Australian Government



Australian Industrial Registry

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

Mr Tom Roberts National Legal Officer, Construction and General Division Construction, Forestry, Mining and Energy Union PO Box Q235 Queen Victoria Building Post Office SYDNEY NSW 1230

Dear Mr Roberts

Re: Lodgement of Financial Statements and Accounts – Construction and General Division, New South Wales Divisional Branch – for year ending 31 December 2006 (FR2006/568)

I refer to the abovementioned financial statements and accounts which were lodged in the Registry on 19 June 2007.

The legislative requirements in respect of the above financial report having been met, the documents have been filed.

Yours sincerely,

Statutory Services Branch

4 August 2008

FR 2006/568



TR/nd.returns

CONSTRUCTION

FORESTRY

MINING

ENERGY

UNION

CONSTRUCTION & GENERAL DIVISION ABN 46 243 168 565

DAVE NOONAN National Secretary

FEDERAL OFFICE LEVEL 12 276 PITT STREET SYDNEY NSW 2000

PO BOX Q235 QUEEN VICTORIA BLDG POST OFFICE SYDNEY NSW 1230

PH: (02) 8524 5800 FAX: (02) 8524 5801 WEB: www.cfmeu.asn.au/construction EMAIL: queries@fed.cfmeu.asn.au Industrial Registrar Australian Industrial Registry Level 8 80 William Street SYDNEY NSW 2011

Dear Sir/Madam,

18th June, 2007

Re: Financial Returns

Please find enclosed herewith the financial returns of the Construction Forestry Mining and Energy Union, Construction & General Division, New South Wales Divisional Branch, for the year ending 31st December, 2006.

Please confirm receipt at your earliest convenience.

Yours faithfully,

Von Nobert.

TOM ROBERTS National Legal Officer

Encl.



Certificate of Secretary or other Authorised Officer

s268 of Schedule 1B Workplace Relations Act 1996

I Andrew Ferguson being the Secretary of the Construction Forestry Mining & Energy Union Construction and General Division New South Wales Divisional Branch certify:

- that the documents lodged herewith are copies of the full report, referred to in s268 of the RAO Schedule; and
- that the full report, was provided to members on 1st May 2007; and
- that the full report was presented to a meeting of the committee of management]of the reporting unit on 25th May 2007in accordance with section 266 of the RAO Schedule.

Andrew Ferguson

Date: 25/5/07

CONSTRUCTION FORESTRY MINING AND ENERGY UNION CONSTRUCTION AND GENERAL DIVISION NEW SOUTH WALES DIVISIONAL BRANCH

FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2006

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OPERATING REPORT

The Committee of Management of the Construction, Forestry, Mining and Energy Union Construction and General Division, New South Wales Divisional Branch ("the Union") present their Operating Report on the Union for the year ended 31 December 2006.

Committee of Management

The names of Committee of Management in office at any time during the year are:

Name	Position	Period of Appointment	Name	Position	Period of Appointment
Mr Peter McClelland Mr Andrew Ferguson Mr Brian Parker Mr Peter Zaboyak Mr R Archer Mr R Board Mr M Barrios Mr N Botic Mr C Brokenborough Mr W Docherty Mr G Flynn Mr P Fullerton	Division President Division Secretary Assistant Secretary Assistant Secretary COM Member COM Member COM Member COM Member COM Member COM Member COM Member	1/1/06 - 31/12/06 1/1/06 - 31/12/06 1/1/06 - 31/12/06 1/1/06 - 31/12/06 21/6/06 - 31/12/06 1/1/06 - 31/12/06 1/1/06 - 31/12/06 1/1/06 - 31/12/06 1/1/06 - 31/12/06 1/1/06 - 31/12/06 1/1/06 - 31/12/06	Mr T Grover Mr B Hemsworth Mr G Ioannou Mr M Jones Mr L Lawson Mr J Magee Mr C Matai Mr M McBride Mr D McNamara Mr D McNamara Mr D Pilarinos Mr J Pineiro	COM Member COM Member COM Member COM Member COM Member COM Member COM Member COM Member COM Member COM Member	1/1/06 - 31/12/06 1/1/06 - 31/12/06
Mr B Gay Mr P Genovese Mr D Greenfield Mr D Giffin	COM Member COM Member COM Member COM Member	1/1/06 – 31/12/06 1/1/06 – 31/12/06 1/1/06 – 31/12/06 1/1/06 – 9/2/06	Mr G Preston Mr L Quill Mr C Sgroi Mr A Zdrilic	COM Member COM Member COM Member COM Member	1/1/06: 31/12/06 1/1/06: 31/12/06 1/1/06: 31/12/06 1/1/06: 31/12/06

Principal Activities

The principal activities of the Union during the year were:-

- The negotiation of enterprise bargaining agreements and project agreements to improve wage rates and conditions of employment for members.
- The election and training of workplace Union delegates to strengthen workers rights.
- The systematic checking of sites by Union organisers to maintain and improve workplace safety.
- The recruitment of members to the Union to increase Union strength.
- The training of Union officials and staff to better equip the Union to effectively represent and organise workers.
- The audit of employers to ensure compliance with agreement, award and statutory obligations.
- Assistance to workers and sub-contract companies unpaid when contractors go bust.
- Representation and assistance to injured workers to assist them in respect of workers compensation and return to work.

OPERATING REPORT (Continued)

Principal Activities (Continued)

- Representation and assistance to members unfairly sacked and victimised.
- The variation of awards to enhance the rights and entitlements of workers.
- Involvement in the broader trade union movement to strengthen trade union unity and influence:
- Media and other communications to our members and the broader community on issues affecting the rank and file to improve worker and community understanding of the role and relevance of the CFMEU and trade unionism.
- International Trade Union unity.
- Campaigns against unjust and repressive labour laws introduced by the Federal Liberal Government.

Results of Activities

The result for the year was a loss of \$1,441,262 (2005: Loss of \$7,000,525). The biggest impact upon the result was the reduction in membership contributions.

Membership contributions in the current year amounted to \$5,824,394 being a \$1,622,819 decrease on last year. This is a consequence of a dramatic decline in construction industry activity in NSW.

Significant Changes in Nature of Activities

There were no significant changes in the nature of activities of the Union during the year.

Significant Changes in Financial Affairs

Significant changes in the financial affairs of the Union include:

- A large operating loss of \$1,441,262 as noted above; and
- The net equity of the Union has correspondingly fallen from \$3,533,332 to \$2,092,968.

Membership of the Union

There were 23,259 active members of the Union as at 31 December 2006 (2005: 28,949).

OPERATING REPORT (Continued)

Rights of Members to Resign

All members of the Union have the right to resign in accordance with Rule 11 of the Union Rules (and section 174 of the RAO Schedule).

Employees of the Union

As at 31 December 2006 the Union employed 75 full time and 7 part time employees (2005: 87 full time and 5 part time employees).

Superannuation Trustees

Mr A Ferguson is the Secretary of the Union and holds an alternate directorship on the Board of United Super Pty Ltd, which acts as Trustee of C Bus.

No officer or member of the Union acts as a trustee of a superannuation entity or an exempt public sector superannuation scheme; or as a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme.

Signed on behalf of the Committee of Management by:

andro Neuros

Andrew Ferguson DIVISIONAL BRANCH SECRETARY

Dated this 30th day of April 2007.

COMMITTEE OF MANAGEMENT STATEMENT

On 27th April, 2007 the Committee of Management of Construction, Forestry, Mining and Energy Union (New South Wales Branch) Construction and General Division ("The Union"), passed the following resolution in relation to the general purpose financial report (GPFR) of the Union, for the financial year ended 31 December 2006:

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

- (a) the financial statements and notes comply with Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the Union for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the Union will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the GPFR relates and since the end of that year:-
 - (i) meetings of the Committee of Management were held in accordance with the rules of the Union;
 - (ii) the financial affairs of the Union have been managed in accordance with the rules of the Union;
 - (iii) the financial records of the Union have been kept and maintained in accordance with section 255 of Schedule 1 of the Workplace Relations Act 1996 ("the RAO Schedule") and the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003; and
 - (iv) no information has been sought in any request of a member of the Union or a Registrar duly made under section 272 of the RAO Schedule; and
 - (v) no orders for inspection of financial records have been made by the Commission under section 273 of the RAO Schedule.

(f) in relation to recovery of wages activity:

- (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
- the Committee of Management caused the auditor to include in the scope of the audit required under subsection 257(1) of the RAO Schedule all recovery of wages activity by the Union in which revenues had been derived for the financial year in respect of such activity; and
- (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
- (iv) that prior to engaging in any recovery of wages activity, the Union has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and

COMMITTEE OF MANAGEMENT STATEMENT (Continued)

(v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to the workers.

Signed for and on behalf of the Committee of Management by:

Peter McClelland DIVISIONAL BRANCH PRESIDENT

Brian Parker

DIVISIONAL BRANCH ASSISTANT SECRETARY

Dated this 30th day of April 2007.

