



**Australian Government**  
**Australian Industrial Registry**

16 April 2009

Mr Bryan Watkins  
Branch Secretary  
CEPU - Communications Division  
Western Australian Communications Division Branch  
196 Lord Street  
PERTH WA 6000

Dear Mr Watkins

**Lodgement of Financial Documents for year ended 31 March 2009 [ FR2009/220]  
Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)**

The financial year of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia - Communications Division - Western Australian Communications Division Branch has recently ended. This is a courtesy letter to remind you of the obligations imposed by the RAO Schedule regarding the preparation of financial accounts and statements.

As you are aware, the RAO Schedule sets out a particular chronological order in which financial documents and statements must be prepared, made available to members and presented to a meeting. All of these events must occur within particular timeframes that are also set out in the Schedule.

The following information can be found on our website at:

<http://www.airc.gov.au/registered/FR/information.htm>

- Fact sheets – these fact sheets provide information regarding financial reporting:
  - Sheet 6 – Accounting, Auditing and Reporting Obligations;
  - Sheet 7 – Information Needs of Members;
  - Sheet 8 – Financial Reporting Process and Time Limits;
  - Sheet 9 – Diagrammatic Summary of Financial Reporting Process and Time Limits; and
  - Sheet 10 – Auditors.
- Sample Documents – a sample Committee of Management Statement and Designated Officer's Certificate is available;
- RAO Schedule and RAO Regulations;
- Registrar's Reporting Guidelines – the Guidelines set out requirements that must be met in addition to those required by Australian Accounting Standards; and
- Document Checklist and Timeline Planner to assist with meeting timeframes.

A copy of the Timeline/Planner is also included with this correspondence.

The Registry strongly encourages you to lodge documents electronically by sending an email with the documents attached to [RIASydney@airc.gov.au](mailto:RIASydney@airc.gov.au). Alternatively, you can forward the documents by fax to (02) 9380 6990.

If you need any further information or assistance, or if you do not believe that the documents will be lodged within the timeframes specified by the RAO Schedule, please contact me on (02) 8374 6507 or by email at [stephen.teece@airc.gov.au](mailto:stephen.teece@airc.gov.au).

Yours sincerely,



Steve Teece  
Statutory Services Branch

**TIMELINE/ PLANNER**

Financial reporting period ending:	/ /
------------------------------------	-----

Prepare financial statements and Operating Report.
--

(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.	/ /
(b) A #Designated Officer must sign the Statement which must then be forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR).	

As soon as practicable after end of financial year

Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /
---	-----

Within a reasonable time of having received the GPFR

(NB: Auditor's report must be dated on or after date of Committee of Management Statement

Provide full report free of charge to members – s265 The full report includes: • the General Purpose Financial Report (which includes the Committee of Management Statement); • the Auditor's Report; and • the Operating Report.	/ /
---	-----

(a) if the report is to be presented to a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting,

or

(b) in any other case including where the report is presented to a Committee of Management meeting\*, the report must be provided to members within 5 months of end of financial year.

Present full report to:	
(a) General Meeting of Members - s266 (1),(2); OR	/ /
(b) where the rules of organisation or branch allow* - a Committee of Management meeting - s266 (3)	/ /

Within 6 months of end of financial year

Within 6 months of end of financial year

Lodge full report in the Industrial Registry, together with the #Designated Officer's certificate <sup>++</sup> – s268	/ /
--	-----

Within 14 days of meeting

\* the full report may only be presented to a committee of management meeting if the rules of the reporting unit provide that a percentage of members (not exceeding 5%) are able to call a general meeting to consider the full report.

# The Committee of Management Statement and the Designated Officer's certificate must be signed by the Secretary or another officer who is an elected official and who is authorised under the rules (or by resolution of the organisation) to sign the statement or certificate – s243.

++ The Designated Officer's certificate must state that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with s266 – dates of such events must be included in the certificate. The certificate cannot be signed by a non-elected official.

Ref: G 5.0/001  
Maggie Di Re



# CEPU

COMMUNICATIONS  
ELECTRICAL  
PLUMBING  
UNION

22 July 2009

Steve Teece  
Statutory Services Branch  
Australian Industrial Registry  
Level 8 Terrace Tower  
80 William Street  
EAST SYDNEY NSW 2011

COMMUNICATIONS  
DIVISION  
Western Australia

ABN 41 035 284 629

196 Lord Street  
PERTH 6000

PO Box 8354  
Perth Business Centre  
PERTH 6849

PHONE: 08 9328 3222

08 9227 9911

FAX: 08 9227 9397

Dear Steve,


**Re: Documents Lodged in accordance with  
Section 268 of the Act**

- \* I Bryan David Watkins, being the Branch Secretary of the CEPU Communications Division Western Australian Branch, certify that the documents lodged herewith are copies of the full financial reports, and the concise financial reports, referred to in S268 of the RAO Schedule; and
- \* that the concise reports were provided to members on the 22 June 2009 and;
- \* that the full reports were presented to our Annual General Meeting held on 15 July 2009 and a copy is enclosed.



Also, enclosed is a copy of the Notice of the Annual General Meeting.

Yours sincerely

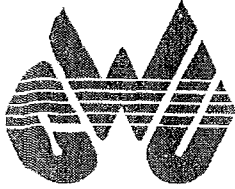
  
Bryan Watkins  
Branch Secretary  
CEPU Communications Division

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



100% recycled paper

# your rights at work worth fighting for



Communication Workers' Union Western Australia  
196 Lord Street Perth WA 6000  
Telephone 08 9227 9911 – 08 9328 3222  
Fax 08 9227 9397 Web [www.cepconnects.org](http://www.cepconnects.org)

---

## 2008/2009 Annual Report

Presented by Branch Secretary – Bryan Watkins

Continuing on with the trend of the past few years the financial year 2008/09 has again been a year of considerable activity and change for the Union.

As reported last year we now operate as the one Branch in WA, this continues to deliver cost savings and efficiencies within the Branch office which has allowed us to continue to spend more time in work places. It is our intention over the next twelve months to increase this activity to make even more direct contact with members.

### Telecommunications

As members in Telstra would know discussions for a new EA unfortunately stumbled very early in the piece and for some considerable length of time a variety of industrial action was undertaken to try and place pressure on Telstra management.

The bulk of this action was undertaken by a small but decisive group of members here in WA and in other parts of the country, fortunately we are now back at the table with Telstra and we would all hope that a quick resolution to all outstanding issues is reached as soon as possible.

Thanks are extended to those who made contributions to the Member Welfare Fund; your generous assistance to your fellow workmates was much appreciated

Activity continues within the other areas of telecommunications outside of Telstra, i.e. Silcar, Stratos and Broadcasting.

### Postal

Whilst another twelve months have gone by it is still disappointing to report that we appear to be no nearer to resolving a number of outstanding issues in EBA7.

The main areas of concern still are as follows:

1. Dispute Resolution Process;
2. Employment Issues – Full time Vs Part time;
3. Future Delivery Design;

4. Retail Conversions/Franchising etc;
5. The use of Facility Nominated Doctors; and
6. The protection of shift penalties.

Also we are now dealing with Post's decision to close down Call Centres in all states except Victoria and Queensland, in WA this means 55 people are now looking for redeployment or new jobs at a time when there are very few vacancies within Post and a shrinking job market outside

Over the next few weeks we will be visiting as many outlets as possible to bring members up to date with what is currently happening with the EBA and the future direction recommended by your union.

### **Branch Membership**

Branch membership levels have fallen slightly over the past twelve months, though most of this reduction happened early in the financial year when members were still leaving Post and Telstra to seek other employment as a result of the opportunities provided by what finished up as the end of the economic boom.

### **Branch Finances**

The Branch Finances once again this year are stable, we have reported a loss for the financial year but this was due mainly to the paying of a redundancy to one of our administration staff.

We are still seeing the cost benefits of operating as one Branch but like all organisations we will be closing watching our expenditure over the next year or so but are determined that this would not see a reduction in our organising program.

### **Acknowledgements**

I would like to once again thank Branch President Gary Carson for his efforts and hard work over the past twelve months, his knowledge of telecommunications is second to none and his assistance in the Postal area has been invaluable.

I would also like to thank Assistant Secretary Barry McVee for his efforts and hard work over the past twelve months, with his assistance we have been able to develop and maintain a comprehensive organising program along with other improvements within the Branch.

And not to forget the contribution of the Branch Committee of Management, all of them have given of their own time over the past twelve months and have helped us maintain a strong and active Branch.

Last but certainly not least I would like to thank our admin lady Maggie, since July last year Maggie has undertaken the administrative role on her own and she has worked very hard, without her help we would find it very difficult to maintain the Branch.

Also I would like to extend thanks to Jean McQuilkin who retired in July last year after nearly twenty years service to this union and its members.

Thank you all.

Bryan Watkins

4. Retail Conversions/Franchising etc;
5. The use of Facility Nominated Doctors; and
6. The protection of shift penalties.

Also we are now dealing with Post's decision to close down Call Centres in all states except Victoria and Queensland, in WA this means 55 people are now looking for redeployment or new jobs at a time when there are very few vacancies within Post and a shrinking job market outside

Over the next few weeks we will be visiting as many outlets as possible to bring members up to date with what is currently happening with the EBA and the future direction recommended by your union.

### **Branch Membership**

Branch membership levels have fallen slightly over the past twelve months, though most of this reduction happened early in the financial year when members were still leaving Post and Telstra to seek other employment as a result of the opportunities provided by what finished up as the end of the economic boom.

### **Branch Finances**

The Branch Finances once again this year are stable, we have reported a loss for the financial year but this was due mainly to the paying of a redundancy to one of our administration staff.

We are still seeing the cost benefits of operating as one Branch but like all organisations we will be closing watching our expenditure over the next year or so but are determined that this would not see a reduction in our organising program.

### **Acknowledgements**

I would like to once again thank Branch President Gary Carson for his efforts and hard work over the past twelve months, his knowledge of telecommunications is second to none and his assistance in the Postal area has been invaluable.

I would also like to thank Assistant Secretary Barry McVee for his efforts and hard work over the past twelve months, with his assistance we have been able to develop and maintain a comprehensive organising program along with other improvements within the Branch.

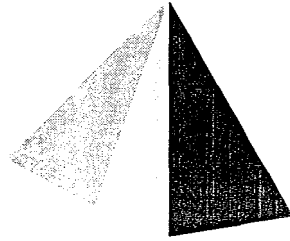
And not to forget the contribution of the Branch Committee of Management, all of them have given of their own time over the past twelve months and have helped us maintain a strong and active Branch.

Last but certainly not least I would like to thank our admin lady Maggie, since July last year Maggie has undertaken the administrative role on her own and she has worked very hard, without her help we would find it very difficult to maintain the Branch.

Also I would like to extend thanks to Jean McQuilkin who retired in July last year after nearly twenty years service to this union and its members.

Thank you all.

Bryan Watkins



**CEPU Communications Division  
Western Australia**  
196 Lord Street, Perth 6000  
Phone: 9227 9911  
Fax: 9227 9397  
Email: [cwuwa@iinet.net.au](mailto:cwuwa@iinet.net.au)  
Web: [www.cepconnects.org](http://www.cepconnects.org)

## **Annual General Meeting Notice**

Annual **General Meeting** will be held on: **Wednesday 15 July 2008**

Commencing at: **7.30 pm**

Venue: **CEPU Communications Division Office  
196 Lord Street  
PERTH WA 6000**

### **Business:**

- 1 Apologies
- 2 Minutes
- 3 Presentation of Branch Secretary's Report
- 4 Presentation of Balance Sheets CEPU WA Branch
- 5 Election of Auditor
- 6 Election of Returning Officer
- 7 Notified Business

**At the conclusion a General Meeting will also be held.**

**Branch Committee of Management Meeting will be held at 6.00 pm**

Gary Carson  
Branch President  
19 June 2009

Bryan Watkins  
Branch Secretary



**Minutes of CEPU Communications Division (WA Branch)  
Annual General Meeting  
held Wednesday 15 July 2009**

**Chairperson:** G Carson

**Attendance:**

G Garson	B Watkins	P Hargrave
P McGrath	W Hamilton	J Kus
P Lumme	A Mollatt	P Noble
C Noonan	J O'Donnell	R Waller
M McLean		

**Apologies:** B McVee A Lee

**Meeting:** The Chair declared the meeting open at 7.30 pm.

**Moved:** P Noble      **Seconded:** C Noonan

**Motion:** "That the Minutes of the Annual General Meeting held on 16 July 2008 be accepted as a true and correct record of that meeting".

