



24 July 2014

Mr John Cahill
Branch Secretary
CPSU, the Community and Public Sector Union - SPSF Group, New South Wales Branch
ltwigger@psa.asn.au

Dear Mr Cahill,

**CPSU, the Community and Public Sector Union - SPSF Group, New South Wales Branch
Financial Report for the year ended 30 June 2013 - [FR2013/146]**

I acknowledge receipt of the financial report of the CPSU, the Community and Public Sector Union - SPSF Group, New South Wales Branch. The documents were lodged with the Fair Work Commission on 6 January 2014.

I also acknowledge receipt of an amended Designated Officers Certificate and Committee of Management Statement which were lodge with the Fair Work Commission on 23 July 2014

The financial report has now been filed.

The financial report was filed based on a primary review. This involved confirming that the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that the financial report for the year ending 30 June 2014 may be subject to an advanced compliance review.

I make the following comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged. The Fair Work Commission will confirm these concerns have been addressed prior to filing next year's report.

Documents must be lodged with the Fair Work Commission within 14 days of General Meeting

Section 268 of the RO Act, states that the full report and the designated officer's certificate are required to be lodged with the Fair Work Commission within 14 days of the meeting of committee of management. The Designated Officer's Certificate indicates that this meeting occurred on 19 November 2013. If this is correct the full report should have been lodged with the Fair Work Commission by 3 December 2013.

The full report was lodged on 6 January 2014.

If these dates are correct, the branch should have applied for an extension of time to lodge the required reports and the designated officer's certificate in accordance with section 268 of the RO Act.

Please note that in future financial years a written request for an extension of time, signed by a relevant officer, including any reason for the delay, must be made prior to required date of lodgement.

Operating Report

Principal activities results

Subsection 254(2)(a) of the RO Act requires an operating report to contain a review of the principal activities of the reporting unit, the results of those activities and any significant changes in the nature of those activities. I note that the operating report provides a review of the principal activities and whether there had been any significant changes in those activities but does not explain the results of these activities. Please note that subsection 254(2)(a) does not require a financial result, but instead a description of the results from representing the interests of members.

In future years please ensure that the Operating Report describes the principal activities of the reporting unit, the results of those activities and any significant changes in the nature of those of the reporting unit.

Committee of Management Statement

- (a) Paragraph v(a) refers to the rules of the reporting unit. Such reference should be to the rules of the organisation including the rules of the branch.
- (b) Paragraph v(b) refers to the rules of the organisation. Such reference should be to the rules of the organisation including the rules of the branch.

Key Management Personnel

General Purpose Financial Reports are required to disclose within the statements or the notes compensation paid to key management personnel.

This normally includes a listing of the key management personnel for the organisation, the total amount of compensation paid to all key management personnel, and then totals for each of the following categories:

- Short term employee benefits
- Post employment benefits
- Other long term employee benefits
- Termination benefits
- Any share based payments.

The definition for these categories can be found within accounting standard *AASB 119: Employee Benefits*

Auditor's report: declaration regarding going concern

Paragraph 45 of the reporting guidelines requires an auditor to include in the auditor's statement a declaration that as part of the audit of the financial statement they have concluded that management's use of the going concern basis of accounting in the preparation of the reporting unit's financial statements is appropriate. This declaration was not included in the auditor's statements.

If you have any queries regarding this letter, please contact me on (03) 8661 7893 or via email at larry.powell@fwc.gov.au.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L. Powell'.

Larry Powell
Senior Adviser
Regulatory Compliance Branch

From: [Michael Cairns](#)
To: [POWELL, Larry](#)
Subject: Amended Financial Statements - 2013 CPSU-SPSF NSW Branch
Date: Wednesday, 23 July 2014 9:34:48 AM
Attachments: [2013 CPSU-SPSF Financial Report - Amended.pdf](#)

Good morning Larry,

Please find attached the amended 2013 CPSU-SPSF NSW Branch Financial Statements as requested.

The following amendments have been made as per our phone discussion in May 2014

- 1) Removal of reference to concise report
- 2) Specific comment regarding no significant change to change organisations operations
- 3) Specific comment stating there are no employees and therefore no remuneration or recovery of wages paid
- 4) Addition of 2012 surplus result for comparative purposes in "Operating Report"
- 5) Addition of Sue Walsh directorship in "Operating Report"
- 6) Alteration of signing date of report to reflect amendments
- 7) Re-publication on website with indication that accounts have been amended (a notice will also be placed in the PSA's publication "Red Tape" which is due to be printed and circulated to members in early August)

I attach the link to the website where the amended accounts have been published for your convenience

<http://psa.asn.au/financial-statements/>

I trust the amended accounts satisfactorily comply however should you require any further amendments please advise and I will address

Thanks Larry

Regards

Mick

Michael Cairns
Chief Financial Officer
Public Service Association of NSW
Lv 5, 160 Clarence Street
SYDNEY NSW 2000
Ph: (02) 9220-0927
Mobile: 0407 403 536
Fax: (02) 9262-1623
Email: mcairns@psa.asn.au

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Community & Public Sector Union (SPSF Group) New South Wales Branch

