

Ref: 5.3/228 ; 5.1/556/03  
: JL/FINANC04  
: JL/INDREG09

30<sup>th</sup> September, 2005.

Australian Industrial Registrar  
South Australian Registry  
P.O. Box 8255  
Hindley Street  
ADELAIDE, S.A. 5001.

Dear Sir / Madam,

In accordance with **Sub Section 279 (6)** and **280 (1)** of the **Workplace Relations Act - 1996**, please find attached a copy of the :-

**- 2004 / 2005 FINANCIAL STATEMENTS AND AUDITORS' REPORT -**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2005,**

for the

**C.E.P.U. - Communications Division, Telecommunications and Services Branch (SANT),**

which was presented to the Branch Committee of Management on Wednesday, 17<sup>th</sup> August, 2005, and formally 'RECEIVED AND ADOPTED' at the Branch Committee of Management Meeting held on Wednesday, 28<sup>th</sup> September, 2005.

Please also find attached the associated **Meeting Notice** and **2004 / 2005 Concise Financial Statement and Auditors' Report** (summary) circulated to members and work locations throughout South Australia and Northern Territory via Australia Post and e-Mail on 19<sup>th</sup> August, 2005.

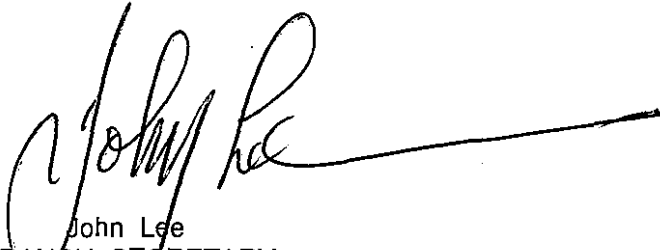
Both the **COMPLETE** and **CONCISE** Financial Statement and Auditors' Reports were also posted on the Union's website :-

[www.cep.u.asn.au/comms/section\\_branches/sant-ts.pdf](http://www.cep.u.asn.au/comms/section_branches/sant-ts.pdf)

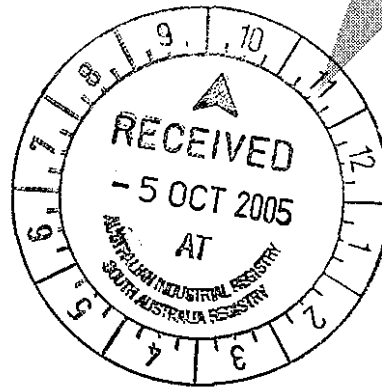
( Refer to bottom line on the Meeting Notice ).

Provided for your information and record. Should you have any queries, please do not hesitate to contact the undersigned.

Yours faithfully,

  
John Lee  
BRANCH SECRETARY.

Attachments



# CEPU

**COMMUNICATIONS  
ELECTRICAL  
PLUMBING  
UNION**

COMMUNICATIONS DIVISION

TELECOMMUNICATIONS AND  
SERVICES BRANCH. SANT

ABN 36 425 294 277

40 Hurtle Square  
Adelaide SA 5000

GPO Box 2113  
Adelaide SA 5001

Ph: (08) 8232 5999

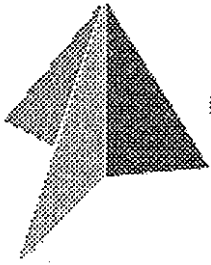
Fax: (08) 8232 5990

E-Mail: [cdsant@cep.u.asn.au](mailto:cdsant@cep.u.asn.au)

**Gerry Kandelaars**  
Branch President

**John Lee**  
Branch Secretary

Communications Electrical  
Electronic Energy  
Information Postal  
Plumbing and Allied  
Services Union of Australia



**CEPU**

COMMUNICATIONS  
ELECTRICAL  
PLUMBING  
UNION

**C.E.P.U. - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS AND SERVICES BRANCH (S.A./N.T.)**

**2004 / 2005**

**FINANCIAL STATEMENTS**

**AND AUDITORS' REPORT**

John Lee

BRANCH SECRETARY.

10<sup>th</sup> August, 2005.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)**  
**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**BRANCH COMMITTEE OF MANAGEMENT OPERATING REPORT**

This Operating Report records the activities of the Branch Committee of Management for the SOUTH AUSTRALIAN / NORTHERN TERRITORY TELECOMMUNICATIONS AND SERVICES BRANCH of the CEPU Communications Division for the financial year ended 31<sup>st</sup> March, 2005; the results of those activities; plus any significant changes in the nature of those activities during the year.

**1. PRINCIPAL ACTIVITIES OF THE BRANCH COMMITTEE OF MANAGEMENT:**

The Principal activities of the Branch Committee of Management during the preceding year fell into the following categories:-

- Implementation of National, Divisional and Branch decisions;
- Industrial support, including representation of individual members grievances, advice on legal and legislative matters, initiating Union elections as provided for in the Rules of the Union, within the scope of any statutory or legal obligations;
- The administration of Awards, the certification of Industrial Agreements, and the variation of Awards;
- The administration of the Branch Membership;
- The administration of the Branch's financial affairs;
- Monthly Newsletters and other communications to members, the media, and the broader community.

