2,588.09 |
| | 5,874.17 | Award Servicing | | 6,001.67 |
| | | Subscriptions: | | |
| | 313,111.97 | Member Subscriptions | | 345,739.59 |
| | 20,025.00 | CCF Servicing to ECA (Note 8 (i)) | | 20,609.09 |
| | 8,174.04 | Sundry | | 10,897.89 |
| | | Training: | | |
| | 477.27 | Training Civil Train Tickets | | 122.73 |
| | - | Civil Train Merger | | 15,000.00 |
| | 50,928.17 | Training - Own Courses | | - |
| | 38,899.09 | Training – Assessments | | - |
| | 19,080.00 | Year Book | | 19,420.00 |
| | 762,411.63 | Total Income | | 683,976.56 |
| \$ | 826.50 | <u>Expenditure from Operating Activities</u> | \$ | - |
| | 3,150.00 | Loss on Disposal of Assets | | 3,350.00 |
| | - | Audit | | 5,898.33 |
| | 2,688.34 | Bad Debts | | 2,581.01 |
| | 8,061.76 | Bank Fees and Charges | | 2,331.59 |
| | - | CCF National Conferences | | 127.27 |
| | 27,937.45 | CCF National Issues – Fuel | | 29,048.12 |
| | 5,125.55 | CCF National Levy | | 6,814.59 |
| | 2,484.12 | CCF National Meetings | | 2,264.92 |
| | 2,296.46 | Computer Expenses | | 1,657.49 |
| | 2,528.59 | CCF Online | | 5,672.27 |
| | 10,887.41 | Consulting Fees | | 8,144.36 |
| | 69,599.14 | Depreciation | | 61,508.36 |
| | 6,036.25 | Function Expenses | | 6,980.82 |
| | - | Insurances | | 206.52 |
| | 1,844.69 | Debt Collection | | 735.31 |
| | 20,091.96 | Lobbying and Promotion | | 20,564.16 |
| | 1,139.56 | Meetings Expenses | | 422.23 |
| | 5,000.00 | Meeting Room | | - |
| | | CAR Expenses | | |

(cont'd)

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Income Statement for the Year Ended 30th June 2007 (cont'd)

| <u>2006</u> | <u>Expenditure</u> | <u>2007</u> |
|---------------|----------------------------------------------------------|---------------|
| \$ 16,815.45 | Sponsorship Cost Offset | \$ 17,644.20 |
| 1,128.00 | Interest Paid on Motor Vehicle Loan | 1,113.02 |
| 6,278.68 | Motor Vehicle Expenses | 7,716.71 |
| 3,060.61 | Other Office Costs | 2,765.23 |
| 15,711.15 | Printing, Postage, Stationery, Courier, Etc | 14,901.70 |
| 27,002.02 | Contractor Management System (National Prequalification) | 35,510.47 |
| - | National Prequalification WorkCover Grant | - |
| 61,000.00 | Rent (Note 8) | 63,000.00 |
| - | Staffing Expenses: | |
| - | Executive Vehicle and Other Allowances | 16,075.92 |
| 82,267.46 | Executive Director Salary | 82,818.00 |
| 34,302.75 | Executive Director Consultancy | 44,475.00 |
| 135,248.36 | Salaries and Wages | 138,681.56 |
| 18,649.78 | Mandatory Superannuation Contributions | 19,913.35 |
| 2,425.51 | Work Cover | 2,721.01 |
| 3,340.23 | Fringe Benefits Tax | 4,050.73 |
| -701.20 | Annual Leave Provision (Note 6) | 2,806.87 |
| 1,117.60 | Long Service Leave Provision (Note 6) | 4,880.24 |
| 19,982.31 | Staffing | 6,736.25 |
| 6,000.00 | Other (incl Recruitment Fee) | 11,379.05 |
| 2,209.10 | Subscriptions to Others | 2,309.10 |
| 7,972.07 | Sundry Expenses | 7,909.92 |
| 13,420.54 | Telephone | 10,221.76 |
| 328.71 | Training: | - |
| 18,321.19 | Training - Assessments | 36.00 |
| 31,989.12 | Training - Own Courses | - |
| 2,087.55 | Training Expenses - Miscellaneous | 1,265.37 |
| 1,467.00 | Training Expenses - Civil Train | - |
| 866.21 | Award Servicing | 831.03 |
| 60.00 | Travel and Accommodation | 96.15 |
| 12,774.73 | Year Book Expenses | 11,460.04 |
| 7,861.50 | Merger Expenses | 1,509.52 |
| \$ 702,684.21 | Total Expenditure | \$ 671,135.55 |
| 59,727.42 | Surplus/-Deficit for the Year of Income over Expenditure | 12,841.01 |
| 163,594.46 | Plus Accumulated Funds from previous year | 223,321.88 |
| \$ 223,321.88 | ACCUMULATED GENERAL FUNDS PER BALANCE SHEET | \$ 236,162.89 |