A.B.N 11 681 811 732

Financial Statements

For the Year Ended 30 June 2013

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT

I Sue Walsh, being a member of the Executive of the Branch Council (Committee of Management) of the Community & Public Sector Union (SPSF Group) New South Wales Branch, do state on behalf of the Branch Council and in accordance with the resolution passed by the Branch Council on the 23rd June 2014 in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30th June, 2013 in meeting assembled that:

In the opinion of the Branch Council: -

- i. The financial statements and notes comply with the Australian Accounting Standards;
- ii. The financial statements and notes comply with the reporting guidelines of the General Manager of Fair Work Australia (FWA) for purposes of section 253 of Fair Work (Registered Organisations) Act 2009 ("the Act");
- iii. The financial statement and notes give a true and fair view of the financial performance, financial position and cash flows of the organisation as at 30th June 2013;
- iv. 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;
- v. During the financial year to which GPFR relates and since the end of that year:
 - (a) meetings of the Branch Council were held in accordance with the rules of the reporting unit; and
 - (b) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation; and
 - (c) the financial records of the reporting unit have been kept and maintained in accordance with the Act and the Fair Work (Registered Organisations) Regulations 2009; and
 - (d) the information sought in any request of a member of the reporting unit or a General Manager duly made under Sections 272 of the Act has been furnished to the member or General Manager; and
 - (e) no orders have been made by FWA under Section 273 of the Act during the period.

Signed in Sydney this 23rd day of June, 2014 in accordance with a resolution of the Branch Council.

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the end, positioned above a solid horizontal line.

SUE WALSH

(signed by Sue Walsh on 23rd June 2014)

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH**

**OPERATING REPORT OF THE BRANCH COUNCIL (COMMITTEE OF
MANAGEMENT)**

The members of the Branch Council present their report on financial statements for the year ended 30th June 2013.

- Members of the Branch Council

The members of the Branch Council of the Community and Public Sector Union (SPSF Group) New South Wales Branch during the financial year are listed below:

<u>Member</u>	<u>Period</u>
Sue Walsh, President	1 July 2012 – 30 June 2013
John Cahill, Branch Secretary	1 July 2012 – 30 June 2013
Steve Turner, Assistant Secretary	1 July 2012 – 30 June 2013
Shane O'Brien, Assistant Secretary	1 July 2012 – 28 November 2012
Kristen Cameron, Assistant Secretary	29 November 2012 – 30 June 2013
Ron Davis, Assistant Secretary (Sub-Branch No.1)	1 July 2012 – 30 June 2013
Rex Drummond, Vice President	1 July 2012 – 28 November 2012
Chris Wetherall, Vice President	1 July 2012 – 28 November 2012
Margaret McLoughlin-Fullick, Vice President	1 July 2012 – 28 November 2012
Wendy Hurry, Vice President	29 November 2012 - 30 June 2013
Nicole Jess, Vice President	29 November 2012 - 30 June 2013
Boyd Kellner, Vice President	29 November 2012 - 30 June 2013
Greg Delprado, Branch Councillor	1 July 2012 – 29 November 2012
Adrienne Harris, Branch Councillor	1 July 2012 – 29 November 2012
Jessie Choy, Branch Councillor	1 July 2012 – 30 June 2013
Jeff Walters, Branch Councillor	1 July 2012 – 30 June 2013
Mark Gordon, Branch Councillor (Sub-Branch No.1)	1 July 2012 – 30 June 2013
Gavin Bartier, Branch Councillor (Sub-Branch No.1)	1 July 2012 – 28 November 2012
David Griffin, Branch Councillor (Sub-Branch No.1)	1 July 2012 – 28 November 2012
Dennis Milling, Branch Councillor (Sub-Branch No.1)	29 November 2012 - 30 June 2013
Michael Sergent, Branch Councillor (Sub-Branch No.1)	29 November 2012 - 30 June 2013
Margaret McLoughlin-Fullick, Branch Councillor	29 November 2012 - 30 June 2013
Christine Jones, Branch Councillor	1 July 2012 – 28 November 2012
Kaye Hiddlestone, Branch Councillor	1 July 2012 – 30 June 2013
Bruce Waddington, Branch Councillor	1 July 2012 – 28 November 2012
Leon Parissi, Branch Councillor	1 July 2012 – 30 June 2013
Brian Webb, Branch Councillor	1 July 2012 – 30 June 2013
Anne Attwater, Branch Councillor	29 November 2012 - 30 June 2013
Linda Barclay-Hales, Branch Councillor	29 November 2012 - 30 June 2013

Margaret Jarosz, Branch Councillor
Jenny Singleton, Branch Councillor
Anthony Howen, Branch Councillor

29 November 2012 - 30 June 2013
29 November 2012 - 30 June 2013
1 July 2012 – 28 November 2012

- **Principal Activities**

The principal activities of the Community & Public Sector Union (SPSF Group) New South Wales Branch during the financial year remained unchanged and were to operate as an industrial organisation, providing advice to its members within the areas of industrial disputes, pay negotiations, unfair dismissals etc.

There has been no significant change to the operations of the organisation during the year ending 30 June 2013.

