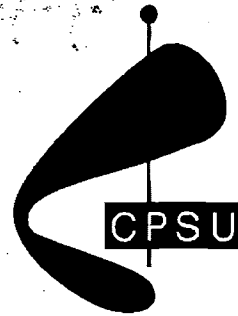


**Community and Public Sector Union
(State Public Services Federation Tasmania) Inc**

**Community and Public Sector Union
(SPSF Group, Tasmanian Branch)**



4 October, 2004

Australian Industrial Registry
80 Collins St
Melbourne 3000

Attention: Clency Lapierre

Dear Clency,

***CPSU (SPSF Group) Tasmanian Branch
Financial Documents for year ended 30 June 2004***

I, Tom Lynch, hereby certify that the attached financial documents of the CPSU (SPSF Group) Tasmanian Branch, for the year ended 30 June 2004, are copies of the auditor report, accounts and statements.

These were audited by 6 August 2004, presented to the Branch Council Meeting on the 6 August 2004, posted on the CPSU official web page on 13 August 2004, Annual Report comprising the audited accounts and AGM notice were received by members by 20 August 04 and the accounts were formally *adopted at the AGM on 13 September 2004.*

Yours sincerely

Tom Lynch
BRANCH SECRETARY

Offices:

157 Collins Street,
Hobart, Tasmania 7000

80 Oldaker Street,
Devonport, Tasmania 7310

152 Hobart Road,
Kings Meadows, Tas 7249

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Phone/Fax:

Information Centre
Tasinet 123-5689
Ph: (03) 6234 1708
Fax: (03) 6234 1498

Email:

cpsu@tas.cpsu.com.au

Web:

www.cpsu.com.au

ABN:

33 824 819 550

*Protecting and
promoting the interests
and welfare of
members*

By working together

we will be stronger.

**COMMUNITY AND PUBLIC SECTOR UNION
SPSF TASMANIA**

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE :	2004	2003
INCOME:	Note	\$
Subscriptions	<u>1</u>	1 457 971
Other	<u>2</u>	59 587
		1 517 558
EXPENDITURE:		
Affiliations		86 732
Communications		50 551
Council, Committees and Representatives		21 813
Depreciation	<u>3</u>	99 532
Donations		5 547
Executive Remuneration		5 561
Financial		10 387
Legal Expenses	<u>4</u>	10 660
Membership Benefits	<u>5</u>	29 698
Motor Vehicles		15 866
Office Support		37 439
Property		42 919
Staffing		1 056 835
		1 473 540
Operating Profit from ordinary activity		44 018
Loss on Extraordinary Item		0
Operating Profit for the year		44 018
ACCUMULATED (DEFICIT) / SURPLUS AT 1 JULY :		350 388
TRANSFER FROM RESERVES		
AMOUNT AVAILABLE FOR APPROPRIATION		394 406
TRANSFER TO RESERVES		
ACCUMULATED SURPLUS / (DEFICIT) AT 30 JUNE :		394 406

**COMMUNITY AND PUBLIC SECTOR UNION
SPSF TASMANIA**

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE:

