

**Public Service Association of SA Inc** 

Community and Public Sector Union · SA Branch · SPSF Group

1<sup>st</sup> September 2006

Mr Clency Lapierre Australian Industrial Registry GPO Box 1994S MELBOURNE VIC 3001

Dear Mr Lapierre

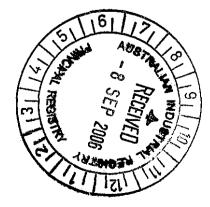
# RE: CPSU/(SPSF GROUP) - SA BRANCH FINANCIAL STATEMENTS AS AT 30 JUNE 2006

Please find attached the audited financial statements of the above Union as at 30<sup>th</sup> June 2006.

I certify that the attached financial statements were adopted by the Branch Council of the CPSU/(SPSF Group) – SA Branch on 1<sup>st</sup> August 2006 and were then presented to and accepted by the Annual General Meeting of the CPSU/(SPSF Group) – SA Branch on Thursday 31<sup>st</sup> August 2006.

Yours faithfully

JAN MCMAHON BRANCH SECRETARY /home2/PSA/administration/finance/retain/financial\_statements.sxw



### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE COMMUNITY AND PUBLIC SECTOR UNION / SPSF GROUP SOUTH AUSTRALIAN BRANCH

#### Scope

#### The Financial report and Councillors' responsibility

The financial report of The Community and Public Sector Union/SPSF Group South Australian Branch ("the Branch") comprises the Income Statement, Balance Sheet, Statement of Recognised Income and Expense, Statement of Cash Flows, accompanying notes, and the certificate by the Branch Council for the financial year ended 30 June 2006. The Branch's Councillors are responsible for the financial report in accordance with Schedule 1 of the Workplace Relations Act 1996 (the RAO Schedule ). This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### Audit approach

We conducted an independent audit in order to express an opinion to the members of the Branch. Our audit was conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected. We performed procedures to assess whether in all material respects, the financial report presents fairly in accordance with the RAO Schedule, Australia Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistant with our understanding of the Branch's financial position, and of its performance as represented by the results of its operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the
- financial report, and
- assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the Councillors.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

#### Independence

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

#### Audit Opinion

In our opinion the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements of the RAO Schedule.

FOMA

IK Footer Partner & Registered Company Auditor

Dated at Adelaide this

day of August 2006.

#### SOUTH AUSTRALIAN BRANCH

#### COMMITMENT BY MANAGEMENT

I, NEVILLE KITCHIN being the officer responsible for THE COMMUNITY AND PUBLIC SECTOR UNION \ SPSF GROUP SOUTH AUSTRALIAN BRANCH, certify that as at 30 June, 2006 the number of members of the Branch was 15,163, and do state on behalf of the Council, and in accordance with a resolution passed by the Council on the 1st August 2006, that:-

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Regstrar;
- (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; and
- (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 Schedule 1 of the Workplace Relations Act 1996 (the Registration and Accountability of Organisations (RAO) Schedule ) and the RAO Regulations; and
  - (iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
  - (vi) there has been compliance with any order for inspection of the financial records made by the Commission under section 273 of the RAO Schedule.

Dated at Adelaide this day of August 2006.

NEVILLE KITCHIN ACTING BRANCH SECRETARY

#### SOUTH AUSTRALIAN BRANCH

#### INCOME STATEMENT

#### FOR THE YEAR ENDED 30 JUNE, 2006

		2006 \$	2005 \$
		U U	φ
Revenue - membership contributions		232,904	233,122
Financial income - interest received		573	579
Total Revenue		233,477	233,701
Audit fees		2,500	2,250
Affiliation Fees ACTU		33,630	32,124
Bank charges and stamp duty		4	5
Bank debits tax		37	75
EDP costs		7,936	6,102
Financial institutions duty		-	-
Legal fees		-	-
National Campaign Costs		~	-
Staff salaries paid		16,611	15,515
Staff salaries recovered		(16,611)	(15,515)
Capitation fee paid to Federal Office		189,326	189,548
Total expenditure		233,433	230,104
Profit for year	5	44	3,597

The above Income Statement should be read in conjunction with the accompanying notes set out on pages 6 to 9.

#### SOUTH AUSTRALIAN BRANCH

#### BALANCE SHEET AS AT 30 JUNE 2006

	Note	2006 \$	2005 \$
Current Assets			
Cash and cash equivalents Trade and other receivable	4	120,023	81,850 44,812
Total Assets		126,567	126,662
Current Liabilities			
Trade and other payables		2,946	3,085
Total Liabilities		2,946	3,085
Net Assets		123,621	123,577
Equity			
Retained earnings Total equity attributable to equity holders	5	<u>    123,621</u> <u>    123,621</u>	<u>    123,577</u> <u>    123,577</u>

# STATEMENT OF RECOGNISED INCOME AND EXPENSE FOR THE YEAR ENDED 30 JUNE 2006

	2006	2005
	\$	\$
Profit for the period	44	3,597
Total recognised income and expense for the period	44	3,597
Attributable to:		
Equity holder	44	3,597

There are no other movements in equity arising from transactions with owners.