- **Operating Results**

The operating deficit for the year was \$81,224 (2012: Surplus \$12,257).

- **Review of Operations**

A review of the operations of the Branch during the financial year and the results of those operations are contained in the discussion and analysis of the financial statements.

- The number of members as at 30th June 2013 was 40,392. (2012: 41,636)
- There were no employees employed by the organisation during the financial year and as a result there was no recovery of wages undertaken during that period (1 July 2012 – 30 June 2013).
- Attention is drawn that a member has the right to resign from membership in accordance with Rule 8 of the SPSF Group Rules and under Section 174 of the Fair Work (Registered Organisations) Act 2009.
- Mr Ronald Davis, Branch Assistant Secretary, is an Employee Representative and full-time Board member of the State Super SAS Trustee Corporation.
- Ms Sue Walsh, President, is President of the Public Service Association of NSW, National Executive Member of the Community and Public Sector Union, Director of State Super Financial Services Australia Limited, Board Member of State Super Trustee Corporation and Executive Member of Unions NSW



JOHN CAHILL
BRANCH SECRETARY

(signed by John Cahill on 23rd June 2014)

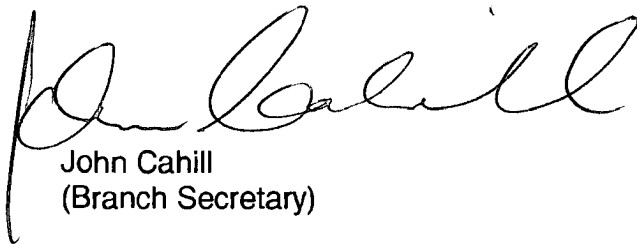
Designated Officer's Certificate

s268 Fair Work (Registered Organisations) Act 2009

I, John Cahill being the Branch Secretary of the Community & Public Sector Union (SPSF Group) New South Wales Branch certify:

- that the document lodged herewith is a copy of the full report referred to in s268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the full report was presented to a meeting of the committee of management of the reporting unit on 23rd June 2014 in accordance with section 266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature:

A handwritten signature in black ink, appearing to read 'John Cahill', written in a cursive style.

John Cahill
(Branch Secretary)

Date: 23rd June 2014

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH**

**DISCUSSION AND ANALYSIS OF THE
FINANCIAL STATEMENTS 2013**

During the 12 months to June 2013, the Community and Public Sector Union (SPSF) New South Wales Branch recorded an operating deficit of \$81,224. This compares with an operating surplus of \$12,257 achieved over the previous 12 months.

There was no significant variance in membership revenue from the previous year.

The resulting deficit is due to the imposition of the Industrial Relations Contribution Levy of \$84,348 pertaining to the 2012 year. This expenditure is to comply with the ACTU Executive resolution on the 25th July 2012 and is based on \$2 per member.

This Levy has resulted in a negative impact on the Branch's balance sheet position with the net asset position decreasing from \$157,054 to \$75,830.

Overall, the performance of the Community and Public Sector Union (SPSF) New South Wales Branch for the year ending 30 June 2013 continues to provide a sound financial platform for the delivery of services to members and bodes well for the future of the Union.

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NSW BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2013**

	2013	2012
Revenue	778,200	778,426
Other income	72	67
Employee benefits expense	-	-
Other expenses	<u>(859,496)</u>	<u>(766,236)</u>
(Deficit)/Surplus before income tax	<u>(81,224)</u>	<u>12,257</u>
Other comprehensive income	-	-
Other comprehensive income for the period, net of tax	<u>-</u>	<u>-</u>
Total comprehensive (loss)/income for the period	<u><u>(81,224)</u></u>	<u><u>12,257</u></u>

These accounts should be read in conjunction with the attached notes

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NSW BRANCH**

**INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2013**

	2013	2012
INCOME		
Members' Subscriptions	778,200	778,426
Interest	<u>72</u>	<u>67</u>
	<u>778,272</u>	<u>778,493</u>
 EXPENDITURE		
Accountancy & Secretarial	4,754	4,700
ACTU Congress	-	5,104
Administrative Expenses	920	-
Affiliation Fees ACTU	141,858	135,549
Audit Fees	1,969	1,059
Bank Charges & Taxes	60	-
Campaigns/Recruitments	84,348	-
Data processing	7,782	7,129
Federal Capitation Dues	613,494	610,459
Other Travelling	2,244	320
Postage & Stationery	<u>2,067</u>	<u>1,916</u>
	<u>859,496</u>	<u>766,236</u>
 DEFICIT FOR THE YEAR	 (81,224)	 12,257
Accumulated Surplus at 1 July 2012	<u>157,054</u>	<u>144,797</u>
 ACCUMULATED SURPLUS at 30 June 2013	 <u><u>75,830</u></u>	 <u><u>157,054</u></u>

These accounts should be read in conjunction with the attached notes

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NSW BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2013**