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF THE CONSTRUCTION FORESTRY MINING & ENERGY UNION, CONSTRUCTION & GENERAL DIVISION, NEW SOUTH WALES DIVISIONAL BRANCH

SCOPE

We have audited the general purpose financial report comprising the Income Statement, Balance Sheet, Statement of Changes in Accumulated Funds and Reserves, Cash Flow Statement and Notes to the Financial Statements of the Construction Forestry Mining & Energy Union Construction & General Division New South Wales Divisional Branch ("the Union") for the year ended 31 December 2006. The Union's Committee of Management are responsible for the preparation and presentation of the financial report. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Union.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting polices and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards, other mandatory professional reporting requirements in Australia, statutory requirements and Part 3 of Chapter 8 of Schedule 1 of the Workplace Relations Act 1996 (encompassing the Union's recovery of wages activity), so as to present a view of the Union, which is consistent with our understanding of the Union's financial position and performance as represented by the results of its operations and cash flows.

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

AUDIT OPINION

In our opinion, this general purpose financial report of the Construction Forestry Mining & Energy Union Construction & General Division New South Wales Divisional Branch is in accordance with:

(a) The Workplace Relations Act 1996, including:

- (i) Giving a true and fair view of the Union's financial position as at 31 December 2006 and of its performance for the year ended on that date; and
- (ii) Complying with Accounting Standards in Australia and other mandatory professional reporting requirements;
- (b) In relation to recovery of wages activity, that the financial statements and notes and recovery of wages activity financial report properly and fairly report all information required by the reporting guidelines of the Industrial Registrar, including;
 - (i) any fees charged to or reimbursements of expenses claimed from members and others for recovery of wages activity; and
 - (ii) any donations or other contributions deducted from recovered money; and
- (c) The requirements imposed by Part 3 of Chapter 8 of Schedule 1 of the Act.

aluge to.

DALEY & CO Chartered Accountants 98 Kembla Street Wollongong NSW 2500

Dated this 30th day of April 2007.

Mr. t. Greenen

M L Gleeson Registered Company Auditor

Liability limited by a scheme under the Professional Standards Legislation.

INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2006

	NOTE	2006 \$	2005 \$
Revenue	2	8,112,507	9,999,043
Employee Benefits Expense		(6,081,443)	(6,787,182)
Depreciation Expense		(345,849)	(398,953)
Sustentation Fees		(574,340)	(539,730)
Legal Fees		(282,668)	(36,317)
Donations		(3,600)	(7,031,509)
All Other Expenses		(2,265,869)	(2,205,877)
	-	(9,553,769)	(16,999,568)
Net Loss Attributable to Members	-	(1,441,262)	(7,000,525)

BALANCE SHEET AS AT 31 DECEMBER 2006

NOTE \$ \$ CURRENT ASSETS Cash and Cash Equivalents 4 3,175,099 4,700,982 Trade and Other Receivables 5 325,491 280,402 Financial Assets 6(a) - 1,788,175 Other Current Assets 7 255,143 227,984 TOTAL CURRENT ASSETS 3,755,733 6,997,543 NON-CURRENT ASSETS 3,755,733 6,997,543 NON-CURRENT ASSETS 305,730 278,642 Financial Assets 6(b) 5,760 4,504 Investment in Associates 8 100 100 Plant and Equipment 9 681,960 918,771 TOTAL ASSETS 993,550 1,202,017 TOTAL ASSETS 2,514,002 Borrowings
Trade and Other Receivables 5 325,491 280,402 Financial Assets 6(a) - 1,788,175 Other Current Assets 7 255,143 227,984 TOTAL CURRENT ASSETS 3,755,733 6,997,543 NON-CURRENT ASSETS 3,755,733 6,997,543 Trade and Other Receivables 5 305,730 278,642 Financial Assets 6(b) 5,760 4,504 Investment in Associates 8 100 100 Plant and Equipment 9 681,960 918,771 TOTAL NON-CURRENT ASSETS 993,550 1,202,017 TOTAL ASSETS 993,550 1,202,017 TOTAL ASSETS 4,749,283 8,199,560 CURRENT LIABILITIES 10 943,012 2,514,002 Borrowings 11 - 295,179
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Trade and Other Payable 10 943,012 2,514,002 Borrowings 11 - 295,179
Borrowings 11 - 295,179
Short Term Provisions 12 572,993 475,000
Other Current Liabilities 13 187,865 143,655
TOTAL CURRENT LIABILITIES 1,703,870 3,427,836
NON-CURRENT LIABILITIES
Long Term Provisions 12 952,445 1,238,392
TOTAL NON-CURRENT LIABILITIES952,4451,238,392
TOTAL LIABILITIES 2,656,315 4,666,228
NET ASSETS 2,092,968 3,533,332
EQUITY
Accumulated Members' Funds 2,090,084 3,531,346
Reserves 16 2,884 1,986
NET EQUITY 2,092,968 3,533,332

STATEMENT OF CHANGES IN ACCUMULATED FUNDS AND RESERVES FOR THE YEAR ENDED 31 DECEMBER 2006

		Accumulated Funds	Available – for-Sale Investment Reserve	TOTAL
· .	NOTE	\$	· \$	\$
Opening Balance as at 1 January 2005		10,531,871	2,809	10,534,680
Net Decrease in Available-for-Sale Financial Assets	1(d)	-	(823)	(823)
Loss Attributable to Members		(7,000,525)	· _	(7,000,525)
Closing Balance as at 31 December 2005	·. ·	3,531,346	1,986	3,533,332
Net Increase in Available-for-Sale				
Financial Assets	1(d)	-	898	898
Loss Attributable to Members		(1,441,262)	-	(1,441,262)
Closing Balance as at 31 December 2006		2,090,084	2,884	2,092,968

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2006

CASH FLOWS FROM OPERATING ACTIVITIES	NOTE	2006 \$	2005 \$
Receipts from Contributions		6,406,833	8,055,871
Receipts from Customers		2,137,155	1,907,571
Payments to Suppliers and Employees		(11,771,044)	(17,565,454)
Interest Received		320,953	609,374
NET CASH FLOWS FROM OPERATING ACTIVITIES	17(b)	(2,906,103)	(6,992,638)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for Plant and Equipment		(155,502)	(142,082)
Proceeds from Sale of Plant and Equipment		42,726	25,687
Net Proceeds from disposal of Investments		1,788,175	11,073 <u>,</u> 153
NET CASH FLOWS FROM INVESTING ACTIVITIES		1,675,399	10,956,758
NET INCREASE / (DECREASE) IN CASH HELD		(1,230,704)	3,964,120
CASH AT THE START OF THE FINANCIAL YEAR		4,405,803	441,683
CASH AT THE END OF THE FINANCIAL YEAR	17(a)	3,175,099	4,405,803

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements imposed by the Reporting Guidelines of Part 3 of Chapter 8 of Schedule 1 of the Workplace Relations Act, 1996.

The financial report complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety.

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

Basis of Preparation

Reporting Basis and Conventions

The financial report is for the Construction Forestry Mining and Energy Union – Construction and General Division, New South Wales Divisional Branch ("the Union") as an individual entity. The Union is an organisation of employees registered under the Workplace Relations Act, 1996/("the Act"). In accordance with the Act, the Union is a body corporate and has perpetual succession, by virtue of this method of incorporation, the Union is not subject to the Corporations Act 2001.

The financial report has been prepared on an accruals basis, except were specifically stated, and is based on historical costs modified by the revaluation of selected financial assets for which the fair value basis of accounting has been applied.

Separation of the Federally-Registered and State-Registered legal entities

The Construction Forestry Mining and Energy Union Construction and General Division New South Wales Divisional Branch ("the Federally-Registered Union") has dual registration as being a Federally-Registered Union. The Federally-Registered Divisional Branch and the State-Registered Construction and General Division have the same members, the same Committee of Management members and the same Officials. Legal advice has been obtained that confirms that they are in fact separate legal entities.

These financial statements have been prepared for the Federally-Registered Union's Divisional Branch.

Under the principles established by the two leading authorities in this area, namely Moore v. Doyle (1969) 15 FLR 59 (Full Federal Court) and McJannet; ex parte Minister for Employment (etc.) Queensland and Another (Full High Court reported at (1997) 189 CLR 654 the Union has prepared and lodged a separate financial report to that of the State Registered Union, being the Construction Forestry Mining and Energy Union (New South Wales Branch).

Accounting Policies

(a) PLANT & EQUIPMENT

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

1. STATEMENT OF ACCOUNTING POLICIES (Continued)

(a) PLANT & EQUIPMENT CONTINUED

Plant and Equipment are measured on the cost basis less depreciation and impairment losses.

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

Plant and Equipment are measured on the cost basis less depreciation and impairment. losses.

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

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Union and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

Depreciation

The depreciation amount of all fixed assets is depreciated on a straight line basis over their useful lives to the Union. The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate
Furniture, Fittings and Equipment	10 - 20%
Motor Vehicles	20%

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

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

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

(b) INCOME TAX

No provision for income tax is necessary, as the Union (being a registered Industrial Trade Union) is exempt from tax under s.50-15 of the Income Tax Assessment Act.

1. STATEMENT OF ACCOUNTING POLICIES (Continued)

(c) <u>LEASES</u>

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

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term.

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

(d) FINANCIAL INSTRUMENTS

Recognition

Financial instruments are initially measured at cost on trade date, which included transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below.

Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are stated at amortised cost using the effective interest rate method.

Held-to-Maturity Investments

These investments have fixed maturities, and it is the Union's intention to hold these investments to maturity. Any held-to-maturity investments held by the Union are stated at amortised cost using the effective interest rate method.