The above Balance Sheet and Statement of Recognised Income and Expense should be read in conjunction with the accompanying notes set out on pages 6 to 9.

#### SOUTH AUSTRALIAN BRANCH

#### STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2006

· · · · · · · · · · · · · · · · · · ·	Note	2006 \$	2005 \$
Cash flows from operating activities			
Receipts from members and		271 146	000 100
associated body Receipts from others		271,146	233,133
Interest received		573	579
Payments to associated bodies		(230,918)	(268,120)
Payments to suppliers		(2,628)	(1,707)
Net cash from/(used in ) operating activities	3	38,173	(36,115)
Increase(decrease) in cash and cash equivalents		38,173	(36,115)
Cash and cash equivalents at beginning of financial year		81,850	
Cash and cash equivalents at end of financial year	4	120,023	81,850

The above Statement of Cash Flows should be read in conjunction with the accompanying notes set out on pages 6 to 9.

#### SOUTH AUSTRALIAN BRANCH

#### NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

#### FOR THE YEAR ENDED 30 JUNE, 2006

#### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The branch is domiciled in Australia.

The financial report was authorised for issue by the Council on 1 August 2006.

#### (a) Statement of Compliance

The financial report is a general purpose financial report which has been prepared in accordance with Australian Accounting Standards ("AASB"), Urgent Issues Group Interpretations ("UIG's ") adopted by the Australian Accounting Standards Board ("AASB") and Schedule 1 of the Workplace Relations Act 1996 (the RAO Schedule). International Financial Standards ("IFRSs") form the basis of Australian Accounting Standards adopted by the AASB, being Australian equivalents to IFRS ("AIFRS").

This is the Branch's first financial report prepared in accordance with AIFRS and AASB 1 First Time Adoption of AIFRS has been applied. An explanation of how the transition to AIFRS has affected the reported financial position, financial performance and cash flows of the Association is provided in note 7.

#### (b) Basis of Preparation

The financial report is presented in Australian dollars. The financial report is prepared on the historical cost basis.

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and

liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these esimates. These accounting policies have been consistently applied.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and the future periods if the revision affects both current and future periods.

The accounting policies set out below have been applied consistently to all periods presented in the financial report and in preparing an opening AIFRS balance sheet at 1 July 2004 for the purposes of the transition to Australian Accounting Standards - AIFRS.

- (c) Trade and other receivables are stated at their cost less impairment losses.
- (d) Trade and other payables are recognised for amounts to be paid in the future for goods or services received, whether or not billed to the organisation. Trade accounts payable are usually settled within 30 days.
- (c) Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of aquisition of the asset or as part of an item of the expense.

Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from, or payable to, the ATO is included as a current asset or liability in the statement of financial position. Cashflows are included in the statement of cashflows on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cashflows.

#### SOUTH AUSTRALIAN BRANCH

#### NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

#### FOR THE YEAR ENDED 30 JUNE, 2006

#### 2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of Schedule 1 of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of subsections (1), (2), (3) of Section 272, which reads as follows:-

(1) A member of a reporting unit, or a Registrar, 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)

	2006 \$	2005 \$
3. Reconciliation of net cash provided by operating activities with operating profit		
Profit for the year	44	3,597
(Increase)/Decrease in accounts receivable Current	38,268	(40,343)
Increase/(decrease) in creditors & borrowings Current	(139)	631
Net cash from/(used in) operating activities	38,173	(36,115)
4. Cash and cash equivalents Cash at bank	120,023	81,850
5. Retained earnings Balance at beginning of year Profit for the year Balance at end of year	123,577 44 123,621	119,980 

#### SOUTH AUSTRALIAN BRANCH

#### NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

#### FOR THE YEAR ENDED 30 JUNE, 2006

#### 6. RELATED PARTY DISCLOSURES

#### (a) Councillors

The names of each person holding the position of councillor during the financial year are listed below. The persons listed held the position for the whole year unless otherwise stated.

Beck	Andrew	
Bell-Corkin	Patricia	
Boland	Marie	from 07/06/06
Bryant	Lynn	
Callaghan	Stephen	
Di Pardo	Sonia	
Gale	Jeanette	from 01/07/05 - 06/06/06
Griffiths	Michael	
Hall	Christopher	
Hadaway	Jeffrey	
Henderson	Sharon	from 01/07/05 - 23/04/06
Hewish	Peter	
Hindmarch	Janice	from 01/07/05 - 23/04/06
Howell	Bernadette	
Hughes	Lesley	
Kitchin	Neville	
Kirkham	John	from 07/06/06
Lee	Jenny	from 01/07/05 - 06/06/06
Martin	Bev	
Martin	Jo-anne	
McKay	Mike	from 24/04/06
McComb	James	from 07/06/06
McMahon	Jan	
Millison	Linda	from 24/04/06
Naumov	Dianne	from 24/04/06
Owen	John	from 24/04/06
Oxlad	Lindsay	
Rankine	Di	
Reilly	Peter	from 01/07/05 - 06/06/06
Rust	Stephen	from 01/07/05 - 23/04/06
Stitt	Robyn	from 24/04/06
Townsend	Malcolm	
Warner	Margaret	
Warren	Graham	from 07/06/06
Weber	Linda	
Williams	Wendy	
Wilkinson	Marissa	from 01/07/05 - 06/06/06
Wilson	Rosanne	

(b) Councillors' remuneration

No amounts were paid to councillors during the financial year.

