



FAIR WORK  
AUSTRALIA

6 January 2012

Mr Sam Popovski  
Section Secretary  
CPSU, the Community and Public Sector Union  
PSU Group, CSIRO Section  
Level 10, 440 Collins Street  
MELBOURNE VIC 3000

By email: [sam.popovski@cpsu.org.au](mailto:sam.popovski@cpsu.org.au)

**Fair Work (Registered Organisations) Act 2009 (RO Act)  
Financial Report for year ended 30 June 2011 – FR2011/2556**

Dear Mr Popovski,

I acknowledge receipt of the financial report for the PSU Group, CSIRO Section of the CPSU, the Community and Public Sector Union for the year ended 30 June 2011. The document was lodged with Fair Work Australia on 15 December 2011.

The financial report has been filed. No further action is required for the financial report for year ended 30 June 2011.

Auditor's report should refer to Committee of Management Statement

The scope of the auditor's report on the full financial report should include the committee of management statement (RO Act [section 253\(2\)\(c\)](#) and item 24 of the [reporting guidelines](#)). I note the 'Certificate of Committee of Management' was included in the scope of previous years' auditor's reports, in future years please ensure that the scope of the auditor's report includes the committee of management statement.

Please bring these details to your auditor's attention to ensure that these matters are addressed in the future preparation of your financial reports.

If you have any queries please contact me on (03) 8661 7921 or by email at [Samuel.lynch@fwa.gov.au](mailto:Samuel.lynch@fwa.gov.au).

Regards,

Sam Lynch  
Organisations, Research & Advice

FR2011/2556



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CSIRO STAFF  
ASSOCIATION

A section of the Community and Public Sector Union

## Certificate of Secretary

*Lodged in accordance with s268 of the Fair Work (registered Organisations) Act 2009*

I, SAM POPOVSKI, being SECTION SECRETARY OF THE CSIRO SECTION of the COMMUNITY AND PUBLIC SECTOR UNION (CPSU, PSU GROUP), 10/440 COLLINS STREET, MELBOURNE VIC 3000,

certify that the full financial reports, comprising the audited financial statements and operating report for the year ending 30 June 2011 were made available to all members of the Section on 16 November 2011. On that day, the Full Report was made available on the CSIRO Section website.

The first meeting, a meeting of the Committee of Management (CPSU CSIRO Section Council) held via teleconference on 16 November 2011, accepted the Full Report for 2010-11.

The second meeting, a general meeting of members, held in Canberra (CSIRO Black Mountain, Christian Laboratory) on 13 December 2011, accepted the Full Report for 2010-11.

Please find enclosed a copy of the Full Report of the CSIRO Section of the CPSU (also known as the CSIRO Staff Association) that was provided to members of the Section on 16 November 2011 and accepted by a general meeting of members on 13 December 2011.

Sam Popovski

A handwritten signature in black ink, appearing to read 'S Popovski'.

Section Secretary

14 December 2011



**CSIRO STAFF ASSOCIATION**  
**COMMITTEE OF MANAGEMENT CERTIFICATE**



On the 16<sup>th</sup> of November 2011 the Committee of Management of CSIRO Staff Association passed the following resolution in relation to the general purpose financial report of the reporting unit for the financial year ended 30 June 2011:

The Committee of Management declares in relation to the general purpose financial report that in its opinion:

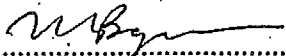
- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the Reporting Guidelines of the General Manager of Fair Work Australia and other requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009;
- (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 general purpose financial report 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 Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009; and
  - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting units have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - (v) the information sought in any request of a member of the reporting unit or the General Manager of Fair Work Australia duly made under section 272 of the Fair Work (Registered Organisations) Act 2009 has been furnished to the member or the General Manager of Fair Work Australia; and
  - (vi) there have been no orders for inspection of financial records made by Fair Work Australia under section 273 of the Fair Work (Registered Organisations) Act 2009 during the period.
- (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 General Manager of Fair Work Australia; and
  - (ii) the committee of management caused the auditor to include in the scope of the audit required under section 257(1) of the Fair Work (Registered Organisations) Act 2009 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


## CSIRO STAFF ASSOCIATION

### COMMITTEE OF MANAGEMENT CERTIFICATE

- (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 organisation has disclosed to members by way of a written policy all fees to be charged or reimbursed 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 the Committee of Management:

  
.....  
**MICHAEL BORGAS**  
Section President

  
.....  
**SAM POPOVSKI**  
Section Secretary

Dated this 16<sup>th</sup> day of November 2011.

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF THE CSIRO STAFF ASSOCIATION

#### Report on the Financial Report

We have audited the accompanying financial report of CSIRO Staff Association which comprises the Statement of Financial Position at 30 June 2011, the Statement of Comprehensive Income, Statement of Recognised Income and Expense, Statement of Cash Flows and Statement of Receipts and Payments for Recovery of Wages Activity for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information.

#### Committee of Management's responsibility for the Financial Report

The Committee of Management are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including Australian Accounting Interpretations), the Reporting Guidelines of the General Manager of the Fair Work Australia and any other requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009. This responsibility also includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### Audit Responsibility

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

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

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

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF THE CSIRO STAFF ASSOCIATION**

**Independence**

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

**Audit Opinion**

In our opinion, under section 257(5) of the Fair Work (Registered Organisations) Act 2009, the general purpose financial report of CSIRO Staff Association for the year ended 30 June 2011 is presented fairly in accordance with any of the following that apply in relation to the reporting unit:

- (a) the Australian Accounting Standards (including Australian Accounting Interpretations);
- (b) in relation to recovery of wages activity;
  - (i) that the scope of the audit encompassed recovery of wages activity;
  - (ii) 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 General Manager of Fair Work Australia, including;
    - 1. any fees charged to or reimbursements of expenses claimed from members and others for recovery of wages activity; and
    - 2. any donations or other contributions deducted from recovered money; and
- (c) any other requirements imposed by these Reporting Guidelines or Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009.

**Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the financial report of the CSIRO Staff Association for the year ended 30 June 2011 included on the CSIRO Staff Association's website. The organisation's Committee of Management are responsible for the integrity of the CSIRO Staff Association's website. We have not been engaged to report on the integrity of the CSIRO Staff Association's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

*UHY Haines Norton*

**UHY Haines Norton  
Chartered Accountants**

*R.H. Hutton*

**R.H. Hutton  
Registered Company Auditor**

Dated this 16<sup>th</sup> day of November, 2011.

## CSIRO STAFF ASSOCIATION

### STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2011

	Note	2011 \$	2010 \$
Revenue	5	1,362,836	1,390,134
Expenses	6	(1,228,324)	(1,092,913)
Impairment of Investments	1(d), 6, 10(a)	<u>(27,047)</u>	<u>(1,669)</u>
Profit before income tax		107,465	295,552
Income tax expense	1(a)	<u>-</u>	<u>-</u>
Profit for the year		107,465	295,552
 <b>Other comprehensive income:</b>			
Other comprehensive income for the year, net of tax		<u>-</u>	<u>-</u>
<b>Total comprehensive income for the year</b>		<u>107,465</u>	<u>295,552</u>
<b>Profit/(Loss) attributable to members of the entity</b>		<u>107,465</u>	<u>295,552</u>
<b>Total comprehensive income attributable to members of the entity</b>		<u>107,465</u>	<u>295,552</u>

The accompanying notes form part of this financial report.