Available-for-Sale Financial Assets

Available-for-sale financial assets include any financial assets not included in the above categories. Available-for-sale financial assets are reflected at fair value. Unrealised gains and losses arising from changes in fair value are taken directly to equity.

Financial Liabilities

Non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

Impairment

At each reporting date, the Union assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the Income Statement.

1. STATEMENT OF ACCOUNTING POLICIES (Continued)

(e) IMPAIRMENT OF ASSETS

At each reporting date, the Union reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

Where it is not possible to estimate the recoverable amount of an individual asset, the Union estimates the recoverable amount of cash-generating unit to which the asset belongs.

(f) EMPLOYEE BENEFITS

Provision is made for the Union's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits, inclusive of related on-costs.

(g) PROVISIONS

Provisions are recognised when the Union has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

(h) CASH and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the Balance Sheet.

(i) <u>REVENUE</u>

Revenue from membership contributions are recognised upon receipt, which is reflective of the timing and nature of the benefits provided to members.

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

Revenue from the rendering of a service is recognised upon the delivery of the services to the customers.

All revenue is stated net of the amount of goods and services tax (GST).

1. STATEMENT OF ACCOUNTING POLICIES (Continued)

(j) 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 the expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

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

(k) <u>GRANTS</u>

The Union receives grant funding from various sources for varying purposes. Grants are recognised at fair value where there are reasonable assurances that the grant will be received and all grant conditions will be met. Grants relating to expense items are recognised as income over the periods necessary to match the grant to the costs they are compensating. All funds received are isolated in the Balance Sheet, from which all expenditures are made. Given that the grant projects generally have an operating period that differs from the financial year-end, amounts are carried forward in the Balance Sheet:

- As an asset where expenditures exceed funding received to the balance date and where such expenditures are recoverable under the Terms of the Grant.
- As a liability where funding received exceeds expenditure to the balance date and the grant is ongoing. Refer to Note 14 "Unexpended Grants Carried Forward".

(I) FUNDS HELD IN TRUST

From time to time the Union will collect voluntary contributions from members, employers and other sources for the furtherance of particular purposes, such as an appeal for the benefit of a member or the members as a group. For accounting purposes, these transactions are not treated as revenue as the Union is only operating as a facilitator to co-ordinate and collect the funds for such appeals. Accordingly, all unspent/untransferred monies have been credited to the "Funds Held in Trust" account, as referred to in Note 13. Under the requirements of the RAO Schedule, these voluntary contributions collected and the remaining balance of these contributions as at year end are not required to be disclosed at Note 26.

(m) ACCOUNTING STANDARDS ISSUED BUT NOT YET EFFECTIVE

There have been no accounting standards issued which will impact the financial report in future periods and which are not yet effective.

(n) COMPARATIVE INFORMATION

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

1. STATEMENT OF ACCOUNTING POLICIES (Continued)

(0) CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

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

Key estimates – Impairment

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

A provision for impairment continues to be recognised in respect of a loan advanced to an associate of the Union (refer Note 5). The maximum value of the Union's potential impairment loss is limited to the remaining carrying value of the advance of \$275,730. (2005: \$248,642).

(p) PRIOR PERIOD ERROR

As referred to in the Statement of Significant Accounting Policies in Note 1, the Construction Forestry Mining and Energy Union Construction and General Division New South Wales Divisional Branch ("the Federally-Registered Union") has dual registration as being a Federally-Registered Union as well as being a State-Registered Union. The Federally-Registered Divisional Branch and the State-Registered Construction and General Division have the same members, the same Committee of Management members and the same Officials. Legal advice has been obtained that confirms that they are in fact separate legal entities. These financial statements have been prepared for the Federally-Registered Union's Divisional Branch.

Accordingly, any assets recorded as being in the name of the State-Registered Union need to be excluded from this financial report.

In order to clarify and finallse the issue of ownership of assets, the Committee of Management of both the Federally-Registered Divisional Branch and the State-Registered Construction and General Division undertook a review of all assets and liabilities of the Unions to determine, once and for all, their ownership status.

The results of this investigation have identified a final investment whose ownership is in fact vested with the State Registered Union; being the Construction, Forestry, Mining and Energy Union Construction and General Division (New South Wales Branch). This is supported by company register documentation, which state that the owner of the investment is the New South Wales Branch, being the State Registered Union. Associated with this investment is a loan balance owing by the investee to the State Registered Union in its capacity as a shareholder. Accordingly, this too has been removed from the balance sheet of the Federally-Registered Divisional Branch, as it is not their asset.

1. STATEMENT OF ACCOUNTING POLICIES (Continued)

(p) Prior Period Error CONTINUED

As a consequence, the Committee of Management have adjusted the financial statements of the Federally Registered Union, being the Construction, Forestry, Mining and Energy Union, Construction and General Division, NSW Divisional Branch, so that its result and retained earnings for the year ended 31 December 2005 have been impacted as follows. Under accounting standards, any prior period errors are required to be corrected by retrospectively restating the financial report and, accordingly, the following changes have been made:

	Operating loss	Retained earnings
Balance reported in 2005 financial report	(8,808,060)	4,438,573
Adjustment to remove the Loan Receivable from the opening Balance Sheet as at 1/1/2005	-	(419,295)
Net adjustment for the movements in the Loan Receivable with the Investee (interest and rent expense)	(9,800)	(9,800)
Adjustment to remove the Investment from the opening Balance Sheet – 1/1/2005	-	(136,819)
Adjustment to write back the increase in the Associate's equity as a result of its change in asset valuation policy		(342,674)
Net adjustment for the Share of Losses reported in the (former) Associate	3,347	3,347
Prior year error retrospectively restated rather than shown as an expense item in the income Statement *	1,813,988	
2005 balance reported in this financial report	(7,000,525)	3,533,332

* - Previously, the error had been reported in the 2005 Income Statement, however this year, in accordance with Accounting Standards, the comparatives have been amended to improve the comparability of balances and results.

			2006 \$	2005 \$
2.	REVENUE			
	Operating Activities			
	Attendance Fees		65,831	85,576
	BTG Apprentices and Safety Program		330,389	236,293
	Membership Contributions		5,824,394	7,447,213
	Picnic Sponsorships		199,792	209,785
	CFMEU Fighting Fund Receipts		299,128	409,123
	CFMEU ATCS Service Fee		23,482	-
	ACTU Rights at Work Campaign Receipts		55,599	-
	Government Grants Received – Other		400,063	86,264
	Interest and Investment Income		261,068	667,936
	EBA Service	•	50,200	158,707
	Other Income		334,541	341,380
	Training Courses		2,200	65,724
	Shared Services Agreement		237,951	280,682
	Total Revenue	-	8,084,638	9,988,683
	Non-Operating Activities			
	Gain on Disposal of Assets		27,869	10,360
	Total Revenue	-	8,112,507	9,999,043
3.	RESULT FROM ORDINARY ACTIVITIES			
i)	Expenses			
	Bad and Doubtful Debts Expense		3,910	-
	Depreciation of Plant & Equipment	9(a)	345,849	398,953
	Movement in Employee Entitlements	12	990,138	711,758
	Provision for Loan Impairment – Associate	5	(27,088)	9,760
	Rental Expense on Operating Leases		127,765	125,394
	Loss on Disposal of Fixed Assets		31,607	7,877
ii)	Significant expenses			
	Donation	20(b)(v)	-	7,000,000