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Balance Sheet as at 30th June 2007

| | <u>2006</u> | <u>2006</u> | <u>Assets</u> | <u>2007</u> | <u>2007</u> |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| \$ | 151,123.74 500.00 94,358.39 11,692.14 930.58 30,000.00 <u>119,000.00</u> | \$ <u>407,604.85</u> | <u>Current Assets</u> Cash at Bank Cash on Hand Accounts Receivable Payments in Advance Accrued Revenue Term Deposit Term Deposit (see Note 13) | \$ 181,995.24 500.00 47,035.87 29,508.57 290.50 11,950.00 186,050.00 | \$ <u>457,330.18</u> |
| \$ | 73,735.22 <u>-65,840.92</u> 13,618.50 <u>-13,618.50</u> 27,818.63 <u>-12,519.00</u> | 12,500.00 <u>23,193.93</u> | <u>Non-Current Assets - At Cost</u> Beaconsfield Press Shares (Note 8 (iv)) Office Equipment Less Provision for Depreciation Leasehold Improvements Less Provision for Amortisation Motor Vehicle - Commodore and Camry Less Provision for Depreciation | \$ 85,061.58 <u>-70,543.28</u> 13,618.50 <u>-13,618.50</u> 27,818.63 <u>-15,961.00</u> | 12,500.00 <u>26,375.93</u> |
| | \$ | <u>443,298.78</u> | Total Assets | \$ | <u>496,206.11</u> |
| <u>Liabilities</u> | | | | | |
| \$ | 15,333.60 20,651.47 5,688.00 3,150.00 17,906.93 128,423.07 4,855.56 6,000.00 10,988.92 <u>6,979.35</u> | \$ 219,976.90 | <u>Current Liabilities</u> Accounts Payable Net GST Collected & Withholdings PAYG Tax Accrued Expenditure Receipts in Advance Subscriptions in Advance Provision for Annual Leave (Note 6) Provision for Recruitment Provision for Long Service Leave Motor Vehicle Loan (Note 10) | \$ 10,317.08 20,829.53 5,568.00 5,250.00 29,349.14 165,197.88 7,662.43 - 12,602.32 - | \$ 256,776.38 |
| | | <u>-</u> | <u>Non-Current Liabilities</u> Provision for Long Service Leave (Note 6) | 3,266.84 | <u>3,266.84</u> |
| | \$ | <u>219,976.90</u> | Total Liabilities | \$ | <u>260,043.22</u> |
| | \$ | <u>223,321.88</u> | NET ASSETS | \$ | <u>236,162.89</u> |
| <u>Accumulated Funds and Reserves</u> | | | | | |
| | \$ | <u>223,321.88</u> | Accumulated General Funds | \$ | <u>236,162.89</u> |
| | \$ | <u>223,321.88</u> | TOTAL ACCUMULATED FUNDS | \$ | <u>236,162.89</u> |



CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Statement of Cash Flows for the Year Ended 30th June 2007

| <u>2006</u> | <u>Cash Flows from Operating Activities (A)</u> | <u>2007</u> |
|-------------------------------------------------------------|---------------------------------------------------------|----------------|
| \$ 111,947 | Net Cash Provided/-Expensed by Operating Activities (A) | \$ 98,175 |
| | | |
| <u>Cash Flows from Investing Activities (B)</u> | | |
| \$ 4,000 | Sale of Motor Vehicle | \$ - |
| <u>-2,491</u> | Payment for Office Equipment and Motor Vehicle | <u>-11,325</u> |
| \$ 1,509 | Net Cash Provided by/-Used in Investing Activities (B) | \$ -11,325 |
| | | |
| <u>Cash Flows from Financing Activities (C)</u> | | |
| \$ -7,700 | Loan Repayments on Motor Vehicle Loan | \$ -6,979 |
| \$ -7,700 | Net Cash Provided by/-Used in Financing Activities (C) | \$ -6,979 |
| | | |
| <u>Result of Cash Flows for the Reporting Period</u> | | |
| \$ 105,756 | Net Increase/-Decrease in Cash Held (A + B + C) | \$ 79,871 |
| <u>194,868</u> | Cash at the Beginning of the Reporting Period | <u>300,624</u> |
| \$ 300,624 | Cash at the End of the Reporting Period | \$ 380,495 |

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to the Statement of Cash Flows for the Year Ended 30th June 2007

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>2006</u> | | <u>2007</u> |
|-------------|--------------|-------------|
| \$ 149,000 | Term Deposit | \$ 198,000 |
| 151,124 | Cash at Bank | 181,995 |
| <u>500</u> | Cash on Hand | <u>500</u> |
| \$ 300,624 | | \$ 380,495 |

