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

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





Offices: 157 Collins Street, Hobart, Tasmania 7000

80 Oldaker Street, Devonport, Tasmania 7310

152 Hobart Road, Kings Meadows, Tas 7249

Postal: GPO Box 54, Hobart PO Box 589, Devonport PO Box 1019, Launceston

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

Email: cpsu@tas.cpsu.com.au

Web: www.cpsu.com.au

<u>ABN:</u> 33 824 819 550

Protecting and promoting the interests and welfare of members

11 September 2006

Australian Industrial Registry 80 Collins Street MELBOURNE VIC 3000

Dear Registrar

CPSU (SPSF Group, Tasmanian Branch) 2005/06 Financial Report

Please find attached the Financial Report for the year ending 30 June 2006 for the CPSU (SPSF Group Tasmanian Branch) as required under section 268 of the RAO Schedule.

If you required any further information, please contact me on 03 62341708.

Yours faithfully

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Tom Lynch Branch Secretary Community and Public Sector Union (State Public Services Group, Tasmanian Branch)



Certificate of Secretary or other Authorised Officer

Section 268 of Schedule 1B Workplace Relations Act 1996

I Thomas Gerard Lynch being the Branch Secretary of the Community and Public Sector Union (SPSF Group, Tasmanian Branch) certify:

- that the documents lodged herewith are copies of the full report referred to in section 268 of the RAO Schedule; and
- that members were advised by 4 August 2006 that the full report for 2005/2006 would be published on the reporting unit's web site, <u>www.cpsu.com.au</u> on 7 August 2006; and
- that members were advised by 4 August 2006 that the full report would be provided in the CPSU 05/06 Annual Report to all members; and
- that the full report was provided to members on Monday 21 August 2006; and
- that the full report was presented to a general meeting of members of the reporting unit 28 August 2006; in accordance with section 266 of the RAO Schedule.

Tom Lynch Branch Secretary

Date:11.09.06



Committee Of Management Statement

The Committee of Management Statement has been made in accordance with a resolution passed by the Committee on 4 August 2006.

On the 4 August 2006 the Committee of Management of the Community and Public Sector Union (SPSF Group, Tasmanian Branch) passed the following resolution in relation to the General Purpose Financial Report (GPFR) of the reporting unit for the financial year ended 30th June 2006:

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

(a) the financial statements and notes comply with the Australian Accounting Standards;

(b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;

(c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;

(d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;

(e) during the financial year to which the GPFR relates and since the end of that year:

(i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and

(ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and

(iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and

(iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and

(v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been* furnished to the member or Registrar; and

(vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

For Committee of Management: Tom Lynch (Designated Officer) Title of Office held: Branch Secretary

Date: 04.08.06



THE COMMUNITY AND PUBLIC SECTOR UNION (SPSF GROUP) TASMANIAN BRANCH OPERATING REPORT YEAR ENDED 30 JUNE 2006

I Thomas Lynch, being the General Secretary of the CPSU (SPSFT) Inc, report operations for the year ended 30 June 2006 as follows:

Review of Principal Activities

- 1. Representing individual members in grievance disputes with employers resulting in members being treated fairly and their rights respected.
- 2. Representing all members at various workplaces regarding disputes with employers resulting in a fair outcome.
- 3. Negotiate Enterprise Bargaining Agreements resulting in increased wages and conditions for members covered by those Agreements.
- 4. Negotiate Industrial Agreements at a number of worksites resulting in the settlement of disputes or resulting in flexible working arrangements.
- 5. Representing members in the Tasmanian Industrial Commission in unfair dismissal cases resulting in a fair outcome for members.
- 6. Monthly committee and finance meetings to initiate, monitor and evaluate operational and finance activities.
- 7. Providing Union Delegates and Worksite Committee members with training and education to enable them to better represent members in the workplace.

No significant change in the nature of these activities occurred during the year.

The surplus of the union for the financial year amounts to \$59,031. There were no significant changes to the financial affairs during the year.

Number of members as at 30 June 2006: 4611 financial members.

Details of rights of members to resign: A member of the Union may resign from membership by written notice addressed and delivered to the Branch Secretary giving notice in accordance with SPSF (Federal) Rule 8.