	2013	2012
CURRENT ASSETS		
Cash at Bank - Commonwealth	203,029	158,496
Sundry Debtors	<u>70,349</u>	<u>70,799</u>
	<u>273,378</u>	<u>229,295</u>
 TOTAL ASSETS	 <u>273,378</u>	 <u>229,295</u>
 LESS CURRENT LIABILITIES		
Accrued Expenses	184,812	59,576
Accounts Payable	<u>12,736</u>	<u>12,665</u>
	<u>197,548</u>	<u>72,241</u>
 NET ASSETS	 <u>75,830</u>	 <u>157,054</u>
 BRANCH FUNDS		
Accumulated Funds	<u>75,830</u>	<u>157,054</u>
 TOTAL BRANCH FUNDS	 <u>75,830</u>	 <u>157,054</u>

These accounts should be read in conjunction with the attached notes

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NSW BRANCH**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2013**

	2013	2012
Net Income recognised directly in equity	-	-
(Deficit)/Surplus for the period	<u>(81,224)</u>	<u>12,257</u>
Total recognised income and expense for the period	(81,224)	12,257
Accumulated Surplus at 1 July 2012	<u>157,054</u>	<u>144,797</u>
ACCUMULATED SURPLUS at 30 June 2013	<u><u>75,830</u></u>	<u><u>157,054</u></u>

These accounts should be read in conjunction with the attached notes

**COMMUNITY AND PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH**

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

		2013	2012
Cash flows from operating activities			
Receipts			
Members' fees received		778,408	779,110
Interest received		<u>72</u>	<u>67</u>
		778,480	779,177
Payments			
Fees paid to Federal body	613,488	611,423	
ACTU fees 2012/2013	105,723	135,549	
Other expenses paid	<u>14,736</u>	<u>20,841</u>	
Total expenses paid		<u>733,947</u>	<u>767,813</u>
Net Cash provided from Operating Activities	Note 2	44,533	11,364
Cash at 1 July 2012		<u>158,496</u>	<u>147,132</u>
Cash at 30 June 2013	Note 1	<u>203,029</u>	<u>158,496</u>
<hr/>			
Note 1: Reconciliation of Cash			
Cash at Bank		<u>203,029</u>	<u>158,496</u>
		<u>203,029</u>	<u>158,496</u>
Note 2: Reconciliation of Net Cash provided from Operating Activities			
(Deficit)/Surplus per Income & Expenditure		(81,224)	12,257
Changes in assets & liabilities:			
(Increase) / Decrease in Accounts Receivable		449	1,304
Increase / (Decrease) in year-end Accruals		<u>125,308</u>	<u>(2,197)</u>
Net Cash provided from Operating Activities		<u>44,533</u>	<u>11,364</u>

1. STATEMENT OF ACCOUNTING POLICIES

(a) Basis of Accounting

The financial report has been prepared on an accruals basis and is based on historical costs and does take into account changing money values. Cost is based on the fair value of the considerations given in exchange of assets.

The Accounting Policies set out below have been applied in preparing the financial statements for the year ended 30 June 2013 and comparative information presented in these financial statements for the year ended 30 June 2012.

The accounting policies have been consistently applied, unless otherwise stated.

(b) Statement of Compliance

The financial report is a general purpose report that has been prepared in accordance with the Accounting Standards, Australian Accounting Interpretations, and the Reporting Guidelines for the purposes of section 270 of the Fair Work (Registered Organisations) Act 2009.

(c) Employee Entitlements

The New South Wales Branch not being an employer, no provision has been made for long service leave, accrued annual leave etc.

(d) Income Tax

No provision for income tax is necessary as trade unions are exempt from income tax under Section 50.15 of the Income Tax Assessment Act 1997.

(e) Revenue Recognition

In general, revenue is recognised to the extent that it is probable that the economic benefits will flow to the entity and the revenue can be measured reliably.

Membership Fees and Subscriptions: The subscriptions are payable in advance. Only those membership fees and subscription receipts which are attributable to the current financial year are recognised as revenue.

(f) Rounding of Amounts

Amounts in the financial report have been rounded to the nearest dollar.

2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

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), (3), and (4) of Section 272, which read as follows:

- “A member of a reporting unit, or the General Manager, 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.
- “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.”
- “A reporting unit must comply with an application made under subsection (1).”
- “The General Manager may only make an application under subsection (1) at the request of a member of the reporting unit concerned, and the General Manager must provide to a member information received because of an application made at the request of the member.”

3. CONTINGENT LIABILITIES

At balance date and up to the signing of these financial statements there are no known contingent liabilities.

4. NUMBER OF MEMBERS

The number of members at 30 June 2013 was made up of:

NSW Branch	39,846
NSW Sub-Branch	<u>546</u>
	<u>40,392</u>

5. EVENTS SUBSEQUENT TO BALANCE DATE

No matter or circumstances has arisen since the end of financial year which significantly affected or could significantly affect the operations of the Community and Public Sector Union (SPSF Group) NSW Branch, the results of the operations or the state of affairs in the financial years.

2013 2012

6. **AUDITORS' REMUNERATION**

Remuneration of the auditor of the Branch (DFK Laurence Varnay)	<u>1,969</u>	<u>1,059</u>
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7. The Public Service Association of New South Wales is currently underwriting all expenses and liabilities of the Community and Public Sector Union (SPSF Group) NSW Branch.