**Carried**

**Secretary's Report:**

**Presented by Branch Secretary – Bryan Watkins**

Continuing on with the trend of the past few years the financial year 2008/09 has again been a year of considerable activity and change for the Union.

As reported last year we now operate as the one Branch in WA, this continues to deliver cost savings and efficiencies within the Branch office which has allowed us to continue to spend more time in work places. It is our intention over the next twelve months to increase this activity to make even more direct contact with members.

**Telecommunications**

As members in Telstra would know discussions for a new EA unfortunately stumbled very early in the piece and for some considerable length of time a variety of industrial action was undertaken to try and place pressure on Telstra management.

The bulk of this action was undertaken by a small but decisive group of members here in WA and in other parts of the country, fortunately we are now back at the table with Telstra and we would all hope that a quick resolution to all outstanding issues is reached as soon as possible.

Thanks are extended to those who made contributions to the Member Welfare Fund; your generous assistance to your fellow workmates was much appreciated

Activity continues within the other areas of telecommunications outside of Telstra, i.e. Silcar, Stratos and Broadcasting.

## **Postal**

Whilst another twelve months have gone by it is still disappointing to report that we appear to be no nearer to resolving a number of outstanding issues in EBA7.

The main areas of concern still are as follows:

1. Dispute Resolution Process;
2. Employment Issues – Full time Vs Part time;
3. Future Delivery Design;
4. Retail Conversions/Franchising etc;
5. The use of Facility Nominated Doctors; and
6. The protection of shift penalties.

Also we are now dealing with Post's decision to close down Call Centres in all states except Victoria and Queensland, in WA this means 55 people are now looking for redeployment or new jobs at a time when there are very few vacancies within Post and a shrinking job market outside.

Over the next few weeks we will be visiting as many outlets as possible to bring members up to date with what is currently happening with the EBA and the future direction recommended by your union.

## **Branch Membership**

Branch membership levels have fallen slightly over the past twelve months, though most of this reduction happened early in the financial year when members were still leaving Post and Telstra to seek other employment as a result of the opportunities provided by what finished up as the end of the economic boom.

## **Branch Finances**

The Branch Finances once again this year are stable, we have reported a loss for the financial year but this was due mainly to the paying of a redundancy to one of our administration staff.

We are still seeing the cost benefits of operating as one Branch but like all organisations we will be closing watching our expenditure over the next year or so but are determined that this would not see a reduction in our organising program.

## **Acknowledgements**

I would like to once again thank Branch President Gary Carson for his efforts and hard work over the past twelve months, his knowledge of telecommunications is second to none and his assistance in the Postal area has been invaluable.

I would also like to thank Assistant Secretary Barry McVee for his efforts and hard work over the past twelve months, with his assistance we have been able to develop and maintain a comprehensive organising program along with other improvements within the Branch.

And not to forget the contribution of the Branch Committee of Management, all of them have given of their own time over the past twelve months and have helped us maintain a strong and active Branch.

Last but certainly not least I would like to thank our admin lady Maggie, since July last year Maggie has undertaken the administrative role on her own and she has worked very hard, without her help we would find it very difficult to maintain the Branch.

Also I would like to extend thanks to Jean McQuilkin who retired in July last year after nearly twenty years service to this union and its members.

Thank you all.

**Moved:** P Hargrave                      **Seconded:** C Noonan

**Motion:**                                      "That the Secretary's Report be adopted."

**Carried**

**Branch Balance Sheet:**

**Moved:** P McGrath                      **Seconded:** P Lumme

**Motion:**                                      "That the CEPU Communications Division Financial Statements for the year ending 31 March 2009, as previously circulated to the members, be adopted."

**Carried**

**Auditors:**

**Moved:** P Noble                              **Seconded:** J Kus

**Motion:**                                      "That Mack & Co. be appointed as Auditors to the Branch for the 2009/2010 Financial Year."

**Carried**

**Legal Services:**

**Moved:** P Lumme                              **Seconded:** P Noble

"That Slater & Gordon be appointed to provide Legal Services to the Branch for the Financial Year 2009/2010."

**Carried**

**Moved:** T Hargrave                      **Seconded:** A Mollatt

**Motion:**                                      "That Maggie Di Re be thanked for her efforts in running the Branch efficiently."

**Carried**

The Meeting closed at 7.45 p.m.

**Branch President** .....                      **Date** .....

**Branch Secretary** .....                      **Date** .....

**COMMUNICATIONS ELECTRICAL PLUMBING UNION**

**COMMUNICATIONS DIVISION WA**

**CONCISE FINANCIAL REPORT**

**FOR THE YEAR ENDED  
31 MARCH 2009**

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH**

**CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED  
31 MARCH 2009**

The financial accounts of the Union have been audited in accordance with the provisions of the Workplace Relations Act, 1996 and the following concise financial report is provided for members in accordance with Section 272 (5) of the Workplace Relations Act, 1996 and prepared in accordance with Section 265 of the RAO Schedule.

A copy of the Auditor's Report, Accounts and Statements will be supplied free of charge to members on request.

Certificates required to be given under the Acts by the Secretary and the Committee of Management have been completed in accordance with the provisions of the Acts and contain no qualifications.

**Information to be provided to Members or Registrar**

In accordance with the requirements of Section 272(5) of the RAO Schedule, the attention of members is drawn to the provisions of Sections 272(1) to Section 272(3) of the RAO Schedule, which reads as, follows:

- (1) A member of the branch, or a Registrar, may apply to the branch for specified prescribed information in relation to the branch to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the branch.
- (3) The branch must comply with an application made under subsection (1).

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

DISCUSSION AND ANALYSIS  
OF THE FINANCIAL STATEMENTS

INFORMATION ON COMMUNICATIONS ELECTRICAL PLUMBING UNION, COMMUNICATIONS  
DIVISION WA BRANCH CONCISE FINANCIAL REPORT

The financial statements and disclosures in the concise financial report have been derived from the year ended 31 March 2009 Financial Report of the Communications Electrical Plumbing Union, Communications Division WA Branch.

A copy of the full financial report and auditors report will be sent to any member, free of charge, upon request.

The discussion and analysis is provided to assist members in understanding the concise financial report. The discussion and analysis is based on the Communications Electrical Plumbing Union, Communications Division WA Branch's financial statements and the information contained in the concise financial report has been derived from the full 2009 Financial Report of the Communications Electrical Plumbing Union, Communications Division WA Branch.

**Significant Event**

**Branch Amalgamation**

On 1 April 2007 the CEPU Communications Division Postal and Telecommunications Branch and the CEPU Communications Division Telecommunications and Services Branch amalgamated to become CEPU Communications Division WA Branch. No comparative figures are provided due to the consolidation.

**INCOME STATEMENT:**

Key points to note are:

- Membership numbers have remained comparable over the year, causing membership contribution income to remain constant in membership fees for certain members.
- Overall the Branch made a net loss of \$76,160 for the year which is largely due to redundancy expenses of approximately \$75,000.
- The union has continued to operate in the state of Western Australia throughout the whole of the 2008/09 financial year.

**BALANCE SHEET:**

**Assets**

- Cash at Bank of \$1,082,503 is held on hand and in term deposits generating approximately 5%.

**Liabilities**

- Current provisions relate to employee entitlements which is disclosed on the balance sheet for \$284,357.

**Equity**

- Total accumulated funds at year end have increased from last year, with a closing balance of \$1,810,145.

**CASHFLOW STATEMENT:**

**Cash flows from operating activities:**

- Cash at the end of the year is \$65,724 lower than last year, mainly due to an increase in outflows arising from payments to suppliers and employees.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

INCOME STATEMENT  
FOR YEAR ENDED 31 MARCH 2009

	Note	2009 \$	2008 \$
Revenue	2	791,369	921,907
Administration		(98,322)	(85,858)
Employee costs		(502,428)	(459,093)
Divisional conference dues		(164,669)	(176,512)
Depreciation expense		(30,927)	(33,892)
Other expenses		(71,183)	(58,364)
Total net profit		<u>(76,160)</u>	<u>108,188</u>

The accompanying notes form part of these financial statements

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH**

**BALANCE SHEET  
AS AT 31 MARCH 2009**

	2009 \$	2008 \$
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	1,082,503	1,148,227
Trade and other receivables	<u>8,079</u>	<u>10,877</u>
<b>TOTAL CURRENT ASSETS</b>	<u>1,090,582</u>	<u>1,159,104</u>
<b>NON-CURRENT ASSETS</b>		
Property, plant & equipment	<u>1,046,363</u>	<u>631,330</u>
<b>TOTAL NON-CURRENT ASSETS</b>	<u>1,046,363</u>	<u>631,330</u>
<b>TOTAL ASSETS</b>	<u>2,136,945</u>	<u>1,790,434</u>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Trade and other payables	42,443	38,738
Provisions	<u>284,357</u>	<u>311,351</u>
<b>TOTAL CURRENT LIABILITIES</b>	<u>326,800</u>	<u>350,089</u>
<b>TOTAL LIABILITIES</b>	<u>326,800</u>	<u>350,089</u>
<b>NET ASSETS</b>	<u>1,810,145</u>	<u>1,440,345</u>
<b>ACCUMULATED FUNDS</b>		
Opening accumulated funds	1,039,110	930,922
Asset revaluation reserve	847,195	401,235
Net profit for the year	<u>(76,160)</u>	<u>108,188</u>
<b>TOTAL ACCUMULATED FUNDS</b>	<u>1,810,145</u>	<u>1,440,345</u>

The accompanying notes form part of these financial statements



COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2009

	2009	2008
	\$	\$
Total equity at the beginning of the financial year	1,440,345	1332,157
Profit/(loss) for the year	(76,160)	108,188
Increase in asset revaluation reserve	<u>445,960</u>	-
Total equity at the end of the financial year	<u>1,810,145</u>	<u>1,440,345</u>

The accompanying notes form part of these financial statements

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
 COMMUNICATIONS DIVISION WA BRANCH

CASH FLOW STATEMENT  
 FOR YEAR ENDED 31 MARCH 2009

	Note	2009 \$	2008 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from members and other		716,416	836,707
Payments to suppliers and employees		(859,892)	(900,567)
Interest received		77,752	76,325
Adjustment to opening retained earnings		-	(43,753)
<b>Net cash provided by/(used in) operating activities</b>		<u>(65,724)</u>	<u>(31,288)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Payments for motor vehicle		-	(64,931)
Proceeds from sale of motor vehicle		-	27,423
<b>Net cash provided by/(used in) investing activities</b>		<u>-</u>	<u>(37,508)</u>
Net decrease in cash held		(65,724)	(68,796)
Cash and cash equivalents at beginning of financial year		<u>1,148,227</u>	<u>1,217,023</u>
<b>Cash and cash equivalents at end of financial year</b>		<u>1,082,503</u>	<u>1,148,227</u>

The accompanying notes form part of these financial statements

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH**

**NOTES TO THE CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2009**

**NOTE 1. BASIS OF PREPARATION OF THE CONCISE FINANCIAL REPORT**

The concise financial report has been prepared in accordance with the Workplace Relations Act 1996 and Accounting Standard AASB 1039: 'Concise Financial Reports'.

All amounts are presented in Australian dollars.

The financial statements, specific disclosures and other information included in the concise financial report are derived from and are consistent with the full financial report of the Communications Electrical Plumbing Union, Communications Division WA Branch for the year ended 31 March 2009. The concise financial report cannot be expected to provide as detailed understanding of the financial performance, financial position and financing and investing activities of Communications Electrical Plumbing Union, Communications Division WA Branch as the full financial report.

**International Financial Reporting Standards**

This general purpose financial report has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS), other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations and in accordance with the Workplace Relations Act 1996.