**2. RIGHT OF MEMBERS TO RESIGN:**

All Branch members have the right to resign from the Union in accordance with Rule 32 of the Communications Division Rules (*and section 174 of the workplace relations act*), namely by providing written notice addressed and delivered to the Branch Secretary via Post, Facsimile, e-Mail, or in person.

**3. DIRECTORSHIPS OF SUPERANNUATION FUNDS:**

Except for Mr. Gerry Kandelaars, who holds a position of Board Member on the Telstra Superannuation Scheme, to the best of our knowledge and belief no other Officer of the Branch is, by virtue of their Office on the Branch Committee of Management of the Telecommunications and Services Branch (SA / NT)

- iv) a Trustee of a superannuation entity or exempt public sector superannuation scheme;
- v) a Director of a company that is a Trustee of a superannuation entity or an exempt public sector superannuation scheme; and
- vi) where a criterion for the Office of a Trustee or Director is that the Office is an Officer of a registered organization.

**4. MEMBERSHIP OF THE BRANCH:**

As at the 31<sup>st</sup> March, 2005, the membership of the Telecommunications and Services Branch (SA / NT) was 796.

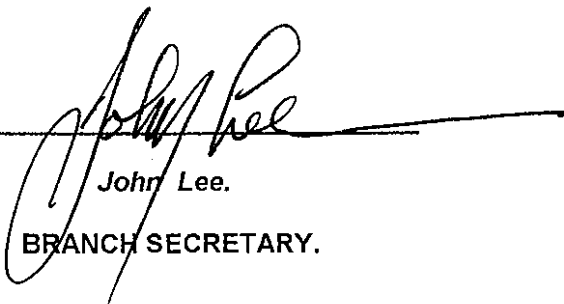
**5. EMPLOYEES OF THE BRANCH:**

As at the 31<sup>st</sup> March, 2005, the Telecommunications and Services Branch (SA / NT) employed:-  
Two (2) Full Time Employees  
One (1) Part Time Employee.

**6. BRANCH COMMITTEE OF MANAGEMENT:**

As at 31<sup>st</sup> March, 2005, the following persons were members of the Telecommunications and Services Branch (SA / NT), Branch Committee of Management:-

John LEE	Branch Secretary	01/04/2004 - 31/03/2005
Gerry KANDELAARS	Branch President	01/04/2004 - 31/03/2005
Stephen COTTON	Branch Vice President	01/04/2004 - 31/03/2005
Helen MACMULLEN	Branch Vice President	01/04/2004 - 31/03/2005
Gary GILSON	Committee of Management Member	01/04/2004 - 31/03/2005
Gregory DOMEIKA	Committee of Management Member	01/04/2004 - 31/03/2005
Anthony MOSS	Committee of Management Member	01/04/2004 - 31/03/2005
Michael GILES	Committee of Management Member	01/04/2004 - 31/03/2005
Wayne WATKINS	Committee of Management Member	01/04/2004 - 31/03/2005
Ian REYNOLDS	Committee of Management Member	01/04/2004 - 31/03/2005

  
John Lee.  
BRANCH SECRETARY.

18<sup>th</sup> August, 2005.

Dated.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
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**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**


**BRANCH COMMITTEE OF MANAGEMENT CERTIFICATE**

We, **Stephen John Cotton** and **Helen Joyce Macmullen**, being two Members of the Committee of Management of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing & Allied Services Union of Australia (CEPU), Communications Division, Telecommunications & Services Branch (S.A./N.T.), declare on behalf of the Committee that:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the Branch for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the Branch will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the general purpose financial report relates and since the end of that year:
  - (i) meetings of the Branch Committee were held in accordance with the rules of the organisation including the rules of the Branch; and
  - (ii) the financial affairs of the Branch have been managed in accordance with the rules of the organisation including the rules of the Branch; and
  - (iii) the financial records of the Branch have been kept and maintained in accordance with RAO Schedule and the RAO Regulations; and
  - (iv) the financial records of the reporting units 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.

Signed in accordance with a resolution of the Committee dated: *17<sup>th</sup> August, 2005.*

SIGNED:



*Stephen John Cotton*

BRANCH COMMITTEE MEMBER.



*Helen Joyce Macmullen*

BRANCH COMMITTEE MEMBER.

DATED:

*18<sup>th</sup> August, 2005.*

ADELAIDE, SOUTH AUSTRALIA.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
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**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**STATEMENT OF FINANCIAL POSITION**

**For The Year Ended 31 March, 2005.**

		Year Ended. 31 March, 2005.	Year Ended. 31 March, 2004.
		\$	\$
<b><u>CURRENT ASSETS:</u></b>			
Cash.	( Note 3 )	<u>31,192</u>	<u>41,713</u>
<b>TOTAL CURRENT ASSETS</b>		<b><u>31,192</u></b>	<b><u>41,713</u></b>
<b><u>NON-CURRENT ASSETS:</u></b>			
Investments.	( Note 4 )	286,714	280,302
Property, Plant & Equipment.	( Note 5 )	<u>696,678</u>	<u>532,173</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<b><u>983,391</u></b>	<b><u>812,475</u></b>
<b><u>TOTAL ASSETS:</u></b>		<b><u>1,014,583</u></b>	<b><u>854,188</u></b>
<b><u>CURRENT LIABILITIES:</u></b>			
Payables.	( Note 6 )	22,867	23,912
Provisions.	( Note 7 )	<u>41,500</u>	<u>47,897</u>
<b>TOTAL CURRENT LIABILITIES</b>		<b><u>64,367</u></b>	<b><u>71,809</u></b>
<b><u>TOTAL LIABILITIES:</u></b>		<b><u>64,367</u></b>	<b><u>71,809</u></b>
<b><u>NET ASSETS:</u></b>		<b><u>\$950,216</u></b>	<b><u>\$782,379</u></b>
<b><u>RETAINED EARNINGS:</u></b>			
Reserves.	( Note 8 )	167,443	-- --
General Fund.	( Note 9 )	535,614	547,400
Special Fund.	( Note 9 )	<u>247,159</u>	<u>234,979</u>
<b>TOTAL RETAINED EARNINGS</b>		<b><u>\$950,216</u></b>	<b><u>\$782,379</u></b>
<b><u>TOTAL RETAINED EARNINGS:</u></b>		<b><u>\$950,216</u></b>	<b><u>\$782,379</u></b>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO ACCOUNTS