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
COMMUNITY AND PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH
ABN 11 681 811 732**

Report on the Financial Report

We have audited the financial statements of the Community and Public Sector Union (SPSF Group) New South Wales Branch, which comprises the statement of financial position as at 30 June 2013, the income statement, statement of changes in equity and cash flow statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Committee of Management Statement, and Operating Report.

Management's Responsibility for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009, and for such internal control as management determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

In Note 1, management also states, in accordance with Accounting Standard AASB 101 Presentation of Financial Statements, that the financial statements comply with International Financial Reporting Standards.

Auditors' 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 and the By-laws of the Community and Public Sector Union (SPSF Group) New South Wales Branch and Sec 256 and Sec. 257 of the Fair Work (Registered Organisations) Act 2009. 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 and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, 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.

We make it happen!



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www.dfklv.com.au

Opinion

In our opinion:

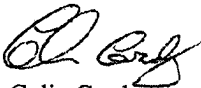
- (a) the financial report presents fairly, in all material respects, the financial position of Community & Public Sector Union (SPSF Group) New South Wales Branch as at 30 June 2013, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009; and
- (b) the financial report also complies with International Financial Reporting Standards as disclosed in Note 1.

In our opinion, satisfactory accounting records were kept by the Union in relation to the year, including:

- (i) records of the sources and nature of the income of the Union (including income from members); and
- (ii) records of the nature and purposes of the expenditure of the Union.

We also understand that to the extent that there was any deficiency, failure or shortcoming in relation to the matters referred above, we must report particulars, and that those particulars, if any, form part of this report.

DFK LAURENCE VARNAY
Chartered Accountants



Colin Grady
Partner

Sydney

Dated: 19 November 2013

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**Community & Public Sector Union (SPSF Group) New South Wales
Branch**

Auditor's Independence Declaration

To the Committee of Management
Community & Public Sector Union (SPSF Group) New South Wales Branch

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2013, there have been:

- i. no contraventions of the independence requirements of the Corporations Act 2001 in relation to the audit; and
- ii. no contraventions of any applicable code of professional conduct in relation to the audit.

**DFK Laurence Varnay
Chartered Accountants**



Colin Grady
Partner

Sydney

Dated: 19 November 2013

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EMAIL office@dfklv.com.au
www.dfklv.com.au

From: Michael Cairns [mcairns@psa.asn.au]
Sent: Monday, 6 January 2014 8:52 AM
To: Orgs
Subject: CPSU-SPSF NSW Branch - 2013 Full Financial and Concise Financial Accounts

Good morning,

Please find attached the following documents in accordance with the Fair Work (Registered Organisations) Act 2009:

1) *2013 Audited Financial Statements - Community & Public Sector Union (SPSF Group) New South Wales Branch - including Designated Officers Certificate*

Should you have any queries or require clarification regarding the attached please do not hesitate to contact me on (02) 9220 - 0927 or email mcairns@psa.asn.au

Kind regards,

Michael Cairns

Michael Cairns
Accountant
Public Service Association of NSW
Lv 5, 160 Clarence Street
SYDNEY NSW 2000
Ph: (02) 9220-0927
Mobile: 0407 403 536
Fax: (02) 9262-1623
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Community & Public Sector Union (SPSF Group) New South Wales Branch

A.B.N 11 681 811 732

Financial Statements

For the Year Ended 30 June 2013

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT


I Sue Walsh, being a member of the Executive of the Branch Council (Committee of Management) of the Community & Public Sector Union (SPSF Group) New South Wales Branch, do state on behalf of the Branch Council and in accordance with the resolution passed by the Branch Council on the 19 November 2013 in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June, 2013 in meeting assembled that:

In the opinion of the Branch Council: -

- i. The financial statements and notes comply with the Australian Accounting Standards;
- ii. The financial statements and notes comply with the reporting guidelines of the General Manager of Fair Work Australia (FWA) for purposes of section 253 of Fair Work (Registered Organisations) Act 2009 ("the Act");
- iii. The financial statement and notes give a true and fair view of the financial performance, financial position and cash flows of the organisation as at 30 June 2013;
- iv. 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;
- v. During the financial year to which GPFR relates and since the end of that year:
 - (a) meetings of the Branch Council were held in accordance with the rules of the reporting unit; and
 - (b) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation; and
 - (c) the financial records of the reporting unit have been kept and maintained in accordance with the Act and the Fair Work (Registered Organisations) Regulations 2009; and
 - (d) the information sought in any request of a member of the reporting unit or a General Manager duly made under Sections 272 of the Act has been furnished to the member or General Manager; and
 - (e) no orders have been made by FWA under Section 273 of the Act during the period.

Further, that the Branch Council resolved under Subsection 265(2) of the Act, a concise report will only be provided to members.

Signed in Sydney this 19 November 2013 in accordance with a resolution of the Branch Council.

A handwritten signature in black ink, appearing to be 'Sue Walsh', written over a horizontal line.

SUE WALSH

(signed by Sue Walsh on 19 November 2013)

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH**

**OPERATING REPORT OF THE BRANCH COUNCIL (COMMITTEE OF
MANAGEMENT)**

The members of the Branch Council present their report on financial statements for the year ended 30th June 2013.