		2004	2003
CURRENT ASSETS	Note	\$	\$
Cash on Hand		1 050	1 050
Cash at Bank	<u>8</u>	148 896	67 382
Debtors		(1 578)	10 957
Deposits - Short Term		-	-
Members' Subscriptions in Arrears		-	-
Other	<u>9</u>	1 542	681
		<hr/>	<hr/>
TOTAL CURRENT ASSETS		149 910	80 070
		<hr/>	<hr/>
NON-CURRENT ASSETS			
Fixed Assets at Book Value	<u>10</u>	614 957	682 076
Investments and Long Term Deposits	<u>11</u>	4 100	8 156
		<hr/>	<hr/>
TOTAL NON-CURRENT ASSETS		619 057	690 232
		<hr/>	<hr/>
TOTAL ASSETS		768 967	770 302
		<hr/>	<hr/>
CURRENT LIABILITIES			
Creditors	<u>12</u>	80 302	114 067
Employee Entitlements	<u>13</u>	118 442	116 232
Borrowings	<u>14</u>	(1 008)	1 238
		<hr/>	<hr/>
TOTAL CURRENT LIABILITIES		197 736	231 537
		<hr/>	<hr/>
NON-CURRENT LIABILITIES			
Employee Entitlements	<u>13</u>	54 112	60 610
Borrowings	<u>14</u>	88 239	93 293
		<hr/>	<hr/>
TOTAL NON-CURRENT LIABILITIES		142 351	153 903
		<hr/>	<hr/>
TOTAL LIABILITIES		340 087	385 440
		<hr/>	<hr/>
NET ASSETS		428 880	384 862
		<hr/>	<hr/>
MEMBERS' EQUITY			
Accumulated Surplus / (Deficit)		394 406	350 388
Reserves	<u>6</u>	34 474	34 474
		<hr/>	<hr/>
TOTAL EQUITY		428 880	384 862
		<hr/>	<hr/>

**Community and Public Sector Union
(SPSFT)**

**Statement of Cash Flows
For the Year Ended 30 June 2004**

	2004	2003
Cash Received from Operations		
Receipts	1,492,330	1,438,731
Suppliers and employees	<u>-1,378,165</u>	<u>-1,335,741</u>
Cash Surplus (deficit) from Operations	114,165	102,990
Cash from financing activities		
Asset purchase loan	<u>-7,300</u>	<u>-51,238</u>
Cash Surplus (deficit) from financing activities	-7,300	-51,238
Cash from investing activities		
New equipment, inventories	<u>-25,350</u>	<u>-57,069</u>
Cash Surplus (deficit) from Investing activities	-25,350	-57,069
Net cash for the year	81,515	-5,317
Balance at start of year	<u>68,431</u>	<u>73,748</u>
Balance at end of year	<u>\$149,946</u>	<u>\$68,431</u>
Made up by:		
Bank	148,896	67,381
Deposits		
Cash on hand	<u>1,050</u>	<u>1,050</u>
	<u>149,946</u>	<u>68,431</u>

Result for Year is reconciled to cash surplus from operations as follows:

Profit (Loss) for the Year	44,018	20,882
Non-cash items		
Depreciation	99,532	64,741
Profit on disposal	-3,867	0
Employee entitlements adjustment	-4,287	-26,645
Movement in share price	0	9,000
Sundry Debtors	12,535	-4,790
Sundry Creditors	<u>-33,766</u>	<u>40,002</u>
Cash Surplus (deficit) from Operations	<u>\$114,165</u>	<u>\$102,990</u>

**COMMUNITY AND PUBLIC SECTOR UNION
SPSF TASMANIA**

10. NON-CURRENT ASSETS AT HISTORICAL COST:

	2004 \$	2003 \$
ELECTRONICS:		
Computer - Hardware	125 040	119 430
Computer - Software		
Miscellaneous	68 188	67 382
	193 228	186 812
Less Depreciation	180 743	137 514
BOOK VALUE - ELECTRONICS	12 485	49 298
FURNITURE AND EQUIPMENT:		
	36 052	34 522
Less Depreciation	20 317	12 876
BOOK VALUE - FURNITURE AND EQUIPMENT	15 735	21 646
MOTOR VEHICLES:		
	91 850	127 550
Less Depreciation	21 733	52 974
BOOK VALUE - MOTOR VEHICLES	70 117	74 576
BUILDING IMPROVEMENT	156 868	149 553
Less Depreciation	42 808	23 862
BUILDING:		
	415 250	415 250
Less Depreciation	12 690	4 385
BOOK VALUE - BUILDING	516 620	536 556
TOTAL NON-CURRENT ASSETS AT COST	893 248	913 687
LESS DEPRECIATION	278 291	231 611
BOOK VALUE	614 957	682 076

COMMUNITY AND PUBLIC SECTOR UNION SPSF TASMANIA

Creditors	26,585	60,072
<u>11</u> Trade Creditors	14,797	11,543
PAYGW	3,946	5,141
FBT	34,974	22,497
GST	<u>80,302</u>	<u>99,253</u>