Details of superannuation trustee as at 30 June 2006: None.

Number of employees: 21 employees as at 30 June 2006.

Committee of Management List of Office Holders:

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Position	Officer	Address	Period Held
President	Lindsay Jones	C/- CPSU (SPSFT) Inc	01.07.05 to
		157 Collins Street, Hobart	30.06.06
		Tas, 7000	
Vice President	Trevor Keating	C/- CPSU (SPSFT) Inc	01.07.05 to
		157 Collins Street, Hobart	30.06.06
		Tas, 7000	
Vice President	Janet Chipman	C/- CPSU (SPSFT) Inc	01.07.05 to
		157 Collins Street, Hobart	30.06.06
		Tas, 7000	
Treasurer	Christine Mitchell	C/- CPSU (SPSFT) Inc	01.07.05 to
		157 Collins Street, Hobart	30.06.06
		Tas, 7000	
General	Thomas Lynch		01.07.05 to
Secretary			30.06.06
Assistant	Mathew Johnston	C/- CPSU (SPSFT) Inc	01.07.05 to
Secretary		157 Collins Street, Hobart	30.06.06
		Tas, 7000	
Executive	Wendy Wolf	C/- CPSU (SPSFT) Inc	01.07.05 to
Councillor		157 Collins Street, Hobart	30.06.06
		Tas, 7000	
Executive	Grant Ransley	C/- CPSU (SPSFT) Inc	01.07.05 to
Councillor		157 Collins Street, Hobart	30.06.06
		Tas, 7000	
Executive	Bruce Barr	C/- CPSU (SPSFT) Inc	01.07.05 to
Councillor		157 Collins Street, Hobart	30.06.06
	}	Tas, 7000	

Signed in accordance with a resolution of the Committee of Management

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Date: 04.08.06

Tom Lynch Branch Secretary CPSU (SPSF Group, Tasmanian Branch)



Chartered Accountant Business Consultant

381 Argyle Street North Hobart Tasmania 7000 GPO Box 393 Hobart, Tasmania 7001 P 6231 5616 F 6231 5969 E peter@peterdawson.biz

COMMUNITY & PUBLIC SECTOR UNION (SPSFT) INC INDEPENDENT AUDIT REPORT FOR YEAR ENDED 30 JUNE 2006

Scope

I have audited the general purpose financial report of the Community & Public Sector Union (SPSFT) Inc for the year ended 30 June 2006. The Union is responsible for the preparation and presentation of the financial report and information contained therein and has determined that accounting policies used are consistent with the financial reporting requirements of the Union's constitution and are appropriate to meet the needs of members. I have conducted an independent audit of the financial report in order to express an opinion on it to members of the Union. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of members. The financial report has been prepared for distribution to members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the Union's constitution. I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than members, or for any purposes other than that for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards. My procedures included examination, on a test basis, of evidence supporting amounts and other disclosures in the financial report and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with accounting policies adopted.

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

Independence

In conducting my audit, I followed applicable independence requirements of Australian professional ethical pronouncements and the Workplace Relations Act 1996 (as amended).

Audit Opinion

In my opinion, the general purpose financial report presents fairly in accordance with applicable Australian Accounting Standards, the Workplace Relations Act 1996, other mandatory professional reporting requirements in Australia, and the requirements of the RAO Schedule, Part 3 of chapter 8 of Schedule 1B.