- Members of the Branch Council

The members of the Branch Council of the Community and Public Sector Union (SPSF Group) New South Wales Branch during the financial year are listed below:

<u>Member</u>	<u>Period</u>
Sue Walsh, President	1 July 2012 – 30 June 2013
John Cahill, Branch Secretary	1 July 2012 – 30 June 2013
Steve Turner, Assistant Secretary	1 July 2012 – 30 June 2013
Shane O'Brien, Assistant Secretary	1 July 2012 – 28 November 2012
Kristen Cameron, Assistant Secretary	29 November 2012 – 30 June 2013
Ron Davis, Assistant Secretary (Sub-Branch No.1)	1 July 2012 – 30 June 2013
Rex Drummond, Vice President	1 July 2012 – 28 November 2012
Chris Wetherall, Vice President	1 July 2012 – 28 November 2012
Margaret McLoughlin-Fullick, Vice President	1 July 2012 – 28 November 2012
Wendy Hurry, Vice President	29 November 2012 - 30 June 2013
Nicole Jess, Vice President	29 November 2012 - 30 June 2013
Boyd Kellner, Vice President	29 November 2012 - 30 June 2013
Greg Delprado, Branch Councillor	1 July 2012 – 29 November 2012
Adrienne Harris, Branch Councillor	1 July 2012 – 29 November 2012
Jessie Choy, Branch Councillor	1 July 2012 – 30 June 2013
Jeff Walters, Branch Councillor	1 July 2012 – 30 June 2013
Mark Gordon, Branch Councillor (Sub-Branch No.1)	1 July 2012 – 30 June 2013
Gavin Bartier, Branch Councillor (Sub-Branch No.1)	1 July 2012 – 28 November 2012
David Griffin, Branch Councillor (Sub-Branch No.1)	1 July 2012 – 28 November 2012
Dennis Milling, Branch Councillor (Sub-Branch No.1)	29 November 2012 - 30 June 2013
Michael Sergent, Branch Councillor (Sub-Branch No.1)	29 November 2012 - 30 June 2013
Margaret McLoughlin-Fullick, Branch Councillor	29 November 2012 - 30 June 2013
Christine Jones, Branch Councillor	1 July 2012 – 28 November 2012
Kaye Hiddlestone, Branch Councillor	1 July 2012 – 30 June 2013
Bruce Waddington, Branch Councillor	1 July 2012 – 28 November 2012
Leon Parissi, Branch Councillor	1 July 2012 – 30 June 2013

Brian Webb, Branch Councillor	1 July 2012 – 30 June 2013
Anne Attwater, Branch Councillor	29 November 2012 - 30 June 2013
Linda Barclay-Hales, Branch Councillor	29 November 2012 - 30 June 2013
Margaret Jarosz, Branch Councillor	29 November 2012 - 30 June 2013
Jenny Singleton, Branch Councillor	29 November 2012 - 30 June 2013
Anthony Howen, Branch Councillor	1 July 2012 – 28 November 2012

- **Principal Activities**

The principal activities of the Community & Public Sector Union (SPSF Group) New South Wales Branch during the financial year remained unchanged and were to operate as an industrial organisation, providing advice to its members within the areas of industrial disputes, pay negotiations, unfair dismissals etc.

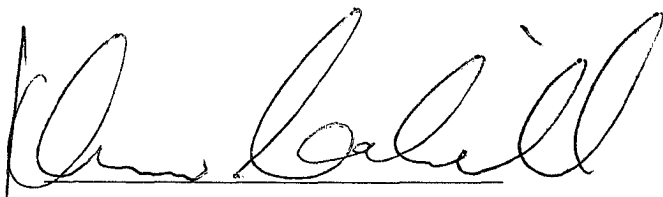
- **Operating Results**

The operating deficit for the year was \$81,224 (2012: Surplus \$12,257).

- **Review of Operations**

A review of the operations of the Branch during the financial year and the results of those operations are contained in the discussion and analysis of the financial statements.

- The number of members as at 30th June 2013 was 40,392.
- There were no employees employed by the organisation during the financial year.
- Attention is drawn that a member has the right to resign from membership in accordance with Rule 8 of the SPSF Group Rules and under Section 174 of the Fair Work (Registered Organisations) Act 2009.
- Mr Ronald Davis, Branch Assistant Secretary, is an Employee Representative and full-time Board member of the State Super SAS Trustee Corporation.



JOHN CAHILL
BRANCH SECRETARY

(signed by John Cahill on 19 November 2013)

Designated Officer's Certificate

s268 *Fair Work (Registered Organisations) Act 2009*

I, John Cahill being the Branch Secretary of the Community & Public Sector Union (SPSF Group) New South Wales Branch certify:

- that the documents lodged herewith are copies of the full report and the concise report, referred to in s268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the concise report, was provided to members on 19 November 2013; and
- that the full report was presented to a meeting of the committee of management of the reporting unit on 19 November 2013 in accordance with section 266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature:



John Cahill
(Branch Secretary)

Date: 19 November 2013

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH**

**DISCUSSION AND ANALYSIS OF THE
FINANCIAL STATEMENTS 2013**

During the 12 months to June 2013, the Community and Public Sector Union (SPSF) New South Wales Branch recorded an operating deficit of \$81,224. This compares with an operating surplus of \$12,257 achieved over the previous 12 months.