**CSIRO STAFF ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2011**

	Note	2011 \$	2010 \$
<b>EQUITY</b>			
Accumulated Funds		<u>1,621,977</u>	<u>1,514,512</u>
<b>TOTAL EQUITY</b>		<u><b>1,621,977</b></u>	<u><b>1,514,512</b></u>
Represented by:			
<b>CURRENT ASSETS</b>			
Cash & Cash Equivalents	8	1,464,412	1,723,540
Receivables	9	11,794	17,476
Financial Assets	10	306,062	17,698
Other	11	<u>95</u>	<u>3,883</u>
<b>TOTAL CURRENT ASSETS</b>		<u><b>1,782,363</b></u>	<u><b>1,762,597</b></u>
<b>NON-CURRENT ASSETS</b>			
Plant & Equipment	12	<u>5,794</u>	<u>6,552</u>
<b>TOTAL ASSETS</b>		<u><b>1,788,157</b></u>	<u><b>1,769,149</b></u>
<b>CURRENT LIABILITIES</b>			
Payables	13	64,788	169,514
Provisions	14	<u>101,392</u>	<u>85,123</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u><b>166,180</b></u>	<u><b>254,637</b></u>
<b>TOTAL LIABILITIES</b>		<u><b>166,180</b></u>	<u><b>254,637</b></u>
<b>NET ASSETS</b>		<u><b>1,621,977</b></u>	<u><b>1,514,512</b></u>

The accompanying notes form part of this financial report.

## CSIRO STAFF ASSOCIATION

### STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2011

	Accumulated Funds	Total
	\$	\$
Balance at 1 July 2009	1,218,960	1,218,960
Profit for the year	295,552	295,552
Total other comprehensive income for the year	<u>-</u>	<u>-</u>
Balance at 30 June 2010	1,514,512	1,514,512
Profit for the year	107,465	107,465
Total other comprehensive income for the year	<u>-</u>	<u>-</u>
Balance at 30 June 2011	<u>1,621,977</u>	<u>1,621,977</u>

The accompanying notes form part of this financial report.

## CSIRO STAFF ASSOCIATION

### STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 30 JUNE 2011

	Note	2011 \$	2010 \$
<b>INCOME</b>			
Membership Subscriptions		1,238,229	1,220,305
Interest Received		103,752	52,424
Sundry Income		612	319
Investment Income		20,243	18,424
Investment Realised Gains		-	98,662
		<u>1,362,836</u>	<u>1,390,134</u>
<b>EXPENDITURE</b>			
<b>Salaries and Related Expenditure</b>			
Elected Officials		96,003	91,337
Industrial & Administrative Staff		527,385	450,384
<i>Total Salaries</i>		<u>623,388</u>	<u>541,721</u>
Payroll Tax		36,272	30,743
Workers Compensation Insurance		5,904	13,462
Superannuation		103,574	86,972
Staff Amenities & Training		12,993	14,931
Annual Leave Provided		16,869	13,675
Long Service Leave Provided & Paid		14,869	17,922
Recruitment		-	45
<b>Total Salaries &amp; Related Expenditure</b>		<u>813,869</u>	<u>719,471</u>
<b>Administrative &amp; Equipment Overheads</b>			
Accounting & Audit Fees		9,750	9,300
Bank Charges		1,126	1,021
Depreciation		2,801	3,106
Electricity		3,600	3,600
Financial Planning		1,177	-
Furniture & Computer Equipment (less than \$1,000)		426	326
Impairment of Investments		27,047	1,669
Investment Management Fees		-	7,249
Loss on Sale of Equipment		414	-
National Office Charge		86,674	85,421
Postage & Freight		3,050	7,885
Printing & Stationary		4,621	11,558
Rent & Outgoings		103,082	106,224
Sundry Expenses		11,800	8,041
Telephone		23,628	16,375
Website Service Agreement		4,080	1,097
<b>Total Administrative &amp; Equipment Overheads</b>		<u>283,276</u>	<u>262,872</u>

The accompanying notes form part of this financial report.

## CSIRO STAFF ASSOCIATION

### STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 30 JUNE 2011

	Note	2011 \$	2010 \$
<b>EXPENDITURE</b> <i>continued</i>			
<b>Industrial Expenditure</b>			
Affiliation Fees	1(h)	21,376	4,802
Carbon Offset		1,935	1,813
Cabcharge		1,328	1,053
Council & Executive Meeting Expenses		44,322	42,613
CSIRO Consultative Council		-	7
Donations		250	-
Enterprise Bargaining Agreement		57,699	-
FASTS Board Meetings		2,335	1,276
Family Bereavement Support		3,000	1,000
Industrial Support & Representation		-	4,199
Legal Costs		848	-
Library & Publications		537	2,521
National Campaigns, Events & Meetings		1,032	3,774
Presidential Expenses		-	55
Promotions & Merchandising		109	396
CPSU Matters		352	550
Research Policy Committee		3,612	1,111
Science Meets Parliament		4,443	3,189
Scholarship Awards		750	-
Site Visits		10,415	36,730
Sub-Section Activities		1,086	1,144
Special Events		406	-
Training & Conferences		-	4,097
Travelling Expenses		2,391	1,909
<b>Total Industrial Expenditure</b>		<u>158,226</u>	<u>112,239</u>
<b>Total Expenditure</b>		<u>1,255,371</u>	<u>1,094,582</u>
<b>NET PROFIT/(LOSS)</b>		<u>107,465</u>	<u>295,552</u>

The accompanying notes form part of this financial report.

**CSIRO STAFF ASSOCIATION**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2011**

	Note	2011 \$	2010 \$
<b>CASHFLOWS FROM OPERATING ACTIVITIES</b>			
Membership Subscriptions		1,362,423	1,342,786
Interest Received		105,793	44,869
Other Income		612	319
Payments to Suppliers & Employees		(157,181)	(153,191)
Payments to CPSU National Office		<u>(1,273,150)</u>	<u>(1,005,854)</u>
Net Cash Provided by Operating Activities	16 (b)	<u>38,497</u>	<u>228,929</u>
 <b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Payment for Office Furniture and Equipment		(2,457)	(3,926)
Redemption of Investments		4,832	757,776
Payment for Investments		<u>(300,000)</u>	<u>-</u>
Net Cash Provided by/(Used in) Investing Activities		<u>(297,625)</u>	<u>753,850</u>
Net Increase/(Decrease) in cash held		(259,128)	982,779
Cash & Cash Equivalents at Beginning of Year		<u>1,723,540</u>	<u>740,761</u>
Cash & Cash Equivalents at End of Year	16 (a)	<u>1,464,412</u>	<u>1,723,540</u>

The accompanying notes form part of this financial report.