Peter Dawson Chartered Accountant exe for Peter Dawson

04 August 2006

CPSU (SPSFT) Inc. Statement of Financial Performance for year ended 30 June 2006

	2006	NOTE	2005
INCOME			
Subscriptions	1,633,523	1(d)	1,482,309
FBT contribution - staff	14,683		16,027
Car Parking	10,235		10,777
Other income	1,245		8,192
Movie tickets, merchandise sales	15,727		9,521
Interest	894		119
Sponsorship	7,200	-	0
TOTAL INCOME	1,683,507		1,526,945
EXPENSES			
Affiliations	96,952		87,177
Advertising	6,352		1,332
Email, internet	16,212		8,656
Journal, Bulletin costs	8,625		8,944
Telephones, faxes	27,008		28,900
Postage, freight	4,995		5,055
Other communication costs	6,093		18,001
Campaigns	36,735		36,035
Exec/Council Meeting (incl Accom)	11,594		20,718
Functions	5,825		4,587
Meeting, forums, training	4,420		5,102
Other meetings, campaigns costs	3,840		4,994
Depreciation	87,446		76,896
Audit, accounting	12,579		3,188
Bank fees	6,093		8,054
Loan interest	6,039		5,416
Membership expense	3,078		2,108
Movie tickets	16,263		15,023
Scholarships	2,000		2,000
Travelling, motor vehicle expenses	29,330		25,857
Computer maintenance, including software	46,408		5,713
Public Liability insurance	5,413		5,93 7
MUST, Casetracker Support	4,588		1,624
Equipment maintenance	3,728		2,386
Office supplies	4,223		4,795
Publications, subscriptions	2,944		1,652
Printing, stationery, photocopying	9,039		17,281
Cleaning	10,233		9,552
Electricity	8,929		10,581
Rates, Land Tax	12,404		10,402
Rental, northern offices	9,120		11,124
Repairs, maintenance	4,553		631
Security	2,838		2,882
Provision doubtful debts	9,600		0
Fringe Benefits Tax	11,955		6,019
Honararia, salaries: holders of office	138,647		131,700
Salaries: non-holders of office	734,458		701,358
Long service & Annual leave	78,597		76,719
Other employer expenses	12,652		226
Superannuation	105,121		110,334
Training	9,363		12,558
Workers' compensation insurance	13,416		12,835
Sundry expenses	1,642	-	364
TOTAL EXPENSES	1,631,349		1,504,713
OPERATING PROFIT	52,158		22,232
Gain on disposal of assets	6,873	_	7,471
NET PROFIT	\$59,031	-	\$29,703

CPSU (SPSFT) Inc. Statement of Financial Position as at 30 June 2006

	2006	NOTE	2005
ASSETS			
CURRENT ASSETS			
Cash at Bank	279,656		161,676
Floats	1,050		1,050
Debtors, including GST Credits	59,070		45,220
Deduct provision doubtful debts	-9,600		0
Merchandise, Movie Tickets Stocks	4,186		1,224
Investment (Heine)	5,283		4,100
TOTAL CURRENT ASSETS	339,645		213,270
NON-CURRENT ASSETS		1(b)	
Electronics Hardware	151,104		132,188
Deduct Accumulated Depreciation	-139,490		-127,246
Electronics Software	4,461		4,461
Deduct Accumulated Depreciation	-4,461		-4,461
Electronics Miscellaneous Equipment	89,198		89,198
Deduct Accumulated Depreciation	-88,195		-74,730
Furniture, Equipment	50,170		50,170
Deduct Accumulated Depreciation	-37,818		-25,275
Building 155 Collins Street	415,250		415,250
Deduct Accumulated Depreciation	-29,991		-21,687
Building Improvements	163,548		163,548
Deduct Accumulated Depreciation	-86,709		-64,189
Motor vehicles	65,876		86,915
			-12,368
Deduct Accumulated Depreciation	-21,665		-12,300
TOTAL NON-CURRENT ASSETS	531,275		611,773
TOTAL ASSETS	870,921		825,043
LIABILITIES			
CURRENT LIABILITIES			
Trade Creditors	34,703		57,247
Payroll Liabilities	44,940		20,926
GST Collected	166,551		152,268
GST Instalment Paid	-99,222		-123,562
Commercial Overdraft - ISCU	-2,061		7,4 7 2
Provision Long Service Leave	56,898	1(c)	31,855
Provision Annual Leave	76,092		82,278
TOTAL CURRENT LIABILITIES	277,901		228,483
NON-CURRENT LIABILITIES			
Loan Mortgage - ISCU	54,850		88,176
Provision Long Service Leave	24,866	1(c)	54,112
TOTAL NON-CURRENT LIABILITIES	79,716		142,288
TOTAL LIABILITIES	357,618		370,771
NET ASSETS	513,303		454,272
EQUITY		3	
Retained Earnings	445,156		390,095
Current Year Earnings	59,031		29,703
Reserves			
Amelioration Fund Res	7,000		7,000
DETCCD Reserve	0		566
Nathan Thompson Appeal	Ő		50
Asset Revaluation Reserve	2,115		2,115
Rep/Upgrade Computer Reserve	2,115		7,216
Replacement Of MV Res	0		17,527
TOTAL EQUITY	513,302		454,272
	,		