There was no significant variance in membership revenue from the previous year.

The resulting deficit is due to the imposition of the Industrial Relations Contribution Levy of \$84,348 pertaining to the 2012 year. This expenditure is to comply with the ACTU Executive resolution on the 25th July 2012 and is based on \$2 per member.

This Levy has resulted in a negative impact on the Branch's balance sheet position with the net asset position decreasing from \$157,054 to \$75,830.

Overall, the performance of the Community and Public Sector Union (SPSF) New South Wales Branch for the year ending 30 June 2013 continues to provide a sound financial platform for the delivery of services to members and bodes well for the future of the Union.

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NSW BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2013**

	2013	2012
Revenue	778,200	778,426
Other income	72	67
Employee benefits expense	-	-
Other expenses	<u>(859,496)</u>	<u>(766,236)</u>
(Deficit)/Surplus before income tax	<u>(81,224)</u>	<u>12,257</u>
Other comprehensive income	-	-
Other comprehensive income for the period, net of tax	<u>-</u>	<u>-</u>
Total comprehensive (loss)/income for the period	<u><u>(81,224)</u></u>	<u><u>12,257</u></u>

These accounts should be read in conjunction with the attached notes

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NSW BRANCH**

**INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2013**

	2013	2012
INCOME		
Members' Subscriptions	778,200	778,426
Interest	<u>72</u>	<u>67</u>
	<u>778,272</u>	<u>778,493</u>
EXPENDITURE		
Accountancy & Secretarial	4,754	4,700
ACTU Congress	-	5,104
Administrative Expenses	920	-
Affiliation Fees ACTU	141,858	135,549
Audit Fees	1,969	1,059
Bank Charges & Taxes	60	-
Campaigns/Recruitments	84,348	-
Data processing	7,782	7,129
Federal Capitation Dues	613,494	610,459
Other Travelling	2,244	320
Postage & Stationery	<u>2,067</u>	<u>1,916</u>
	<u>859,496</u>	<u>766,236</u>
DEFICIT FOR THE YEAR	(81,224)	12,257
Accumulated Surplus at 1 July 2012	<u>157,054</u>	<u>144,797</u>
ACCUMULATED SURPLUS at 30 June 2013	<u><u>75,830</u></u>	<u><u>157,054</u></u>

**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NSW BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2013**

	2013	2012
CURRENT ASSETS		
Cash at Bank - Commonwealth	203,029	158,496
Sundry Debtors	<u>70,349</u>	<u>70,799</u>
	<u>273,378</u>	<u>229,295</u>
TOTAL ASSETS	<u>273,378</u>	<u>229,295</u>
LESS CURRENT LIABILITIES		
Accrued Expenses	184,812	59,576
Accounts Payable	<u>12,736</u>	<u>12,665</u>
	<u>197,548</u>	<u>72,241</u>
NET ASSETS	<u><u>75,830</u></u>	<u><u>157,054</u></u>
BRANCH FUNDS		
Accumulated Funds	<u>75,830</u>	<u>157,054</u>
	<u>75,830</u>	<u>157,054</u>
TOTAL BRANCH FUNDS	<u><u>75,830</u></u>	<u><u>157,054</u></u>

These accounts should be read in conjunction with the attached notes

COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP)
NSW BRANCH

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2013

	2013	2012
Net Income recognised directly in equity	-	-
(Deficit)/Surplus for the period	<u>(81,224)</u>	<u>12,257</u>
Total recognised income and expense for the period	(81,224)	12,257
Accumulated Surplus at 1 July 2012	<u>157,054</u>	<u>144,797</u>
ACCUMULATED SURPLUS at 30 June 2013	<u><u>75,830</u></u>	<u><u>157,054</u></u>

**COMMUNITY AND PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH**

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

		2013	2012
Cash flows from operating activities			
Receipts			
Members' fees received		778,408	779,110
Interest received		<u>72</u>	<u>67</u>
		778,480	779,177
Payments			
Fees paid to Federal body	613,488	611,423	
ACTU fees 2012/2013	105,723	135,549	
Other expenses paid	<u>14,736</u>	<u>20,841</u>	
Total expenses paid		<u>733,947</u>	<u>767,813</u>
Net Cash provided from Operating Activities	Note 2	44,533	11,364
Cash at 1 July 2012		<u>158,496</u>	<u>147,132</u>
Cash at 30 June 2013	Note 1	<u>203,029</u>	<u>158,496</u>

Note 1: Reconciliation of Cash

Cash at Bank		<u>203,029</u>	<u>158,496</u>
		<u>203,029</u>	<u>158,496</u>

**Note 2: Reconciliation of Net Cash
provided from Operating Activities**

(Deficit)/Surplus per Income & Expenditure		(81,224)	12,257
Changes in assets & liabilities:			
(Increase) / Decrease in Accounts Receivable		449	1,304
Increase / (Decrease) in year-end Accruals		<u>125,308</u>	<u>(2,197)</u>
Net Cash provided from Operating Activities		<u>44,533</u>	<u>11,364</u>

1. STATEMENT OF ACCOUNTING POLICIES

(a) Basis of Accounting

The financial report has been prepared on an accruals basis and is based on historical costs and does take into account changing money values. Cost is based on the fair value of the considerations given in exchange of assets.