*Compliance with IFRS*

Australian Accounting Standards include Australian equivalents to International Financial Reporting Standards. Compliance with AIFRS ensures that the financial statements and notes of Communications Electrical Plumbing Union Communications Division Telecommunications and Services Branch comply with International Financial Reporting Standards (IFRS).

*Historical Cost Convention*

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of classes of freehold land and building.

**NOTE 2. REVENUE**

The main source of revenue of the branch is attributable to members' contributions.

	2009 \$	2008 \$
<b>Revenue from operating activities</b>		
Subscriptions	708,829	801,209
Grants	2,362	2,486
Other	2,203	35,752
	713,394	839,447
<b>Revenue from non-operating activities</b>		
Interest received	77,975	76,325
Profit on sale of motor vehicle	-	6,135
	77,975	82,460
<b>Total revenue</b>	791,369	921,907

**NOTE 3. SEGMENT REPORTING**

The Union operates predominantly in one business and geographical segment, in its capacity to provide services to members of the Union throughout Western Australia.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH  
NOTES TO THE CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2009 (CONT)

**NOTE 4. CAPITAL COMMITMENTS**

At the date of signing this report there are no known outstanding capital commitments.

**NOTE 5. CONTINGENT LIABILITIES AND ASSETS**

At the date of signing this report there are no known contingent liabilities that would have a material effect on the presentation of the annual financial statements.

**NOTE 6. GEOGRAPHICAL LOCATIONS**

The Union operates from 196 Lord Street, Perth in the State of Western Australia.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

STATEMENT OF THE COMMITTEE OF MANAGEMENT


The committee of management declare that in their opinion the concise financial report of the Communications Electrical Plumbing Union, Communications Division WA Branch for the year ended 31 March 2009 as set out on pages 3 to 9 complies with Australian Accounting Standard AASB 1039: *Concise Financial Reports* and the requirements of the Workplace Relations Act 1996.

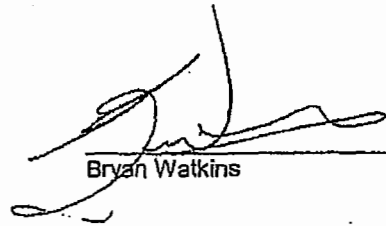
The financial statements and specific disclosures included in this concise financial report have been derived from the full financial report for the year ended 31 March 2009.

The concise financial report cannot be expected to provide as full an understanding of the financial performance, financial position and cash flows of the branch as the full financial report, which as indicated on page 1 is available on request.

The Committee of Management resolve that the Concise Financial Report, Operating Report and Independent audit report for the year ended 31 March 2009 be distributed to members.

Signed on behalf of the Committee of Management

  
\_\_\_\_\_  
Gary Pearson  
Date: 10/6/09

  
\_\_\_\_\_  
Bryan Watkins  
Date: 10/6/09

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH  
INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF COMMUNICATIONS ELETRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

The accompanying concise financial report of Communications Electrical Plumbing Union Communications Division WA (CEPU) comprises the balance sheet as at 31 March 2009, income statement, statement of changes in equity and statement of cash flows for the year ended and related notes, derived from the audited financial report of CEPU Communications Division WA for the year ended 31 March 2009, and the discussion and analysis. The concise financial report does not contain all the disclosures required by the Australian Accounting Standards.

**Executive Committee's Responsibility for the Financial Report**

The Executive Committee of CEPU Communications Division WA is responsible for the preparation and presentation of the concise financial report in accordance with Accounting Standard AASB 1039: *Concise Financial Reports* (including the Australian Accounting Interpretations), statutory and other requirements. The Executive Committee's responsibility also includes establishing and maintaining internal control relevant to the preparation and presentation of the concise financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**Auditor's Responsibility**

Our responsibility is to express an opinion on the concise financial report based on our audit. We have conducted an independent audit, in accordance with Australian Auditing Standards, of the financial report of CEPU Communications Division WA for the year ended 31 March 2009. Our audit report on the financial report for the year was signed on 22/6/2009 and was not subject to any modification. The Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

Our procedures in respect of the concise report included testing that the information in the concise financial report is derived from, and is consistent with, the financial report for the year, and examination on a test basis, of evidence supporting the amounts, discussion and analysis, and other disclosures which were not directly derived from the financial report for the year. These procedures have been undertaken to form an opinion whether, in all material respects, the concise financial report complies with Accounting Standards AASB 1039: *Concise Financial Reports* and whether the discussion and analysis complies with the requirements laid down in AASB 1039: *Concise Financial Reports*.

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

**Independence**

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

**Auditor's Opinion**

In our opinion, the concise financial report including the discussion and analysis of CEPU Communications Division WA for the year ended 31 March 2009 complies with the Accounting Standard AASB 1039: *Concise Financial Reports*.

Mack & Co  
Mack & Co  
Chartered Accountants  
2nd Floor, 35 Havelock Street  
West Perth WA 6005

N A Calder  
N A Calder, Partner

JUNE 22 2009  
Date

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

**Communications Division WESTERN AUSTRALIA**

**BRANCH COMMITTEE OF MANAGEMENT OPERATING REPORT**

This Operating Report records the activities of the Branch Committee of Management for the Western Australian Branch of the CEPU Communications Division for the financial year ended 31 March 2009; 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 decision;
- 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;
- 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:**

To the best of our knowledge and belief no Officer of the Branch is, by virtue of their Office on the Branch Committee of Management of the CEPU Communications Division (Western Australia)

- a) A Trustee of a superannuation entity or exempt public sector superannuation scheme;
- b) A Director of a company that is a Trustee of a superannuation entity or an exempt public sector superannuation scheme; and
- c) Where a criterion for the Office of a Trustee or Director is that the Office is an Officer of a registered organisation.

**4. Membership of the Branch**

As at the 31 March, 2009, the membership of the CEPU Communications Division (Western Australia) was 2017.

**5 Employees of the Branch:**

As at the 31 March 2009, the CEPU Communications Division (Western Australia) employed:-  
Three (3) Full Time Employees and One (1) Part Time employee

## 6 Branch Committee of Management

The Executive of the union is also the Committee of Management. As at the 31<sup>st</sup> March 2009 the members of the Committee of Management were:

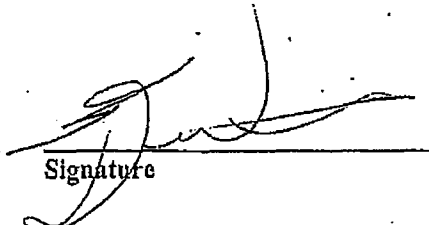
### Telecommunications & Information Technology Industry Section

• Gary John Carson	(Branch President)	01/04/2008 – 31/03/2009
• Alistair Paul McGrath	(Branch Vice President)	01/04/2008 – 31/03/2009
• Wayne Oscar Hamilton	(Committee of Management Member)	01/04/2008 – 31/03/2009
• John Edward Kus	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Peter John Noble	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Colleen Mary Noonan	(Committee of Management Members)	01/04/2008 – 31/03/2009
• John O'Donnell	(Committee of Management Members)	01/04/2008 – 31/03/2009

### Postal Industry Section

• Bryan David Watkins	(Branch Secretary)	01/04/2008 – 31/03/2009
• Barry McVee	(Assistant Branch Secretary)	01/04/2008 – 31/03/2009
• Anthony Lee	(Branch Vice President)	01/04/2008 – 31/03/2009
• Patricia Hargrave	(Branch Vice President Affirmative Action)	01/04/2008 – 31/03/09
• Allen Brown	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Andrew De Fremme	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Peter Lumme	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Andrew Mollatt	(Committee of Management Member)	01/04/2008 – 31/03/2009

Bryan Watkins  
Branch Secretary



Signature





# Fair Work Australia

Mr Bryan Watkins  
Secretary, Western Australian Communications Divisional Branch  
CEPU  
PO Box 8354, Perth Business Centre  
PERTH WA 6849



Dear Mr Watkins

**Re: Lodgement of Financial Statements and Accounts – CEPU Communications Division,  
Western Australian Branch – for year ending 31 March 2009 (FR2009/220)**

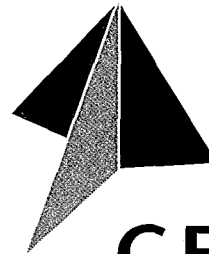
Thank you for lodging the Branch's Concise Financial Report for the above period, which was received by Fair Work Australia on 27 July 2009.

The full version of the financial report was not included in the documents lodged and remains outstanding. I write therefore to request that the full version be lodged at your earliest convenience. I will delay filing the concise report until the additional documents have been lodged.

Yours sincerely,

Stephen Kellett  
Statutory Services Branch

3 August 2009



**CEPU**

**COMMUNICATIONS  
ELECTRICAL  
PLUMBING  
UNION**

Ref G 5.0/001  
Maggie Di Re

Stephen Kellett  
Statutory Services Branch  
Fair Work Australia  
Level 8, 80 William Street  
EAST SYDNEY NSW 2011

**COMMUNICATIONS  
DIVISION  
Western Australia**

ABN 41 035 284 629

196 Lord Street  
PERTH 6000

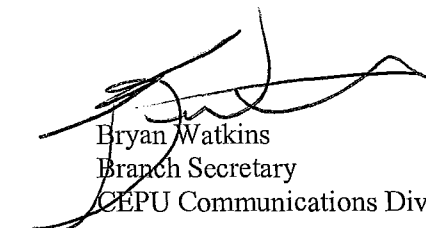
PO Box 8354  
Perth Business Centre  
PERTH 6849

PHONE: 08 9328 3222  
08 9227 9911  
FAX: 08 9227 9397

Dear Stephen,

Further to your letter of 3 August, please find enclosed copy of the Financial Statements and Concise Financial Report to 31 March 2009, being the full version of the financial report, as requested.

Yours sincerely

  
Bryan Watkins  
Branch Secretary  
CEPU Communications Division



100% recycled paper

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

COMMUNICATIONS ELECTRICAL PLUMBING UNION

COMMUNICATIONS DIVISION WA

FINANCIAL STATEMENTS

FOR THE YEAR ENDED  
31 MARCH 2009

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

CONTENTS PAGE

Certificate of Secretary .....	1
Committee of Management Statement .....	2
Income Statement.....	3
Balance Sheet.....	4
Statement of Changes in Equity .....	5
Cash Flow Statement.....	6
Notes to The Financial Statements.....	7
Disclaimer .....	13
Statement of Income and Expenditure .....	14
Independent Auditor's Report .....	15

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

CONTENTS PAGE

Certificate of Secretary .....	1
Committee of Management Statement.....	2
Income Statement.....	3
Balance Sheet.....	4
Statement of Changes in Equity .....	5
Cash Flow Statement.....	6
Notes to The Financial Statements.....	7
Disclaimer .....	13
Statement of Income and Expenditure .....	14
Independent Auditor's Report.....	15

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

CERTIFICATE OF SECRETARY

I, Bryan Watkins, being the officer responsible for keeping the accounting records of the Communications Electrical Plumbing Union, Communications Division WA Branch, certify that as at 31 March 2009 the number of financial members of the organisation was 2,017.

In my opinion,

1. The attached accounts show a true and fair view of the financial affairs of the organisation as at 31 March 2009 and the result of operations for the period then ended;
2. A register of members has, during the immediately preceding calendar year, been kept and maintained as required by section 230(1)(a) and section 230(2) of the Workplace Relations Act 1996;
3. A copy of the records required to be kept under sections of 230(1)(b), (c) and (d) of the Workplace relations Act 1996, have been provided to the Industrial Registry as required by section 233 of the Workplace Relations Act 1996.