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

| <u>2006</u> | | <u>2007</u> |
|---------------|----------------------------------------------------------|---------------|
| \$ 59,727 | Surplus/-Deficit for the Year of Income Over Expenditure | 12,841 |
| | <u>Add</u> Non Cash Expenditures:- | |
| 10,887 | Depreciation and Amortisation | 8,144 |
| 417 | Provisions Annual and Long Service Leave | 7,686 |
| 826 | Loss on Disposal of Motor Vehicle | |
| 6,000 | Provision for Recruitment | -6,000 |
| | <u>Change</u> in Assets and Liabilities:- | |
| 43,722 | -Increase/Decrease in Accounts Receivable | 47,322 |
| -3,098 | -Increase/Decrease in Payments in Advance | -17,817 |
| 451 | -Increase/Decrease in Other Current Assets | 640 |
| 538 | Increase/-Decrease in Accounts Payable and Accruals | -2,858 |
| -23,118 | Increase/-Decrease in Receipts in Advance | 11,442 |
| <u>15,595</u> | Increase/-Decrease in Subscriptions in Advance | <u>36,775</u> |
| \$ 111,947 | Net Cash Provided/-Expended for the Year | \$ 98,175 |

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to and Forming Part of the Accounts and Statements for the Year Ended 30th June 2007

1. Statement of Significant Accounting Policies

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the RAO schedule contained in the Work Place Relations Act 1996.

The financial report covers Civil Contractors Federation South Australian Branch as an Organisation registered under the Work Place Relations Act 1996.

This financial report complies with all Australian equivalents to International Financial Reporting Standards in their entirety.

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

Basis of Preparation

(a) Civil Contractors Federation South Australian Branch has prepared financial statements in accordance with the Australian equivalents to International Financial Reporting Standards from 1st July 2005.

The financial report has been prepared on an accruals basis and is based on historical costs modified by the revaluation of selected non current asset for which the fair value basis of accounting may be applied from time to time.

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

Accounting Policies

(b) Non-current Assets

Each non-current asset contained in the Statement of Financial Position at 30/06/2007 is carried at cost or fair value less where applicable any accumulated depreciation and impairment losses.

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

| | <i>Opening Balance at 1.7.06</i> | <i>Acquisitions</i> | <i>Disposal</i> | <i>Loss on Disposal</i> | <i>Depreciation</i> | <i>Balance at 30.6.07</i> |
|------------------|--------------------------------------|---------------------|-----------------|-----------------------------|---------------------|-------------------------------|
| Office Equipment | 7,895 | 11,325 | - | - | 4,702 | 14,518 |
| Motor Vehicle | 15,300 | - | - | - | 3,442 | 11,858 |

At each reporting date the Organisation reviews the carrying values of the non-current assets to determine whether there is any indication that those assets have been impaired and the carrying value may not be recoverable.

If such a situation exists the asset is written down to the recoverable amount.

The Organisation is not primarily dependant on the assets ability to generate cash flows and they would be replaced if the Organisation was deprived of them. The value in use is the depreciated replacement cost.

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. No alteration for impairment is considered necessary at 30/06/2007.

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to and Forming Part of the Accounts and Statements for the Year Ended 30th June 2007 (cont'd)

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.

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 30.6.2007.

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 30.6.07, together with on costs as required by accounting standards. Long service leave is accrued after an employee has completed one years service. Balances of employee entitlements are contained in the balance sheet as under.

| | <i>Annual Leave</i> | <i>Long Service Leave</i> |
|----------------------------|---------------------|---------------------------|
| Balance 1.7.2006 | 4,856 | 10,989 |
| Deduct Leave Taken | - | - |
| Increase-Decrease for year | 2,806 | 4,880 |
| Balance at 30.6.2007 | 7,662 | 15,869 |

7. Lease of Office

The Branch leases a building from the Earthmoving Contractors Association SA Inc at an annual actual rental of \$63,000 for the year ending 30.6.07. The rental amount for the 2007/2008 financial year will be reviews 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 2007 (cont'd)

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 2007 -

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

Other than Ted Paluszek, no other member 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. Mr Paluszek received payment for Training Services delivered by CCF SA at normal commercial annual rates.

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) Whilst the organisation was not entitled to received fees from CSTC for marketing services this financial year; it was reimbursed in part for wages and associated on-costs by the CSTC for services provided by the CCF SA Training Manager as agreed by the respective Management Committees. and
- (iii) 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.

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.

