



FAIR WORK
AUSTRALIA

28 September 2011

Mr Thomas Lynch
Branch Secretary
SPSF Group, Tasmanian Branch
CPSU, the Community and Public Sector Union
157 Collins Street
HOBART TAS 7000

By email: cpsu@tas.cpsu.com.au

Dear Mr Lynch,

**Re: Community and Public Sector Union - SPSF Group - Tasmanian Branch
Financial Report for the year ended 30 June 2011 – FR2011/2800
Fair Work (Registered Organisations) Act 2009 (the Act)**

I acknowledge receipt of the above financial reports for the Community and Public Sector Union - SPSF Group - Tasmanian Branch for the year ended 30 June 2011.

The financial report has been filed and does not require further action, thank you for adopting the recommendations on the previous year's financial report. Please note there were some matters requiring attention for future financial reports.

A copy of this letter should be provided to your auditor.

1. *Missing statement of changes in equity document*

There was no Statement of Changes in Equity in the general purpose financial report. This is a financial document required under AASB 101(106) of the Australian Accounting Standards and s253(2)(iv) of the RO Act. This Statement must be provided in future.

When preparing financial reports for future years please note the following Australian Accounting Standards and ensure that they are complied with:

- AASB 101(11) requires all the financial statements in a complete set of financial statements be presented with equal prominence. Therefore, the Statement of Change in Equity should appear on its own page to give it equal prominence as the other financial documents.

2. *Disclosure of employee benefits to office holders and other employees*

The Reporting Guidelines require reporting units to disclose in the income statement or in the notes to the financial statements employee benefits to holders of office (item 11(g)) and employee benefits to other employees (item 11(h)).

The Reporting Guidelines also require either the balance sheet or the notes to disclose any liability for employee benefits in respect of office holders and other employees (items 14(c) and 14 (d)). Note the 'Statement of Financial Position' discloses current and non-current leave

liabilities but does not distinguish between provisions for office holders and other employees. Provisions for office holders and other employees should be separately disclosed.

3. Notes to the Financial Statements: recognition of revenue

AASB 101(117) (b) requires the disclosure of the accounting policies adopted for the recognition of employee benefits. There is no policy regarding the recognition of *employee benefits*. In future please ensure the General Purpose Financial Report includes a clear disclosure of the accounting policies adopted for the recognition of benefits such as annual leave, sick leave, long service leave, retirement and super.

4. Recovery of Wages

I note that the accounts do not provide any information in relation to any recovery of wages activity. Items 16-23, 25(f) and 27(b) of the RG govern the financial reporting of recovery of wages activity.

In circumstances where the reporting unit has not undertaken any recovery of wages activity for the financial year, a statement by the auditor or a declaration in the Committee of management Statement to the effect that there was no recovery of wages activity for the financial year would be sufficient.

5. Documents must be lodged with Fair Work Australia within 14 days of General Meeting

The documents were presented to a General Meeting on 26 August 2011 but were not lodged with Fair Work Australia until 14 September 2011.

In future financial years the documents should be lodged with Fair Work Australia within 14 days of the meeting at which they were presented - see section 268 of the RO Act.

6. 'Information to be provided to members or Registrar'

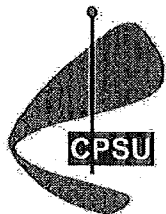
The Notes to the General Purpose Financial Report contain a reference to the term Registrar. With the Fair Work Act 2009, the term Registrar no longer exists and is to be replaced with the General Manager of Fair Work Australia. Please ensure that future financial reports are updated to reflect the current Fair Work (Registered Organisations) Act 2009.

If you have any queries regarding this letter I may be contacted on (03) 8661 7921 or by email at Samuel.lynch@fwa.gov.au.

Regards,



Sam Lynch
Tribunal Services and Organisations



Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)



12 September 2011

General Manager
Fair Work Australia
GPO Box 1994
MELBOURNE VIC 3001

Dear Sir

FR2011/2800
CPSU (SPSF Group, Tasmanian Branch) 2010/11 Financial Report

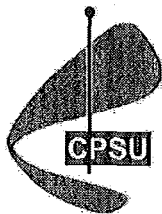
Please find attached the Financial Report for the year ending 30 June 2011 for the CPSU (SPSF Group Tasmanian Branch) as required under section 268 of the Fair Work (Registered Organisations) Act 2009.