B Watkins  
WA Branch Secretary

Date: 10/6/09

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA**

**COMMITTEE OF MANAGEMENT STATEMENT**

We, Gary Carson and Bryan Watkins, being two members of the Branch Committee of Management of the Communications Electrical Plumbing Union, Communications Division WA Branch, do state on behalf of the Branch Committee of Management and in accordance with a resolution passed on the      day of      2009 by the Branch Committee of Management, that:

1. The accompanying financial statements and notes comply with the Australian Accounting Standards;
2. The financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
3. 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;
4. 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
5. During the financial year to which the general purpose financial report relates and since the end of that year:
  - (a) Meetings of the committee of management were held in accordance with the rules of the organisation including the rules of the branch concerned; and,
  - (b) The financial affairs of the branch have been managed in accordance with the rules of the organisation including the rules of the branch concerned; and,
  - (c) The financial records of the branch have been kept and maintained in accordance with Schedule 1B of the workplace Relations Act 1996 (The RAO Schedule) and the Workplace Relations Regulation 2003 (The RAO Regulations); and,
  - (d) The information sought in any request of a member of the branch or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and,
  - (e) There has been compliance with any order for inspections of financial records made by the commission under section 273 of the RAO schedule.
  - (f) The Committee of Management resolve that the Concise Financial Report, Operating Report and Independent Audit Report for the year ended 31 March 2009 be distributed to members.

  
\_\_\_\_\_  
Gary Carson  
Branch President

  
\_\_\_\_\_  
Bryan Watkins  
Branch Secretary

Date: 12/6/09

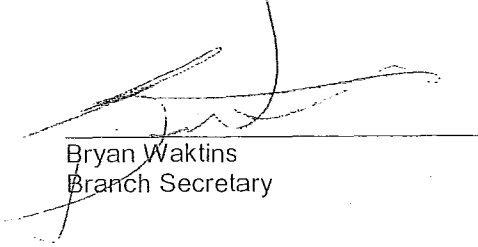
COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

COMMITTEE OF MANAGEMENT STATEMENT

We, Gary Carson and Bryan Watkins, being two members of the Branch Committee of Management of the Communications Electrical Plumbing Union, Communications Division WA Branch, do state on behalf of the Branch Committee of Management and in accordance with a resolution passed on the day of 2009 by the Branch Committee of Management, that:

1. The accompanying financial statements and notes comply with the Australian Accounting Standards;
2. The financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
3. 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;
4. 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
5. During the financial year to which the general purpose financial report relates and since the end of that year:
  - (a) Meetings of the committee of management were held in accordance with the rules of the organisation including the rules of the branch concerned; and,
  - (b) The financial affairs of the branch have been managed in accordance with the rules of the organisation including the rules of the branch concerned; and,
  - (c) The financial records of the branch have been kept and maintained in accordance with Schedule 1B of the workplace Relations Act 1996 (The RAO Schedule) and the Workplace Relations Regulation 2003 (The RAO Regulations); and,
  - (d) The information sought in any request of a member of the branch or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and,
  - (e) There has been compliance with any order for inspections of financial records made by the commission under section 273 of the RAO schedule.
  - (f) The Committee of Management resolve that the Concise Financial Report, Operating Report and Independent Audit Report for the year ended 31 March 2009 be distributed to members.

  
Gary Carson  
Branch President

  
Bryan Watkins  
Branch Secretary

Date: 1/9/09



COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

INCOME STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2009

	Note	2009 \$	2008 \$
Revenue	2	791,369	921,907
Administration		(98,322)	(85,858)
Employee costs		(502,428)	(459,093)
Divisional conference dues		(164,669)	(176,512)
Depreciation expense		(30,927)	(33,892)
Other expenses		<u>(71,183)</u>	<u>(58,364)</u>
Total net profit/(loss)	3	<u>(76,160)</u>	<u>108,188</u>

The accompanying notes form part of these financial statements

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA**

**BALANCE SHEET  
AS AT 31 MARCH 2009**

	Note	2009 \$	2008 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	4	1,082,503	1,148,227
Trade and other receivables	5	<u>8,079</u>	<u>10,877</u>
<b>TOTAL CURRENT ASSETS</b>		<u>1,090,582</u>	<u>1,159,104</u>
<b>NON-CURRENT ASSETS</b>			
Property, plant & equipment	6	<u>1,046,363</u>	<u>631,330</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u>1,046,363</u>	<u>631,330</u>
<b>TOTAL ASSETS</b>		<u>2,136,945</u>	<u>1,790,434</u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	7	42,443	38,738
Provisions	8	<u>284,357</u>	<u>311,351</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>326,800</u>	<u>350,089</u>
<b>TOTAL LIABILITIES</b>		<u>326,800</u>	<u>350,089</u>
<b>NET ASSETS</b>		<u>1,810,145</u>	<u>1,440,345</u>
<b>ACCUMULATED FUNDS</b>			
Opening accumulated funds		1,039,110	930,922
Asset revaluation reserve		847,195	401,235
Net profit for the year		<u>(76,160)</u>	<u>108,188</u>
<b>TOTAL ACCUMULATED FUNDS</b>		<u>1,810,145</u>	<u>1,440,345</u>

The accompanying notes form part of these financial statements

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA**

**BALANCE SHEET  
AS AT 31 MARCH 2009**

	Note	2009 \$	2008 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	4	1,082,503	1,148,227
Trade and other receivables	5	<u>8,079</u>	<u>10,877</u>
<b>TOTAL CURRENT ASSETS</b>		<u>1,090,582</u>	<u>1,159,104</u>
<b>NON-CURRENT ASSETS</b>			
Property, plant & equipment	6	<u>1,046,363</u>	<u>631,330</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u>1,046,363</u>	<u>631,330</u>
<b>TOTAL ASSETS</b>		<u>2,136,945</u>	<u>1,790,434</u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	7	42,443	38,738
Provisions	8	<u>284,357</u>	<u>311,351</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>326,800</u>	<u>350,089</u>
<b>TOTAL LIABILITIES</b>		<u>326,800</u>	<u>350,089</u>
<b>NET ASSETS</b>		<u>1,810,145</u>	<u>1,440,345</u>
<b>ACCUMULATED FUNDS</b>			
Opening accumulated funds		1,039,110	930,922
Asset revaluation reserve		847,195	401,235
Net profit for the year		<u>(76,160)</u>	<u>108,188</u>
<b>TOTAL ACCUMULATED FUNDS</b>		<u>1,810,145</u>	<u>1,440,345</u>

The accompanying notes form part of these financial statements

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2009

	2009 \$	2008 \$
Total equity at the beginning of the financial year	1,440,345	1,332,157
Profit/(loss) for the year	(76,160)	108,188
Increase in asset revaluation reserve	<u>445,960</u>	<u>-</u>
Total equity at the end of the financial year	<u>1,810,145</u>	<u>1,440,345</u>

The accompanying notes form part of these financial statements

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2009

	Note	2009 \$	2008 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from members and other		716,193	836,707
Payments to suppliers and employees		(859,892)	(900,567)
Interest received		77,975	76,325
Adjustment to opening retained earnings		-	(43,753)
<b>Net cash provided by/(used in) operating activities</b>	9	<u>(65,724)</u>	<u>(31,288)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Payments for motor vehicle		-	(64,931)
Proceeds from sale of motor vehicle		-	27,423
<b>Net cash provided by/(used in) investing activities</b>		<u>-</u>	<u>(37,508)</u>
Net decrease in cash held		(65,724)	(68,796)
Cash and cash equivalents at beginning of financial year		<u>1,148,227</u>	<u>1,217,023</u>
<b>Cash and cash equivalents at end of financial year</b>	9	<u>1,082,503</u>	<u>1,148,227</u>

The accompanying notes form part of these financial statements

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2009

	Note	2009 \$	2008 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from members and other		716,193	836,707
Payments to suppliers and employees		(859,892)	(900,567)
Interest received		77,975	76,325
Adjustment to opening retained earnings		-	(43,753)
<b>Net cash provided by/(used in) operating activities</b>	9	<b>(65,724)</b>	<b>(31,288)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Payments for motor vehicle		-	(64,931)
Proceeds from sale of motor vehicle		-	27,423
<b>Net cash provided by/(used in) investing activities</b>		<b>-</b>	<b>(37,508)</b>
Net decrease in cash held		(65,724)	(68,796)
Cash and cash equivalents at beginning of financial year		1,148,227	1,217,023
<b>Cash and cash equivalents at end of financial year</b>	9	<b>1,082,503</b>	<b>1,148,227</b>

The accompanying notes form part of these financial statements

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2009

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

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

The financial report of Communications Electrical Plumbing Union Communications Division WA (CEPU) complies with all Australian equivalents to International Financial Reporting Standards (A-IFRS) in their entirety.

The financial report has been prepared on an accruals basis. It is based on the historical costs and does not take into account changing money values with the exception of freehold land and building which is accounted for at fair value.

The accounting policies used in the preparation of the financial statements are appropriate for the needs of the members.

The accounting policies have been consistently applied unless otherwise stated.

**a. Branch Amalgamation**

On 1 April 2007 the CEPU Communications Division Postal and Telecommunications Branch and the CEPU Communications Division Telecommunications and Services Branch amalgamated to become CEPU Communications Division WA Branch.

**b. Income tax**

The CEPU Communications Division WA and the grants and funds administered by the council are exempt from tax by virtue of section 50-15 of the Income Tax Assessment Act 1997.

**c. Grant funding**

Grants unexpended at the end of the year are shown as unexpended grants in the liability section of the balance sheet.

**d. Revenue recognition**

Revenue is measured at the fair value of the consideration received or receivable.

**e. Goods and Services Tax (GST)**

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

**f. Cash and cash equivalents**

For the purpose of the statement of cash flows, the organisation considers cash to include cash on hand, at banks or financial institutions and on deposit.

**g. Trade and other receivables**

All trade and other receivables are recognised at the amounts receivable, as they are due for settlement no more than 30 days. Collectability of debtors is reviewed on an ongoing basis. Debts, which are known to be uncollectible.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2009

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont)

h. **Property, plant and equipment**

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

Property

Freehold land and buildings are shown at their fair value (being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction), based on a periodic, but at least triennial, valuations by external independent valuers, less subsequent depreciation for buildings.

Plant and equipment

Plant and equipment are measured at a cost basis less depreciation.

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

Depreciation

The depreciation amount of all fixed assets is calculated using the straight line basis over the estimated useful lives of the assets to the organisation commencing from the time the asset is ready for use.

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

<u>Class of fixed asset</u>	<u>Depreciation rate</u>
Buildings	2.5%
Plant and equipment	15-30%

i. **Trade and other payables**

These amounts represent liabilities for goods and services provided to the Organisation prior to the end of the financial year and which are unpaid. These amounts are unsecured and are usually paid within 30 days of recognition.

j. **Employee entitlements**

Provision is made for the organisation's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year, together with entitlements arising from wages and salaries and annual leave, which will be settled after one year have been measured at their nominal amount.

Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

Provision for employee entitlements have been measured to include salary on-costs including superannuation, payroll tax and workers compensation.

k. **Superannuation**

Contributions are made by the organisation to an employee superannuation fund and are charged as expenses when incurred.



COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2009

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont)

h. **Property, plant and equipment**

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

Property

Freehold land and buildings are shown at their fair value (being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction), based on a periodic, but at least triennial, valuations by external independent valuers, less subsequent depreciation for buildings.

Plant and equipment

Plant and equipment are measured at a cost basis less depreciation.

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

Depreciation

The depreciation amount of all fixed assets is calculated using the straight line basis over the estimated useful lives of the assets to the organisation commencing from the time the asset is ready for use.

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

<u>Class of fixed asset</u>	<u>Depreciation rate</u>
Buildings	2.5%
Plant and equipment	15-30%

i. **Trade and other payables**

These amounts represent liabilities for goods and services provided to the Organisation prior to the end of the financial year and which are unpaid. These amounts are unsecured and are usually paid within 30 days of recognition.

j. **Employee entitlements**

Provision is made for the organisation's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year, together with entitlements arising from wages and salaries and annual leave, which will be settled after one year have been measured at their nominal amount.

Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

Provision for employee entitlements have been measured to include salary on-costs including superannuation, payroll tax and workers compensation.

k. **Superannuation**

Contributions are made by the organisation to an employee superannuation fund and are charged as expenses when incurred.