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)**  
**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**STATEMENT OF FINANCIAL PERFORMANCE**

**For The Year Ended 31 March, 2005.**

	Year Ended. 31 March, 2005.	Year Ended. 31 March, 2004.
	\$	\$
<b>INCOME:</b>		
Members Contributions.	293,746	299,524
Interest.	3,475	2,836
Other Income.	<u>29,128</u>	<u>2,152</u>
<b>TOTAL INCOME:</b>	<b>326,348</b>	<b>304,512</b>
<b>LESS EXPENDITURE:</b>		
Affiliation Fees - Fed. Office	63,289	70,577
Affiliation Fees - A.L.P. & U.T.L.C.	6,421	9,194
Audit & Accountancy Fees	3,100	3,332
Bank Fees, State & Federal Taxes	2,553	1,798
Cleaning	1,092	833
Subs. Collection Fees	2,087	3,368
Computer Expenses	1,225	526
Depreciation	3,948	5,975
Donations	412	264
Entertainment & Public Relations	911	1,159
Heat, Light & Power	5,410	5,582
Insurance - General	7,549	8,371
Insurance - Workcover	2,725	2,632
Legal Expenses	375	5,705
Branch Committee - Officials Exes & Honaria	2,018	4,655
Travel Allowances & Air Fares	6,267	1,464
Motor Vehicle Expenses	1,776	848
Office Expenses	1,323	1,571
Organising Expenses	20,000	15,000
Payroll Tax	9,389	9,574
Fringe Benefits Tax	--	325
Postage	3,016	2,278
Printing & Stationery	5,401	5,611
Publications	676	548
Provision for Annual Leave	(8,075)	8,400
Provision for Long Service Leave	1,678	3,552
Rates & Taxes	11,426	9,816
Repairs & Maintenance	6,436	1,987
Salaries - Officials	91,449	87,177
Salaries - Other	56,927	43,993
Security	92	628
Superannuation (Note 10)	19048	25189
Sundry Expenses	501	777
Telephone & Facsimile	<u>7,692</u>	<u>8,956</u>

COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
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CEPU - COMMUNICATIONS DIVISION

TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)  
ABN: 36 425 294 277

STATEMENT OF FINANCIAL PERFORMANCE ( Continued )

For The Year Ended 31 March, 2005.

	Year Ended. 31 March, 2005.	Year Ended. 31 March, 2004.
	\$	\$
TOTAL EXPENDITURE:	<u>338,135</u>	<u>351,665</u>
<u>DEFICIT FOR THE PERIOD:</u>	<u>(\$11,787)</u>	<u>(\$47,153)</u>



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**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**STATEMENT OF CASH FLOWS**

**For The Year Ended 31 March, 2005.**

	Year Ended. 31 March, 2005.	Year Ended 31 March, 2004.
	\$	\$
<b><u>GENERAL FUND:</u></b>		
<b>CASH FLOWS FROM OPERATING ACTIVITES</b>		
Receipts from Members.	283,960	314,753
Other Operating Receipts.	29,037	2,152
Payments to Suppliers and Employees.	(331,842)	(385,610)
Interest Received.	<u>3,475</u>	<u>2,836</u>
<b><u>NET CASH PROVIDED BY OPERATING ACTIVITES:</u></b>	2(b) <b><u>(\$15,370)</u></b>	<b><u>(\$65,869)</u></b>
<b>CASH FLOWS FROM INVESTING ACTIVITES</b>		
Fixed Asset Purchases.	(1,010)	-- --
Proceeds on Sale of Fixed Assets.	<u>91</u>	<u>-- --</u>
<b><u>NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITES:</u></b>	<b><u>(\$920)</u></b>	<b><u>-- --</u></b>
<b>CASH FLOWS FROM FINANCING ACTIVITES</b>		
Cash from Special & Other Fund.	<u>-- --</u>	<u>20,000</u>
<b><u>NET CASH USED IN FINANCING ACTIVITES:</u></b>	<b><u>-- --</u></b>	<b><u>\$20,000</u></b>
<b><u>NET INCREASE (DECREASE) IN CASH HELD:</u></b>	<b><u>(\$16,290)</u></b>	<b><u>(\$45,869)</u></b>
Cash at the Beginning of the Financial Year:	<u>87,035</u>	<u>132,904</u>
<b><u>CASH AT THE END OF THE FINANCIAL YEAR:</u></b>	2(a) <b><u>\$70,745</u></b>	<b><u>\$87,035</u></b>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO ACCOUNTS

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
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**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**NOTES TO AND FORMING PART OF THE ACCOUNTS**

**For The Year Ended 31 March, 2005.**

**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES.**

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Workplace Relations Act 1996 as amended.