NOTE \$ \$ 4. CASH AND CASH EQUIVALENTS $9,200$ $9,150$ Cash on Hand $9,200$ $9,150$ Cash at Bank $206,344$ $14,133$ Short Term Deposits $2,959,555$ $4,677,699$ $3,175,099$ $4,700,982$ 5. TRADE AND OTHER RECEIVABLES $145,245$ $104,322$ Provision for Impairment of Receivables $(10,000)$ $(10,000)$ 0 ther Receivables $190,246$ $186,080$ $325,491$ $280,402$ Non Current $4dvances to Associate - Comet Training Trust$ (i) $362,544$ $362,544$ LESS: Provision for Impairment (i) $362,544$ $362,544$ Other Loans and Advances (i) $30,000$ $30,000$	FUR	THE TEAR ENDED 31 DECEMBER 2006		2006	2005
Cash on Hand 9,200 9,150 Cash at Bank 206,344 14,133 Short Term Deposits 2,959,555 4,677,699 3,175,099 4,700,982 5. TRADE AND OTHER RECEIVABLES Current Debtors 145,245 104,322 Provision for Impairment of Receivables (10,000) (10,000) 135,245 94,322 Other Receivables 190,246 186,080 325,491 280,402 Non Current (1) 362,544 362,544 Advances to Associate – Comet Training Trust (1) 362,544 362,544 LESS: Provision for Impairment (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000 30,000			NOTE	\$	\$
Cash at Bank 206,344 14,133 Short Term Deposits 2,959,555 4,677,699 3,175,099 4,700,982 5. TRADE AND OTHER RECEIVABLES Current Debtors 145,245 104,322 Provision for Impairment of Receivables (10,000) (10,000) 135,245 94,322 Other Receivables 190,246 186,080 325,491 280,402 Non Current (86,814) (113,902) Advances to Associate – Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (ii) 30,000 30,000	4.	CASH AND CASH EQUIVALENTS			
Short Term Deposits 2,959,555 4,677,699 3,175,099 4,700,982 5. TRADE AND OTHER RECEIVABLES Current Debtors 145,245 104,322 Provision for Impairment of Receivables (10,000) (10,000) 0 135,245 94,322 Other Receivables 190,246 186,080 325,491 280,402 Non Current (i) 362,544 362,544 Advances to Associate – Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (ii) 30,000 30,000		Cash on Hand		9,200	9,150
3,175,099 4,700,982 5. TRADE AND OTHER RECEIVABLES Current Debtors 145,245 104,322 Provision for Impairment of Receivables (10,000) (10,000) 0 135,245 94,322 Other Receivables 190,246 186,080 325,491 280,402 Non Current Advances to Associate – Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (ii) 362,544 362,544 Other Loans and Advances (ii) 30,000 30,000		Cash at Bank		206,344	14,133
5. TRADE AND OTHER RECEIVABLES Current Debtors 145,245 104,322 Provision for Impairment of Receivables (10,000) (10,000) 135,245 94,322 Other Receivables 190,246 186,080 325,491 280,402 Non Current (i) 362,544 362,544 Advances to Associate – Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (86,814) (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000 30,000 30,000		Short Term Deposits		2,959,555	4,677,699
Current 145,245 104,322 Provision for Impairment of Receivables (10,000) (10,000) 0 135,245 94,322 Other Receivables 190,246 186;080 325,491 280,402 Non Current (i) 362,544 362,544 LESS: Provision for Impairment (86,814) (113,902) 248,642 Other Loans and Advances (ii) 30,000 30,000			-	3,175,099	4,700,982
Debtors 145,245 104,322 Provision for Impairment of Receivables (10,000) (10,000) 135,245 94,322 Other Receivables 190,246 186,080 325,491 280,402 Non Current 362,544 362,544 Advances to Associate – Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (86,814) (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000 30,000 30,000	5.	TRADE AND OTHER RECEIVABLES			
Provision for Impairment of Receivables (10,000) (10,000) 135,245 94,322 Other Receivables 190,246 186,080 325,491 280,402 Non Current 362,544 362,544 Advances to Associate – Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (86,814) (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000 30,000 30,000		Current			·
Other Receivables 135,245 94,322 Other Receivables 190,246 186,080 325,491 280,402 Non Current 362,544 362,544 Advances to Associate Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (ii) 362,544 (113,902) Other Loans and Advances (ii) 30,000 30,000		Debtors		145,245	104,322
Other Receivables 190,246 186,080 325,491 280,402 Non Current 362,544 362,544 Advances to Associate - Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (86,814) (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000 30,000 30,000		Provision for Impairment of Receivables	_	(10,000)	(10,000)
Non Current 325,491 280,402 Advances to Associate Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (86,814) (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000 30,000 30,000				135,245	94,322
Non Current Advances to Associate – Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (86,814) (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000		Other Receivables		190,246	186,080
Advances to Associate - Comet Training Trust (i) 362,544 362,544 LESS: Provision for Impairment (86,814) (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000			-	325,491	280,402
LESS: Provision for Impairment (86,814) (113,902) 275,730 248,642 Other Loans and Advances (ii) 30,000 30,000		Non Current			
275,730 248,642 Other Loans and Advances (ii) 30,000 30,000		Advances to Associate – Comet Training Trust	(i)	362,544	362,544
Other Loans and Advances (ii) 30,000 30,000		LESS: Provision for Impairment		(86,814)	(113,902)
			-	275,730	248,642
305,730 278,642		Other Loans and Advances	(ii)	30,000	30,000
				305,730	278,642

- i) The funds advanced have no set repayment date, with the timing of cash flows uncertain and dependent on the profitability of the associate. Each balance date an assessment of the recoverable amount is performed, with any excess over the carrying value provided for and charged to the Income Statement, thus ensuring that the carrying value does not exceed its recoverable amount. Refer Note 20(c)(ii).
- ii) The funds advanced have no set repayment date, with the timing of cash flows uncertain and dependent on the profitability of the loan recipient. Each balance date an assessment of the recoverable amount is performed, with any excess over the carrying value provided for and charged to the Income Statement, thus ensuring that the carrying value does not exceed its recoverable amount.

		NOTE	2006	2005
6.	FINANCIAL ASSETS	NOTE	\$	\$
	Held to Maturity Financial Assets	(a)	-	1,788,175
	Available for Sale Financial Assets	(b)	5,760	4,504
			5,760	1,792,679
	Split As:			
	Current		-	1,788,175
	Non-Current		5,760	4,504
			5,760	1,792,679
(a)	Held-to-maturity Financial Assets Comprise:			
(4)	Term Deposits, Bank Bills and Other Short Term			
	Financial Investments	-	-	1,788,175
(b)	Available for Sale Financial Assets Comprise:			
(~)	Shares in Listed Corporations – at Fair Value		5,760	4,504

Available-for-sale financial assets comprise investments in the ordinary share capital of a listed entity. There are no fixed returns or fixed maturity date attached to these investments.

7. OTHER CURRENT ASSETS

	Prepayments	255,143	227,984
8.	INVESTMENT IN ASSOCIATES		
	Investment in Associate	. 100	100

a) The Union also has an interest in the Comet Training Trust in which it holds a 50% of the issued units. The Union does not have a majority on the Board of the Trustee and accordingly does not control the Trust. Given that the Trust is in a net loss position, equity accounting has been applied to the extent of writing the investment in the Associate to its original investment of \$100. Further losses have not been provided for in light of the guarantees provided by the Directors of the Trustee company to support the Trust.

An impairment loss has, however, been recognised on the loan funds advanced to the trust, to the extent of the Union's share of the net asset deficiency (refer Note 5).

There were no capital commitments relating to the investment in the associate and no contingent liabilities or other commitments relating to the associate.

		2006 \$	2005 \$
9.	PLANT AND EQUIPMENT		
	Furniture, Fittings and Equipment		
	At Cost	1,621,001	1,598,820
	Provision for Depreciation	(1,324,915)	(1,262,016)
		296,086	336,804
	Motor Vehicles		
	At Cost	1,356,822	1,494,250
	Provision for Depreciation	(1,018,323)	(912,283)
		338,499	581,967
	Leasehold Improvements		
	At Cost	55,637	-
	Provision for Amortisation	(8,262)	-
		47,375	
	TOTAL PLANT & EQUIPMENT	681,960	918,771

(a) Movements in Carrying Amounts

Movement in the carrying amounts for each class of plant and equipment between the beginning and end of the current financial year:-

	Furniture, Fittings & Equipment \$	Motor Vehicles \$	Leasehold Improvements \$	Total \$
Balance at Start of Year	336,804	581,967	—	918,771
Additions	72,288	27,577	55,637	155,502
Disposals	(29,436)	(17,028)	-	(46,464)
Depreciation/Amortisation	(83,570)	(254,017)	(8,262)	(345,849)
Carrying Amount at End of Year	296,086	338,499	47,375	681,960

			2006 \$	2005 \$
10.	TRADE AND OTHER PAYABLE		·	
	Payables – Legal Matters		129,707	912
	Payables – Other		515,483	388,593
	Payables – Related Parties	20(c)(iii)	297,822	2,124,497
			943,012	2,514,002
11.	BORROWINGS			
	Bank overdraft			295,179

The 2005 statement balance on the above bank account was actually in funds, however it moved into overdraft after adjusting for unpresented cheques. There were no overdraft facilities made available and accordingly no rate of interest payable.

12. PROVISIONS

		Provision for Annual Leave \$	Provision For LSL \$	Other Employee Entitlements \$	Total \$
	Opening balance at Start of Year	844,226	822,876	46,290	1,713,392
	Additional provisions	592,953	101,706	295,479	990,138
	Amounts used	(748,678)	(143,551)	(285,863)	(1,178,092)
	Balance at End of Year	688,501	781,031	55,906	1,525,438
(a)	Analysis of ageing of provisions Current Non-current			572,993 952,445 1,525,438	475,000 1,238,392 1,713,392
(b)	Number of Employees at Balance D	ate		82	92
(c)	Total Employee Benefits Attributabl	le to:			
	Office Holders			242,406	229,827
	Staff			1,283,032	1,483,565
				1,525,438	1,713,392

			2006 \$	2005 \$
13.	OTHER CURRENT LIABILITIES		Ŧ	Ŧ
	Funds Held in Trust		74,696	109,319
	Unexpended Grants Carried Forward	14	113,169	34,336
			187,865	143,655
14.	GRANTS			
	Unexpended Grants Brought Forward (Net)		34,336	80,037
	Grants Received		406,766	117,740
	Grant Expenditures		(327,933)	(163,441)
	Closing Unexpended Grants (Net)		113,169	34,336
	Recorded as:			
	Unexpended Grants Carried Forward	13	113,169	34,336

15. CAPITAL AND LEASING COMMITMENTS

(a) OPERATING LEASE COMMITMENTS

The Union has operating lease commitment in respect of the sub-lease of floor area within the premises situated at Sussex Street, Sydney. The lease commenced on 1st April 2006 and has a five year term. An option exists to renew the lease at the end of the five year term for an additional five year term. However, the Union is able to cease the lease at any time without penalty. Accordingly the maximum amount committed is one months rent.