Community and Public Sector Union (SPSFT) Statement of Cash Flows For the Year Ended 30 June 2006

	2006	2005
Cash Received from Operations		
Receipts from all sources	1,682,859	1,487,201
Suppliers and employees	-1,517,769	-1,446,825
Cash Surplus from Operations	165,090	40,376
Cash from financing activities		
Additional investment	-1,183	0
Loan repayments	-42,859	8,417
Cash Surplus (deficit) from financing activities	-44,042	8,417
Cash from investing activities		
Proceeds from vehicle write-off	18,842	0
New equipment, inventories	-21,879	-36,232
Cash deficit from Investing activities	-3,037	-36,232
Net cash for the year	118,011	12,561
Balance at start of year	162,695	150,134
Balance at end of year	\$280,706	\$162,695
Made up by:		
Bank	279,656	161,645
Cash on hand	1,050	1,050
	\$280,706	\$162,695

Result for Year is reconciled to ca	sh surplus from operations	as follows:
Profit for the Year	59,032	29,702
Changes in non-cash items		
Depreciation	87,446	42,838
Profit on disposal	-6,873	-7,471
Provision doubtful debts	9,600	0
Employee entitlements	16,007	14,887
Sundry debtors	24,775	-1,567
Sundry creditors	-24,896	38,013
Cash Surplus from Operations	\$165,090	\$40,376

1 Accounting Policies

This financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Concensus Views, and other authoritative pronouncements of the Australian Accounting Standards Board.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report.

- a) The financial report has been prepared on an accruals basis and is based on historical costs.
 Subscription income is recognised on receipt as provided under Section 252 of the Workplace Relations Act.
- b) Property and equipment is stated at the lower of cost less depreciation or the recoverable amount. With the exception of land, property and equipment is depreciated over the expected useful life of each asset using the straight-line basis. Depreciation rates for each class of depreciable assets are:

	2006	2005
	0.500/	0.000/
Buildings	2.50%	2.00%
Building Improvements	12.50%	12.50%
Motor vehicles	22.50%	22.50%
Electronics hardware	33.33%	33.33%
Electronics software	100.00%	100.00%
Furniture, equipment	25.00%	10.00%

Furnishings rate of depreciation has been increased from 10% to 25% while the building improvements rate has increased from 2% to 2.5%. The effect of these changes in depreciation rates is to expense an additional \$9,602 in 2005-2006.

- c) Liabilities for salaries and annual leave are recognised in respect of employee's service up to reporting date. A liability for long service leave is recognised and measured as the present value of leave due as at reporting date with entitlements due beyond 12 months from reporting date classified as a non-current liability. The policy relating to long service leave will change next year from recognising a liability after 7 years service to 3 years service.
- d) Revenues, expenses and assets are recognised net of GST except where the GST is not recoverable from the taxation authority.

1A Impact of adopting Australian Equivalents to IFRS

General purpose financial reports for years ending 2006 onwards are required to restate accounting policies and financial reporting from current Australian Standards (AGAAP) to Australian equivalents of international Financial Reporting Standards (AIFRS). The Union's Management Committee considers the effect to be immaterial. This is illustrated by AASB 119, Employee Benefits where payments of annual leave that are not expected to be paid within 12 months are to be measured at their present value. Under prior year's standards (AGAAP), these amounts were measured at their nominal value. The Committee is of the view that most annual leave is taken within 12 months of the entitlement becoming due and hence adjustments to current and comparative valuations are not warranted.