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Notes to and Forming Part of the Accounts and Statements for the Year Ended 30th June 2007 (cont'd)

10. Motor Vehicle Loan

A Hire-Purchase Loan taken out to finance the purchase of a motor vehicle has been paid out in full as at 30.06.07.

| | |
|-----------------------------|--------------|
| The balance due at 01.07.06 | \$ 6,979 |
| Payments made | <u>6,979</u> |
| Balance due 30.06.07 | <u>NIL</u> |

11. Accounting Standard AASB 1032 Financial Instruments

The Organisation has the following financial assets and liabilities at 30.06.2007.

| <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 | 47,036 | | 47,036 |
| Payments in Advance | 29,509 | | 29,509 |
| Cash at Bank | 181,995 | 3.9% | 181,995 |
| Term Deposit | 198,000 | 6.3% | 198,000 |
| <u>Financial Liabilities</u> | | | |
| Accounts Payable | \$ 10,318 | | \$ 10,318 |
| Accrued Expenses and in Advance | 226,194 | | 226,194 |

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.

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH**Notes to and Forming Part of the Accounts and Statements
for the Year Ended 30th June 2007 (cont'd)****12. Events Subsequent to Balance Date**

Since the 1st of July 2007 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 2007. The organisation assumed ownership of the Civil Skills and Technology Centre on the 1st of July 2007, with no adverse effects expected on this Organisation for the 2007/2008 financial year.

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. The amount required is based on the 2007/2008 budgeted expenditure of \$186,050. (25% of \$744,200.)

At 30.06.2007 \$186,050 has been set aside in a term deposit as disclosed in the Balance Sheet.

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

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 provision of advocacy, management systems, training and the conduct of regular industry meetings, functions and events to comply with the relevant objects of the organisation.

Results of principal activities s254(2)(a)

The Branch's principal activities resulted in: ongoing representation to government and agencies on industrial and other industry issues and continuing to offer to industry access to a user pay structured management system (integrating OHS, quality assurance and environmental management) under the Federation's Contractor Management System.

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

Significant changes in the nature of the Branch's principal activities during the financial year were a result of the combined training and plant operator assessment programs of the branch under the Federation's Registered Training Organisation declined as a result of a commercial arrangement with the Civil Skills and Technology Centre, pending finalisation of transfer of CSTC assets and operations to the SA Branch as agreed between the respective Management Committees;

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 [to the best of my knowledge] 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: 249

Number of Employees RAO reg 159(b)

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

Committee of Management Members RAO reg 159(c)

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

| | | |
|-----------------------|------------------|-----------------------|
| Anthony Baulderstone, | President | 1-7-2006 to 30-6-2007 |
| Christopher Reynolds, | Vice President | 1-7-2006 to 30-6-2007 |
| Andrew Young, | Treasurer | 1-7-2006 to 30-6-2007 |
| Garry Stewart, | Committee Person | 1-7-2006 to 30-6-2007 |
| Andrew Lukasik | Committee Person | 1-7-2006 to 30-6-2007 |
| Raymond Thompson, | Committee Person | 1-7-2006 to 30-6-2007 |
| Aaron Blackmore, | Committee Person | 1-7-2006 to 30-6-2007 |
| Mark Wauer, | Committee Person | 5-9-2006 to 30-6-2007 |
| Allan Wilkey, | Committee Person | 1-7-2006 to 30-6-2007 |
| Ted Paluszek, | Committee Person | 1-7-2006 to 30-6-2007 |

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Operating Report for the Year ended 30 June 2007 (cont'd)

Committee of Management Members RAO reg 159(c) (cont'd)

| | |
|-------------------------------------------------------|-----------------------|
| Dennis Lorenzin, Committee Person | 1-7-2006 to 30-6-2007 |
| Brian Sickerdick Committee Person | 1-7-2006 to 30-6-2007 |
| Kevin Renfrey, Committee Person, National Councillor. | 1-7-2006 to 30-6-2007 |
| Graeme Lawler Committee person, National Councillor. | 1-7-2006 to 4-6-2007 |
| John Allen; Committee Person, | 1-7-2006 to 30-6-2007 |
| Roderick Fyfe, Branch Executive Director | 1-7-2006 to 29-6-2007 |

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 sub rule (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: *Peter Gerard Nolan*

Title of Office held: Chief Executive Officer

Signature: 

Date: 7th August 2007

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH**Committee of Management Statement for the Year ended 30th June 2007**

On 6th August 2007, 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 2007:

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

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the 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

No requests were received from any member of the reporting unit or a Registrar for information under section 272 of the RAO Schedule; and

No orders have been made by the Commission under section 273 of the RAO Schedule.

For Committee of Management: *Anthony William Baulderstone*

Title of Office Held: Branch President

Signature: 

Date: 7 August 2007

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Certificate of Designated Officer

s268 of Schedule 1 *Workplace Relations Act 1996*

I *Peter Gerard Nolan* being the *Chief Executive Officer* of the Civil Contractors Federation South Australian Branch certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and
- that the full report was provided to members on *August 8th 2007*; and
- that the full report will be presented to a general meeting of members of the reporting unit on *August 29th 2007*; in accordance with section 266 of the RAO Schedule.