EMPLOYEE ENTITLEMENTS

<u>12</u> Current Liability:	38,481	38,077
Long Service Leave	65,373	68,573
Recreation Leave	<u>14,588</u>	<u>9,582</u>
Accrued Salaries and Wages	118,442	116,232
Long Term Liability:	 	
Long Service Leave	<u>54,112</u>	<u>60,610</u>

BORROWINGS

<u>13</u> Current Liabilities - Borrowings		2,776
a. Network printer/copier subject to a finance lease agreement which expires in December 2003.		-
b. Vehicle lease	(1,008)	(1,538)
c. Overdraft	<u>(1,008)</u>	<u>1,238</u>
Non current Liabilities - Borrowings		
a. Mortgage Loan - Acquisition of Building (157 Collins St, Hobart) expires in October 2016	88,239	93,293
b. Network printer/copier subject to a finance lease agreement which expires in December 2003.	-	-
	<u>88,239</u>	<u>93,293</u>

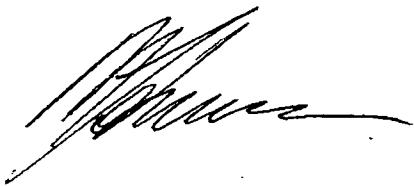
Revaluation

14 All assets excluding land and building (building & improvements) have been revalued by an independent license valuer to reflect their market value in June 2004

STATEMENT BY THE GENERAL SECRETARY AND THE HONORARY TREASURER

We, Mathew Johnston, Acting General Secretary and Christine Mitchell, Honorary Treasurer of the Community and Public Sector Union –(SPSF Tasmania) Inc respectively, do hereby state that to the best of our knowledge and belief, the accompanying Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and the explanatory Notes 1 to 14 thereto, for the year ended 30 June, 2004, give a true and fair view of the financial transactions of the Union for the year then ended and the state of affairs at that date.

Signed for and on behalf of the Council of the Community and Public Sector Union - SPSF Tasmania:



MATHEW JOHNSTON.
ACTING GENERAL SECRETARY

Date: 19-07-04.



CHRISTINE MITCHELL
HONORARY TREASURER

Max Peck and Associates

ABN 40 322 767 816

Principal: Rendell W Ridge *B.Ec (Tas)*

Accountant, Registered Company Auditor

Office 152C Elizabeth Street, Hobart 7000
Telephone 03 6234 9267 Mobile 0419 588 575

Postal address P.O. Box 680, Sandy Bay, Tasmania 7006
Fax 03 6231 4967 Email rwridge@maxpeckassoc.com

COMMUNITY & PUBLIC SECTOR UNION SPSF TASMANIA

INDEPENDENT AUDIT REPORT FOR YEAR ENDED 30 JUNE 2004

1 Scope

I have audited the attached financial report comprising Statements of Financial Performance, Financial Position, and Cash Flows, Notes to Accounts, and associated statements of the Community & Public Sector Union SPSF Tasmania for the year ended 30 June 2004. The Union is responsible for preparation and presentation of the financial report and information contained therein and has determined that accounting policies used are consistent with financial reporting requirements of the Union's constitution and are appropriate to meet needs of members. I have conducted an independent audit of the financial report in order to express an opinion on it to members of the Union. No opinion is expressed as to whether accounting policies used are appropriate to the needs of members. The financial report has been prepared for distribution to members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the Union's constitution. I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than members, or for any purposes other than that for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards. My procedures included examination, on a test basis, of evidence supporting amounts and other disclosures in the financial report and the evaluation of 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 policies adopted.