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2009**

	2009 \$	2008 \$
<b>NOTE 2: REVENUE</b>		
<b>Revenue from operating activities</b>		
Subscriptions	708,829	801,209
Grants	2,362	2,486
Other	2,203	35,752
	<u>713,394</u>	<u>839,447</u>
<b>Revenue from non-operating activities</b>		
Interest received	77,975	76,325
Profit on sale of motor vehicle	-	6,135
	<u>77,975</u>	<u>82,460</u>
<b>Total revenue</b>	<u><u>791,369</u></u>	<u><u>921,907</u></u>
<b>NOTE 3: EXPENSES</b>		
Profit includes the following specific expenses:		
Affiliation fees	13,158	16,638
Depreciation of property, plant and equipment	30,927	33,892
Employee benefits to employees (other than holders of office)	176,170	91,572
Employee benefits to holders of office	234,625	229,966
Remuneration of auditor	20,500	12,114
<b>NOTE 4: CASH AND CASH EQUIVALENTS</b>		
Cash at bank	1,082,405	1,148,049
Cash on hand	98	178
	<u>1,082,503</u>	<u>1,148,227</u>
<b>NOTE 5: TRADE AND OTHER RECEIVABLES</b>		
<b>Current</b>		
Trade debtors	-	1,495
Membership in arrears	1,631	6,205
GST receivable	3,594	1,659
Prepayments	2,630	1,518
Accrued Interest	224	-
	<u>8,079</u>	<u>10,877</u>
<b>NOTE 6: NON-CURRENT ASSETS – PROPERTY, PLANT AND EQUIPMENT</b>		
Land and buildings – at valuation (i)	1,021,960	576,000
Less: accumulated depreciation	(23,341)	(14,596)
	<u>998,619</u>	<u>561,404</u>
Motor Vehicles – at cost	64,931	64,931
Less: accumulated depreciation	(21,029)	(4,796)
	<u>43,902</u>	<u>60,135</u>
Plant and equipment – at cost	77,153	118,833
Less: accumulated depreciation	(73,311)	(109,042)
	<u>3,842</u>	<u>9,791</u>
<b>Total property, plant and equipment</b>	<u><u>1,046,363</u></u>	<u><u>631,330</u></u>

(i) An independent valuation of the land and building was undertaken by an independent valuation firm National Property Valuers. They valued the land and building at \$1,000,000 on 27<sup>th</sup> January 2009. The valuation was based on sales data in an active market.

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2009**

**NOTE 6: NON-CURRENT ASSETS – PROPERTY, PLANT AND EQUIPMENT (cont)**

**a) Movement in carrying amounts**

	Land & buildings	Motor Vehicle	Plant and equipment	Total
Balance at the beginning of the year	561,404	60,135	9,791	631,330
Additions/Valuation	445,960	-	-	445,960
Disposals	-	-	-	-
Depreciation expense	(8,745)	(16,233)	(5,949)	(30,927)
Carrying amount at the end of the year	<u>998,619</u>	<u>43,902</u>	<u>3,842</u>	<u>1,046,363</u>

**2009  
\$**                      **2008  
\$**

**NOTE 7: TRADE AND OTHER PAYABLES**

**Current**

Trade creditors	6,104	6,086
Audit accrual	11,000	8,500
GST collected	5,019	7,596
PAYG tax	4,433	5,524
Accrued wages	-	4,225
Accrued superannuation	6,012	-
Social club	-	130
Memberships in advance	9,875	6,677
	<u>42,443</u>	<u>38,738</u>

**NOTE 8: PROVISIONS**

Provision for annual leave	55,560	67,819
Provision for sick leave	121,949	121,949
Provision for long service leave	106,848	121,583
	<u>284,357</u>	<u>311,351</u>

**NOTE 9: CASHFLOW INFORMATION**

**a) Reconciliation of cash**

Cash at the end of the financial year as shown in the cash flow statement is reconciled to the related items in the balance sheet as follows:

Cash at bank	1,082,405	1,148,049
Cash on hand	98	178
	<u>1,082,503</u>	<u>1,148,227</u>

**b) Reconciliation of profit from continuing operations to net cash flows from operating activities**

Profit/(loss) from continuing operations	(76,160)	108,188
Add non-cash items:		
Depreciation	30,927	33,892
Profit from sale of motor vehicle	-	(6,135)
Change in assets and liabilities		
(Increase)/decrease in receivables	2,798	(2,739)
Increase/(decrease) in trade payables and accruals	3,705	18,784
Increase/(decrease) in provisions	(26,994)	(139,525)
Adjustment to opening retained earnings	-	(43,753)
Net cash inflow/(outflow) from operations	<u>(65,724)</u>	<u>(31,288)</u>

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2009**

**NOTE 6: NON-CURRENT ASSETS – PROPERTY, PLANT AND EQUIPMENT (cont)**

**a) Movement in carrying amounts**

	Land & buildings	Motor Vehicle	Plant and equipment	Total
Balance at the beginning of the year	561,404	60,135	9,791	631,330
Additions/Valuation	445,960	-	-	445,960
Disposals	-	-	-	-
Depreciation expense	(8,745)	(16,233)	(5,949)	(30,927)
Carrying amount at the end of the year	<u>998,619</u>	<u>43,902</u>	<u>3,842</u>	<u>1,046,363</u>

2009  
\$

2008  
\$

**NOTE 7: TRADE AND OTHER PAYABLES**

**Current**

Trade creditors	6,104	6,086
Audit accrual	11,000	8,500
GST collected	5,019	7,596
PAYG tax	4,433	5,524
Accrued wages	-	4,225
Accrued superannuation	6,012	-
Social club	-	130
Memberships in advance	9,875	6,677
	<u>42,443</u>	<u>38,738</u>

**NOTE 8: PROVISIONS**

Provision for annual leave	55,560	67,819
Provision for sick leave	121,949	121,949
Provision for long service leave	106,848	121,583
	<u>284,357</u>	<u>311,351</u>

**NOTE 9: CASHFLOW INFORMATION**

**a) Reconciliation of cash**

Cash at the end of the financial year as shown in the cash flow statement is reconciled to the related items in the balance sheet as follows:

Cash at bank	1,082,405	1,148,049
Cash on hand	98	178
	<u>1,082,503</u>	<u>1,148,227</u>

**b) Reconciliation of profit from continuing operations to net cash flows from operating activities**

Profit/(loss) from continuing operations	(76,160)	108,188
Add non-cash items:		
Depreciation	30,927	33,892
Profit from sale of motor vehicle	-	(6,135)
Change in assets and liabilities		
(Increase)/decrease in receivables	2,798	(2,739)
Increase/(decrease) in trade payables and accruals	3,705	18,784
Increase/(decrease) in provisions	(26,994)	(139,525)
Adjustment to opening retained earnings	-	(43,753)
Net cash inflow/(outflow) from operations	<u>(65,724)</u>	<u>(31,288)</u>

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2009**

	2009 \$	2008 \$
<b>NOTE 10: REMUNERATION AND RETIREMENT BENEFITS</b>		
Remuneration of officers		
Remuneration received or receivable by all officers of the committee of management:	<u>234,625</u>	<u>229,966</u>

**NOTE 11: RELATED PARTY DISCLOSURE**

**Transactions with Divisional Office**

During the year the Branch paid 22.5% of gross member contributions received in cash to Divisional Office

	<u>164,669</u>	<u>176,512</u>
--	----------------	----------------

**NOTE 12: CONTINGENT LIABILITIES AND ASSETS**

At balance date there are no known contingent liabilities or assets that would have a material effect on the presentation of the annual financial statements.

**NOTE 13: GEOGRAPHICAL LOCATION**

The Union operates from 196 Lord Street, Perth in the State of Western Australia.

**NOTE 14: REMUNERATION OF AUDITORS**

Audit	11,500	12,114
Other service - Amalgamation	9,000	-
	<u>20,500</u>	<u>12,114</u>

**NOTE 15: SUBSEQUENT EVENTS**

No matters or circumstances have arisen since the end of financial period which significantly affected or may significantly affect the operations of the union.

**NOTE 16: SEGMENT REPORTING**

The Union operates predominantly in one business and geographical segment, in its capacity to provide services to members of the Union throughout Western Australia.

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA**

**NOTE 17: FINANCIAL INSTRUMENTS**

The CEPU's financial instruments consist of deposit with banks, trade and other payables, and trade and other receivables.

**(a). Interest Rate Risk**

The CEPU has cash reserves and the interest earned on these reserves will be effected by the movements in interest rates. A sensitivity analysis has been performed in the note.

**(b). Interest Rate Risk Exposures**

The CEPU's exposure to interest rate risk and the effective weighted average interest rate for classes of financial assets and liabilities is set out below.

	Weighted average interest rate	Floating interest rate	Non interest bearing	Total
2009	%	\$	\$	\$
<b>Financial assets</b>				
Cash and deposits		1,082,405	98	1,082,503
Trade and other receivables		-	8,079	8,079
		1,082,405	8,177	1,090,582
<b>Financial liabilities</b>				
Trade and other payables		-	42,443	42,443
		-	42,443	42,443
<b>2008</b>				
<b>Financial assets</b>				
Cash and deposits		1,148,049	178	1,148,227
Trade and other receivables		-	10,877	10,877
		1,148,049	11,055	1,159,104
<b>Financial liabilities</b>				
Trade and other payables		-	38,738	38,738
		-	38,738	38,738

**(c). Credit risk**

The maximum exposure to credit risk, excluding the value of any collateral or security, at balance date is the carrying amount of the financial assets disclosed in the balance sheet. There is no collateral or security held for those assets at 31 December 2008.

Credit risk arises from deposits with banks. Cash deposits are only made with Australian based banks.

**(d). Net Fair Values of Financial Assets and Liabilities**

Assets and liabilities included in the balance sheet are carried at amounts that approximate their fair values.

**(e). Liquidity risk**

The entity manages liquidity risk using budgets, and maintaining cash reserves.

Trade and other payables are expected to be paid within 60 days.

**Note 18: Australian Accounting Standards**

The Committee of management do not believe there is a material impact on the financial reporting requirements of the entity in relation to Australian Accounting Standards that have been issued but are not effective.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

**NOTE 17: FINANCIAL INSTRUMENTS**

The CEPU's financial instruments consist of deposit with banks, trade and other payables, and trade and other receivables.

**(a). Interest Rate Risk**

The CEPU has cash reserves and the interest earned on these reserves will be effected by the movements in interest rates. A sensitivity analysis has been performed in the note.

**(b). Interest Rate Risk Exposures**

The CEPU's exposure to interest rate risk and the effective weighted average interest rate for classes of financial assets and liabilities is set out below.

	Weighted average interest rate	Floating interest rate	Non interest bearing	Total
2009	%	\$	\$	\$
<b>Financial assets</b>				
Cash and deposits		1,082,405	98	1,082,503
Trade and other receivables		-	8,079	8,079
		1,082,405	8,177	1,090,582
<b>Financial liabilities</b>				
Trade and other payables		-	42,443	42,443
		-	42,443	42,443
<b>2008</b>				
<b>Financial assets</b>				
Cash and deposits		1,148,049	178	1,148,227
Trade and other receivables		-	10,877	10,877
		1,148,049	11,055	1,159,104
<b>Financial liabilities</b>				
Trade and other payables		-	38,738	38,738
		-	38,738	38,738

**(c). Credit risk**

The maximum exposure to credit risk, excluding the value of any collateral or security, at balance date is the carrying amount of the financial assets disclosed in the balance sheet. There is no collateral or security held for those assets at 31 December 2008.

Credit risk arises from deposits with banks. Cash deposits are only made with Australian based banks.

**(d). Net Fair Values of Financial Assets and Liabilities**

Assets and liabilities included in the balance sheet are carried at amounts that approximate their fair values.

**(e). Liquidity risk**

The entity manages liquidity risk using budgets, and maintaining cash reserves.

Trade and other payables are expected to be paid within 60 days.

**Note 18: Australian Accounting Standards**

The Committee of management do not believe there is a material impact on the financial reporting requirements of the entity in relation to Australian Accounting Standards that have been issued but are not effective.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

DISCLAIMER

TO THE AFFILIATED ORGANISATION  
OF THE CEPU COMMUNICATIONS DIVISION WA

The additional financial report data presented on pages 14 is in accordance with the books and records which have been subjected to the auditing procedures applied in our statutory audit for the year ended 31 March 2009. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy of reliability in respect of the data provided. Neither the firm nor any member of employee of the firm undertakes responsibility in any way whatsoever to any person (other than CEPU Communications Division WA), in respect of such data, including any errors or omissions therein however caused.