# CSIRO STAFF ASSOCIATION

## STATEMENT OF RECEIPTS AND PAYMENTS FOR RECOVERY OF WAGES ACTIVITY - CASH BASIS FOR THE YEAR ENDED 30 JUNE 2011

	Note	2011 \$	2010 \$
<b>Cash Assets in respect of recovered money at beginning of the year</b>		-	-
<b>Receipts</b>			
Membership Subscriptions		-	-
Interest Received		-	-
<b>Total Receipts</b>		<u>-</u>	<u>-</u>
<b>Payments</b>			
Deductions of amounts due in respect of membership		-	-
Deductions of donations or other contributions to accounts or funds		-	-
Deductions of fees or reimbursements of expenses		-	-
Payments to workers in respect of recovered money		-	-
<b>Total Payments</b>		<u>-</u>	<u>-</u>
<b>Cash assets in respect of recovered money at the end of the year</b>		<u>-</u>	<u>-</u>

The accompanying notes form part of this financial report.

# CSIRO STAFF ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards (including Australian Accounting Interpretations), the Reporting Guidelines of the General Manager of Fair Work Australia and any other requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009.

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

#### **Basis of Preparation**

##### *Reporting Basis and Conventions*

The financial report has been prepared on an accruals basis using historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

#### **Accounting Policies**

##### **(a) Income Tax**

No provision for income tax is required as the Section is exempt from income tax under Section 50-15 (3.2) of the Income Tax Assessment Act 1997.

##### **(b) Plant & Equipment**

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**

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

The carrying amount of plant and equipment is reviewed annually 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.

##### **Depreciation**

The depreciable amount of all fixed assets including property, but excluding artworks, are depreciated on a straight line or diminishing value basis over their useful lives to the entity commencing from the time the asset is held ready for use.

# CSIRO STAFF ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

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

#### (b) Plant & Equipment *continued*

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

Leasehold Improvements	16.7%
Furniture & Equipment	20-40%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

#### (c) Financial Assets

Investments classified as available for sale are measured at fair value. Gains or losses on these investments are recognised directly to equity in a net unrealised gain reserve until the investment is sold or until the investment is determined to be impaired, at which time the cumulative gain or loss previously reported in equity for that asset is included in the Income Statement.

#### (d) Impairment of Assets

At each reporting date, the entity reviews the carrying values of its tangible and intangible 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.

#### (e) Employee Benefits

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave when it is probable that settlement will be required and they are capable of being measured reliably.

The provision for long service leave represents only employee on-costs related to benefits, with the liability for employee benefits being met by the National Office.

Employees are entitled to long service leave from 1 July 2002 at the rate of 7.2 days per year of service, pro-rata after 5 years service with the Section. Previously up to 30 June 2002, the entitlement was 10.8705 days per year of service, pro-rata after 3 years service with the Section. The movement in the provision for long service leave during the year is paid to the National Office and is expensed in these accounts.



# CSIRO STAFF ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

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

#### (e) Employee Benefits *continued*

##### **Measurement of short-term and long-term employee benefits**

Short-term employee benefits are those benefits that are expected to be settled within 12 months, and are measured at their nominal values using the remuneration rate expected to apply at the time of settlement. They include wages and salaries, annual leave and long service leave that are expected to be settled within 12 months.

Long-term employee benefits are those benefits that are not expected to be settled within 12 months, and are measured at the present value of the estimated future cash outflows to be made by the entity in respect to services provided by employees up to the reporting date. They include long service leave not expected to be settled within 12 months.

The present value of long-term employee benefits is calculated in accordance with AASB 119: Employee Benefits. Long-term employee benefits are measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using interest rates on national Government guaranteed securities with terms to maturity that match, as closely as possible, the estimate future cash outflows.

##### **Classification of employee benefits as current and non-current liabilities**

Employee benefit provisions are reported as current liabilities where the entity does not have an unconditional right to defer settlement for at least 12 months. Employee benefit provisions that are reported as non-current liabilities include long term benefits that do not qualify for recognition as a current liability, and are measured at present value.

##### **Superannuation**

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

#### (f) Leases

Lease payments under 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.

#### (g) Revenue

Contributions from members are shown net of refunds and are accounted for on a cash basis.

Interest revenue is recognised on an accruals basis.

Revenue arising from the disposal of non-current assets is recognised when the organisation and the buyer are both committed to a contract.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

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

##### (h) Comparative Figures

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

- (i) The following affiliation fees were paid during the year: FASTS \$4,258, The Union Shopper \$1,059, ACTU \$11,806 and State Labour Council \$4,254.

##### (j) Adoption of New and Revised Accounting Standards

During the current year, the entity has adopted all of the new and revised Australian Accounting Standards and Interpretations applicable to its operations which became mandatory..

The impact of these Accounting Standards are assessed as having no material impact on this financial report.

##### (k) New Accounting Standards for Application in Future Periods

The AASB has issued new, revised and amended Standards and Interpretations that have mandatory application dates for future reporting periods and which the company has decided not to early adopt.

The expected impact of these Accounting Standards issued but not yet operative at 30 June 2009 are assessed as having no material impact on this financial report.

#### NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR THE GENERAL MANAGER OF FAIR WORK AUSTRALIA

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of section 272 which reads as follows:

- (1) A member of a reporting unit, or the General Manager of Fair Work Australia, may apply to the reporting unit for specified prescribed information in relation to the reporting unit 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 reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

#### NOTE 3: RELATED PARTY INFORMATION

(a) The names of persons who formed part of the Section Executive at any time during the year were:-

Section President -	Michael Borgas
Section Deputy Presidents -	Steve McEvoy
	Christiane Ludwig
Section Secretary -	Sam Popovski
Section Treasurer -	Phil Hendry

Committee of Management-

ACT	- Janet Anstee
NA	- Scott Wilkinson
SA	- Sonia Grocke
VIC	- Carl Braybrook
NSW	- Suzy Jackson
QLD	- Ian McLéod
TAS	- Ann Thresher
WA	- Elizabeth Hulm

(b) Key Management Personnel

Key Management Personnel includes only the members of the Committee of Management named above.

(c) Key Management Personnel Compensation

	Total	Short-term Employee Benefits	Post- Employment Benefits	Other Long-term Benefits	Termination Benefits	Share Based Payment
	\$	\$	\$	\$	\$	\$
<b>2011</b>						
Total Compensation	112,661	95,616	13,882	3,163	-	-
<b>2010</b>						
Total Compensation	107,858	91,145	12,244	4,469	-	-

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

#### NOTE 3: RELATED PARTY INFORMATION *continued*

- (d) Amounts were paid for and recovered from the National Office of the CPSU and other Branches and Sections on receipt of invoices during the year.
- (e) Transactions between the Council and the Section were conducted on normal commercial terms in respect of membership fees and reimbursements.