Excepting for contributions received in advance, the financial report has been prepared on an accruals basis, 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 fair values of the consideration given in exchange for assets.

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

(a) **Income Tax**

The Branch is exempt from Income Tax under S50-15 of the Income Tax Assessment Act 1997.

(b) **Plant and Equipment**

Motor Vehicles and Plant and Equipment are carried at cost less accumulated depreciation.

(c) **Contributions**

Excepting for contributions received in advance, contributions are accounted for on a cash basis.

**Employee Benefits**

- (d) Provision for Employee Benefits in the form of Long Service Leave, Accrued Annual Leave, etc., have been made for the nominal value of estimated accrued entitlements of all Employees on the basis of their terms of Employment.

**NOTE 2: CASH FLOW INFORMATION – GENERAL FUND.**

	Year Ended. 31 March, 2005.	Year Ended. 31 March, 2004.
(a) <b>CASH ON HAND AT END OF THE YEAR AS BELOW:</b>	\$	\$
Petty Cash.	600	600
ACCU Bank Accounts.	49,823	55,587
C/Wealth Bank Accounts.	<u>20,322</u>	<u>30,848</u>
	<u>\$70,745</u>	<u>\$87,035</u>

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**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**NOTES TO AND FORMING PART OF THE ACCOUNTS ( Continued )**

**For The Year Ended 31 March, 2005.**

	Year Ended. 31 March, 2005. \$	Year Ended. 31 March, 2004 \$
(b) <b>RECONCILIATION OF CASH FLOW FROM OPERATIONS WITH DEFICIT</b>		
Operating Deficit.	(11,787)	(47,153)
Depreciation and Gain on Sale.	3,948	(5,975)
Adjustment on Scrapping.	(91)	4,156
	<u>(7,930)</u>	<u>(45,334)</u>
<b>CHANGES IN ASSETS &amp; LIABILITIES</b>		
Decrease (Increase) in accounts Receivable.	--	(11,301)
Increase (Decrease) in Creditors & Accruals.	8,742	9,167
Decrease/Increase in Employee Provisions.	(6,397)	26,598
Increase (Decrease) in Subs in Advance.	(9,785)	(3,929)
	<u>(7,440)</u>	<u>20,535</u>
<b>CASH FLOWS FROM OPERATIONS:</b>	<b><u>\$15,370</u></b>	<b><u>(\$65,869)</u></b>

**NOTE 3: CASH.**

Commonwealth Bank – Cheque A/c.	10,816	21,654
Commonwealth Bank – Members Relief.	9,506	9,194
ACCU – General Account.	10,270	10,265
Petty Cash.	600	600
	<b><u>\$31,192</u></b>	<b><u>\$41,713</u></b>

**NOTE 4: INVESTMENTS.**

Shares in ACCU.	2	2
ACCU – LSL Account.	39,553	45,322
ACCU – Special Fund Account.	247,159	234,978
	<b><u>\$286,714</u></b>	<b><u>\$280,302</u></b>

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**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**NOTES TO AND FORMING PART OF THE ACCOUNTS ( Continued )**

**For The Year Ended 31 March, 2005.**

**NOTE 5: PROPERTY, PLANT & EQUIPMENT.**

**1. Land & Buildings**

At 31/03/05 the Land and Buildings are in the name of "Australian Telecommunications Employees Association / Australian Telephone & Phonogram Officers" Association.

	Year Ended. 31 March, 2005. \$	Year Ended. 31 March, 2004 \$
At the beginning of the year.	517,557	-- --
Recorded in Branch Accounts.	-- --	517,557
Independent Valuation.	<u>167,443</u>	<u>-- --</u>
<b>TOTAL LAND &amp; BUILDINGS:</b>	<b><u>\$685,000</u></b>	<b><u>\$517,557</u></b>

**2. Office Furniture & Equipment**

At Cost.	75,072	77,811
Accumulated Depreciation.	<u>63,293</u>	<u>63,195</u>
<b>TOTAL OFFICE FURNITURE &amp; EQUIPMENT:</b>	<b><u>11,779</u></b>	<b><u>14,616</u></b>

**TOTAL PROPERTY, PLANT & EQUIPMENT: \$696,779      \$532,173**

**3. Land & Buildings Valuation**

- the purpose of the valuation was for a market value assessment for internal purposes.
- the amount of the valuation was \$1.37million held as 1 undivided 2<sup>nd</sup> part, ie \$685,000.
- the date of the valuation was 06/04/05.
- the independent valuer was J. Richardson of Fudali Waterhouse PRD.