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

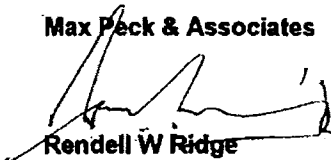
2 Audit Opinion

In my opinion:

- (a) in respect of the year ended 30 June 2004, the Union maintained satisfactory accounting records detailing sources and nature of income of the Union (including income from members) and the nature and purposes of expenditure; and
- (b) the attached financial report is properly drawn up so as to give a true and fair view of:
 - (1) the financial affairs of the Union as at 30 June 2004; and
 - (2) the statement of income & expenditure, and the surplus of the Union for the year ended on that date.

All information requested in relation to the audit was provided.

Max Peck & Associates



Rendell W Ridge

03 August 2004

CPSU, THE COMMUNITY AND PUBLIC SECTOR UNION

(SPSF GROUP) TASMANIAN BRANCH

STATEMENT OF ACCUMULATED FUNDS

AS AT 30 JUNE

	2004	2003
ACCUMULATED FUNDS		
Balance from last account	<u>24,502</u>	<u>23,606</u>
Surplus (deficit) for year	<u>(390)</u>	<u>896</u>
GENERAL FUND BALANCE	<u>\$24,112</u>	<u>\$24,502</u>
 REPRESENTED BY:		
<u>Current Assets</u>		
Cash at Bank	24,071	<u>24,502</u>
Gst Collected	41	
	<u>24,112</u>	

CPSU, THE COMMUNITY AND PUBLIC SECTOR UNION

(SPSF GROUP) TASMANIAN BRANCH

STATEMENT OF RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 30 JUNE

	2004	2003
RECEIPTS		
Capitation Fees	9,219	13,743
Interest	<u>24</u>	<u>21</u>
	9,243	13,764
PAYMENTS		
Audit fee	240	264
ACTU Affiliation Fees	9,389	12,600
Legal Costs		
Travel & accommodation		
Bank charges	<u>5</u>	<u>5</u>
	9,633	12,869
Surplus (deficit) for year	<u>(\$390)</u>	<u>\$896</u>

**CPSU, THE COMMUNITY AND PUBLIC SECTOR UNION,
(SPSF GROUP) TASMANIAN BRANCH**

BANK RECONCILIATION

AS AT 30 JUNE 2004

		\$
Opening Bank Statement at 30/6/03		<u>\$24,502.36</u>
Less payments		
Payments 10,591.50	10,591.50	
	<u>10,591.50</u>	
Bank fees	4.60	10,596.10
		<u>\$13,906.26</u>
Add receipts		
Interest	24.17	
Deposits	10,140.64	
		10,164.81
Closing Bank Statement as at 30.6.04		<u>\$24,071.07</u>

**CPSU, THE COMMUNITY AND PUBLIC SECTOR UNION,
(SPSF GROUP) TASMANIAN BRANCH**

**NOTES TO AND FORMING PART OF THE ACCOUNTS
YEAR ENDED 30 JUNE, 2004**

1. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of sub-sections (1) and (2) of section 274 (1), (2) and (3) as follows:

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policy is to record all transactions on a cash basis so that Cash at Bank and GST liability represents the Accumulated Fund of the Branch.

3. OUTSTANDINGS

The balance of the Accumulated Fund, \$24112 as at 30 June 2004, excludes \$4568.86(GST inclusive) of Capitation fees from the State Associated body, which was banked in July 2004.

**CPSU, THE COMMUNITY AND PUBLIC SECTOR UNION,
(SPSF GROUP) TASMANIAN BRANCH**

COMMITTEE OF MANAGEMENT'S CERTIFICATE

30 JUNE, 2004

We, Christine Mitchell and Tom Lynch, being two members of the Committee of Management of the CPSU, the Community and Public Sector Union, (SPSF Group) Tasmanian Branch, do state on behalf of the Committee and in accordance with a resolution passed by the committee, that:

1. in the opinion of the Committee of Management, the accounts attached show a true and fair view of the financial affairs of the Branch as at 30 June 2004;
2. in the opinion of the Committee of Management, meetings of the Committee were held during the year ended 30 June 2004, in accordance with the rules of the Union;
3. to the knowledge of any member of the Committee, there have been no instances where records of the organisation or other documents (not being documents containing information made available to a member of the Branch under sub-section 274(1) of the Workplace Relations Act 1996, as amended) or copies of those records or documents, or copies of the rules of the organisation have not been furnished or made available, to members in accordance with the Act, the Regulations thereto or the rules of the Union; and;
4. the organisation has complied with sub-section 279 (1) and (6) of the Act in relation to the financial accounts in respect of the financial year ended 30 June 2003, and the auditors' report thereon.