#### NOTE 4: EMPLOYEE BENEFITS

Year Ended 30 June 2011:	Elected Officials \$	Administrative & Industrial Staff \$	Total \$
Employee benefits paid to employees during the year:			
Wages & Salaries	\$ 93,277	\$ 472,677	\$ 565,954
Annual Leave and Sick Leave	\$ 2,726	\$ 54,708	\$ 57,434
Long Service Leave (Refer Note 1(e))	\$ -	\$ -	\$ -
Superannuation	\$ 13,882	\$ 89,694	\$ 103,576
Employee benefits paid or payable to the CPSU National Office in respect to employees during the year (Refer Note 1(e)):			
Long Service Leave	\$ 3,163	\$ 12,306	\$ 15,469
Year Ended 30 June 2010:	Elected Officials \$	Administrative & Industrial Staff \$	Total \$
Employee benefits paid to employees during the year:			
Wages & Salaries	\$ 83,457	\$ 398,481	\$ 481,938
Annual Leave and Sick Leave	\$ 7,880	\$ 51,903	\$ 59,783
Long Service Leave (Refer Note 1(e))	\$ -	\$ 10,942	\$ 10,942
Superannuation	\$ 12,244	\$ 74,931	\$ 87,175
Employee benefits paid to the CPSU National Office in respect to employees during the year (Refer Note 1(e)):			
Long Service Leave	\$ 4,469	\$ (488)	\$ 3,981

**CSIRO STAFF ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2011**

	2011	2010
	\$	\$
<b>NOTE 5: REVENUE</b>		
Operating activities:-		
- Contributions Received	1,238,229	1,220,305
- Interest (other persons/corporations)	103,752	52,424
- Investment Income	20,243	18,424
- Investment Realised Gains	-	98,662
- Other Revenue	<u>612</u>	<u>319</u>
Total Revenue	<u>1,362,836</u>	<u>1,390,134</u>

**NOTE 6: PROFIT FROM ORDINARY ACTIVITIES**

Profit from ordinary activities has been determined after:-

(a) Expenses:

Depreciation of office furniture and equipment	2,801	3,106
Impairment of Investments	27,047	1,669
Loss on Disposal of Investments	414	-
Amounts set aside to Provisions:		
- Long Service Leave	(600)	3,000
- Annual Leave	16,869	13,675

**NOTE 7: AUDITING EXPENSES**

Amounts receivable or due and receivable by the auditors in respect of:

Auditing the financial report	6,500	6,200
Other services	<u>3,250</u>	<u>3,100</u>
	<u>9,750</u>	<u>9,300</u>

Other services provided by the Auditor are in the nature of other audit procedures, taxation advice and assistance with accounting disclosure.

The auditors do not receive any other benefit from the Section.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

	2011	2010
	\$	\$
<b>NOTE 8: CASH &amp; CASH EQUIVALENTS</b>		
Cash on Hand	270	87
Cash Held at Call:		
Cash with Members Australia Credit Union	44,068	957,800
Cash with Laboratories Credit Union	70,074	16,333
Cash on Deposit:		
Deposits with Members Australia Credit Union	450,000	239,767
Deposits with Laboratories Credit Union	450,000	509,553
Deposits with ME Bank	450,000	-
	<u>1,464,412</u>	<u>1,723,540</u>

#### NOTE 9: RECEIVABLES

Sundry Debtors	1,558	5,199
Accrued Interest	<u>10,236</u>	<u>12,277</u>
	<u>11,794</u>	<u>17,476</u>

#### NOTE 10: FINANCIAL ASSETS

Available for Sale Financial Assets:		
Shares in Members Australia Credit Union	10	10
Managed Funds Investments	<u>306,052</u>	<u>17,688</u>
	<u>306,062</u>	<u>17,698</u>

#### (a) Impairment of Available-for-Sale Financial Instruments

There has been a significant or prolonged decline in the fair value of Available for Sale Financial Instruments resulting in the initial investment amounts being impaired. In accordance with AASB 139 "Financial Instruments: Recognition and Measurement" the Association recorded impairment losses in the income statement as follows:

Current year impairment of investments	<u>(27,047)</u>	<u>(1,669)</u>
Net impairment of investments	<u>(27,047)</u>	<u>(1,669)</u>

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

	2011 \$	2010 \$
<b>NOTE 11: OTHER ASSETS</b>		
Prepayments	<u>95</u>	<u>3,883</u>
	<u>95</u>	<u>3,883</u>

#### NOTE 12: PLANT & EQUIPMENT

Office Furniture & Equipment	17,956	57,391
Less: Accumulated Depreciation	<u>(12,162)</u>	<u>(50,839)</u>
	<u>5,794</u>	<u>6,552</u>

#### a. Movements in Carrying Amounts

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

	Office Furniture & Equipment	Total
<b>Year Ended 30 June 2011:</b>		
Balance at the beginning of year	\$ 6,552	\$ 6,552
Additions	2,457	2,457
Disposals	(414)	(414)
Depreciation/Amortisation	<u>(2,801)</u>	<u>(2,801)</u>
Carrying amount at end of year	<u>\$ 5,794</u>	<u>\$ 5,794</u>
 <b>Year Ended 30 June 2010:</b>		
Balance at the beginning of year	\$ 5,732	\$ 5,732
Additions	3,926	3,926
Disposals	-	-
Depreciation/Amortisation	<u>(3,106)</u>	<u>(3,106)</u>
Carrying amount at end of year	<u>\$ 6,552</u>	<u>\$ 6,552</u>

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

	2011 \$	2010 \$
<b>NOTE 13: ACCOUNTS PAYABLE</b>		
CPSU National Office	43,502	150,317
Sundry Creditors	<u>21,286</u>	<u>19,197</u>
	<u>64,788</u>	<u>169,514</u>
 <b>NOTE 14: PROVISIONS</b>		
<b>Current</b>		
Employee Benefits - short term benefits at nominal value:		
Provision for Annual Leave	81,992	65,123
Provision for Long Service Leave Oncosts	<u>19,400</u>	<u>20,000</u>
	<u>101,392</u>	<u>85,123</u>
 (a) Provision for Annual Leave in respect to:		
Elected Officials	26,100	18,672
Administrative and Industrial Staff	<u>55,892</u>	<u>46,451</u>
	<u>81,992</u>	<u>65,123</u>
 (b) Provision for Long Service Leave Oncosts in respect to:		
Elected Officials	3,675	3,280
Administrative and Industrial Staff	<u>15,725</u>	<u>16,720</u>
	<u>19,400</u>	<u>20,000</u>

Refer to Note 1(e) for accounting policy in respect to these provisions for employee benefits.

### NOTE 15: CAPITAL AND LEASING COMMITMENTS

#### Rental Commitments

Non-cancellable operating leases contracted for but not capitalised in the financial statements:

Payable:

- not later than one year	64,090	64,584
- later than one year but not later than five years	252,900	258,336
- later than five years	<u>89,590</u>	<u>156,100</u>
	<u>406,580</u>	<u>479,020</u>

The lease relates to the premises at Level 10, 440 Collins Street, Melbourne which commenced on 1 December 2007 for a term of 10 years.



## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

	2011	2010
	\$	\$
<b>NOTE 16: CASH FLOW INFORMATION</b>		
<b>(a) Reconciliation of Cash &amp; Cash Equivalents</b>		
For the purposes of the Statement of Cash Flows, cash and cash equivalents includes cash on hand and cash held at call and on deposit with financial institutions.		
Cash and cash equivalents at the end of the reporting period is reconciled to the related items in the balance sheet as follows:		
Cash on Hand	270	87
Cash Held at Call with Credit Unions	114,142	974,133
Cash on Deposits with Credit Unions	<u>1,350,000</u>	<u>749,320</u>
	<u>1,464,412</u>	<u>1,723,540</u>
<b>(b) Reconciliation of Net Cash Provided by Operating Activities to Operating Profit</b>		
Operating profit/(loss) for year	107,465	295,552
Non-cash flows in operating profit		
Depreciation & Amortisation	2,801	3,106
Loss on Disposal of Plant and Equipment	414	-
(Profit)/Loss on Disposal of Investments	-	(98,662)
Impairment Loss	27,047	1,669
Changes in assets and liabilities		
(Increase)/Decrease in Receivables	5,682	(10,289)
(Increase)/Decrease in Other Assets	3,788	(1,582)
(Increase)/Decrease in Other Financial Assets	(20,243)	(10,450)
Increase/(Decrease) in Accounts Payable	(104,726)	32,910
Increase/(Decrease) in Employee Provisions	<u>16,269</u>	<u>16,675</u>
Net Cash Provided by/(Used in) Operating Activities	<u>38,497</u>	<u>228,929</u>

**(c) Financing Facilities**

The Section has no overdraft facilities.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

#### NOTE 17: FINANCIAL INSTRUMENTS

**(a) Terms, conditions and accounting policies**

The Section's terms, conditions and accounting policies of financial instruments are those adopted by businesses in Australia generally.

**(b) Interest rate risk**

The Section's exposure to interest rate risks and the effective interest rates of financial assets and financial liabilities, both recognised and unrecognised are as follows:

Economic Entity	Total Carrying Value		Weighted Average Interest Rates		Non Interest Bearing		Floating Interest Rate		Fixed Interest Rate	
	2011	2010	2011	2010	2011	2010	2011	2010	2011	2010
	\$	\$	%	%	\$	\$	\$	\$	\$	\$
<b>Financial Assets</b>										
Cash and Bank Deposits	1,464,412	1,723,540	6.02	4.64	270	87	114,142	974,133	1,350,000	749,320
Managed Funds	306,052	17,676	-	-	306,052	17,676	-	-	-	-
Receivables	11,794	17,476	-	-	11,794	17,476	-	-	-	-
<b>Total Financial Assets</b>	<b>1,782,258</b>	<b>1,758,692</b>			<b>318,116</b>	<b>35,239</b>	<b>114,142</b>	<b>974,133</b>	<b>1,350,000</b>	<b>749,320</b>
<b>Financial Liabilities</b>										
Accounts Payable	64,788	169,514	-	-	64,788	169,514	-	-	-	-
<b>Total Financial Liabilities</b>	<b>64,788</b>	<b>169,514</b>			<b>64,788</b>	<b>169,514</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**(c) Market Risk**

The Section's sensitivity to market risk is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates, changes in price indexes such as the Australian Stock Exchange or changes in returns on managed fund investments. The Section manages this risk through diversity in the investment portfolio and by obtaining professional investment advice. Taking into account past performance, future expectations, economic forecasts and experience of the financial markets, the possible impact on net operating result and equity over the next 12 months is as follows:

**CSIRO STAFF ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2011**

**NOTE 17: FINANCIAL INSTRUMENTS** *continued*

**(c) Market Risk** *continued*

2011	Total Carrying Value	Interest Rate Risk				Price Risk				Return Risk			
		-1%	-1%	+1%	+1%	-20%	-20%	+20%	+20%	-2%	-2%	+2%	+2%
		Profit	Equity	Profit	Equity	Profit	Equity	Profit	Equity	Profit	Equity	Profit	Equity
<b>Financial Assets</b>													
Cash and Bank Deposits	1,464,412	(14,473)	(14,473)	14,473	14,473	-	-	-	-	-	-	-	-
Managed Funds	306,052	-	-	-	-	(61,210)	(61,210)	-	61,210	(6,121)	(6,121)	6,121	6,121
Receivables	11,794	-	-	-	-	-	-	-	-	-	-	-	-
<b>Financial Liabilities</b>													
Accounts Payable	64,788	-	-	-	-	-	-	-	-	-	-	-	-

2010	Total Carrying Value	Interest Rate Risk				Price Risk				Return Risk			
		-1%	-1%	+1%	+1%	-20%	-20%	+20%	+20%	-2%	-2%	+2%	+2%
		Profit	Equity	Profit	Equity	Profit	Equity	Profit	Equity	Profit	Equity	Profit	Equity
<b>Financial Assets</b>													
Cash and Bank Deposits	1,723,540	(17,015)	(17,015)	17,015	17,015	-	-	-	-	-	-	-	-
Managed Funds	17,676	-	-	-	-	(3,538)	(3,538)	-	3,538	(354)	(354)	354	354
Receivables	17,476	-	-	-	-	-	-	-	-	-	-	-	-
<b>Financial Liabilities</b>													
Accounts Payable	169,514	-	-	-	-	-	-	-	-	-	-	-	-

**CSIRO STAFF ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2011**

**NOTE 17: FINANCIAL INSTRUMENTS** *continued*

**(d) Credit Risk**

The Section has no significant exposure to credit risk.

**(e) Net Fair values**

The net fair values of the Section's financial assets and financial liabilities are not expected to be significantly different from each class of asset and liability as disclosed above and recognised in the balance sheet as at 30 June 2011.

**(f) Liquidity Risk**

The Section manages liquidity risk by monitoring forecast cash flows and ensuring that adequate cash funds are maintained.





**CSIRO Staff Association  
Operating Report 2010-11**

**OUR CAUSE**

To protect and progress the interests of our members in CSIRO  
and in society

We do this as the democratic voice for staff

We advocate for CSIRO and science

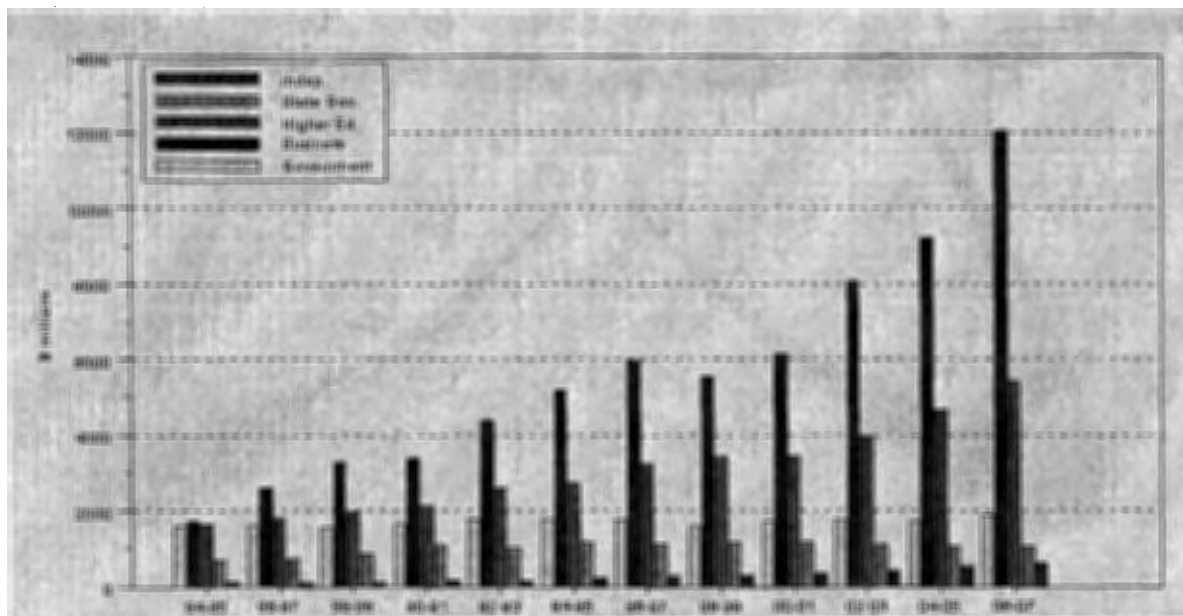
We provide the means to promote a community of staff in CSIRO so  
that we can assist members to enforce their rights