2 Information to be provided to members or Registrar

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

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

3 Movements in Reserves

	2005	2005-2006	2006
Amelioration Fund DETCCD Nathan Thompson Appeal Asset Revaluation Computer upgrade/replacement Motor vehicle replacement	7,000 566 50 2,115 7,216 17,527	-566 -50 0	7,000 0 2,115 0 0
Transfer to Retained Earnings	34,474		9,115
Reserve balances	34,474	0	9,115

Because the need for the four particular Reserves did not exist at 30 June 2006, or the the funds had been disbursed in a prior year, the respective balances were transferred to Retained Earnings. Funds had not been set aside for these Reserve items.

4 Membership

Union membership at 30 June 2006 was 4,611 (2005: 4,694)

5 Auditor's Remuneration

Amounts paid or payable to the Union's auditor for the 2004-2005 audit totalled \$3,220 (2003-2004: \$3,125)



Chartered Accountant Business Consultant

381 Argyle Street North Hobart Tasmania 7000 GPO Box 393 Hobart, Tasmania 7001 P 6231 5616 F 6231 5969 E peter@peterdawson.biz

COMMUNITY & PUBLIC SECTOR ORGANISATION (SPSF GROUP) TAS BRANCH INDEPENDENT AUDIT REPORT FOR YEAR ENDED 30 JUNE 2006

Scope

I have audited the general purpose financial report of the Community & Public Sector Organisation (SPSF Group) Tasmania Branch for the year ended 30 June 2006. The Organisation is responsible for the preparation and presentation of the financial report and information contained therein and has determined that accounting policies used are consistent with the financial reporting requirements of the Organisation's constitution and are appropriate to meet the needs of members. I have conducted an independent audit of the financial report in order to express an opinion on it to members of the Organisation. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of members. The financial report has been prepared for distribution to members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the Organisation's constitution. I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than members, or for any purposes other than that for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards. My procedures included examination, on a test basis, of evidence supporting amounts and other disclosures in the financial report and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with accounting policies adopted.

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

Independence

In conducting my audit, I followed applicable independence requirements of Australian professional ethical pronouncements and the Workplace Relations Act 1996 (as amended).

Audit Opinion

In my opinion, the general purpose financial report presents fairly in accordance with applicable Australian Accounting Standards, the Workplace Relations Act 1996, other mandatory professional reporting requirements in Australia, and the requirements of the RAO Schedule, Part 3 of chapter 8 of Schedule 1B.

Peter Dawson Chartered Accountant auto Peter Dawson

04 August 2006

CPSU (SPSF GROUP) TASMANIAN BRANCH Statement of Financial Performance for year ended 30 June 2006

	2006	2005
RECEIPTS		
Capitation fees	16,317	13,880
Interest	30	26
TOTAL RECEIPTS	16,347	13,906
PAYMENTS		
Audit fees	275	275
ACTU affiliation fees	11,422	10,534
Bank fees	0	4
TOTAL PAYMENTS	11,697	10,813
Surplus (- deficit) for year	4,650	3,093
Balance brought forward	27,164	24,071
Balance carried forward	\$31,814	\$27,164
Balance represented by cash at bank	\$31,814	\$27,164

CPSU (SPSF GROUP) TASMANIAN BRANCH Notes to the Financial Statements Year Ended 30 June 2006

Information to be provided to members or Registrar

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

(1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.

(2) An organisation shall, on application made under subsection (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.

(3) A registrar may only make an application under subsection (1) at the request of a member of the organisationconcerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

Accounting Policies

All transactions are recorded on a cash basis. The accumulated fund balance is represented by cash at bank.

Capitation fees

Add June 2006 amount banked July 2006	1,061
Add June 2006 amount banked July 2006	<u>1,061</u>
Net capitation fees for 2005/2006	14,156



Australian Government

Australian Industrial Registry

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

Mr Tom Lynch Branch Secretary Community and Public Sector Union - SPSF Group Tasmanian Branch 157 Collins Street Hobart Tasmania 7000

Dear Mr Lynch

Re: Schedule 1 of the Workplace Relations Act (The RAO Schedule) Financial Reports for year ended 30 June 2006 – FR2006/358

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 11 September 2006.

Thank you for incorporating into the reports the comments and suggestions made to you last year by Mr Andrew Schultz of the Statutory Services Branch in Melbourne. The documents have been filed.

Yours sincerely,

Michael Ellis Deputy Industrial Registrar

15 September 2006