Signature:



Date: *7th August 2007*



Australian Government
Australian Industrial Registry

Level 5, 11 Exhibition Street
Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7882
Fax: (03) 9655 0410
Email: michelle.baldini@air.gov.au

Mr Peter Nolan
Chief Executive Officer
Civil Contractors Federation
South Australian Branch

By email: pnolan@civilcontractors.com

Dear Mr Nolan,

Re: Financial Report for the Financial Year ended 30 June 2007 - FR2007/301
Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)

I acknowledge receipt of your email of 10 June 2008 containing the 'CCF SA Financials as requested'. I note that this email attaches the first page of an Audit Report.

I also acknowledge receipt of a letter of 26 November 2007 containing Annual Report information and some Financial Report information, being the last page of an Operating Report and a Designated Officer's Certificate.

I have attached copies of both pieces of correspondence for your reference.

Please note that information and documents provided are not sufficient to constitute a Financial Report. It may be helpful for the Branch to examine their Financial Report lodged for the year ending 30 June 2006 to determine what is required to constitute a Financial Report. This can be accessed at <http://www.e-airc.gov.au/files/267vsa/267vsafr2006252.pdf>

Another source of information on the financial reporting obligations of organisations and branches can be accessed at <http://www.airc.gov.au/registered/FR/information.htm>. This Financial Reporting site contains relevant legislation, fact sheets and checklists to assist you in preparing the Financial Report. I have also attached a Financial Return Document Checklist for your information.

Should you wish to discuss the matters raised in this letter, I can be contacted on (03) 8661 7882 or by email at michelle.baldini@air.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Michelle Baldini', written over a horizontal line.

Michelle Baldini
Statutory Services Branch

11 June 2008

Documents Checklist

You can use this checklist as soon as possible after the financial year ends to ensure you have all the necessary documents prepared and that those documents contain all information required by RAO.

You can also use this checklist to ensure all documents in your financial return are complete before lodging them in the Registry.

| No | Document | ✓ |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------|---|
| 1 | General Purpose Financial Report | |
| | Does the report contain a Profit and Loss Statement? | |
| | Does the report contain a Balance Sheet? | |
| | Does the report contain a Statement of Cash Flows? | |
| | Does the report contain notes to the financial statements as required by AAS and the reporting guidelines? | |
| | Does the report contain all other information required by the reporting guidelines? | |
| | | |
| 2 | Committee of Management Statement | |
| | Is the statement signed by the officer responsible for undertaking functions necessary to enable the reporting unit to comply with RAO? | |
| | Is the statement dated? | |
| | Is the statement in accordance with a resolution of the committee? | |
| | Does the statement specify the date of the resolution? | |
| | Does the statement contain declarations required by the reporting guidelines? | |
| | Does the statement contain declarations relating to any recovery of wages activity? | |
| | | |
| 3 | Auditor's Report | |
| | Is the Report dated and signed by the auditor? | |
| | Is the name of the auditor clear? | |
| | Are the qualifications of the auditor on the report? | |
| | Has the auditor expressed an opinion on all matters required? | |
| | | |
| 4 | Operating Report | |
| | Is the report signed and dated? | |
| | Does the report provide the number of members? | |
| | Does the report provide the number of employees? | |
| | Does the report contain a review of principal activities? | |
| | Does the report give details of significant changes? | |
| | Does the report give details of right of members to resign? | |
| | Does the report give details of superannuation trustees? | |
| | Does the report give details of membership of the committee of management? | |
| | | |
| 5 | Concise report* | |
| | | |
| 6 | Designated Officer's Certificate or other Authorised Officer | |
| | Is the certificate signed and dated? | |
| | Is the signatory the secretary or another officer authorised to sign the certificate? | |
| | Is the date that the report was provided to members stated? | |
| | Is the date of the Second Meeting at which the report was presented stated? | |
| | Does the certificate state that the documents are copies of those provided to members? | |
| | Does the certificate state that the documents are copies of those presented to the Second Meeting? | |

* This is an optional way of providing documents to members (see RAO s265(3) and RAO Reg. 161).

STEWART, Iain

From: Peter Nolan [pnolan@civilcontractors.com]
Sent: Tuesday, 10 June 2008 6:05 PM
To: STEWART, Iain
Subject: CCF SA Branch 2007 Financials
Attachments: CCF SA 2007 Financials.pdf

Iain

CCF SA Financials as requested.

Please let me know if this is what you are seeking.