## Foreword from the Staff Association President, Michael Borgas

I am happy to report another active year for the Association, with a major contribution on behalf of members and staff through bargaining, through political lobbying on science matters, and with outreach to the broader science community inside and outside of government.

During the 2010 election campaign we wrote to the main political parties asking how they will treat science advice in government. It is pleasing to see this become a very recognisable feature of governance on a whole range of issues: climate change, water and food security, industry policy, conservation and fisheries policy and on and on and on. The Staff Association has recently met with the new Chief Scientist Professor Ian Chubb to advocate for science in government agencies and a State of Science review is in progress.

While it is pleasing to see the growing role for science in society, the ongoing job security and quality of jobs in the government science sector is not guaranteed, and our Association has an ongoing role to argue for change and enhancing the role of government science, both in the range and depth of science supported but also for the integrity, independence and openness of the science.



The funding of science by sector of performance over the last 26 years is shown in the figure with adjusted dollars. Even our new 'record' funding quadrennial agreement effectively represents status quo with very limited growth funding other than that freed up by reprioritisation and consequent job insecurity.

In the flat funding environment for government science, real opportunities for innovation and effective input of science for policy are being limited. During our bargaining, the community and many politicians of all parties supported the role of 'our' CSIRO scientists and the legacy and ongoing roles of CSIRO are popularly celebrated. We need to turn this into stronger funding support and grow the government science sector, at least in proportion to the economy.

I think it is a proud achievement that as an Association we are clearly recognised as representing the interests of staff in CSIRO. This reflects the participation of our members, our

ability to continue to attract new members and maintain our numbers with a constant churn of staff, our delegates and activists, organisers, councillors and sub-section executive and the Union office staff and other parts of the CPSU that have assisted our activities. For the efforts of past year I thank you all, and particularly those of Council and the Executive that are finishing their terms this year. Special thanks to Christiane Ludwig and Steve McEvoy, both at a personal level and on the behalf of all members, and in fact all staff, who have ongoing good benefits and conditions because of your efforts over many years.

Finally, thanks to Sam Popovski who as Secretary navigates the complex corporate, political and union life for us all in a sure and professional way and we in no way begrudge him his holidays in exotic places.

A handwritten signature in black ink, appearing to read 'm Borgas', with a horizontal line extending to the right.

Michael Borgas

Nov 2011



## **About the Association in 2010-11**

The CSIRO Staff Association (the Association) is a Section of the Community and Public Sector Union (CPSU, PSU Group).

The Association represents the professional and industrial interests of members employed in the Commonwealth Scientific and Industrial Research Organisation (CSIRO), the Australian Astronomical Observatory (AAO), the National Measurement Institute (NMI), Co-operative Research Centres (CRCs), and members who have been previously employed by these organisations (retired members). We also provide representation to students in these organisations.

The Association aims to protect and progress the interests of members by bringing them together collectively and democratically. In doing so, the Association seeks to:

- Assist members in enforcing their rights at work including the rights to
  - i) fair and equitable treatment at work
  - ii) proper recognition and remuneration for merit
  - iii) reasonable conditions and a balanced working life
  - iv) a workplace which is healthy, safe and environmentally sustainable
- Represent the views of members to their Organisation's management
- Make claims or representations on behalf of members to appropriate authorities
- Provide advocacy for the membership to Government and other political or policy bodies in the interests of the CSIRO, AAO, NMI, CRCs and their staff
- Co-operate with other parts of the CPSU, other unions, the ACTU and other organisations to progress matters of common interest.

The Association's primary source of income is from member subscriptions, which for the year to 30 June 2011 were 0.55% of gross salary for full members; \$30 (1 year) or \$75 (3 years) for retired members and \$30 for student members (until their period as a student is completed).

Subscription income for 2010-11 was \$1,238,229, an increase of \$17,924 (or 1.5%) compared to the previous year. The Association also receives income from its cash deposits and equity investments. In 2010-11, the combination of interest and investment income contributed \$123,995, or 9% of total income.

The largest component of the Association's expenditure was on salaries and related costs totalling \$813,869 (65% of total expenditure). Industrial expenditure totalled \$158,226, an increase of \$45,987 (or 41%) compared to the previous year, primarily due to expenditures in campaigning and negotiating for a new CSIRO Enterprise Agreement.

The Association's overall financial performance resulted in a net surplus this year of \$107,465 or 8% of total income.

## **Membership**

Membership of the Association at 30 June 2011 was 2816 members of which 2790 were financial. This was a decrease of 136 financial members (or 4.6%) compared to the previous year. Recruitment for the year was 292, compared to 256 the previous year (increase of 14%). Cessations were 384 compared to 236 the previous year (increase of 63%) and the number of cancellations increased to 35 from 12 in the previous year. The number of unfinancial members was reduced to 26 compared to 229 in the previous year.

Membership in the Anglo-Australia Observatory (AAO) this year grew by 7, to a total of 32 members. The Association does not recruit new members in the National Measurement Institute but continues to provide service to 39 members retained from the former National Measurement Laboratory. The Association also had 85 associate, retired or student members at 30 June 2011.

Membership Year to 30th June 2011							
	Recruited	Cessations			Membership		
		Cancelled*	RRR#	Total	Unfinancial	Financial	Total
ACT	43	5	78	83	0	460	460
NA	20	0	12	12	0	76	76
NSW	62	14	58	72	3	476	479
QLD	30	3	55	58	0	320	320
SA	21	2	13	15	5	188	193
TAS	16	0	23	23	1	168	169
VIC	77	9	88	97	14	892	906
WA	23	2	22	24	3	210	213
<b>TOTAL</b>	<b>292</b>	<b>35</b>	<b>349</b>	<b>384</b>	<b>26</b>	<b>2790</b>	<b>2816</b>

\* Left the Association but not their employment

# Left their employment (redundant, retired, resigned)

The growth in recruitment, as well as cancellations, derived from our enterprise bargaining campaign, where members campaigned to achieve improved industrial outcomes. The number of redundancies, retirements and resignations grew substantially from the previous year, which was a major contributor to the overall membership decline. The other major contributor was that our 85 associate, retired and student members are no longer included in the Association's official financial membership figures. This change arose subsequent to translation of all members to the CPSU-wide membership system. Associate, retired and student membership numbers do not contribute to financial membership figures in the CPSU.