#### SOUTH AUSTRALIAN BRANCH

#### NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

#### FOR THE YEAR ENDED 30 JUNE, 2006

#### 7. Explanation of transition to AIFRS

As stated in significant accounting policies note 1(a), these are the Branch's first financial statements prepared in accordance with AIFRS. The policies set out in the significant accounting policies section of this report have been applied in preparing the financial statements for the year ended 30 June 2006, the comparative information presented in these financial statements for the year ended 30 June 2005 and in the preparation of an opening AIFRS balance balance sheet at 1 July 2004 (the entity's date of transition).

In preparing its opening AIFRS balance sheet, the Branch has considered the need to adjust amounts reported previously in financial statements prepared in accordance with its old basis accounting (previous GAAP). There were no adjustments on transition to AIFRS.

Public Service Association of SA Inc



Community and Public Sector Union  $\cdot$  SA Branch  $\cdot$  SPSF Group

# **CERTIFICATE OF SECRETARY**

# S268 of Schedule 1 Workplace Relations Act 1996

- I, Neville Kitchin being the Acting Branch Secretary of the CPSU/(SPSF Group) SA Branch certify;
- that the documents lodged herewith are copies of the full report, referred to in S268 of the RAO Schedule; and
- that the full report was provided to members on 1 August 2006; and
- that the full report was presented to the Annual General Meeting of members of the reporting unit on 31 August 2006, in accordance with Section 266 of the RAO Schedule.

NEVILLE KITCHIN ACTING BRANCH SECRETARY

Date: 1. 2. 200

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# CPSU (SPSF GROUP) SA BRANCH OPERATING REPORT

# S254 of Schedule 1 Workplace Relations Act 1996

- I, Neville Kitchin being the Acting Branch Secretary of the CPSU/ (SPSF Group) SA Branch state;
- (a) Principal activities during the year were of an Industrial nature including campaigning for improved wages and conditions. Activities are reviewed throughout the year, with no change deemed necessary to the nature of activities.
- (b) Financial affairs. No significant changes.
- (c) Resignation procedure.

A member may resign from membership in accordance with Rule 8 by notice in writing to the Branch Secretary, 122 Pirie St. Adelaide SA 5000.

In accordance with S.174 of the Workplace Relations Act two weeks notice shall apply for resignation, other than where the member leaves the industry in which case no notice period is required.

- (d) Superannuation Trustees;
  - Jan McMahon, Branch Secretary Superannuation Funds Management Corporation, State Superannuation Board
  - Lindsay Oxlad, President Statewide Superannuation Trust
- (e) Number of members, 15,163
- (f) Number of employees, 43
- (g) Persons who have been a member of the Committee of Management of the reporting unit at any time during the reporting period, and the period of which they held the position (Attached).

#### NEVILLE KITCHIN ACTING BRANCH SECRETARY

Date: 1 5 .

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#### SOUTH AUSTRALIAN BRANCH

#### NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

#### FOR THE YEAR ENDED 30 JUNE, 2006

#### 6. RELATED PARTY DISCLOSURES

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Hewish	Peter	
Hindmarch	Janice	from 01/07/05 - 23/04/06
Howell	Bernadette	
Hughes	Lesley	
Kitchin	Neville	
Kirkham	John	from 07/06/06
Lee	Jenny	from 01/07/05 - 06/06/06
Martin	Bev	
Martin	Jo-anne	
McKay	Mike	from 24/04/06
McComb	James	from 07/06/06
McMahon	Jan	
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Stitt	Robyn	from 24/04/06
Townsend	Malcolm	
Warner	Margaret	
Warren	Graham	from 07/06/06
Weber	Linda	
Williams	Wendy	
Wilkinson	Marissa	from 01/07/05 - 06/06/06
Wilson	Rosanne	



Australian Government

Australian Industrial Registry

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

Ms Jan McMahon Branch Secretary Community and Public Sector Union - SPSF Group GPO Box 2170 Adelaide SA 5001

Dear Ms McMahon

## RE: Schedule 1 of the Workplace Relations Act 1996 (the RAO Schedule) Financial reports for year ended 30 June 2006 – FR2006/355

I have received a copy of the financial reports of your Branch for the year ended 30 June 2006. The documents were lodged in the Australian Industrial Registry on 8 September 2006.

The documents have been filed.

Yours sincerely,

R

Michael Ellis Deputy Industrial Registrar

19 September 2006