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

Yours faithfully

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

COMMUNICATIONS SECTION - TASMANIAN BRANCH - COMMUNICATIONS UNIT
PO BOX 54 HOBART TAS 7000
PO BOX 589 DEVONPORT TAS 7310
PO BOX 1019 LAUNCESTON TAS 7250
cpsu@tas.cpsu.com.au
www.cpsu.com.au
ABN 33 824 819 550
Ph (03) 6234 1708
Tasinet 123 5689
Fax (03) 6234 1498



Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)

Certificate of Secretary or other Authorised Officer¹

Section 268 of the Fair Work (Registered Organisations) Act 2009.

I Thomas 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 Fair Work (Registered Organisations) Act 2009; and
- that members were advised by email prior to 4 August 2011 that the full report for 2010/2011 would be published on the reporting unit's web site, www.cpsu.com.au on 5 August 2011; and
- that members who do not have email addresses were advised by post prior to 4 August 2011 that the full report for 2010/2011 would be published on the reporting unit's web site on 5 August 2011 and that printed copies would be sent out if requested; and
- that the full report was presented to a general meeting of members of the reporting unit 26 August 2011; in accordance with section 266 of the Fair Work (Registered Organisations) Act 2009.

Signature:

Date: 12.09.11

CPSU (SPSFT) Inc.
Statement of Financial Performance
for year ending 30 June 2011

	2011	NOTE	2010
INCOME			
Subscriptions	2,064,900		2,011,486
Other Income	165,506		136,822
TOTAL INCOME	<u>2,230,406</u>		<u>2,148,308</u>
LESS COST OF SALES			
Movie Tickets/Coles Gift Cards	97,772		72,476
GROSS PROFIT	<u>2,132,634</u>		<u>2,075,831</u>
LESS EXPENSES			
Affiliation	100,978	6a	99,828
Communication	61,530	6b	75,940
Campaigning Costs	92,667	6c	65,441
Meetings with Stakeholders	28,732		33,774
Depreciation	99,796		92,578
Financial	11,237	6d	9,788
Membership Expenses	14,328	6e	10,999
Motor Vehicle & Staff Travel	47,669		42,388
Office Support	114,126		114,267
Property	55,740		54,248
Staffing	1,379,335	7	1,342,833
TOTAL EXPENSES	<u>2,006,137</u>		<u>1,942,083</u>
OPERATING PROFIT	<u>126,496</u>		<u>133,748</u>
Gain / (Loss) on Sale of Asset	2,216		4,904
NET PROFIT / (LOSS)	<u>128,712</u>		<u>138,652</u>

CPSU (SPSFT) Inc.
Statement of Financial Position
as at 30 June 2011

	2011	NOTE	2010
ASSETS			
CURRENT ASSETS			
Cash on Hand	774,227		569,900
Debtors	45,902		16,631
Inventory	11,036		18,875
Prepayments	<u>6,257</u>		<u>1,722</u>
TOTAL CURRENT ASSETS	837,422		607,127
NON-CURRENT ASSETS			
IT Equipment	33,103	1b	51,505
Furniture & Other Equipment	2,165		6,068
Land & Buildings	965,000	3	905,956
Motor Vehicles	<u>115,390</u>		<u>137,016</u>
TOTAL NON-CURRENT ASSETS	<u>1,115,659</u>		<u>1,100,546</u>
TOTAL ASSETS	1,953,081		1,707,673
Liabilities			
CURRENT LIABILITIES			
Creditors	92,758		81,495
Leave Liabilities	<u>175,730</u>		<u>158,514</u>
TOTAL CURRENT LIABILITIES	268,489		240,009
NON-CURRENT LIABILITIES			
Leave Liabilities	<u>45,122</u>		<u>47,519</u>
TOTAL NON-CURRENT LIABILITIES	<u>45,122</u>		<u>47,519</u>
TOTAL LIABILITIES	<u>313,611</u>		<u>287,528</u>
NET ASSETS	<u>1,639,470</u>		<u>1,420,145</u>
EQUITY			
MEMBERS EQUITY			
Retained Earnings	984,135		845,483
Current Year Earnings	128,712		138,652
Reserves			
Amelioration Fund Res	7,000		7,000
Asset Revaluation Reserve	<u>519,623</u>		<u>429,010</u>
TOTAL MEMBERS EQUITY	<u>1,639,470</u>		<u>1,420,145</u>
TOTAL EQUITY	<u>1,639,470</u>		<u>1,420,145</u>

COMMUNITY AND PUBLIC SECTOR UNION (SPSFT) INC

Notes to the Financial Statements

Year Ended 30 June 2011

1 Accounting Policies

This financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, 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 Fair Work (Registered Organisations) Act 2009.
- b) Land and Buildings are carried at 30 June 2011, independent valuation. 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:

	2011	2010
Buildings	5.00%	5.00%
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%	25.00%

- c) 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.