The 2005 operating lease commitment is in respect of the sub-lease of floor area within the premises situated at Wentworth Avenue, Sydney. Since July 2005 the Union was operating from substantially reduced floor space at this location on monthly tenancy. The maximum amount committed plus the maximum option was one months rent (including GST):-

The total operating lease commitment:-

	Due within 1 year	10,517	10,357
(b)	CAPITAL EXPENDITURE COMMITMENTS Capital expenditure commitments contracted for at the balance date – due not longer than one year:		25,055

The 2005 commitment related to new IT equipment

			2006	2005
		NOTE	\$	\$
16.	RESERVES			
	Available-for-Sale Investment Reserve			
	Opening balance		1,986	2,809
	Change in fair value during the year		898	(823)
	Closing balance		2,884	1,986

This reserve records unrealised gains and losses on Available-for-Sale investments measured at fair value.

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17. CASH FLOW 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 on Hand and at Bank	4	3,175,099	4,700,982
Bank Overdraft	11	-	(295,179)
BALANCE PER CASH FLOW STATEMENT		3,175,099	4,405,803

(b) RECONCILIATION OF CASH FLOW FROM OPERATIONS WITH OPERATING RESULT

Operating Loss for the Year	(1,441,262)	(7,000,525)
Non Cash Items:		
Depreciation	345,849	398,953
Investment Income – Non Cash Distribution	(358)	(220)
Net Loss / (Profit) on Disposal of Non Current Assets	3,738	(2,483)
Provision for Impairment	(27,088)	9,760
Changes in Assets and Liabilities:		
(Increase)/Decrease in Debtors	(40,923)	(31,049)
(Increase)/Decrease in Other Receivables	(4,167)	(35,742)
(Increase)/Decrease in Prepayments	(27,159)	212,627
Increase/(Decrease) in Creditors	(1,570,989)	(437,124)
Increase/(Decrease) in Employee Provisions	(187,954)	92,197
Increase/(Decrease) in Monies in Trust	(34,623)	(153,331)
Increase/(Decrease) in Grants	78,833	(45,701)
NET CASH FLOWS FROM OPERATING ACTIVITIES	(2,906,103)	(6,992,638)

18. FINANCIAL INSTRUMENTS

The Union's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivables and payable and loans to related parties. The Union does not have any derivative instruments at balance date. The main risks the Union is exposed to through its financial instruments are interest rate risk and credit risk.

(a) Interest Rate Risk

The Union's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on classes of financial assets and financial liabilities, is as follows:

2006	Weighted Average Effective Interest Rates	Floating Interest Rate	Fixed Inter Matui Within 1 Year		Non Interest Bearing	TOTAL
Financial Assets	%	\$	\$	\$	\$	\$
Cash and Cash Equivalents	5.80	206,344	2,959,555	-	9,200	3,175,099
Trade and Other Receivables	-	-	-	-	631,221	631,221
Available for Sale Assets	-	-	-	-	5,760	5,760
Total Financial Assets		206,344	2,959,555		646,181	3,812,080
Financial Liabilities						
Trade and Other Payables	-	-	-	-	943,012	943,012
Total Financial Liabilities		-			943,012	943,012
2005			x			
Financial Assets						
Cash and Cash Equivalents	3.57	14,133	4,677,699	-	9,150	4,700,982
Other Financial Assets	5.34	-	1,788,175	-	-	1,788,175
Trade and Other Receivables	-	-	-	-	559,044	559,044
Available for Sale Assets	-	-	-		4,504	4,504
Total Financial Assets	-	14,133	6,465,874	-	572,698	7,052,705
Financial Liabilities						
Borrowings	-	-	-	-	295,179	295,179
Trade and Other Payables	-	-	• _	-	2,514,002	2,514,002
Total Financial Liabilities	-	· · ·			2,809,181	2,809,181

(b) Credit Risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, net of any provisions for doubtful debts of those assets, as disclosed in the Balance Sheet and Notes to the Financial Statements. The Union does not have any material credit risk exposure to any single receivable or group of receivables under financial instruments entered into by the Union.

(c) Net Fair Values

The net fair values of all assets and liabilities approximate their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form.

19. CONTINGENT LIABILITIES	
Estimates of the maximum amounts of contingent liabilities that may become payable in respect of:-	
 Application by Department of Employment and Workplace Relations to revoke Right of Entry Permits for certain individuals. The Union is defending these matters. 	0
 Legal proceedings against the Union and two officials in the Federal Court for alleged breaches of the Workplace Relations Act. Some breaches found estimate of exposure to penalties. 	
 Legal proceedings against the Union in the Federal Court for alleged breaches of the Trade Practices Act, including damages. The Union is defending these 	
matters. 300,000 300,00	0
315,000 420,00	0

20. RELATED PARTY INFORMATION

(a) MEMBERS OF THE COMMITTEE OF MANAGEMENT

Persons holding executive positions within the Union and as members of the Committee of Management during the year:

Mr. Peter McClelland (President)	Mr. Brian Parker (Assistant Secretary)
Mr. Andrew Ferguson (Secretary)	Mr. Peter Zaboyak (Assistant Secretary)

Persons appointed and holding honorary positions as members of the Committee of Management for the financial year:

Mr. R Archer (Appointed 21/6/06)	Mr. D Giffin (Resigned 9/2/06)	Mr. D Pilarinos
Mr. R Board (Appointed 21/6/06)	Mr. T Grover	Mr. J Pineiro
Mr. M Barrios	Mr. B Hemsworth	Mr. G Preston
Mr. N Botic	Mr. G Ioannou	Mr. L Quill
Mr. C Brokenborough	Mr. M Jones	Mr. C Sgroi
Mr. W Docherty	Mr. L Lawson	Mr. A Zdrilic
Mr. G Flynn	Mr. J Magee	
Mr. P Fullerton	Mr. C Matai (Resigned 7/3/06)	
Mr. B Gay	Mr. M McBride	
Mr. P Genovese	Mr. D McNamara	
Mr. D Greenfield	Mr. D Milutin	

20. RELATED PARTY INFORMATION CONTINUED...

(b) RELATED PARTY TRANSACTIONS

Associated entities

i) During the year the loan to the Comet Training Trust was reviewed for recoverability and resulted in an impairment provision write back of \$27,088 (2005: increase \$9,760) being added to the Income Statement.

Other related parties

ii) Sustentation fees totaling \$574,340 (2005: \$539,730) were paid to the Construction, Forestry, Mining and Energy Union, Construction and General National Office during the year. The cash outflows relating to these fees were \$288,533 (2005: \$518,004).

iii) Fighting fund levies totaling \$65,910 (2005: nil) were charged by the Construction, Forestry, Mining and Energy Union, Construction and General National Office during the year, as contributions towards the 2007 Federal Election campaign.

iv) From time to time the Construction, Forestry, Mining and Energy Union, Construction and General National Office incurs expenditures on behalf of a number of divisions and branches of the CFMEU, including the Union. These expenditures are then reimbursed at cost and hence they are not considered to be related party transactions that require further disclosure.

v) During the 2005 year a donation of \$7,000,000 (2006: nil) was made to the Defend Trade Union Rights Trust ("the Trust"). The Trust falls within the definition of a "related party" for the purposes of AASB 124 by reason only of the fact that Andrew Ferguson is both a member of the Key Management Personnel of the Union and one of seven directors on the Board of the Trustee Company and as such participates in (but does not control or jointly control) the financial and operating policy decisions of the Trust.

vi) The Union collects rental income and makes property related payments on behalf of the State-Registered Union being the Construction, Forestry, Mining and Energy Union (New South Wales Branch). These transactions flow directly through to the State-Registered Union without adjustment, having no Income Statement effect and hence are not considered to be related party transactions that require further disclosure.

(c) RELATED PARTY BALANCES

Associated companies

i) As at balance date there was a loan of \$362,544 previously advanced to the Comet Training Trust, excluding the applicable provision for impairment (2005: \$362,544). Refer Note 5.

Other related parties

ii) As at balance date, sustentation fees payable to the Construction, Forestry, Mining and Energy Union, Construction and General National Office were \$285,807 (2005: \$174,388).

iii) As at balance date, net property fees payable of \$297,822 (2005: \$2,124,497) referred to above at item (b)(vi), were owed to the State-Registered Union being the Construction, Forestry, Mining and Energy Union (New South Wales Branch).

21. KEY MANAGEMENT PERSONNEL COMPENSATION

(a) Key Management Personnel

Mr. Peter McClelland (President) Mr. Andrew Ferguson (Secretary) Mr. Brian Parker (Assistant Secretary) Mr. Peter Zaboyak (Assistant Secretary)

Refer to Note 20(a) for the names of the members of the Committee of Management. Other than those members listed above as 'Key Management Personnel', none are paid any remuneration by the Union.

(b) Other Key Management Personnel

Mr. Michael Knott (General Manager)

(c) Total Compensation of Key Management Personnel

		2006 \$	2005 \$
	Short Term Benefits	398,756	371,851
	Post Employment Benefits	42,115	38,396
	Other Long Term Benefits	4,900	4,428
	Termination benefits	22,146	20,163
		467,917	434,838
22.	AUDITOR'S REMUNERATION	2006 \$	2005 \$
	Amounts received, or due and receivable by the auditor for:		
	Auditing the Financial Report	29,800	22,000
	Accounting Services	21,686	11,520
	TOTAL	51,486	33,520

23. ORGANISATION DETAILS

The Union is a Trade Union registered and domiciled In Australia. The registered office and principle place of business of the Union is 12 Railway Street, Lidcombe, NSW, 2141.