The Accounting Policies set out below have been applied in preparing the financial statements for the year ended 30 June 2013 and comparative information presented in these financial statements for the year ended 30 June 2012.

The accounting policies have been consistently applied, unless otherwise stated.

(b) Statement of Compliance

The financial report is a general purpose report that has been prepared in accordance with the Accounting Standards, Australian Accounting Interpretations, and the Reporting Guidelines for the purposes of section 270 of the Fair Work (Registered Organisations) Act 2009.

(c) Employee Entitlements

The New South Wales Branch not being an employer, no provision has been made for long service leave, accrued annual leave etc.

(d) Income Tax

No provision for income tax is necessary as trade unions are exempt from income tax under Section 50.15 of the Income Tax Assessment Act 1997.

(e) Revenue Recognition

In general, revenue is recognised to the extent that it is probable that the economic benefits will flow to the entity and the revenue can be measured reliably.

Membership Fees and Subscriptions: The subscriptions are payable in advance. Only those membership fees and subscription receipts which are attributable to the current financial year are recognised as revenue.

(f) Rounding of Amounts

Amounts in the financial report have been rounded to the nearest dollar.

2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

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), (3), and (4) of Section 272, which read as follows:

- “A member of a reporting unit, or the General Manager, 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.
- “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.”
- “A reporting unit must comply with an application made under subsection (1).”
- “The General Manager may only make an application under subsection (1) at the request of a member of the reporting unit concerned, and the General Manager must provide to a member information received because of an application made at the request of the member.”

3. CONTINGENT LIABILITIES

At balance date and up to the signing of these financial statements there are no known contingent liabilities.

4. NUMBER OF MEMBERS

The number of members at 30 June 2013 was made up of:

NSW Branch	39,846
NSW Sub-Branch	<u>546</u>
	<u>40,392</u>

5. EVENTS SUBSEQUENT TO BALANCE DATE

No matter or circumstances has arisen since the end of financial year which significantly affected or could significantly affect the operations of the Community and Public Sector Union (SPSF Group) NSW Branch, the results of the operations or the state of affairs in the financial years.

	2013	2012
6. <u>AUDITORS' REMUNERATION</u>		
Remuneration of the auditor of the Branch (DFK Laurence Varnay)	<u>1,969</u>	<u>1,059</u>
7. The Public Service Association of New South Wales is currently underwriting all expenses and liabilities of the Community and Public Sector Union (SPSF Group) NSW Branch.		

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
COMMUNITY AND PUBLIC SECTOR UNION (SPSF GROUP)
NEW SOUTH WALES BRANCH
ABN 11 681 811 732**

Report on the Financial Report

We have audited the financial statements of the Community and Public Sector Union (SPSF Group) New South Wales Branch, which comprises the statement of financial position as at 30 June 2013, the income statement, statement of changes in equity and cash flow statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Committee of Management Statement, and Operating Report.

Management's Responsibility for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009, and for such internal control as management determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

In Note 1, management also states, in accordance with Accounting Standard AASB 101 Presentation of Financial Statements, that the financial statements comply with International Financial Reporting Standards.

Auditors' 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 and the By-laws of the Community and Public Sector Union (SPSF Group) New South Wales Branch and Sec 256 and Sec. 257 of the Fair Work (Registered Organisations) Act 2009. 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 and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, 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.

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Opinion

In our opinion:


- (a) the financial report presents fairly, in all material respects, the financial position of Community & Public Sector Union (SPSF Group) New South Wales Branch as at 30 June 2013, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009; and
- (b) the financial report also complies with International Financial Reporting Standards as disclosed in Note 1.

In our opinion, satisfactory accounting records were kept by the Union in relation to the year, including:

- (i) records of the sources and nature of the income of the Union (including income from members); and
- (ii) records of the nature and purposes of the expenditure of the Union.

We also understand that to the extent that there was any deficiency, failure or shortcoming in relation to the matters referred above, we must report particulars, and that those particulars, if any, form part of this report.

DFK LAURENCE VARNAY
Chartered Accountants



Colin Grady
Partner

Sydney

Dated: 19 November 2013

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**Community & Public Sector Union (SPSF Group) New South Wales
Branch**

Auditor's Independence Declaration

To the Committee of Management
Community & Public Sector Union (SPSF Group) New South Wales Branch

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2013, there have been:

- i. no contraventions of the independence requirements of the Corporations Act 2001 in relation to the audit; and
- ii. no contraventions of any applicable code of professional conduct in relation to the audit.

**DFK Laurence Varnay
Chartered Accountants**



Colin Grady
Partner

Sydney

Dated: 19 November 2013

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