*mack & co*  
Mack & Co  
Chartered Accountants  
2nd Floor, 35 Havelock Street  
West Perth WA 6005

*N A Calder*  
N A Calder, Partner

*JUNE 22 2009*  
Date



COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 MARCH 2009

	2009 \$	2008 \$
<b>Income</b>		
Member subscriptions	708,829	801,209
Less:		
Divisional office portion of contributions	(164,669)	(176,512)
Members contributions attributable to WA branch	<u>544,160</u>	<u>624,697</u>
Interest	77,975	76,325
Profit on sale of assets	-	6,135
Other income	4,565	38,238
Total income	<u>626,700</u>	<u>745,395</u>
 <b>Expenditure</b>		
Affiliation fees	13,158	16,638
Audit fees	20,500	12,114
Bank charges	4,033	7,120
Committee	2,780	5,228
Computer expenses	3,556	3,067
Death benefit	1,500	1,000
Depreciation	30,928	33,892
Donations	8,000	7,775
Doubtful debts expense	3,807	-
Employee entitlement expenses	-	42,640
Employment expense	-	77
Equipment – purchase	52	3,055
Fringe benefits tax	6,069	208
General	6,534	2,866
General insurance	7,677	6,444
IR expenses	11,485	1,243
Konica rental	1,359	2,196
Membership/subscriptions	380	3,190
Motor vehicle	9,423	6,060
Office accommodation	11,839	11,593
Payroll commissions	6,694	6,948
Payroll tax	29,063	31,378
Postage & delivery	9,539	11,825
Printing & stationary	10,380	8,579
Rates & electricity	2,864	3,153
Repairs & maintenance	1,776	2,656
Salaries – administration	176,170	91,572
Salaries – officials	234,625	229,966
Staff amenities	1,783	353
Staff training	600	159
Superannuation	55,876	56,513
Telephone & fax	27,072	25,417
Travel	3,338	2,282
	<u>702,860</u>	<u>637,207</u>
Net profit/loss	<u>(76,160)</u>	<u>108,188</u>

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 MARCH 2009

	2009 \$	2008 \$
<b>Income</b>		
Member subscriptions	708,829	801,209
Less:		
Divisional office portion of contributions	(164,669)	(176,512)
Members contributions attributable to WA branch	<u>544,160</u>	<u>624,697</u>
Interest	77,975	76,325
Profit on sale of assets	-	6,135
Other income	4,565	38,238
Total income	<u>626,700</u>	<u>745,395</u>
<b>Expenditure</b>		
Affiliation fees	13,158	16,638
Audit fees	20,500	12,114
Bank charges	4,033	7,120
Committee	2,780	5,228
Computer expenses	3,556	3,067
Death benefit	1,500	1,000
Depreciation	30,928	33,892
Donations	8,000	7,775
Doubtful debts expense	3,807	-
Employee entitlement expenses	-	42,640
Employment expense	-	77
Equipment – purchase	52	3,055
Fringe benefits tax	6,069	208
General	6,534	2,866
General insurance	7,677	6,444
IR expenses	11,485	1,243
Konica rental	1,359	2,196
Membership/subscriptions	380	3,190
Motor vehicle	9,423	6,060
Office accommodation	11,839	11,593
Payroll commissions	6,694	6,948
Payroll tax	29,063	31,378
Postage & delivery	9,539	11,825
Printing & stationary	10,380	8,579
Rates & electricity	2,864	3,153
Repairs & maintenance	1,776	2,656
Salaries – administration	176,170	91,572
Salaries – officials	234,625	229,966
Staff amenities	1,783	353
Staff training	600	159
Superannuation	55,876	56,513
Telephone & fax	27,072	25,417
Travel	3,338	2,282
	<u>702,860</u>	<u>637,207</u>
Net profit/loss	<u>(76,160)</u>	<u>108,188</u>

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

**Report on the Financial Report**

We have audited the accompanying financial report being a general purpose financial report of Communications Electrical Plumbing Union Communications Division WA (CEPU) which comprises the balance sheet as at 31 March 2009 and the income statement, statement of changes in equity and statement of cash flows for the year ended 31 March 2009, a summary of significant accounting policies and other explanatory notes and the statement by the Executive Committee.

**Executive Committee's Responsibility for the Financial Report**

The Executive Committee of CEPU Communications Division WA is responsible for the preparation and fair presentation of the financial report and has determined that the accounting policies described in Note 1 to the financial statements are appropriate to meet the needs of the members. The Executive Committee's responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**Auditor's Responsibility**

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

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

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

**Independence**

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

**Auditor's Opinion**

The financial report of the Communications Electrical Plumbing Union Communications Division WA is in accordance with the Workplace Relations Act 1996 including:

- i) giving a true and fair view of the financial position of CEPU as at 31 March 2009 and its performance for the year ended on that date, and;
- ii) comply with International Financial Reporting Standards.

Mack & Co  
Mack & Co  
Chartered Accountants  
2nd Floor, 35 Havelock Street  
West Perth WA 6005

N A Calder  
N A Calder, Partner

JUNE 22 2009  
Date

**COMMUNICATIONS ELECTRICAL PLUMBING UNION**

**COMMUNICATIONS DIVISION WA**

**CONCISE FINANCIAL REPORT**

**FOR THE YEAR ENDED  
31 MARCH 2009**

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED  
31 MARCH 2009

The financial accounts of the Union have been audited in accordance with the provisions of the Workplace Relations Act, 1996 and the following concise financial report is provided for members in accordance with Section 272 (5) of the Workplace Relations Act, 1996 and prepared in accordance with Section 265 of the RAO Schedule.

A copy of the Auditor's Report, Accounts and Statements will be supplied free of charge to members on request.

Certificates required to be given under the Acts by the Secretary and the Committee of Management have been completed in accordance with the provisions of the Acts and contain no qualifications.

**Information to be provided to Members or Registrar**

In accordance with the requirements of Section 272(5) of the RAO Schedule, the attention of members is drawn to the provisions of Sections 272(1) to Section 272(3) of the RAO Schedule, which reads as, follows:

- (1) A member of the branch, or a Registrar, may apply to the branch for specified prescribed information in relation to the branch to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the branch.
- (3) The branch must comply with an application made under subsection (1).

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED  
31 MARCH 2009

The financial accounts of the Union have been audited in accordance with the provisions of the Workplace Relations Act, 1996 and the following concise financial report is provided for members in accordance with Section 272 (5) of the Workplace Relations Act, 1996 and prepared in accordance with Section 265 of the RAO Schedule.

A copy of the Auditor's Report, Accounts and Statements will be supplied free of charge to members on request.

Certificates required to be given under the Acts by the Secretary and the Committee of Management have been completed in accordance with the provisions of the Acts and contain no qualifications.

**Information to be provided to Members or Registrar**

In accordance with the requirements of Section 272(5) of the RAO Schedule, the attention of members is drawn to the provisions of Sections 272(1) to Section 272(3) of the RAO Schedule, which reads as, follows:

- (1) A member of the branch, or a Registrar, may apply to the branch for specified prescribed information in relation to the branch to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the branch.
- (3) The branch must comply with an application made under subsection (1).

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH**

**DISCUSSION AND ANALYSIS  
OF THE FINANCIAL STATEMENTS**

**INFORMATION ON COMMUNICATIONS ELECTRICAL PLUMBING UNION, COMMUNICATIONS  
DIVISION WA BRANCH CONCISE FINANCIAL REPORT**

The financial statements and disclosures in the concise financial report have been derived from the year ended 31 March 2009 Financial Report of the Communications Electrical Plumbing Union, Communications Division WA Branch.

A copy of the full financial report and auditors report will be sent to any member, free of charge, upon request.

The discussion and analysis is provided to assist members in understanding the concise financial report. The discussion and analysis is based on the Communications Electrical Plumbing Union, Communications Division WA Branch's financial statements and the information contained in the concise financial report has been derived from the full 2009 Financial Report of the Communications Electrical Plumbing Union, Communications Division WA Branch.

**Significant Event**

**Branch Amalgamation**

On 1 April 2007 the CEPU Communications Division Postal and Telecommunications Branch and the CEPU Communications Division Telecommunications and Services Branch amalgamated to become CEPU Communications Division WA Branch. No comparative figures are provided due to the consolidation.

**INCOME STATEMENT:**

Key points to note are:

- Membership numbers have remained comparable over the year, causing membership contribution income to remain constant in membership fees for certain members.
- Overall the Branch made a net loss of \$76,160 for the year which is largely due to redundancy expenses of approximately \$75,000.
- The union has continued to operate in the state of Western Australia throughout the whole of the 2008/09 financial year.

**BALANCE SHEET:**

**Assets**

- Cash at Bank of \$1,082,503 is held on hand and in term deposits generating approximately 5%.

**Liabilities**

- Current provisions relate to employee entitlements which is disclosed on the balance sheet for \$284,357.

**Equity**

- Total accumulated funds at year end have increased from last year, with a closing balance of \$1,810,145.

**CASHFLOW STATEMENT:**

**Cash flows from operating activities:**

- Cash at the end of the year is \$65,724 lower than last year, mainly due to an increase in outflows arising from payments to suppliers and employees.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

INCOME STATEMENT  
FOR YEAR ENDED 31 MARCH 2009

	Note	2009 \$	2008 \$
Revenue	2	791,369	921,907
Administration		(98,322)	(85,858)
Employee costs		(502,428)	(459,093)
Divisional conference dues		(164,669)	(176,512)
Depreciation expense		(30,927)	(33,892)
Other expenses		(71,183)	(58,364)
Total net profit		<u>(76,160)</u>	<u>108,188</u>

The accompanying notes form part of these financial statements



COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

INCOME STATEMENT  
FOR YEAR ENDED 31 MARCH 2009

	Note	2009 \$	2008 \$
Revenue	2	791,369	921,907
Administration		(98,322)	(85,858)
Employee costs		(502,428)	(459,093)
Divisional conference dues		(164,669)	(176,512)
Depreciation expense		(30,927)	(33,892)
Other expenses		(71,183)	(58,364)
Total net profit		<u>(76,160)</u>	<u>108,188</u>

The accompanying notes form part of these financial statements

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH**

**BALANCE SHEET  
AS AT 31 MARCH 2009**

	2009 \$	2008 \$
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	1,082,503	1,148,227
Trade and other receivables	8,079	10,877
<b>TOTAL CURRENT ASSETS</b>	<u>1,090,582</u>	<u>1,159,104</u>
<b>NON-CURRENT ASSETS</b>		
Property, plant & equipment	1,046,363	631,330
<b>TOTAL NON-CURRENT ASSETS</b>	<u>1,046,363</u>	<u>631,330</u>
<b>TOTAL ASSETS</b>	<u>2,136,945</u>	<u>1,790,434</u>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Trade and other payables	42,443	38,738
Provisions	284,357	311,351
<b>TOTAL CURRENT LIABILITIES</b>	<u>326,800</u>	<u>350,089</u>
<b>TOTAL LIABILITIES</b>	<u>326,800</u>	<u>350,089</u>
<b>NET ASSETS</b>	<u>1,810,145</u>	<u>1,440,345</u>
<b>ACCUMULATED FUNDS</b>		
Opening accumulated funds	1,039,110	930,922
Asset revaluation reserve	847,195	401,235
Net profit for the year	(76,160)	108,188
<b>TOTAL ACCUMULATED FUNDS</b>	<u>1,810,145</u>	<u>1,440,345</u>

The accompanying notes form part of these financial statements

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2009

	2009	2008
	\$	\$
Total equity at the beginning of the financial year	1,440,345	1332,157
Profit/(loss) for the year	(76,160)	108,188
Increase in asset revaluation reserve	445,960	-
Total equity at the end of the financial year	<u>1,810,145</u>	<u>1,440,345</u>

The accompanying notes form part of these financial statements

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2009

	2009 \$	2008 \$
Total equity at the beginning of the financial year	1,440,345	1332,157
Profit/(loss) for the year	(76,160)	108,188
Increase in asset revaluation reserve	445,960	-
Total equity at the end of the financial year	<u>1,810,145</u>	<u>1,1440,345</u>

The accompanying notes form part of these financial statements

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH**

**CASH FLOW STATEMENT  
FOR YEAR ENDED 31 MARCH 2009**

	Note	2009 \$	2008 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from members and other		716,416	836,707
Payments to suppliers and employees		(859,892)	(900,567)
Interest received		77,752	76,325
Adjustment to opening retained earnings		-	(43,753)
<b>Net cash provided by/(used in) operating activities</b>		<u>(65,724)</u>	<u>(31,288)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Payments for motor vehicle		-	(64,931)
Proceeds from sale of motor vehicle		-	27,423
<b>Net cash provided by/(used in) investing activities</b>		<u>-</u>	<u>(37,508)</u>
Net decrease in cash held		(65,724)	(68,796)
Cash and cash equivalents at beginning of financial year		<u>1,148,227</u>	<u>1,217,023</u>
<b>Cash and cash equivalents at end of financial year</b>		<u>1,082,503</u>	<u>1,148,227</u>

The accompanying notes form part of these financial statements

**COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH**

**NOTES TO THE CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2009**

**NOTE 1. BASIS OF PREPARATION OF THE CONCISE FINANCIAL REPORT**

The concise financial report has been prepared in accordance with the Workplace Relations Act 1996 and Accounting Standard AASB 1039: 'Concise Financial Reports'.