24. EVENTS SUBSEQUENT TO BALANCE DATE

- (a) No matter or circumstance has arisen since the end of the year that has significantly affected or may significantly affect:
 - (i) the operations of the Union;
 - (ii) the results of those operations; or
 - (iii) the state of affairs of the Union, in subsequent financial years.
- (b) The financial report was authorised for issue on 27th April 2007 by the Committee of Management.

25. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of (1), (2) and (3) of Section 272 of the Registration and . Accountability of Organisations Schedule (Schedule 1 to the Workplace Relations Act 1996) which reads as follows:-

- (1) A member of the Union, or a Registrar, may apply to the Union for specified prescribed information in relation to the Union 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 Union
- (3) The Union must comply with an application made under subsection (1).

26. ADDITIONAL DISCLOSURES REQUIRED UNDER THE RAO SCHEDULE

In accordance with the requirements of Section 255 of Schedule 1 to the Workplace Relations Act (the Registration and Accountability of Organisations (RAO) schedule), the following necessary disclosures are made:

	2006 \$	2005 \$
PROFIT AND LOSS DISCLOSURES	Ŧ	
ITEMS OF REVENUE		
(a) Entrance fees or periodic subscriptions in respect of membership of the organisation	5,824,394	7,447,213
(b) Compulsory levies raised from the members or as appeals for voluntary contributions for the furtherance of particular purposes:	·	
- CFMEU Fighting Fund Donations	299,128	409,123
- Tower Crane OH&S Fund	12,611	16,931
- Lebanese Korean Function	-	101,710
- Industry OH&S - Truck Fund	-	20,000 11,500
- ACTU Rights at Work Campaign	- 55,599	-
All proceeds disclosed above are taken up as income and the revenue at the end of each financial year, as there is no required proceeds for the purposes of any specific expenditure.	uirement to s	et aside these
(c) Donations or Grants	400,063	117,740
ITEMS OF EXPENSE		
Expenses incurred as consideration for employers making payroll deductions of membership subscriptions Fees and periodic subscriptions in respect of its affiliation to any political party, any federation, congress, council or	116	285
group of organisations, or any international body having an interest in industrial matters	55,347	35,592
Compulsory levies imposed on the Union	, _	
Grants or donations	331,295	7,031,509
		- ,

26. ADDITIONAL DISCLOSURES REQUIRED UNDER THE RAO SCHEDULE CONTINUED...

ITEMS OF EXPENSE CONTINUED Employee Benefits to: - Holders of office 311,574 300,560 - Employees (Other than holders of office) 4,607,938 5,119,794 - Employees (Other than holders of office) 4,607,938 5,119,794 - Fees or allowances to persons in respect of their attendance as representatives of the Union at conferences or other meetings 7,384 12,375 Legal costs and other expenses related to litigation or other legal matters 282,668 36,317 Expenses incurred in connection with meetings of members of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or parity responsible - 2,024 Penalties imposed on the Union under the Act or Regulations 23,250 7,500 OTHER BALANCES - 23,250 7,500 OTHER BALANCES - - 28,265 - From Tower Crane OH&S Trust from funds collected - 6,915 - - From Tower Crane OH&S Trust from funds collected - 11,500 - - Tower Crane OH&S - - 28,265 - To the Fighting Fund from: - - 28,265 - To the Fighting Fund from: <th></th> <th>2006 \$</th> <th>2005 \$</th>		2006 \$	2005 \$
- Holders of office 311,574 300,560 - Employees (Other than holders of office) 4,607,938 5,119,794 4,919,512 5,420,354 Fees or allowances to persons in respect of their attendance as representatives of the Union at conferences or other meetings 7,384 12,375 Legal costs and other expenses related to litigation or other legal matters 282,668 36,317 Expenses incurred in connection with meetings of members of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible - 2,024 Penalties imposed on the Union under the Act or Regulations 23,250 7,500 OTHER BALANCES 23,250 7,500 OTHER BALANCES - 6,915 From Industry OH&S Campaign from funds collected - 9,850 - From CFMEU C&G Fund for the purchase of a truck from Truck funds collected - 11,500 - To the Fighting Fund from: - 28,265 - - To the Fighting Fund from: - - 28,265 - To the Fighting Fund from: - - 28,265 - To the Fighting Fund from: - - 28,265 - To the	ITEMS OF EXPENSE CONTINUED		
- Employees (Other than holders of office) 4,607,938 5,119,794 4,919,512 5,420,354 Fees or allowances to persons in respect of their attendance as representatives of the Union at conferences or other meetings 7,384 12,375 Legal costs and other expenses related to litigation or other legal matters 282,668 36,317 Expenses incurred in connection with meetings of members of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible - 2,024 Penalties imposed on the Union under the Act or Regulations 23,250 7,500 OTHER BALANCES Transfers to a fund or account kept for a specific purpose by the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU): - 6,915 - From Industry OH&S Campaign from funds collected - 9,850 - From CFMEU C&G Fund for the purchase of a truck from Truck funds collected - 11,500 - To the Fighting Fund from: - 28,265 - - To wer Crane OH&S - 60,000 - - Lebanese Korean Function - 5,7,328 - - Tower Crane OH&S - 6,041 - - D	Employee Benefits to:		
4,919,5125,420,354Fees or allowances to persons in respect of their attendance as representatives of the Union at conferences or other meetings7,38412,375Legal costs and other expenses related to litigation or other legal matters282,66836,317Expenses incurred in connection with meetings of members of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible2,024Penalties imposed on the Union under the Act or 	- Holders of office	311,574	300,560
Fees or allowances to persons in respect of their attendance as representatives of the Union at conferences or other meetings 7,384 12,375 Legal costs and other expenses related to litigation or other legal matters 282,668 36,317 Expenses incurred in connection with meetings of members of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible - 2,024 Penalties imposed on the Union under the Act or Regulations 23,250 7,500 OTHER BALANCES Transfers to a fund or account kept for a specific purpose by the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU): - From Tower Crane OH&S Trust from funds collected - 6,915 - From Industry OH&S Campaign from funds collected - 11,500 - To the Fighting Fund from: - Tower Crane OH&S - 28,265 - To the Fighting Fund from: - Tower Crane OH&S - 60,000 - Lebanese Korean Function - 57,328 - World Youth Festival - 6,041 - D3 Demolition Workers - 2,374	- Employees (Other than holders of office)	4,607,938	5,119,794
as representatives of the Union at conferences or other meetings 7,384 12,375 Legal costs and other expenses related to litigation or other legal matters 282,668 36,317 Expenses incurred in connection with meetings of members of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible - 2,024 Penalties imposed on the Union under the Act or Regulations 23,250 7,500 OTHER BALANCES Transfers to a fund or account kept for a specific purpose by the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU): - From Tower Crane OH&S Trust from funds collected - 6,915 - From Industry OH&S Campaign from funds collected - 9,850 - From CFMEU C&G Fund for the purchase of a truck from Truck funds collected - 11,500 - 28,265 - To the Fighting Fund from: - Tower Crane OH&S - 60,000 - Lebanese Korean Function - 57,328 - World Youth Festival - 6,041 - D3 Demolition Workers - 2,374		4,919,512	5,420,354
Legal costs and other expenses related to litigation or other 282,668 36,317 Expenses incurred in connection with meetings of members of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible - 2,024 Penalties imposed on the Union under the Act or Regulations 23,250 7,500 OTHER BALANCES Transfers to a fund or account kept for a specific purpose by the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU): • From Tower Crane OH&S Trust from funds collected - 9,850 • From CFMEU C&G Fund for the purchase of a truck from Truck funds collected - 11,500 • To the Fighting Fund from: - 28,265 - • To the Fighting Fund from: - 60,000 - • Lebanese Korean Function - 57,328 - • World Youth Festival - 6,041 - • D3 Demolition Workers - 2,374	as representatives of the Union at conferences or other	7.004	40.075
legal matters282,66836,317Expenses incurred in connection with meetings of members of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible-2,024Penalties imposed on the Union under the Act or Regulations23,2507,500OTHER BALANCESTransfers to a fund or account kept for a specific purpose by the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU): - From Tower Crane OH&S Trust from funds collected-6,915- From Industry OH&S Campaign from funds collected-11,500- To the Fighting Fund from: - Tower Crane OH&S-28,265- To the Fighting Fund from: - Tower Crane OH&S-60,000- Lebanese Korean Function-57,328- World Youth Festival-6,041- D3 Demolition Workers-2,374	-	7,384	12,375
of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible - 2,024 Penalties imposed on the Union under the Act or Regulations 23,250 7,500 OTHER BALANCES Transfers to a fund or account kept for a specific purpose by the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU): - From Tower Crane OH&S Trust from funds collected - 6,915 - From Industry OH&S Campaign from funds collected - 9,850 - From CFMEU C&G Fund for the purchase of a truck from Truck funds collected - 11,500 - 28,265 - To the Fighting Fund from: - Tower Crane OH&S - 60,000 - Lebanese Korean Function - 57,328 - World Youth Festival - 6,041 - D3 Demolition Workers - 2,374		282,668	36,317
Regulations23,2507,500OTHER BALANCESTransfers to a fund or account kept for a specific purpose by the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU): - From Tower Crane OH&S Trust from funds collected-6,915- From Tower Crane OH&S Trust from funds collected-9,850- From Industry OH&S Campaign from funds collected-11,500- From CFMEU C&G Fund for the purchase of a truck from Truck funds collected-11,500- To the Fighting Fund from: - Tower Crane OH&S-60,000- Lebanese Korean Function-57,328- World Youth Festival-6,041- D3 Demolition Workers-2,374	of the Union and any conferences or meeting of councils, committees, panels or other bodies for the holding of which	-	2,024
Transfers to a fund or account kept for a specific purpose by the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU):- From Tower Crane OH&S Trust from funds collected-6,915- From Industry OH&S Campaign from funds collected-9,850- From CFMEU C&G Fund for the purchase of a truck from Truck funds collected-11,500- To the Fighting Fund from: - Tower Crane OH&S-60,000- Lebanese Korean Function-57,328- World Youth Festival-6,041- D3 Demolition Workers-2,374		23,250	7,500
the Union or withdrawals from such a fund or account (being a reimbursement of costs incurred by the CFMEU): - From Tower Crane OH&S Trust from funds collected - 6,915 - From Industry OH&S Campaign from funds collected - 9,850 - From CFMEU C&G Fund for the purchase of a truck from Truck funds collected - 11,500 - 28,265 - To the Fighting Fund from: - Tower Crane OH&S - 60,000 - Lebanese Korean Function - 57,328 - World Youth Festival - 6,041 - D3 Demolition Workers - 2,374	OTHER BALANCES		
 From Tower Crane OH&S Trust from funds collected From Industry OH&S Campaign from funds collected 9,850 From CFMEU C&G Fund for the purchase of a truck from Truck funds collected 11,500 28,265 To the Fighting Fund from: Tower Crane OH&S Korean Function 57,328 World Youth Festival 6,041 D3 Demolition Workers 28,265 	the Union or withdrawals from such a fund or account		
- From CFMEU C&G Fund for the purchase of a truck from Truck funds collected - 11,500 - 28,265 - To the Fighting Fund from: - 60,000 - Tower Crane OH&S - 60,000 - Lebanese Korean Function - 57,328 - World Youth Festival - 6,041 - D3 Demolition Workers - 2,374		-	6,915
Truck funds collected-11,500-28,265- To the Fighting Fund from: Tower Crane OH&S Lebanese Korean Function World Youth Festival D3 Demolition Workers 2,374		-	9,850
- 28,265 - To the Fighting Fund from: - Tower Crane OH&S - 60,000 - Lebanese Korean Function - 57,328 - World Youth Festival - 6,041 - D3 Demolition Workers - 2,374		_	11 500
- To the Fighting Fund from:-60,000- Tower Crane OH&S-60,000- Lebanese Korean Function-57,328- World Youth Festival-6,041- D3 Demolition Workers-2,374			<u></u>
- Tower Crane OH&S-60,000- Lebanese Korean Function-57,328- World Youth Festival-6,041- D3 Demolition Workers-2,374	- To the Fighting Fund from:	······	
- World Youth Festival - 6,041 - D3 Demolition Workers - 2,374		-	60,000
- D3 Demolition Workers - 2,374	- Lebanese Korean Function	-	57,328
	- World Youth Festival	-	6,041
- 125,743	- D3 Demolition Workers	-	
	-		125,743