**NOTE 6: CREDITORS & BORROWINGS.**

Accounts Payable.	17,288	8,547
Contributions in Advance.	<u>5,579</u>	<u>15,365</u>
	<b><u>\$22,867</u></b>	<b><u>\$23,912</u></b>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO ACCOUNTS

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
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**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCHES (S.A./N.T.)**  
**ABN: 36425294277**

**NOTES TO AND FORMING PART OF THE ACCOUNTS ( Continued )**

**For The Year Ended 31 March, 2005.**

	Year Ended. 31 March, 2005. \$	Year Ended. 31 March, 2004 \$
<b><u>NOTE 7: PROVISIONS.</u></b>		
Provision for Annual Leave.	11,500	19,575
Provision for Long Service Leave.	<u>30,000</u>	<u>28,322</u>
	<b><u>\$41,500</u></b>	<b><u>\$47,897</u></b>
<b><u>NOTE 8: RESERVES.</u></b>		
Asset Revaluation Reserve. (Revaluation of Freehold Land & Buildings).	<u>167,443</u>	<u>-- --</u>
	<b><u>\$167,443</u></b>	<b><u>-- --</u></b>
<b><u>NOTE 9: RETAINED PROFITS.</u></b>		
<b>GENERAL FUND:</b>		
Operating Profit / (Loss).	(11,787)	(47,153)
Land & Building Recorded in Branch Accounts.	-- --	517,557
Transfer from Special Fund.	-- --	20,000
Add retained profits b/fwd at the beginning of the year.	<u>547,401</u>	<u>56,997</u>
<b>ACCUMULATED PROFITS / (LOSSES):</b>	<b><u>\$535,614</u></b>	<b><u>\$547,401</u></b>
<b>SPECIAL FUND:</b>		
Income.	-- --	-- --
Interest.	12,181	13,061
Expenditure.	-- --	-- --
Legal Settlement Interest & Fees.	-- --	(67,034)
Transfer from General Fund.	-- --	20,000
Add surplus at the beginning of the year.	<u>234,978</u>	<u>308,951</u>
<b>ACCUMULATED SURPLUS:</b>	<b><u>\$247,159</u></b>	<b><u>\$234,978</u></b>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO ACCOUNTS

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
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**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCHES (S.A./N.T.)**  
**ABN: 36425294277**

**NOTES TO AND FORMING PART OF THE ACCOUNTS ( Continued )**

**For The Year Ended 31 March, 2005.**

	Year Ended. 31 March, 2005.	Year Ended. 31 March, 2004
	\$	\$
<b><u>NOTE 10: SUPERANNUATION.</u></b>		
Officials.	12,703	
Other Staff.	<u>6,346</u>	
	<b><u>19,049</u></b>	

**NOTE 11: SEGMENT REPORTING.**

The Branch operates as a Trade Union and provides employee support to members.

**NOTE 12: INTERNATIONAL FINANCIAL REPORTING STANDARDS.**

The Standards are effective for the year commencing 01-04-2005. Transitional adjustments will be made retrospectively against retained earnings at 01-04-2005.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)**  
**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCHES (S.A./N.T.)**  
**ABN: 36425294277**

**AUDITORS' REPORT**

**SCOPE:**

We have audited the Accounts being the Statement of Financial Position, Statement of financial Performance, Cash Flows Statement and Notes to and forming part of the Accounts of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing & Allied Services Union of Australia (CEPU), Communications Division, Telecommunications & Services Branch (S.A./N.T.), for the year ended 31<sup>st</sup> March, 2005.

The Branch Committee is responsible for the preparation and presentation of the Accounts and the information they contain.

We have conducted an independent audit of these Accounts in order to express an opinion on them to the Members of the Branch.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the Accounts are free from material misstatement. Our procedures included examination on a test basis, of evidence supporting the amounts and other disclosures in the Accounts, 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 are presented fairly in accordance with Australian Accounting Standards and statutory requirements so as to present a view of the Branch which is consistent with our understanding of its financial position and the results of its operations.

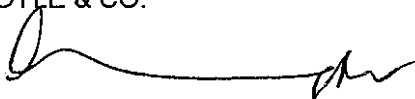
The audit opinion expressed in this report has been formed on the above basis.

**AUDIT OPINION:**

In our opinion the financial report:-

- presents fairly in accordance with Applicable Accounting Standards and other mandatory professional reporting requirements in Australia, the financial position of the Branch as at 31<sup>st</sup> March, 2005, and the results of its operations and its cash flows for the year ended then; and
- is in accordance with the requirements of the Workplace Relations Act – 1996.

J. H. DOYLE & CO.



*C. Wellington.*

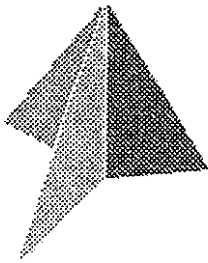
REGISTERED AUDITOR FCPA.

18/8/05

Dated.







**CEPU**

COMMUNICATIONS  
ELECTRICAL  
PLUMBING  
UNION

**C.E.P.U. - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS AND SERVICES BRANCH (S.A. / N.T.)**

**2004 / 2005**

**CONCISE FINANCIAL**

**STATEMENT AND**

**AUDITORS' REPORT**

John Lee

BRANCH SECRETARY.

10<sup>th</sup> August, 2005.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)**  
**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**BRANCH COMMITTEE OF MANAGEMENT OPERATING REPORT**

This Operating Report records the activities of the Branch Committee of Management for the SOUTH AUSTRALIAN / NORTHERN TERRITORY TELECOMMUNICATIONS AND SERVICES BRANCH of the CEPU Communications Division for the financial year ended 31<sup>st</sup> March, 2005; the results of those activities; plus any significant changes in the nature of those activities during the year.