Regards
Peter Nolan
CEO



CIVIL CONTRACTORS FEDERATION
Constructing Australia's Infrastructure
CCF SOUTH AUSTRALIA
60 Woodville Road
Woodville SA 5011

M 0413 055 101
P (08) 8244 0922
F (08) 8244 0933
E pnolan@civilcontractors.com
www.civilcontractors.com

Please note:

The information contained in this correspondence may be confidential and is intended only for the person to whom it is addressed. It may contain information or advice of a legal, professional, public interest or otherwise privileged nature. If you are not the intended recipient any review, copying, transmission, dissemination or any other use is unauthorised. If you have received this correspondence or message in error please contact the sender immediately and delete the material from your computer.

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 2007, as set out on pages 5 to 13. 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 mis-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 and presented fairly in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the requirements of the RAO Schedule contained in 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 2007.

(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.

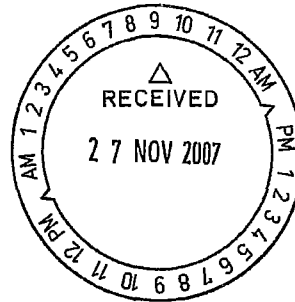


CIVIL CONTRACTORS FEDERATION

SOUTH AUSTRALIAN BRANCH: 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

26th November 2007

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 2006/07 Branch Annual General Meeting held on 29th August 2007 indicating members adoption of the audited financial report and accompanying papers for the year ended 30th June 2007. In addition the AEC Declaration of results for uncontested offices as well as the declaration of results for contested offices for the SA Branch in 2007/08 are attached.

A list of names, postal addresses and occupations of the persons holding office and a Declaration from the Branch Chief Executive Officer regarding the maintenance of register of members and number of members as at the 30th June 2007 are also enclosed.

Copies of the audited financial accounts and accompanying reports were mailed to financial members of the Branch on the 7th August 2007.

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

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. Nolan'.

Peter Nolan
Chief Executive Officer

Enc





CIVIL CONTRACTORS FEDERATION

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

26 November 2007

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

DECLARATION

I, Peter Gerard Nolan, being the Chief Executive Officer of the Civil Contractors Federation SA Branch declare that a register of members is maintained and numbered 178 as at 30/6/07.

A handwritten signature in black ink, appearing to read "P. Nolan", is written over a horizontal dotted line.

Peter Gerard Nolan
Chief Executive Officer



CIVIL CONTRACTORS FEDERATION – SA BRANCH

**MINUTES FROM ANNUAL GENERAL MEETING OF MEMBERS HELD AT THE PORT CLUB,
CNR QUEEN STREET AND BROUGHAM PLACE, ALBERTON ON WEDNESDAY 29th
AUGUST 2007 AT 7:30 PM**

PRESENT

Tony Boulderstone (In the Chair)
Barry Curtin
Peter Nolan & Emma Moran
Mignon Clark
Alison Scheffler
Graeme Molde
Bob & Sandra Osborne

- Bardavcol Pty Ltd
- MC & Guest Speaker
- CCF SA
- CCF SA
- Civil Train SA
- Civil Train SA
- Civil Train SA

plus representatives from the following companies. Totalling attendance - 130

Full

ADCIV Pty Ltd
Bardavcol Pty Ltd
Built Environs Pty Ltd
DML Constructions Pty Ltd
Leed Engineering & Construction
Linke Contracting Pty Ltd
LR & M Constructions
Lucas Earthmovers Pty Ltd
DB & M Napper Pty Ltd
NBS Excavations Pty Ltd
R & A Papillo Earthmovers Pty Ltd
PG Enterprises Pty Ltd
Beltrame Civil Pty Ltd
SEM Group of Companies
Top Coat Asphalt Contractors
Tron Civil Contracting Pty Ltd
Truck N Loader Servicing

Other Guests

Connell Wagner
DTEI
SEMPAC Pty Ltd
Alistair Birse
David & Cath Truran
John Chamberlain

Associate

Bianco Building Supplies
Bianco Precast
Boral Construction Materials
Built Environs Pty Ltd
Cavpower
Construction Equipment Australia
Coates
DML Constructions Pty Ltd
Donald Equipment Pty Ltd
FMG Consulting
GE Commercial Finance
Groeneveld Pty Ltd
Hitachi Construction Machinery
Komatsu Australia
Leed Engineering & Construction
National Hire
OAMPS Ltd
Resourceco
Rocla Pipeline Products
Roto Oil
Warrin Mining & Construction Equipt