27. STATEMENT OF RECEIPTS AND PAYMENTS FOR RECOVERY OF WAGES ACTIVITY - CASH BASIS – FOR THE YEAR ENDED 31 DECEMBER 2006

- CASH BASIS – FOR THE YEAR ENDED 31 DECEMBER 2006 Cash Assets in respect of recovered money at beginning of year	2006 \$ 12,174	2005 \$ 93,509
RECEIPTS		
Amounts recovered from employers in respect of wages etc	829,403	1,332,431
Interest received on recovered money	129	648
TOTAL RECEIPTS	829,532	1,333,079
PAYMENTS		
Deductions of amounts due in respect of membership for:	00.057	
12 months or less	32,657	93,575
Greater than 12 months	· 1,524	5,731
Deductions of donations or other contributions to accounts or funds of:		
The reporting unit - Fighting Fund	41,533	27,524
Other Entities:-		
♦ Brendan O'Sullivan Appeal	-	700
♦ Cuban Fund	-	5,040
♦ Lauren Huxley Appeal	-	500
◊ Iraqi Women's Appeal	-	100
 Kidney Health Australia 	-	2,000
♦ Korean Appeal Fund	-	1,724
 Neuroscience Institute of Schizophrenia & Allied Disorders (NISAD) 	-	4,550
 ♦ CFMEU Truck Fund 	-	2,600
 ♦ Workers Radio Fund 	-	100
 ♦ ACTU Rights at Work Campaign 	500	-
Australian People Health & Education Development Abroad (APHEDA)	333	_
 ♦ Barry Hemsworth Campaign 	415	-
 Lebanese Medical Appeal 	500	-
 ♦ May Day Raffle Tickets 	50	-
 Wollongong Hospital Child Services 	333	_
 Picnic Fund 	200	8,474
 ♦ ACIRT 	6,240	17,895
♦ C Bus	68,095	91,169
 Refund to Employers 	45,644	16,522
Deductions of Fees or reimbursements of expenses	349	499
Payments to workers in respect of recovered money	643,419	1,135,711
TOTAL PAYMENTS	841,792	1,414,414
Cash Assets in respect of recovered money at end of year *	(86)	12,174

27. STATEMENT OF RECEIPTS AND PAYMENTS FOR RECOVERY OF WAGES ACTIVITY - CASH BASIS – FOR THE YEAR ENDED 31 DECEMBER 2006 CONTINUED...

	2006 \$	2005 \$
Payments to workers attributable to recovered moneys but not yet distributed		12,174
Bank fees to be reimbursed	(86)	-
Balance of Wage Claim Account	(86)	12,174
Reconciled Balance of Wage Claim Bank Account *	(86)	12,174
(a) Number of workers to which receipts recovered from employers relate	319	557
(b) Number of workers to which undistributed wage recoveries relate	-	16

* The statement balance on the above bank account is actually in funds, however it has moved into overdraft after allowing for \$86 of bank charges. An amount of \$86 was deposited into this bank account on 10 January 2007 to cover those charges.



Australian Government

Australian Industrial Registry

Level 8, Terrace Towers 80 William Street, East Sydney, NSW 2011 Telephone: (02) 8374 6666 Fax: (02) 9380 6990

Ref: FR2006/568-[105N-NSW]

Mr Andrew Ferguson Branch Secretary CFMEU Construction & General Division New South Wales Divisional Branch Locked Bag 1 LIDCOMBE NSW 1825

Dear Mr Ferguson

Financial Return - year ending 31 December, 2006

Our records show the organisation's financial year ended recently. This letter outlines some of the things you must do to meet your financial reporting obligations and when you have to do them. For simplicity, we will call the documents you have to lodge with us your *financial return*.

This letter is intended as guide to the law applicable on the date of this letter, and should not be used as a substitute for legal or accounting advice. We only summarise some of the reporting requirements in this letter. More detailed information is at the end of this letter.

Information on AIRC Website

We recommend you and your accountant/auditor also refer to the following documents on the Commission's website at <u>www.airc.gov.au</u>:

- RAO Schedule
- RAO Regulations
- <u>Registrar's Reporting Guidelines</u> All GPFR's must comply with these Guidelines. Please note that the Guidelines set out requirements that are *in addition* to those required by the Australian Accounting Standards.
- <u>RAO Fact Sheets</u> These Fact Sheets explain the requirements of the RAO Schedule many of them deal with financial reporting matters.

Reporting Unit

Under the provisions of the Registration and Accountability of Organisations Schedule (RAO), Schedule 1 of the *Workplace Relations Act 1996*, reporting entities are known as "*reporting units*". Where an organisation is **not** divided into branches the reporting unit is the whole of the organisation. Where an organisation **is** divided into branches each branch will be a reporting unit unless the Industrial Registrar has determined a division of the organisation into reporting units on an alternative basis. We can discuss this with you if you need more information.

For simplicity, we will use the term "reporting unit" in this letter.

Industrial Registrar's Guidelines

The Industrial Registrar's reporting guidelines set out certain disclosure requirements in addition to those prescribed by Australian Accounting Standards having in mind the nature of organisations registered under the Workplace Relations Act.

The disclosure requirements prescribed by the reporting guidelines are directed towards providing members of the reporting unit with information to enable them to gauge the performance of the committee of management and other holders of office in relation to the financial management of the reporting unit. In addition, the reporting guidelines seek to improve the quality of information available to users of the financial report about the reporting unit's economic support of, or economic dependency on, other reporting units of the organisation.

Timeline Planner and Checklist

We have attached a <u>Timeline/Planner</u> (*Attachment A*) to help you **plan** your financial return and carry out all the necessary steps. We have also attached a <u>Document Checklist</u> (*Attachment B*) to **check** your documents before lodging them in the Registry. Both documents are abbreviated summaries of the relevant provisions of the RAO Schedule, RAO Regulations and the Industrial Registrar's Reporting Guidelines.

In the following section we describe some of the documents your reporting unit must prepare and the sequence of their preparation and completion.

Three Reports

Your reporting unit must prepare two reports <u>as soon as practicable</u> after its financial year, which, together with the Auditor's Report, comprise the reporting unit's financial return.