**1. PRINCIPAL ACTIVITIES OF THE BRANCH COMMITTEE OF MANAGEMENT:**

The Principal activities of the Branch Committee of Management during the preceding year fell into the following categories:-

- Implementation of National, Divisional and Branch decisions;
- Industrial support, including representation of individual members grievances, advice on legal and legislative matters, initiating Union elections as provided for in the Rules of the Union, within the scope of any statutory or legal obligations;
- The administration of Awards, the certification of Industrial Agreements, and the variation of Awards;
- The administration of the Branch Membership;
- The administration of the Branch's financial affairs;
- Monthly Newsletters and other communications to members, the media, and the broader community.

**2. RIGHT OF MEMBERS TO RESIGN:**

All Branch members have the right to resign from the Union in accordance with Rule 32 of the Communications Division Rules (*and section 174 of the workplace relations act*), namely by providing written notice addressed and delivered to the Branch Secretary via Post, Facsimile, e-Mail, or in person.

**3. DIRECTORSHIPS OF SUPERANNUATION FUNDS:**

Except for Mr. Gerry Kandelaars, who holds a position of Board Member on the Telstra Superannuation Scheme, to the best of our knowledge and belief no other Officer of the Branch is, by virtue of their Office on the Branch Committee of Management of the Telecommunications and Services Branch (SA / NT)

- vii) a Trustee of a superannuation entity or exempt public sector superannuation scheme;
- viii) a Director of a company that is a Trustee of a superannuation entity or an exempt public sector superannuation scheme; and
- ix) where a criterion for the Office of a Trustee or Director is that the Office is an Officer of a registered organization.

**4. MEMBERSHIP OF THE BRANCH:**

As at the 31<sup>st</sup> March, 2005, the membership of the Telecommunications and Services Branch (SA / NT) was 796.

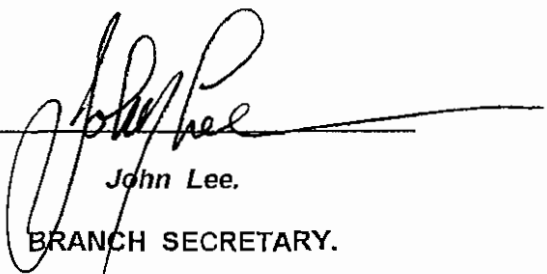
**5. EMPLOYEES OF THE BRANCH:**

As at the 31<sup>st</sup> March, 2005, the Telecommunications and Services Branch (SA / NT) employed:-  
Two (2) Full Time Employees  
One (1) Part Time Employee.

**6. BRANCH COMMITTEE OF MANAGEMENT:**

As at 31<sup>st</sup> March, 2005, the following persons were members of the Telecommunications and Services Branch (SA / NT), Branch Committee of Management:-

John LEE	Branch Secretary	01/04/2004 - 31/03/2005
Gerry KANDELAARS	Branch President	01/04/2004 - 31/03/2005
Stephen COTTON	Branch Vice President	01/04/2004 - 31/03/2005
Helen MACMULLEN	Branch Vice President	01/04/2004 - 31/03/2005
Gary GILSON	Committee of Management Member	01/04/2004 - 31/03/2005
Gregory DOMEIKA	Committee of Management Member	01/04/2004 - 31/03/2005
Anthony MOSS	Committee of Management Member	01/04/2004 - 31/03/2005
Michael GILES	Committee of Management Member	01/04/2004 - 31/03/2005
Wayne WATKINS	Committee of Management Member	01/04/2004 - 31/03/2005
Ian REYNOLDS	Committee of Management Member	01/04/2004 - 31/03/2005

  
John Lee.  
BRANCH SECRETARY.

18<sup>th</sup> August, 2005.

Dated.

COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)  
CEPU - COMMUNICATIONS DIVISION

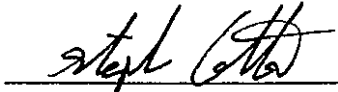
TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)  
ABN: 36 425 294 277

BRANCH COMMITTEE OF MANAGEMENT CERTIFICATE

We, *Stephen John Cotton* and *Helen Joyce Macmullen*, being two Members of the Committee of Management of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing & Allied Services Union of Australia (CEPU), Communications Division, Telecommunications & Services Branch (S.A./N.T.), declare on behalf of the Committee that:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the Branch for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the Branch will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the general purpose financial report relates and since the end of that year:
  - (i) meetings of the Branch Committee were held in accordance with the rules of the organisation including the rules of the Branch; and
  - (ii) the financial affairs of the Branch have been managed in accordance with the rules of the organisation including the rules of the Branch; and
  - (iii) the financial records of the Branch have been kept and maintained in accordance with RAO Schedule and the RAO Regulations; and
  - (iv) the financial records of the reporting units 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.

Signed in accordance with a resolution of the Committee dated: *17<sup>th</sup> August, 2005.*

SIGNED:   
*Stephen John Cotton*

BRANCH COMMITTEE MEMBER.

SIGNED:   
*Helen Joyce Macmullen*

BRANCH COMMITTEE MEMBER.

DATED: *18<sup>th</sup> August, 2005.*  
ADELAIDE, SOUTH AUSTRALIA.

COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)  
CEPU - COMMUNICATIONS DIVISION

TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)  
ABN: 36 425 294 277

CONCISE FINANCIAL ACCOUNTS

For The Year Ended 31 March, 2005.