APOLOGIES

were received from the following:-

| | |
|----------------------------|--------------------------------------------------|
| Marshall Mitchell | Adelaide Fuel Distributors |
| David Davis & Keith | ATS Workforce |
| Chris Tually | Best Group |
| John Phelps | Bordertown Stone Supplies |
| Bob Johnston | Cadell Constructions |
| Greg Sutton | Capital Contacts |
| James Melnike | CATCON Pty Ltd |
| Dennis Lorenzin | DML Constructions Pty Ltd |
| Chris Silva | ER Silva |
| Barrie Hudson | GEM Group |
| Julie & Geoff Higgs | HR Higgs & Co |
| George O'Connell | Hitachi Construction Machinery Australia Pty Ltd |
| Kym Schubert | Kym Schubert Holdings Pty Ltd |
| Roger Wood | Landscape Construction Services |
| Paul Morris | Liebherr-Australia Pty Ltd |
| Ted Williams | Life Member |
| Ben Lucas | Lucas Earthmoving |
| Peter Duffy | Mine & Quarry Service Co Pty Ltd |
| Kevin Clements | Mini-Tankers Australia Pty Ltd |
| Michael Hirons | McConnell Dowell |
| Pat O'Connor | OAMPS Ltd |
| Ted Paluszek | Paluszek Enterprises Pty Ltd |
| Dave Symington | Pioneer Road Services |
| Allan Wilkey | Pridham Earthmoving Pty Ltd |
| Kevin & Claudette Renfrey | Renfrey Plant Hire |
| Derek Moullae | Rocla Quarry Products |
| Sherree & Jim Blair | Seacon Australia |
| Steve Seal | Southern Quarries |
| Ben Dyett & Justine Clarke | Western United Financial Services |
| Andrew Lukasik | York Civil |
| Micki & Tony Zito | Z-Team Constructions Pty Ltd |

INTRODUCTION

CCF CEO Peter Nolan welcomed everyone to the combined Annual General Meetings of the Civil Contractors Federation SA Branch and Earthmoving Contractors Association Of SA Inc explaining the format for the evening.

WELCOME

President Tony Baulderstone welcomed members, partners, guests and sponsors and in particular, acknowledged Life Members John Chamberlain and David & Cath Truran; MC & Guest Speaker Barry Curtin; and sponsor Warrin Mining & Construction Equipment and Volvo Construction Equipment.

SPONSORSHIP ACKNOWLEDGEMENT

Barry Curtin acknowledged 2007 AGM Sponsor Warrin Mining & Construction Equipment and Volvo Construction Equipment. Barry then invited their representative Damian Zwiensen to assist with drawing & distributing their numerous donated Door Prizes.

PRESIDENT'S REPORT

Tony Baulderstone referred to the circulated President's Report and expanded on a number of points, including industry activity, Branch 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 moved by Chris Reynolds and seconded by Garry Stewart:*

" That the President's Report for 2006/2007 as circulated be accepted. "

CONFIRMATION OF MINUTES

It was moved by Chris Reynolds and seconded by Garry Stewart:

" That the minutes of the CCF Annual General Meeting held on the 30th August 2006 as circulated and tabled in the Minute Book be taken as read and confirmed as a true and correct record. "

Carried

COMMITTEE ELECTIONS FOR 2007/2008

Tony Baulderstone announced the results of the election for the 2007/2008 Board, as conducted by the Federation. The following had been elected unopposed for a one-year term:

| | | |
|-----------------------------------------|----------------------|-------------------|
| Branch President: | Anthony Baulderstone | Bardavcol Pty Ltd |
| Branch Vice-President: | Christopher Reynolds | ADCIV Pty Ltd |
| Branch Honorary Treasurer: | Andrew Young | Top Coat Asphalt |
| National Board Member: | Anthony Baulderstone | |
| Alternate National Board Member: | Kevin Renfrey | |

SA Branch Board Members:

| | |
|------------------|--------------------------------|
| Aaron Blackmore | Tron Civil Contracting Pty Ltd |
| Philip Cornish | Built Environs Pty Ltd |
| Dennis Lorenzin | DML Constructions Pty Ltd |
| Andrew Lukasik | York Civil Pty Ltd |
| James Melnike | CATCON Pty Ltd |
| Ted Paluszek | Paluszek Enterprises Pty Ltd |
| Kevin Renfrey | Renfrey Plant Hire |
| Brian Sickerdick | Linke Contracting Pty Ltd |
| Garry Stewart | LR & M Constructions Pty Ltd |
| Allan Wilkey | Pridham Earthmovers Pty Ltd |

ANNUAL FINANCIAL STATEMENT

The audited Financial Report for the year ended 30th June 2007, with accompanying reports, as circulated tonight, was tabled and explained by Andrew Young. It was moved by Andrew Young and seconded by Glen Blackmore:

" That the audited financial report for the year ending 30th June 2007 be approved.