2 Information to be provided to members or General Manager

attention of members is drawn to the provisions of Section 272, subsections (1), (2) and (3) which read as follows:

- (1) 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.
- (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).

COMMUNITY AND PUBLIC SECTOR UNION (SPSFT) INC

Notes to the Financial Statements

Year Ended 30 June 2011

3 Movements in Reserves

	2011	2010	Movement
Amelioration Fund	7,000	7,000	0
Asset Revaluation	519,623	429,010	-90,613
Reserve balances	526,623	436,010	-90,613

Freehold Property 155 - 157 Collins Street

Independently revalued 30 June 2011 and depreciation re-commenced at 5.0% per annum

4 Membership

Union membership at 30 June 2011 was 4,298 (2010: 4,343)

5 Auditor's Remuneration

Amounts paid or payable to the Union's auditor for the 2009-2010 audit totalled \$3,300 (2008-2009: \$3,200)

6 Expenses

- a Affiliation: Includes \$14,912 paid to CPSU (SPSF Group, Tasmanian Branch)
- b Communications: Expenses incurred for advertising, annual report, email/internet, marketing & promotions, telephone, postage/freight, printing, web page & year planners
- c Campaigning Cost: expense includes \$57,410 paid to work partners for a recruitment campaign
- d Financial: Expenses for Audit Fees of \$3,300 & Bank Charges of \$7,937
- e Membership Expenses: Includes Donations \$967, Legal Fees \$3,658, Unions Shopper, Amelioration Assistance & Scholarship/Sponsorship

7 Honararia, Salaries of Office Holders

Includes salaries and honararias paid to Office Holders totalling \$256,884

CPSU (SPSFT) Inc.
Statement of Cash Flows
For the Year Ended 30 June 2011

	2011	2010
Net Cash Flows from Operating Activities	226,407	240,722
Net Cash Flows from Investing Activities	-22,080	-136,463
Net Cash Flows from Financing Activities	0	0
Net Cash for the year	204,327	104,259
Balance at start of year	569,900	465,641
Balance at end of year	774,227	569,900
Made up by:		
Bank	772,927	568,600
Cash	1,300	1,300
	774,227	569,900

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

Profit for the Year	128,712	138,652
Changes in non-cash items		
Depreciation	99,796	92,578
Prepayments	-4,535	27,942
Profit on Disposal of Assets	-2,216	-4,904
Inventory	7,838	-17,050
Provision doubtful debts	0	0
Employee entitlements	14,819	45,827
Debtors	-29,271	-13,370
Creditors	11,264	-28,954
Cash Surplus from Operations	226,407	240,722



**COMMUNITY & PUBLIC SECTOR UNION (SPSFT) INC.
INDEPENDENT AUDIT REPORT TO THE MEMBERS OF THE COMMUNITY & PUBLIC
SECTOR UNION (SPSFT) FOR YEAR ENDED 30 JUNE 2011**

Scope

I have audited the general purpose financial report of the Community & Public Sector Union (SPSFT) Inc. for the year ended 30 June 2011 which incorporates:

- Statement of Financial Performance for the period 1 July 2010 to 30 June 2011
- Statement of Financial Position as at 30 June 2011
- Notes to the Financial Statements including significant accounting policies
- Statement of Cash Flows for the period 1 July 2010 to 30 June 2011
- Committee of Management Statement
- Committee of Management Operating Report for year ended 30 June 2011

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. 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.

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 Fair Work (Registered Organisations) Act 2009.

Audit Opinion

In my opinion, the general purpose financial report presents fairly in accordance with applicable Australian Accounting Standards, The Fair Work (Registered Organisations) Act 2009, and other mandatory professional reporting requirements in Australia.