Christine Mitchell
HONORARY TREASURER



Tom Lynch
BRANCH SECRETARY

Date: 26-07-04

**CPSU, THE COMMUNITY AND PUBLIC SECTOR UNION,
(SPSF GROUP) TASMANIAN BRANCH**

ACCOUNTING OFFICER'S CERTIFICATE

30 JUNE, 2004

I, Christine Mitchell, being responsible for keeping the accounting records of the CPSU, the Community and Public Sector Union, (SPSF Group) Tasmanian Branch, certify that as at 30 June 2004, the number of persons that were financial members of the Federation was 4586.

In my opinion,

1. The attached accounts show a true and fair view of the financial affairs of the Union as at 30 June 2004;
2. A record has been kept of all moneys paid by, or collected from, members and all moneys so paid or collected have been credited to the bank account to which those moneys are to be credited, in accordance with the rules of the Union;
3. Before any expenditure was incurred by the Union, approval of the incurring of the expenditure was obtained in accordance with the rules of the Union;
4. With regard to funds of the organisation raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated;
5. No loans or other financial benefits, other than remuneration in respect of their full-time employment with the organisation, were made to persons holding office in the organisation.
6. The register of members of the Branch was maintained in accordance with the Act.



**Christine Mitchell
HONORARY TREASURER**

26-07-04.

Max Peck and Associates

ABN 40 322 767 816

Principal: Rendell W Ridge B.Ec (Tax)

Accountant, Registered Company Auditor

Office 152C Elizabeth Street, Hobart 7000
Telephone 03 6234 9267 Mobile 0419 588 575

Postal address
Fax 03 6231 4967

P.O. Box 680, Sandy Bay, Tasmania 7006
Email rwrIDGE@maxpeckassoc.com

COMMUNITY & PUBLIC SECTOR ORGANISATION (SPSF GROUP) TASMANIA BRANCH

INDEPENDENT AUDIT REPORT FOR YEAR ENDED 30 JUNE 2004

1 Scope

I have audited the attached financial report comprising the Statements of Receipts and Payments, Accumulated Funds, and associated certificates of the Community & Public Sector Organisation (SPSF Group) Tasmania Branch for the year ended 30 June 2004. The Organisation is responsible for the preparation and presentation of the financial report and the information contained therein and have determined that the accounting policies used are consistent with the financial reporting requirements of the Organisation's constitution and are appropriate to meet the needs of the members. I have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Organisation. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members. The financial report has been prepared for distribution to members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the Organisation's constitution. I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purposes other than that for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report and the evaluation of 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 the accounting policies adopted.

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

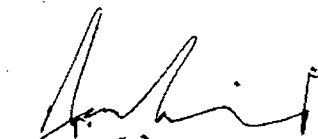
2 Audit Opinion

In my opinion:

- (a) in respect of the year ended 30 June 2004, the organisation maintained satisfactory accounting records detailing the sources and nature of the income of the Organisation (including income from members) and the nature and purposes of expenditure; and
- (b) the attached financial report, prepared on a cash basis and in accordance with the Workplace Relations Act 1996 (as amended), is properly drawn up so as to give a true and fair view of:
 - (1) the financial affairs of the Organisation as at 30 June 2004; and
 - (2) the statement of Receipts & Payments, and the surplus of the Organisation for the year ended on that date.
- (c) all the information and explanation that, under section 276 (4) (b) subsection (2) of the Workplace Relations Act 1996, officers or employees of the organisation were required to provide were provided.

All information requested in relation to the audit was provided.

Max Peck & Associates



Rendell W Ridge

07 August 2004