Carried

2007/2008 SUBSCRIPTIONS

Andrew Young referred to the Committee recommended subscriptions for 2007/2008 circulated with the meeting papers tonight. These were unchanged from the previous year. It was moved by Andrew Young and seconded by Garry Stewart:

“ That the recommended subscription rates for 2007/2008 be approved. “ Carried

AUDITOR

Andrew Young advised that the Committee has recommended that our current auditor, Robert W Foster CPA be re-appointed for 2007/2008. It was moved by Andrew Young and seconded by Chris Reynolds:

“ That Robert W Foster be appointed as auditor for the 2007/2008 year. “ Carried

NATIONAL CONFERENCE

Steve Kennedy referred to this year's CCF National Conference, which will be held in October in Alice Springs. Hosted by CCF SA Branch, he encouraged members to attend and referred to the brochures on the online registration available.

CERTIFICATE OF RECOGNITION

Tony Baulderstone introduced Alistair Birse who accepted a framed Certificate of Recognition in appreciation of his support spanning 27 years. Tony acknowledged Alistair's long term membership with the ECA & CCF.

GUEST SPEAKER

Tony Baulderstone introduced Guest Speaker Barry Curtin who outlined his sporting history starting with the Port Adelaide Football Club before commencing State and International Cricket. Barry amusingly recounted on how he came about his MC career and more recently as Guest Speaker.

Peter Nolan thanked Barry for his entertaining account.

VOTE OF THANKS

Chris Reynolds offered vote of thanks to Members, Guests, The Port Club staff and Barry Curtin.

DATE OF NEXT MEETING

Peter Nolan advised that the next AGM would be the same date as the Annual General Meeting of the Earthmoving Contractors Association at a date to be confirmed in 2008.

CLOSED

Barry Curtin closed the meeting at 10.15pm

READ AND CONFIRMED

CHAIRMAN

/ /

CIVIL CONTRACTORS FEDERATION

(SA Branch)



LIST OF 2007 / 2008 BOARD MEMBERS

| | | |
|--------------------------------------------------------------|------------------------------------------|----------------------------------|
| Branch President: Anthony William Baulderstone | | Business Development Director |
| Branch Vice-President: Christopher John Reynolds | | Director |
| Branch Honorary Treasurer: Andrew John Young | | General Manager |
| SA Branch Board Members: Aaron Blackmore | | Director / Operations Manager |
| Philip Cornish | | Civil Engineering Manager |
| Ben Lucas | | General Manager |
| Dennis Lorenzin | | Managing Director |
| Andrew Z Lukasik | | General Manager |
| James Melnike | | Project Manager |
| Ted Paluszek | | Managing Director |
| Kevin John Renfrey | | Managing Director |
| Brian Sickerdick | | Civil Construction Manager |
| Garry Stewart | | Director |
| Allan John Wilkey | | Admin. Manager |
| National Councillors Anthony William Baulderstone | | As above |
| Kevin John Renfrey | As above | |
| Branch Chief Executive Officer: Peter Gerard Nolan | c/- 60 Woodville Road, WOODVILLE SA 5011 | |

CIVIL CONTRACTORS FEDERATION SOUTH AUSTRALIAN BRANCH

Operating Report for the Year ended 30 June 2007 (cont'd)

Committee of Management Members RAO reg 159(c) (cont'd)

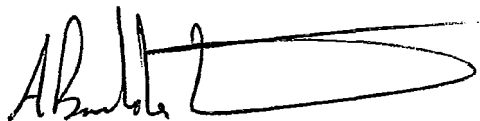
| | |
|-------------------------------------------------------|-----------------------|
| Dennis Lorenzin, Committee Person | 1-7-2006 to 30-6-2007 |
| Brian Sickerdick, Committee Person | 1-7-2006 to 30-6-2007 |
| Kevin Renfrey, Committee Person, National Councillor. | 1-7-2006 to 30-6-2007 |
| Graeme Lawler, Committee person, National Councillor. | 1-7-2006 to 4-6-2007 |
| John Allen; Committee Person, | 1-7-2006 to 30-6-2007 |
| Roderick Fyfe, Branch Executive Director | 1-7-2006 to 29-6-2007 |

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 sub rule (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: *Anthony William Baulderstone*

Title of Office held: Branch President

Signature:

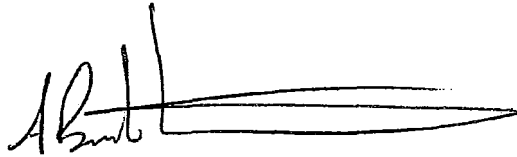
Date: 7th August 2007

Certificate of Designated Officer
s268 of Schedule 1 Workplace Relations Act 1996

I, Anthony William Baulderstone, being the President of the Civil Contractors Federation SA Branch certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and
- that the full report was provided to members on 7th August 2007; and
- that the full report was presented to a general meeting of members of the reporting unit on 29th August 2007; in accordance with section 266 of the RAO Schedule.

Signature:

A handwritten signature in black ink, appearing to read 'A Baulderstone', followed by a long, horizontal, slightly wavy line extending to the right.

Date:

5th November 2007