- 1. **General Purpose Financial Report** this must comply with the Australian Accounting Standards <u>and</u> the Industrial Registrar's Reporting Guidelines. The GPFR consists of:
 - (a) Financial Statements containing:
 - a profit and loss statement, or other operating statement; and
 - a balance sheet; and
 - a statement of cash flows; and
 - any other statements required by the Australian Accounting Standards; and

(b) Notes to the Financial Statements containing:

- notes required by the Australian Accounting Standards; and
- information required by the Industrial Registrar's *Reporting Guidelines* under section 255 including disclosures related to any recovery of wages activity; and

(c) Committee of Management Statement as required by the Registrar's Reporting Guidelines (a sample certificate for illustrative purposes is at Attachment C) including declarations related to the recovery of wages activity.

2. **Operating Report** - this report includes a review of your <u>reporting unit's</u> principal activities for the year and other specified information.

Your reporting unit must appoint an auditor to audit the GPFR and to provide:

3. an Auditor's Report.

First Meeting (Committee of Management)

For simplicity, we will call the meeting at which the committee of management first considers the GPFR the first meeting. At the first meeting your committee, if satisfied that all is in order, will resolve to express its opinion on the GPFR and complete a Committee of Management Statement.

The Auditor

After the first meeting, the auditor takes the GPFR and the Committee of Management Statement and prepares a report on the GPFR. In practice, your auditor may have already completed most of his or her examination of your accounts. The auditor may only be waiting on the Committee to pass the required resolution and make the Statement before signing the report the same day.

Informing Your Members

Your reporting unit must provide free of charge to the general membership, copies of the GPFR, the Operating Report and the Auditor's Report. RAO calls these the "full report". Under certain circumstances, your reporting unit can provide a more limited *concise report*.

The reporting unit can meet its obligation to provide copies of the full or concise report to members by publishing the report in a journal that is available to the members free of charge.

A reporting unit may meet this obligation in whole or in part by publication of the report in a journal published on a web site on the Internet dependent on:

a. the extent of the accessibility of the members of the reporting unit to the Internet; and

b. that the members are notified by the reporting unit in the usual manner in which it communicates with its members that the report has been so published at a specified Internet address.

The report must be provided within 5 or 6 months from the end of the financial year, depending on the internal arrangements of the organisation for the presentation of its financial reports.

The Second Meeting - if it is a General Meeting of Members

After providing the full report to members it must be presented to a general meeting of members. For simplicity this is referred to as the *second meeting*.

Your reporting unit must always allow a minimum of 21 days for members to receive the full report before presenting it to a general meeting of members (s265(5)). The purpose of the interval is to enable the members to have time to consider the report and, if they wish, to attend the second meeting to discuss it.

If the rules of the organisation permit a general meeting to be a series of meetings held at different locations, the full report may be presented to such a series of meetings. In this case the 'date' of the general meeting is taken to be the date of the last meeting in the series (see s266(2)).

The Second Meeting - if it is a Committee of Management Meeting

If the rules of your organisation contain a provision that allows up to 5% of members to demand a general meeting to be held consider the report (see s266(3)), it is permissible to present the report directly to a Committee of Management meeting.

Lodge full report within 14 days of meeting

You must lodge a copy of the full report and any concise report in the Industrial Registry within 14 days of the second meeting. For your convenience you are encouraged to lodge the material electronically (see eFiling Tab at <u>www.airc.gov.au</u>).

The Secretary (or another officer appropriately authorised under the rules of the organisation) must *certify*that the full report is a copy of the one provided to members <u>and</u> presented to the second meeting and provide the date of the meeting (a sample certification for illustrative purposes is at *Attachment D*).

When we receive your return we will check that it includes the information you must provide your members and that you have provided it to them correctly.

Complying with time limits

This letter has outlined some of the steps in preparing and lodging your return. Many of the steps must be completed within fixed time limits.

Failure to complete them in time could make your reporting unit or its officers liable to financial or "civil penalties".

Extensions of Time

We appreciate that sometimes circumstances beyond your reporting unit's control may delay completion of a financial return. If you believe your reporting unit is going to be unable to meet a time limit tell us as soon as you know. We can advise you if the step is one for which you may apply under RAO to the Industrial Registrar for extra time to complete. The maximum extra time allowed can be no more than one month.

Contact the Registry

We encourage you to contact the Registry on (02) 8374 6618 or by e-mail at belinda.penna@air.gov.au as early as possible if you believe preparation or lodgment of your return will be delayed or if you have any queries. We can offer you advice on procedures but we cannot give you legal or accounting advice.

Yours sincerely

Berinde Perma

For Deputy Industrial Registrar 17 January 2007

TIMELINE/ PLANNER

Attachment A

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			1
Financial reporting period ending:	/	1	
FIRST MEETING: Prepare General Purpose Financial Report (including Committee of Management Statement in accordance with C of M resolution) and Operating Report - s253(1), s254(1)	1	1	as soon as practicable after end of financial year
Auditor's Report prepared and signed and given to the Reporting Unit - s257	1	1	within a reasonable time of having received the GPFR
Provide full report free of charge to members. (a) if the report is to be presented before 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. (obligation to provide full report may be discharged by provision of a concise report s265(1))	1	1	
SECOND MEETING: Present full report to: (a) General Meeting of Members - s266 (1),(2), or (b) where rules of organisation allow, a Committee of Management meeting - s266 (3)	1	/	within 6 months of end of financial year within 6 months of end of financial year
Lodge full report (including any concise report) in the Industrial Registry together with secretary's certificate (or other officer authorised by the rules of the organisation) - s268	1	/	within 14 days of meeting

Note: The legislation makes limited provision for extensions of time concerning the provision of the full report to members and the presentation of the full report to a general meeting etc however the maximum extra time allowed can be no more than one month.

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Documents Checklist

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

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

Document	✓
General Purpose Financial Report	
Does the report contain a Profit and Loss Statement?	
	_
reporting guidelines?	
Does the report contain all other information required by the reporting guidelines?	
Committee of Management Statement	
Is the statement signed by the officer responsible for undertaking functions necessary to	
enable the reporting unit to comply with RAO?	1
Is the statement dated?	
Is the statement in accordance with a resolution of the committee?	
Does the statement specify the date of the resolution?	
Does the statement contain declarations required by the reporting guidelines?	
Does the statement contain declarations relating to any recovery of wages activity?	_
Auditor's Report	_
Is the Report dated and signed by the auditor?	
Has the auditor expressed an opinion on all matters required?	
Operating Report	
Is the report signed and dated?	
	-
Does the report give details of membership of the committee of management?	
Concise report*	
Concise report*	
Certificate of Secretary or other Authorised Officer	
	<u> </u>
	<u> </u>
Doos the contitients state that the documents are conjes of these provided to members?	1
Does the certificate state that the documents are copies of those provided to members? Does the certificate state that the documents are copies of those presented to the Second	-
	General Purpose Financial Report Does the report contain a Braince Sheet? Does the report contain a Statement of Cash Flows? Does the report contain a Statement of Cash Flows? Does the report contain notes to the financial statements as required by AAS and the reporting guidelines? Does the report contain all other information required by the reporting guidelines? Committee of Management Statement Is the statement signed by the officer responsible for undertaking functions necessary to enable the reporting unit to comply with RAO? Is the statement dated? Is the statement of accordance with a resolution of the committee? Does the statement specify the date of the resolution? Does the statement contain declarations required by the reporting guidelines? Does the statement contain declarations relating to any recovery of wages activity? Auditor's Report Is the Report dated and signed by the auditor? Is the name of the auditor on the report? Has the auditor expressed an opinion on all matters required? Does the report give details of significant changes? Does the report give details of significant changes?

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

<u>Attachment C</u>

Committee Of Management Statement

On _____ [date of meeting] the Committee of Management of ______ [name of reporting unit] passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended ____/ ___/ ___[date]:

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

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

[Add the following if any recovery of wages activity has been undertaken during the financial year]

- (f) in relation to recovery of wages activity:
 - (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
 - (ii) the committee of management caused the auditor to include in the scope of the audit required under subsection 257(1) of the RAO Schedule all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
 - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
 - (iv) that prior to engaging in any recovery of wages activity, the organization has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and

(v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to the workers.

For Committee of Management: ______ [name of designated officer per section 243 of the

RAO Schedule]

Title of Office held:

Signature:

Date:

* Where compliance or full compliance has not been attained - set out details of non compliance instead.

Where not relevant these may be modified accordingly (e.g. in (vi) "No orders have been made by the Commission under section 273 of the RAO Schedule during the period."

Certificate of Secretary or other Authorised Officer¹

s268 of Schedule 1B Workplace Relations Act 1996

I [name] being the [title of office] of the [name of the organisation] certify:

- that the documents lodged herewith are copies of the full report, [and the concise report]², referred to in s268 of the RAO Schedule; and
- that the [full report **OR** concise report]³, was provided to members on [insert date]; and
- that the full report was presented to [a general meeting of members <u>OR</u> the last of a series of general meetings of members <u>OR</u> a meeting of the committee of management]³ of the reporting unit on [insert date]; in accordance with section 266 of the RAO Schedule.

Signature

Date:

¹RAO regulation 162 prescribes the designated officer for the purpose of RAO schedule s268 as:

(a) the secretary; or

(b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

²Only applicable where a concise report is provided to members

³Insert whichever is applicable