Peter Dawson
Member Institute of Chartered Accountants in Australia
Holder of Certificate of Public Practice



Peter Dawson

26 July 2011

CPSU (SPSF Group, Tasmanian Branch)
Statement of Financial Performance
for year ended 30 June 2011

	<u>2011</u>	<u>2010</u>
RECEIPTS		
Capitation Fees	14,912	13,684
Interest	<u>0</u>	<u>0</u>
TOTAL INCOME	14,912	13,684
PAYMENTS		
Affiliation Fees - ACTU	14,637	13,684
Audit fees	275	220
Bank fees	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>14,912</u>	<u>13,904</u>
Surplus (- deficit) for year		-220
Balance brought forward	<u>74</u>	<u>294</u>
Balance carried forward	<u>74</u>	<u>74</u>
 Balance represented by:		
Amount owed by CPSU	0	0
Cash at bank	<u>74</u>	<u>74</u>
	<u>74</u>	<u>74</u>

Notes to the Financial Statements

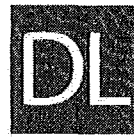
Information to be provided to members or Registrar

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of Section 272, subsections (1), (2) and (3) which read as follows:

- (1) 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.
- (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).

Accounting Policies

All transactions are recorded on an accrual basis.



**COMMUNITY & PUBLIC SECTOR UNION (SPSF GROUP) TAS BRANCH
INDEPENDENT AUDIT REPORT TO THE MEMBERS OF THE COMMUNITY & PUBLIC
SECTOR UNION (SPSF GROUP) TAS BRANCH FOR YEAR ENDED 30 JUNE 2011**

Scope

I have audited the general purpose financial report of the Community & Public Sector Union (SPSF Group) Tasmania Branch for the year ended 30 June 2011 which incorporates:

- Statement of Financial Performance for the period 1 July 2010 to 30 June 2011
- Statement of Financial Position as at 30 June 2011
- Notes to the Financial Statements including significant accounting policies
- Statement of Cash Flows for the period 1 July 2010 to 30 June 2011
- Committee of Management Statement
- Committee of Management Operating Report for year ended 30 June 2011

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. 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.

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

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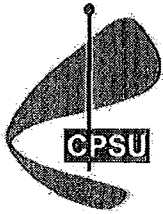
Audit Opinion

In my opinion, the general purpose financial report presents fairly in accordance with applicable Australian Accounting Standards, The Fair Work (Registered Organisations) Act 2009, and other mandatory professional reporting requirements in Australia.

Peter Dawson
Member Institute of Chartered Accountants in Australia
Holder of Certificate of Public Practice


Peter Dawson

26 July 2011



Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)

Committee Of Management Statement

The Committee of Management Statement has been made in accordance with a resolution passed by the Committee on 26 July 2011

On the 26 July 2011 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 30 June 2011:

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

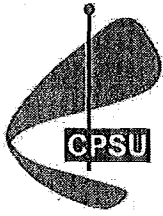
- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the General Manager of Fair Work Australia;
- (c) the financial statements and notes give a true and fair view of the financial performance, 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 the 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 the branch concerned; and
 - (iii) 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
 - (iv) as the organisation consists of 2 or more reporting units, the financial records of the reporting units have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation.

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

Signature:

Date: 26 July 2011

WORKING FOR THE TASMANIAN COMMUNITY
UNION OF EMPLOYEES
157 COLLINS STREET
HOBART TAS 7000



Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)

THE COMMUNITY AND PUBLIC SECTOR UNION (SPSFT) INC OPERATING REPORT YEAR ENDED 30 JUNE 2011

I Thomas Lynch, being the General Secretary of the CPSU (SPSFT) Inc, report operations for the year ended 30 June 2011 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 \$128,712. There were no significant changes to the financial affairs during the year.

Number of members as at 30 June 2011: 4298 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.

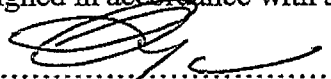
Details of superannuation trustee as at 30 June 2011: None.

Number of employees: 23 employees as at 30 June 2011

Committee of Management List of Office Holders:

Position	Officer	Address	Period Held
President	Grant Ransley	C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000	01.07.10 to 30.06.11
Vice President Vice President	Lindsay Jones Rosmyn Faulks	C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000 C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000	01.07.10 to 30.06.11 01.07.10 to 30.06.11
Treasurer	Tim Turner	C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000	01.07.10 to 30.06.11
Executive Councillor Executive Councillor Executive Councillor	Christine Mitchell Steven Arditto Ann Mattay	C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000 C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000 C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000	01.07.10 to 30.06.11 01.07.10 to 30.06.11 01.07.10 to 30.06.11
General Secretary	Thomas Lynch	C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000	01.07.10 to 30.06.11
Assistant Secretary	Mathew Johnston	C/- CPSU (SPSFT) Inc, 157 Collins Street, Hobart, Tas, 7000	01.07.10 to 30.06.11

Signed in accordance with a resolution of the Committee of Management

 Date...26.07.11.....

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