All amounts are presented in Australian dollars.

The financial statements, specific disclosures and other information included in the concise financial report are derived from and are consistent with the full financial report of the Communications Electrical Plumbing Union, Communications Division WA Branch for the year ended 31 March 2009. The concise financial report cannot be expected to provide as detailed understanding of the financial performance, financial position and financing and investing activities of Communications Electrical Plumbing Union, Communications Division WA Branch as the full financial report.

**International Financial Reporting Standards**

This general purpose financial report has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS), other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations and in accordance with the Workplace Relations Act 1996.

*Compliance with IFRS*

Australian Accounting Standards include Australian equivalents to International Financial Reporting Standards. Compliance with AIFRS ensures that the financial statements and notes of Communications Electrical Plumbing Union Communications Division Telecommunications and Services Branch comply with International Financial Reporting Standards (IFRS).

*Historical Cost Convention*

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of classes of freehold land and building.

**NOTE 2. REVENUE**

The main source of revenue of the branch is attributable to members' contributions.

	2009 \$	2008 \$
<b>Revenue from operating activities</b>		
Subscriptions	708,829	801,209
Grants	2,362	2,486
Other	2,203	35,752
	713,394	839,447
 <b>Revenue from non-operating activities</b>		
Interest received	77,975	76,325
Profit on sale of motor vehicle	-	6,135
	77,975	82,460
 Total revenue	791,369	921,907

**NOTE 3. SEGMENT REPORTING**

The Union operates predominantly in one business and geographical segment, in its capacity to provide services to members of the Union throughout Western Australia.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

NOTES TO THE CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2009

**NOTE 1. BASIS OF PREPARATION OF THE CONCISE FINANCIAL REPORT**

The concise financial report has been prepared in accordance with the Workplace Relations Act 1996 and Accounting Standard AASB 1039: 'Concise Financial Reports'.

All amounts are presented in Australian dollars.

The financial statements, specific disclosures and other information included in the concise financial report are derived from and are consistent with the full financial report of the Communications Electrical Plumbing Union, Communications Division WA Branch for the year ended 31 March 2009. The concise financial report cannot be expected to provide as detailed understanding of the financial performance, financial position and financing and investing activities of Communications Electrical Plumbing Union, Communications Division WA Branch as the full financial report.

**International Financial Reporting Standards**

This general purpose financial report has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS), other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations and in accordance with the Workplace Relations Act 1996.

*Compliance with IFRS*

Australian Accounting Standards include Australian equivalents to International Financial Reporting Standards. Compliance with AIFRS ensures that the financial statements and notes of Communications Electrical Plumbing Union Communications Division Telecommunications and Services Branch comply with International Financial Reporting Standards (IFRS).

*Historical Cost Convention*

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of classes of freehold land and building.

**NOTE 2. REVENUE**

The main source of revenue of the branch is attributable to members' contributions.

	2009 \$	2008 \$
<b>Revenue from operating activities</b>		
Subscriptions	708,829	801,209
Grants	2,362	2,486
Other	2,203	35,752
	<u>713,394</u>	<u>839,447</u>
<b>Revenue from non-operating activities</b>		
Interest received	77,975	76,325
Profit on sale of motor vehicle	-	6,135
	<u>77,975</u>	<u>82,460</u>
<b>Total revenue</b>	<u>791,369</u>	<u>921,907</u>

**NOTE 3. SEGMENT REPORTING**

The Union operates predominantly in one business and geographical segment, in its capacity to provide services to members of the Union throughout Western Australia.

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH  
NOTES TO THE CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2009 (CONT)

**NOTE 4. CAPITAL COMMITMENTS**

At the date of signing this report there are no known outstanding capital commitments.

**NOTE 5. CONTINGENT LIABILITIES AND ASSETS**

At the date of signing this report there are no known contingent liabilities that would have a material effect on the presentation of the annual financial statements.

**NOTE 6. GEOGRAPHICAL LOCATIONS**

The Union operates from 196 Lord Street, Perth in the State of Western Australia.



COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

STATEMENT OF THE COMMITTEE OF MANAGEMENT


The committee of management declare that in their opinion the concise financial report of the Communications Electrical Plumbing Union, Communications Division WA Branch for the year ended 31 March 2009 as set out on pages 3 to 9 complies with Australian Accounting Standard AASB 1039: *Concise Financial Reports* and the requirements of the Workplace Relations Act 1996.


The financial statements and specific disclosures included in this concise financial report have been derived from the full financial report for the year ended 31 March 2009.

The concise financial report cannot be expected to provide as full an understanding of the financial performance, financial position and cash flows of the branch as the full financial report, which as indicated on page 1 is available on request.

The Committee of Management resolve that the Concise Financial Report, Operating Report and independent audit report for the year ended 31 March 2009 be distributed to members.

Signed on behalf of the Committee of Management

  
\_\_\_\_\_  
Gary Carson  
Date: 10/6/09

  
\_\_\_\_\_  
Bryan Watkins  
Date: 10/6/09

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH

STATEMENT OF THE COMMITTEE OF MANAGEMENT


The committee of management declare that in their opinion the concise financial report of the Communications Electrical Plumbing Union, Communications Division WA Branch for the year ended 31 March 2009 as set out on pages 3 to 9 complies with Australian Accounting Standard AASB 1039: *Concise Financial Reports* and the requirements of the Workplace Relations Act 1996.

The financial statements and specific disclosures included in this concise financial report have been derived from the full financial report for the year ended 31 March 2009.


The concise financial report cannot be expected to provide as full an understanding of the financial performance, financial position and cash flows of the branch as the full financial report, which as indicated on page 1 is available on request.

The Committee of Management resolve that the Concise Financial Report, Operating Report and independent audit report for the year ended 31 March 2009 be distributed to members.

Signed on behalf of the Committee of Management

  
\_\_\_\_\_  
Gary Carson

10/6/09  
Date:

  
\_\_\_\_\_  
Bryan Watkins

Date: 10/6/09

COMMUNICATIONS ELECTRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA BRANCH  
INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF COMMUNICATIONS ELETRICAL PLUMBING UNION  
COMMUNICATIONS DIVISION WA

The accompanying concise financial report of Communications Electrical Plumbing Union Communications Division WA (CEPU) comprises the balance sheet as at 31 March 2009, income statement, statement of changes in equity and statement of cash flows for the year ended and related notes, derived from the audited financial report of CEPU Communications Division WA for the year ended 31 March 2009, and the discussion and analysis. The concise financial report does not contain all the disclosures required by the Australian Accounting Standards.

**Executive Committee's Responsibility for the Financial Report**

The Executive Committee of CEPU Communications Division WA is responsible for the preparation and presentation of the concise financial report in accordance with Accounting Standard AASB 1039: *Concise Financial reports* (included the Australian Accounting Interpretations), statutory and other requirements. The Executive Committee's responsibility also includes establishing and maintaining internal control relevant to the preparation and presentation of the concise financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**Auditor's Responsibility**

Our responsibility is to express an opinion on the concise financial report based on our audit. We have conducted an independent audit, in accordance with Australian Auditing Standards, of the financial report of CEPU Communications Division WA for the year ended 31 March 2009. Our audit report on the financial report for the year was signed on 27/11/2009 and was not subject to any modification. The Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

Our procedures in respect of the concise report included testing that the information in the concise financial report is derived from, and is consistent with, the financial report for the year, and examination on a test basis, of evidence supporting the amounts, discussion and analysis, and other disclosures which were not directly derived from the financial report for the year. These procedures have been undertaken to form an opinion whether, in all material respects, the concise financial report complies with Accounting Standards AASB 1039: *Concise Financial Reports* and whether the discussion and analysis complies with the requirements laid down in AASB 1039: *Concise Financial Reports*.

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

**Independence**

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

**Auditor's Opinion**

In our opinion, the concise financial report including the discussion and analysis of CEPU Communications Division WA for the year ended 31 March 2009 complies with the Accounting Standard AASB 1039: *Concise Financial Reports*.

Mack & Co  
Mack & Co  
Chartered Accountants  
2nd Floor, 35 Havelock Street  
West Perth WA 6005

N A Calder  
N A Calder, Partner

27/11/2009  
Date

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

**Communications Division WESTERN AUSTRALIA**

**BRANCH COMMITTEE OF MANAGEMENT OPERATING REPORT**

This Operating Report records the activities of the Branch Committee of Management for the Western Australian Branch of the CEPU Communications Division for the financial year ended 31 March 2009; 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 decision;
- 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;
- 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:**

To the best of our knowledge and belief no Officer of the Branch is, by virtue of their Office on the Branch Committee of Management of the CEPU Communications Division (Western Australia)

- a) A Trustee of a superannuation entity or exempt public sector superannuation scheme;
- b) A Director of a company that is a Trustee of a superannuation entity or an exempt public sector superannuation scheme; and
- c) Where a criterion for the Office of a Trustee or Director is that the Office is an Officer of a registered organisation.

**4. Membership of the Branch**

As at the 31 March, 2009, the membership of the CEPU Communications Division (Western Australia) was 2017.

**5 Employees of the Branch:**

As at the 31 March 2009, the CEPU Communications Division (Western Australia) employed:-  
Three (3) Full Time Employees and One (1) Part Time employee

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

**Communications Division WESTERN AUSTRALIA**

**BRANCH COMMITTEE OF MANAGEMENT OPERATING REPORT**

This Operating Report records the activities of the Branch Committee of Management for the Western Australian Branch of the CEPU Communications Division for the financial year ended 31 March 2009; 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 decision;
- 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;
- 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:**

To the best of our knowledge and belief no Officer of the Branch is, by virtue of their Office on the Branch Committee of Management of the CEPU Communications Division (Western Australia)

- a) A Trustee of a superannuation entity or exempt public sector superannuation scheme;
- b) A Director of a company that is a Trustee of a superannuation entity or an exempt public sector superannuation scheme; and
- c) Where a criterion for the Office of a Trustee or Director is that the Office is an Officer of a registered organisation.

**4. Membership of the Branch**

As at the 31 March, 2009, the membership of the CEPU Communications Division (Western Australia) was 2017.