The imperative to retain and grow our membership density in CSIRO and the AAO remains an underpinning priority if the Association is to succeed in furthering the interests of our members. The Association has increasing challenges to build membership density and activism in growing areas of CSIRO, particularly within very large sites, some of which have not had a consistently strong union presence. The Association also needs to increase the diversity of our membership base, particularly in relation to age, gender and job type. Increasing our visibility and facilitating the activities of our workplace delegates continues to be our best opportunity to grow and effectively represent staff at CSIRO, AAO and NMI.

Note that members have the right to resign at any time by providing a written notice of resignation to the Association Secretary, in accordance with Rule 5.3 of the CPSU (PSU Group). At least two weeks' notice is required except where the member ceases to be eligible to be a member of the Association. The full rules of the CPSU are available at <http://www.e-airc.gov.au/090v/rules>

## Association Structure

The Committee of Management is the Association (or CSIRO Section) Council. The Council is an elected body with an Executive and Councillors representing the Sub-Sections. Council has responsibility for governance of the Association within the CPSU. It also develops Association policy at a national level, contributes to CPSU policy, determines national campaigns and activities and represents issues affecting the membership across all parts of the Association. The Executive, comprising the Section Secretary, oversee the operations of the Association.

The elected Council Officers for 2010-11 were:

### Executive

Section President	Michael Borgas
Section Deputy President	Christiane Ludwig
Section Deputy President	Steve McEvoy
Section Secretary	Sam Popovski
Section Treasurer	Phil Hendry

## Councillors

ACT Councillor	Janet Anstee
NA Councillor	Scott Wilkinson
NSW Councillor	Suzy Jackson
QLD Councillor	Ian McLeod
SA Councillor	Sonia Grocke
TAS Councillor	Ann Thresher
VIC Councillor	Carl Braybrook
WA Councillor	Elizabeth Hulm

The Association has three representatives on the CPSU Governing Council: Section President Michael Borgas; Section Secretary Sam Popovski; and an elected Governing Councillor, Warren Hicks.

Councillors represent members in their respective Sub-Sections through elected Sub-Section Delegates Committees (SDCs). The committees are comprised of SDC Executives (SDC President, SDC Secretary and Councillor) and delegates from Sub-Section workplaces. SDC Executive positions, other than the Councillor, are elected every two years. Vacancies can be filled by appointment of the Section Council or by a vote of a meeting of the relevant SDC.

Workplace delegate and deputy delegate elections are held annually, with nominations called in June. In 2010-11, there were 97 workplace delegates and deputy delegates in the Association. This is a ratio of one delegate per approximately 29 members in the workplace.

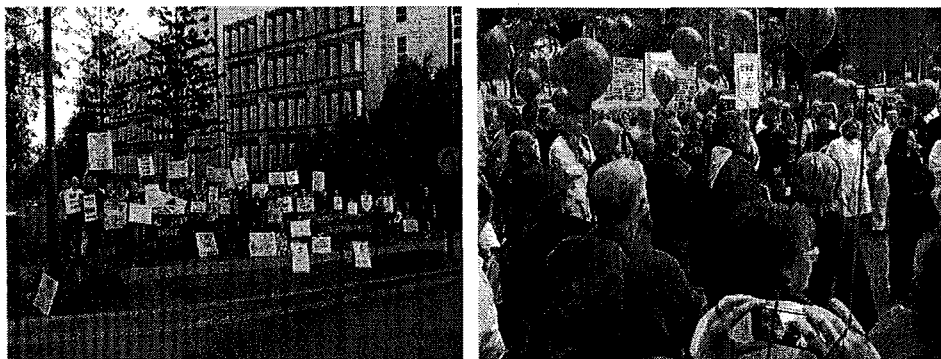
## Association Council Priorities

In 2010-11, the Association Council met formally on nine occasions: two in face and seven by telephone. All meetings have Minutes which record the motions and actions of the Council.

In 2010-11, the Association Council implemented a number of priority activities and campaigns, based on input and participation from members and Sub-Section Delegates Committees:

- CSIRO bargaining campaign
- AAO bargaining campaign
- Advocacy for science
- Effort logging and bureaucracy
- Enforcement and support for members
- Member communications

## CSIRO bargaining campaign



Members in Queensland and Victoria taking action

The CSIRO bargaining campaign absorbed the vast majority of time and resources of the Association Council, our delegates, members and staff during the year. The campaign included the following activities:

- 'Force CSIRO Executive to bargain' mini-campaign;
- Development of the log of claims through member surveys and meetings and Council and delegate input and feedback;
- Preparation of draft clauses to efficiently discuss and advance claims in negotiations;
- Twelve negotiation meetings (~64 hrs) with CSIRO Executive and Corporate HR representatives in November and December 2010;
- Council meetings, delegate hook-ups and members meetings in preparation of, and during, the negotiation period;
- Member communications through a dedicated campaign website, e-newsletters and regular update bulletins;
- Production and distribution of campaign materials and merchandise;
- Application (and approval of) a Protected Action Ballot to Fair Work Australia in January 2011;
- Outbound calls, emails and letters to home addresses of members to vote to support the Protected Action Ballot;
- 91% of members that voted (which was 71% of all members) elected to support the Protected Action Ballot;
- Two rounds of national two hour work stoppages;
- Administrative work bans for two months;
- Letter writing campaign by members to Federal MPs;
- Council meetings, delegate hook-ups and members meetings during protected action period and subsequent negotiations and resolution;
- Several negotiation and agreement drafting meetings with CSIRO Executive and Corporate HR representatives in 2011;
- Progress on outstanding issues in negotiations and drafting of proposed agreement;
- Membership vote on proposed agreement (696 in favour, 169 against);
- All staff vote to support proposed agreement;
- Approval of agreement, with a nominal expiry date (NED) of 16 August 2014, by the Australian Public Service Commission and Fair Work Australia.



Members in New South Wales and the ACT taking action

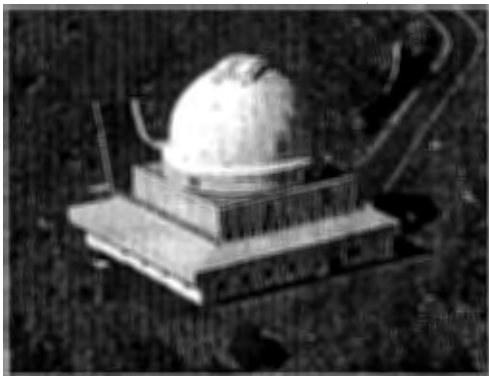
During the negotiation period in the campaign, membership grew by 31. Overall, delegate and member participation was notably higher than previous campaigns, including in the protected action period. Industrial outcomes of the campaign included:

- Three pay rises of 3.5% pay rises in July 2011, July 2012 and July 2013, equivalent to an annualised NED-NED pay rise of 3%;
- Improved redundancy and redeployment processes, including abolishment of 'spill and fill' practices;
- Retention of obligation for consultation on CSIRO initiatives or proposals;

- Incorporating entitlements and conditions from CSIRO policies into the agreement (e.g. travel, relocation, leave without pay, assistance with studies);
- Minimum entitlement to five days per annum training and development for all staff;
- Payment of employer superannuation on periods of unpaid parental leave;
- Delegates rights and facilities included into the agreement;
- Mutual obligations on staff as well as supervisor/s in the Annual Performance Agreement process;
- Improved annual shut down provisions.