The Financial Accounts of the Branch have been audited in accordance with the provisions of the Workplace Relations Act, 1996, and the following concise financial accounts are provided for Members.

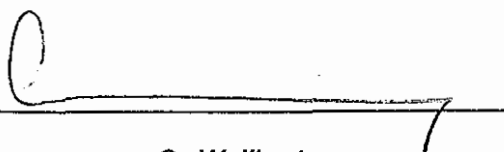
The concise report has been derived from the full report and cannot be expected to provide as full an understanding as the full report.

A copy of the full audited Accounts will be supplied free of charge to Members who request them.

STATEMENT BY THE AUDITOR:

- The Concise Financial Report pages 3 to 7, has been audited by us;
- In our opinion, the concise report is consistent with the full financial report; and
- The full Audit Report on the General Purpose Accounts stated that in the opinion of the Auditor the accounts were presented fairly in accordance with Australian Accounting Standards and the requirements of the Workplace Relations Act, 1996.

J H DOYLE & CO



*C. Wellington.*

REGISTERED AUDITOR FCPA.

18/8/05

Dated.

COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)  
CEPU - COMMUNICATIONS DIVISION

TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)  
ABN: 36 425 294 277

CONCISE FINANCIAL ACCOUNTS

STATEMENT OF FINANCIAL POSITION

For The Year Ended 31 March, 2005.

	Year Ended. 31 March, 2005.	Year Ended. 31 March, 2004.
	\$	\$
<b><u>CURRENT ASSETS:</u></b>		
Cash.	<u>31,192</u>	<u>41,713</u>
<b>TOTAL CURRENT ASSETS</b>	<b><u>31,192</u></b>	<b><u>41,713</u></b>
<b><u>NON-CURRENT ASSETS:</u></b>		
Investments.	286,714	280,302
Property, Plant & Equipment.	<u>696,678</u>	<u>532,173</u>
<b>TOTAL NON-CURRENT ASSETS</b>	<b><u>983,391</u></b>	<b><u>812,475</u></b>
<b><u>TOTAL ASSETS:</u></b>	<b><u>1,014,583</u></b>	<b><u>854,188</u></b>
<b><u>CURRENT LIABILITIES:</u></b>		
Payables.	22,867	23,912
Provisions.	<u>41,500</u>	<u>47,897</u>
<b>TOTAL CURRENT LIABILITIES</b>	<b><u>64,367</u></b>	<b><u>71,809</u></b>
<b><u>TOTAL LIABILITIES:</u></b>	<b><u>64,367</u></b>	<b><u>71,809</u></b>
<b><u>NET ASSETS:</u></b>	<b><u>\$950,216</u></b>	<b><u>\$782,379</u></b>
<b><u>ACCUMULATED FUNDS:</u></b>		
<b><u>RESERVES:</u></b>		
Asset Revaluation Reserve.	167,443	-- --
General Fund.	535,614	547,400
Special Fund.	<u>247,159</u>	<u>234,979</u>
<b>TOTAL ACCUMULATED FUNDS</b>	<b><u>\$950,216</u></b>	<b><u>\$782,379</u></b>
<b><u>TOTAL ACCUMULATED FUNDS:</u></b>	<b><u>\$950,216</u></b>	<b><u>\$782,379</u></b>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)**  
**CEPU - COMMUNICATIONS DIVISION**

**TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)**  
**ABN: 36 425 294 277**

**CONCISE FINANCIAL ACCOUNTS**

**STATEMENT OF FINANCIAL PERFORMANCE**

**For The Year Ended 31 March, 2005.**

	Year Ended. 31 March, 2005.	Year Ended. 31 March, 2004.
	\$	\$
Revenues from Ordinary Activities	<u>338,529</u>	<u>317,573</u>
Affiliation Fees	6,421	9,194
Audit Fees	3,100	3,332
Commission & Debt Collection	2,087	3,368
Depreciation Expenses	3,948	5,975
Employee Benefit Expenses	161,027	168,311
Payroll Tax	9,389	9,574
Insurance	7,549	8,371
Organising Expenses Reimbursed	20,000	15,000
Legal Settlement	-- --	67,030
National Office Capitation Fees	63,289	70,577
Rates & Taxes	11,426	9,816
Telephone	7,692	8,956
Travel	6,267	1,464
Other Expenses from Ordinary Activities	<u>35,940</u>	<u>37,730</u>
	<u>338,135</u>	<u>418,698</u>
Profit / (Loss) from Ordinary Activities Attributable to Members	394	(101,125)
Building Revaluation Increase	167,443	-- --
Building Cost Adjustment	<u>-- --</u>	<u>517,557</u>
<b><u>TOTAL CHANGE IN FUNDS:</u></b>	<b><u>\$167,837</u></b>	<b><u>\$416,432</u></b>

COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING & ALLIED SERVICES UNION OF AUSTRALIA (CEPU)  
CEPU - COMMUNICATIONS DIVISION

TELECOMMUNICATIONS & SERVICES BRANCH (S.A./N.T.)  
ABN: 36 425 294 277

CONCISE FINANCIAL ACCOUNTS

STATEMENT OF CASH FLOWS

For The Year Ended 31 March, 2005.