**5 Employees of the Branch:**

As at the 31 March 2009, the CEPU Communications Division (Western Australia) employed:-  
Three (3) Full Time Employees and One (1) Part Time employee

## 6 Branch Committee of Management

The Executive of the union is also the Committee of Management. As at the 31<sup>st</sup> March 2009 the members of the Committee of Management were:


### Telecommunications & Information Technology Industry Section

• Gary John Carson	(Branch President)	01/04/2008 – 31/03/2009
• Alistair Paul McGrath	(Branch Vice President)	01/04/2008 – 31/03/2009
• Wayne Oscar Hamilton	(Committee of Management Member)	01/04/2008 – 31/03/2009
• John Edward Kus	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Peter John Noble	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Colleen Mary Noonan	(Committee of Management Members)	01/04/2008 – 31/03/2009
• John O'Donnell	(Committee of Management Members)	01/04/2008 – 31/03/2009

### Postal Industry Section

• Bryan David Watkins	(Branch Secretary)	01/04/2008 – 31/03/2009
• Barry McVee	(Assistant Branch Secretary)	01/04/2008 – 31/03/2009
• Anthony Lee	(Branch Vice President)	01/04/2008 – 31/03/2009
• Patricia Hargrave	(Branch Vice President Affirmative Action)	01/04/2008 – 31/03/09
• Allen Brown	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Andrew De Frenne	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Peter Lumme	(Committee of Management Member)	01/04/2008 – 31/03/2009
• Andrew Mollatt	(Committee of Management Member)	01/04/2008 – 31/03/2009

Bryan Watkins  
Branch Secretary



Signature

Mr Nick Calder  
Partner  
Mack & Co

Dear Sir

This representation letter is provided in connection with your audit of the financial report of Communications Electrical Plumbing Union Communications Division WA (CEPU) for the year ended 31 March 2009. We recognise that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the financial report gives a true and fair view of the financial position of the union as of 31 March 2009 and of its financial performance for the year then ended in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia and, when appropriate, relevant statutory and other requirements e.g. Workplace Relations Act 1996.

We understand the purpose of your audit is to express an opinion on our financial report in accordance with Australian Auditing Standards. We understand the audit involved an examination of the accounting system, internal control and related data, to the extent you considered necessary in the circumstances, and is not designed to identify - nor necessarily be expected to disclose - fraud, shortages, errors and other irregularities, should any exist.

Accordingly, we make the following representations, which are true to the best of our knowledge and belief:

**A. Financial Report and Financial Records**

1. We acknowledge our responsibility for the fair presentation of the financial report. We believe the financial report referred to above gives a true and fair view of the financial position and financial performance of the union in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia and, when appropriate, relevant statutory and other requirements including the Workplace Relations Act 1996 and is free of material misstatements, including omissions. We have approved the financial report.
2. The significant accounting policies adopted in the preparation of the financial report are appropriately described in the financial report.
3. Each element of the financial report is properly classified, described and disclosed in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia and, when appropriate, relevant statutory and other requirements including the Workplace Relations Act 1996.
4. We believe the entity has a system of internal controls adequate to permit the preparation of an accurate financial report in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia and, when appropriate, relevant statutory and other requirements including the Workplace Relations Act 1996.

Mr Nick Calder  
Partner  
Mack & Co

Dear Sir

This representation letter is provided in connection with your audit of the financial report of Communications Electrical Plumbing Union Communications Division WA (CEPU) for the year ended 31 March 2009. We recognise that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the financial report gives a true and fair view of the financial position of the union as of 31 March 2009 and of its financial performance for the year then ended in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia and, when appropriate, relevant statutory and other requirements e.g. Workplace Relations Act 1996.

We understand the purpose of your audit is to express an opinion on our financial report in accordance with Australian Auditing Standards. We understand the audit involved an examination of the accounting system, internal control and related data, to the extent you considered necessary in the circumstances, and is not designed to identify - nor necessarily be expected to disclose - fraud, shortages, errors and other irregularities, should any exist.

Accordingly, we make the following representations, which are true to the best of our knowledge and belief:

**A. Financial Report and Financial Records**

1. We acknowledge our responsibility for the fair presentation of the financial report. We believe the financial report referred to above gives a true and fair view of the financial position and financial performance of the union in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia and, when appropriate, relevant statutory and other requirements including the Workplace Relations Act 1996 and is free of material misstatements, including omissions. We have approved the financial report.
2. The significant accounting policies adopted in the preparation of the financial report are appropriately described in the financial report.
3. Each element of the financial report is properly classified, described and disclosed in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia and, when appropriate, relevant statutory and other requirements including the Workplace Relations Act 1996.
4. We believe the entity has a system of internal controls adequate to permit the preparation of an accurate financial report in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia and, when appropriate, relevant statutory and other requirements including the Workplace Relations Act 1996.



5. The financial records of the entity have been kept so as to be sufficient to enable a financial report to be prepared and audited, and other records and registers required by the Workplace Relations Act 1996 has been properly kept and are up-to-date.

**B. Fraud and Error**

1. We acknowledge we are responsible for the design and implementation of internal controls to prevent and detect fraud and error.
2. We have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.
3. We have no knowledge of any fraud or suspected fraud involving management or other employees who have a significant role in the entity's internal controls over financial reporting. In addition, we have no knowledge of any fraud or suspected fraud involving other employees in which the fraud could have a material effect on the financial report. We have no knowledge of any allegations of financial improprieties, including fraud or suspected fraud, (regardless of the source or form and including without limitation, any allegations by "whistleblowers") which could result in a misstatement of the financial report or otherwise affect the financial reporting of the entity.
4. There are no unadjusted audit differences identified during the current audit and pertaining to the latest period presented.

**C. Compliance with Laws and Regulations**

1. We have disclosed to you all known actual or possible non-compliance with laws and regulations whose effects should be considered when preparing the financial report.
2. There has been no non-compliance with requirements of regulatory authorities that could have a material effect on the financial report in the event of non-compliance.
3. We have brought to your attention any Class Orders the entity has applied for relief during the period under the Workplace Relations Act 1996.

**D. Completeness of Information**

1. We have made available to you all financial records and related data and all minutes of the meetings of branch committees (or summaries of actions of recent meetings for which minutes have not yet been prepared) held through the period.
2. There are no material transactions that have not been properly recorded in the accounting records underlying the financial report.
3. We have brought all uncorrected misstatements to your attention.

**E. Recognition, Measurement and Disclosure**

1. We believe that the significant assumptions underlying the fair value measurements and disclosures used in the preparation of the financial report are reasonable and appropriate in the circumstances. These assumptions reflect our intent and ability to carry out specify courses of action on behalf of the entity.

2. We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial report.
3. We have disclosed to you, and the entity has complied with, all aspects of contractual agreements that could have a material effect on the financial report in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.

**F. Ownership and Carrying Value of Assets**

1. Except for assets capitalized under finance leases, the entity has satisfactory title to all assets appearing in the balance sheet, and there are no liens or encumbrances on the entity's assets, nor has any asset been pledged as collateral. All assets to which the entity has satisfactory title appear in the balance sheet.
2. There are no formal or informal compensating balance arrangements with any of our cash and investment accounts.
3. We have considered the requirements of AASB 136 – Impairment of Assets when assessing the carrying values of current and non-current assets and in ensuring that no assets are stated in excess of their recoverable amount.
4. Adequate provision has been made for adjustments and losses in collection of receivables.
5. Allowances for depreciation have been adjusted for items of property, plant and equipment that have been abandoned or are otherwise unusable.

**G. Liabilities and Contingencies**

1. All material liabilities and contingencies, including those associated with guarantees and those arising under derivative financial instruments, whether written or oral, have been disclosed to you and are appropriately reflected in the financial report.
2. We have informed you of all outstanding and possible claims, whether or not they have been discussed with legal counsel.
3. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent.

**H. Purchase and Sales Commitments and Sales Terms**

1. Losses arising from purchase and sales commitments have been properly recorded and adequately disclosed in the financial report.
2. At the period end, the entity had no unusual commitments or contractual obligations of any sort which were not in the ordinary course of business and which might have an adverse effect upon the entity (e.g., contracts or purchase agreements above market price; repurchase or other agreements not in the ordinary course of business; material commitments for the purchase of property, plant and equipment; significant foreign exchange commitments; open balances on letters of credit; purchase commitments for inventory quantities in excess of normal requirements or at prices in excess of the prevailing market prices; losses from fulfilment of, or inability to fulfil, sales commitments, etc.).

2. We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial report.
3. We have disclosed to you, and the entity has complied with, all aspects of contractual agreements that could have a material effect on the financial report in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.

**F. Ownership and Carrying Value of Assets**

1. Except for assets capitalized under finance leases, the entity has satisfactory title to all assets appearing in the balance sheet, and there are no liens or encumbrances on the entity's assets, nor has any asset been pledged as collateral. All assets to which the entity has satisfactory title appear in the balance sheet.
2. There are no formal or informal compensating balance arrangements with any of our cash and investment accounts.
3. We have considered the requirements of AASB 136 – Impairment of Assets when assessing the carrying values of current and non-current assets and in ensuring that no assets are stated in excess of their recoverable amount.
4. Adequate provision has been made for adjustments and losses in collection of receivables.
5. Allowances for depreciation have been adjusted for items of property, plant and equipment that have been abandoned or are otherwise unusable.

**G. Liabilities and Contingencies**

1. All material liabilities and contingencies, including those associated with guarantees and those arising under derivative financial instruments, whether written or oral, have been disclosed to you and are appropriately reflected in the financial report.
2. We have informed you of all outstanding and possible claims, whether or not they have been discussed with legal counsel.
3. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent.

**H. Purchase and Sales Commitments and Sales Terms**

1. Losses arising from purchase and sales commitments have been properly recorded and adequately disclosed in the financial report.
2. At the period end, the entity had no unusual commitments or contractual obligations of any sort which were not in the ordinary course of business and which might have an adverse effect upon the entity (e.g., contracts or purchase agreements above market price; repurchase or other agreements not in the ordinary course of business; material commitments for the purchase of property, plant and equipment; significant foreign exchange commitments; open balances on letters of credit; purchase commitments for inventory quantities in excess of normal requirements or at prices in excess of the prevailing market prices; losses from fulfilment of, or inability to fulfil, sales commitments, etc.).

3. All material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, such as investments or intangibles have been disclosed in the financial report.
4. We have provided you with all agreements regarding sales to distributors and resellers. These agreements represent the entire arrangements and are not supplemented by other agreements either written or oral.

**I. Taxation**

1. Adequate amounts have been accrued for all local and foreign taxes on income including amounts applicable to prior periods not finally settled and paid. Deferred income tax has been accounted for with respect to AASB 112 Income Taxes. The realisation of a deferred tax asset can be regarded as being probable.

**J. Independence**

1. We are not aware of any act or omission on the part of the entity that does or may impact on your ability to comply with your independence obligations as auditor of the entity. We have brought to your attention any items which we consider may affect your ability to remain independent of the entity and we will continue to work with you to maintain the independence of the audit relationship.

**K. Subsequent Events**

1. There have been no events subsequent to period end which require adjustment of or disclosure in the financial report or notes thereto.

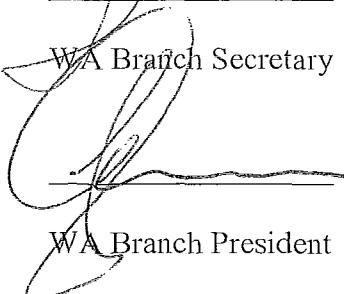
**L. Going Concern**

In the branch committees' opinion, there are reasonable grounds to believe that the union can continue as a going concern. No adjustments have been made to the financial statements relating to the recoverability and classification of recorded asset amounts and classification of liabilities that might be necessary should the union not continue as a going concern.

Yours faithfully



WA Branch Secretary



WA Branch President

10/6/09  
DATE:

10/6/09  
DATE:



# Fair Work Australia

Mr Bryan Watkins  
Secretary, Western Australian Communications Divisional Branch  
CEPU  
PO Box 8354, Perth Business Centre  
PERTH WA 6849



Dear Mr Watkins

**Re: Lodgement of Financial Statements and Accounts – CEPU Communications Division,  
Western Australian Branch – for year ending 31 March 2009 (FR2009/220)**

Thank you for lodging the documents including the Branch's Full Financial Report for the above period. The documents were received by Fair Work Australia on 12 August 2009 and have been added to the documents previously lodged.

The documents have now been filed.

Yours sincerely,

Stephen Kellett  
Statutory Services Branch

20 August 2009