Overall, the bargaining campaign successfully mobilised members into collectively participating and taking actions to achieve improved outcomes. Although not all of the industrial objectives were reached, the new agreement has improved employment conditions overall compared to the previous agreement.

## **AAO bargaining campaign**



The AAO bargaining campaign was effectively coordinated by AAO delegates at Epping and Siding Spring, with the support of our NSW Organiser and the CPSU bargaining unit. The campaign was conducted in a tough environment, given the incorporation of the AAO agreement into the Department of Innovation, Industry, Science and Research (DIISR) agreement and the limitations on bargaining imposed by the Australian Public Service Commission.

During the campaign, membership grew by 7 members and participation by delegates and members also improved compared to previous campaigns. Given the bargaining environment, the industrial outcomes, including the retention of significant AAO-specific employment conditions, were an important achievement for members. In coming years, there will be opportunities for members in AAO (and other Federal government science agencies and departments) to work with CSIRO members to advance matters of common interest through the CPSU Science Network.

## **Advocacy for science**

In 2010-11, the Association engaged with numerous decision makers and peak bodies to advocate for government science and for the work that our members do in CSIRO, AAO and NMI. This included the Minister of Innovation, Industry, Science and Research, Senator the Hon. Kim Carr, the Shadow Minister Sophie Mirabella, and other parliamentarians; CSIRO Board members; the Chief Scientist, and the Federation of Scientific and Technological Societies (FASTS). The CPSU is a general member of FASTS, with Michael Borgas being the CPSU representative on the FASTS Board.



Members Denise Hardisty, Rob Russell and Sarah Perkins at Science Meets Parliament.

The Association worked with FASTS to advance the 'Respect the Science' campaign, which gained attention this year, particularly as a result of attacks on Australian climate scientists. In June, the Staff Association sponsored 4 Staff Association and 2 CPSU members to attend Science Meets Parliament, which as well as being a prominent science advocacy event, is also a unique development opportunity for early- to mid-career scientists in our membership. This year we have also worked closely with the ACTU on the issues of climate change and energy.

In 2010-11, the Association proudly advocated for the work of our members at regional sites. Our 'Save Regional Science' campaign has brought together delegates, OICs and members across regional sites and given prominence to issues at the level of the CSIRO CEO and Executive. The CSIRO Strategic Plan 2011-15 reflected this prominence, in including the vibrancy of regional sites as one of its key strategic objectives. The Association also continued its longstanding support for Women In Science activities and networks, which are achieving increasing prominence across CSIRO.

### **Bureaucracy and effort logging**

The Association has consistently campaigned to reduce unnecessary bureaucracy in CSIRO. This is based on extensive feedback from members who want more time to effectively support and conduct their science and research, as opposed to spending time on bureaucratic activities. The Association has represented member views at Consultative Council, as well as directly with CSIRO Executive and senior management, on issues such as effort logging, procurement, SAP and the matrix.

In 2010-11, the Association's sustained advocacy on effort logging over recent years resulted in improvements to the process. Staff are now able to effort log to projects based on planned hours and are only required to confirm these hours on a monthly basis. This has reduced the time and complexity of the effort logging process and for most staff.

### **Enforcement and support for members**

The Association ensures that the rights and conditions of our members are enforced, no matter if these conditions are contained in an agreement or in organisational policies or legislation. To promote awareness of employment conditions, the Association produces the 'Know Your Rights' series of fact sheets, which provide concise information to members on a wide variety of industrial matters. The fact sheets are also a resource for Association delegates, who can provide advice and assist members in the workplace.

Consistent with our cause, the Association has allocated staffing resources to protect and progress the interests of our members. Support for members continues to constitute a significant component of the work of our organising team. This is particularly the case in supporting members through redundancy and redeployment processes and in protecting members from bullying and harassment.

## Member communications

The Association has continued to invest into systems and people this year to improve our communications with members. The Association has employed a Communication Officer to improve our website and electronic communications. These improvements will continue as the Association seeks to develop a new website and increase the participation of members online.

The CSIRO bargaining website was an important campaign resource and providing new modes of communication for members, including interactive blogs, polls and surveys. The campaign also effectively utilised bulletins and e-newsletters to ensure members received regular updates on negotiations and campaign activities.

## Our Team

The main office of the Association is in the Melbourne office of the CPSU at 10/440 Collins Street, Melbourne, Victoria 3000. The Association also has staff in CPSU offices in Adelaide, Brisbane, Canberra, Perth and Sydney. The Section Secretary position, like other Association Council positions, is elected by the membership. It is the only salaried position on the Association Council with responsibility for the operations of the Association and management of the team of organising and support staff. This position is held by Sam Popovski.

In 2010-11, the team members were:

<b>Organising Staff</b>	<b>Location</b>	<b>Responsibility</b>
Jeff Carig	Sydney	NSW (excluding Southern NSW)
Tom Dixon	Brisbane	QLD and NT
Rod Drinkwater	Canberra	ACT and Southern NSW
Paul Girdler	Melbourne	Lead/National Organiser
Louise Jarman	Melbourne	VIC and TAS
Ian Treloar	Adelaide	SA
Jason Tebbutt & Ash van Dijk	Perth	WA
<b>Support Staff</b>		
Margaret Puls	Brisbane	Communication Officer
Carrie Wilson	Melbourne	Administrative and Organising Support
Angela Yuan	Melbourne	Membership and Finance Officer

## Financial Changes of Note in 2010-11

The Association returned an overall operating surplus for the year of \$107,465. This result compared to the budgeted surplus for the year of \$29,720. Total income was \$44,385 greater than budgeted whilst total expenditure was \$33,361 less than budgeted. The variances in total income primarily arose from greater income from interest on cash deposits and investments, which totalled (\$123,995), than was budgeted (\$48,706) and less income from membership subscriptions (\$1,238,229) than was budgeted (\$1,269,745). In 2010/11, the Association Council diversified its reserves and income sources by investing \$300,000 into a Smaller Companies Trust Managed Fund with Australian Ethical Investment. This fund is intended for investment for at least seven years and balances the Association's term deposit reserves with Members Equity Bank (\$450,000), Members Australia Credit Union (\$450,000) and Laboratories Credit Union (\$450,000).

## Statements on Superannuation Trustees and Reporting

The CSIRO Staff Association does not have any officer or member who is known to be:

- i) a trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- ii) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme.

This report has been prepared in accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*.



Sam Popovski  
Secretary  
9 November 2011