	Year Ended. 31 March, 2005.	Year Ended 31 March, 2004.
	\$	\$
<b><u>GENERAL FUND:</u></b>		
<b>CASH FLOWS FROM OPERATING ACTIVITES</b>		
Receipts from Members.	283,960	314,753
Other Operating Receipts.	29,037	2,152
Payments to Suppliers and Employees.	(331,842)	(385,610)
Interest Received.	<u>3,475</u>	<u>2,836</u>
<b><u>NET CASH PROVIDED BY OPERATING ACTIVITES:</u></b>	2(b) <b><u>(\$15,370)</u></b>	<b><u>(\$65,869)</u></b>
<b>CASH FLOWS FROM INVESTING ACTIVITES</b>		
Fixed Asset Purchases.	(1,010)	-- --
Proceeds on Sale of Fixed Assets.	<u>91</u>	<u>-- --</u>
<b><u>NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITES:</u></b>	<b><u>(\$920)</u></b>	<b><u>-- --</u></b>
<b>CASH FLOWS FROM FINANCING ACTIVITES</b>		
Cash from Special & Other Fund.	<u>-- --</u>	<u>20,000</u>
<b><u>NET CASH USED IN FINANCING ACTIVITES:</u></b>	<b><u>-- --</u></b>	<b><u>\$20,000</u></b>
<b><u>NET INCREASE (DECREASE) IN CASH HELD:</u></b>	<b><u>(\$16,290)</u></b>	<b><u>(\$45,869)</u></b>
Cash at the Beginning of the Financial Year:	<u>87,035</u>	<u>132,904</u>
<b><u>CASH AT THE END OF THE FINANCIAL YEAR:</u></b>	2(a) <b><u>\$70,745</u></b>	<b><u>\$87,035</u></b>







**CEPU - COMMUNICATIONS DIVISION  
POSTAL AND TELECOMMUNICATIONS BRANCH SA/NT**

**&**

**TELECOMMUNICATION AND SERVICES BRANCH SA/NT**

**30-40 HURTLE SQUARE, ADELAIDE SA 5000  
PHONE: (08) 82325166 FAX: (08) 82325590**

**\* GENERAL MEETING NOTICE \***

**CEPU COMMUNICATIONS DIVISION  
MEMBERS**

**PLEASE BE ADVISED THAT A JOINT GENERAL MEETING  
OF THE CEPU P&T and T&S BRANCHES  
TO TABLE THE 2004//2005 ANNUAL FINANCIAL STATEMENTS  
AND AUDITOR'S REPORT  
WILL BE HELD IN THE CONFERENCE ROOM  
CEPU OFFICE  
30-40 HURTLE SQUARE, ADELAIDE  
ON WEDNESDAY, 28TH SEPTEMBER, 2005  
AT 7.30PM**

**Note : The Branch Auditor Christine Wellington will be in attendance  
to answer any questions from members**

*Noel R. Paul*

**Noel Paul  
P&T Branch Secretary**

*John Lee*

**John Lee  
T&S Branch Secretary**



Australian Government

Australian Industrial Registry

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990  
Email: sydney@air.gov.au

Mr John Lee  
Branch Secretary, SA/NT Telecommunications & Services Branch  
CEPU Communications Division  
GPO Box 2113  
ADELAIDE SA 5001

Dear Mr Lee

### **Financial Return - year ending 31 March 2005 (FR2005/213)**

Thank you for the above documents which were lodged in the Registry on 5 October 2005. The documents have been filed. However I draw your attention to the following deficiencies which you should rectify or include in future returns.

#### References to correct legislation

In your covering letter you refer to sections 279(6) and 280(1) of the *Workplace Relations Act 1996* when in fact you should have referred to section 268 of the RAO Schedule ("the Schedule").

#### Contents of Operating Report

Your Operating Report did not contain any reference to details of any significant changes in the Branch's financial affairs during the year, as required by section 254(2)(b) of the Schedule. If in fact there are no significant changes occurring during any year, it would be appropriate to make an explicit statement to that effect to remove any doubt.

#### Resolution by Committee to provide Concise Report

Section 265(2) only allows a concise report to be provided to members in accordance with a resolution to do so by the committee of management. No statement confirming the passing of such a resolution appears anywhere in the documents provided. (The reference to a resolution passed on 17<sup>th</sup> August 2005 which appears on the Committee of Management certificate does not, on the face of it, refer to the one required.)

An explicit statement confirming that the Committee resolved to provide a concise report to members rather than the full report could be included in the Secretary's certificate in future returns.

#### Notice under s272

None of the documents lodged included the text extract of subsections 272(1), (2) and (3) of the Schedule as required by s272(5). This should be included in next year's documents, whether as a standalone notice or in the Notes.

#### Contents of Concise Report

Nowhere in the Concise Report does there appear a "discussion and analysis of the principal factors affecting the financial performance, financial position and financial and investing activities of the reporting unit to assist the understanding of members", as required by RAO regulation 161(1)(c).

There is no prescription as to how long or detailed this has to be but some statement(s) addressing this requirement should be included in any Concise reports drawn up in future.

Thank you for addressing these points in future returns. If you wish to discuss any aspect of the financial documents, please do not hesitate to contact me on (02) 8374 6509.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Stephen Kellett", followed by a horizontal line extending to the right.

Stephen Kellett  
Statutory Services Branch, Sydney

17 October 2005