



17 December 2013

Ms Karen Batt
Secretary
Community and Public Sector Union, SPSF Group, Victorian Branch
Rosella Complex
6 Palmer Parade
CREMORNE VIC 3121

Dear Ms Batt,

Community and Public Sector Union SPSF Group Victorian Branch Financial Report for the year ended 30 June 2012 - [FR2012/482]

I acknowledge receipt of the financial report of Community and Public Sector Union SPSF Group, Victorian Branch (the reporting unit). The documents were lodged with Fair Work Commission (FWC) on 3 December 2012.

The financial report has now been filed. This financial report was filed based on a preliminary review. Please note that the reporting unit financial report for the year ending 30 June 2013 may be subject to a full compliance audit.

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 FWC 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 *Fair Work (Registered Organisations) Act 2009* (RO Act) states that the full report and the designated officer's certificate are required to be lodged with the FWC within 14 days of the meeting of committee of management.

The designated officer's certificate indicates that this meeting occurred on 24 September 2012. If this is correct the full report should have been lodged with the Fair Work Commission by the 8 October 2012.

The full report was lodged on 3 December 2012.

If these dates are correct, the reporting unit 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 extension of time, signed by a relevant officer and including any reason for the delay for the lodgement of financial reports and the designated officer's certificate must be made prior to required date of lodgement.

I also note that the date which the designated officer certificate was signed is the 4 December 2012, the day after it was lodged.

General purpose financial report to be prepared on accrual basis

According to paragraph 101(27) of the Australian Accounting Standards *'an entity shall prepare its financial statements, except for cash flow information, using the accrual basis of accounting.'*

The accounting policy for subscriptions states that '*subscriptions are recognised when the right to receive the fee has been established and the receipt of the fee is certain*'. It could be perceived that subscriptions are therefore accounted for on a cash basis.

It is advised that the reporting unit review its accounting policy for subscriptions.

Changes to the legislation and reporting guidelines

I note with the change of legislation, references to Fair Work Australia will need to be updated to the Fair Work Commission.

Additionally, a third edition to the General Manager's s.253 reporting guidelines was gazetted on 26 June 2013. These guidelines will apply to all financial reports that end on or after 30 June 2013. Fair Work Commission has also developed a model set of financial statement for the 2012-2013 financial year. There is no requirement to use this model but it may be a useful resource to ensure compliance with the *Fair Work (Registered Organisations) Act 2009*, the s.253 reporting guidelines and the Australian Accounting Standards.

The guidelines and model financial statements are available on the website here:
<http://www.fwc.gov.au/index.cfm?pagename=regorgsfrguidelines#finance>

As stated previously, this financial report was filed based on a preliminary review. The financial report for the year ending 30 June 2013 may be subject to a full compliance audit.

As you have already lodged your 2013 Financial Return, based on the contents of this letter, if you believe that some information may not have been included in this financial report, please send me any addition information and I will add it to your file.

If you have any queries regarding this letter, please contact me on (03) 8661 7886 or via email at joanne.fenwick@fwc.gov.au.

Yours sincerely



Joanne Fenwick
Financial Reporting Specialist
Regulatory Compliance Branch



4th December 2012

Attn: Andrew Schultz
Tribunal Services and Organisations
Fair Work Australia
Level 5
11 Exhibition Street
MELBOURNE VIC 3000

By Email: andrew.schultz@fwa.gov.au

Dear Andrew

RE: CPSU/SPSF Group, Victorian Branch – 2011 / 2012 Financial Report

Please find attached the Financial Report for the year ended 30 June 2012 for the CPSU/SPSF Group Victorian Branch as required under section 268 of the Fair Work (Registered Organisations) Act 2009.

If you require any further information please contact Gosia Mostowska on 03 9639 1822.

Yours faithfully

Karen Batt
State Secretary

Australian Unions



Working for a
better life.

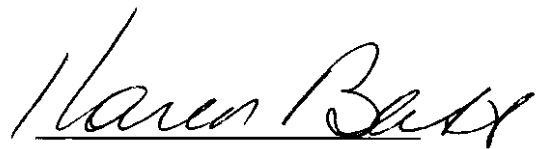
Certificate of Secretary or Other Authorised Officer

**Section 268 of Schedule 1 of the Fair Work (Registered Organisations) Act
2009**

I, Karen Batt, being the State Secretary of the Community and Public Sector Union, SPSF Group Victorian 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 these documents were presented to a Committee of Management meeting on 24th September 2012; and
- that members were advised on 30 November 2012 that the audited concise financial report and operating report had been published on the reporting unit's web site, www.cpsuVIC.org on 30 November 2012; and
- that an operating report would be provided to all members in the December 2012 edition of Public Perspective; and
- that a full report was presented to a Committee of Management meeting of the reporting unit on 24th September 2012 in accordance with section 266 (3) of the Fair Work (Registered Organisations) Act 2009.

Signature:



Signed At:

Cremorne

Date:

4th December 2012

5.0 FINANCE REPORT

Moved: K Batt
Seconded: M Nestor

“That the Budget report for the period ending 31st October 2012 and the cheques and electronic funds transfers for the period 1st October to 31st October 2012 is endorsed. The proposed payments for November 2012 are approved for payment”.

CARRIED

5.1 FINANCE REPORT

Moved: K Batt
Seconded: A Dimech

“Branch Council notes the detailed audited Financial Statements and the Concise Financial Report for the year ended 30th June 2012”.

CARRIED

**COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN
BRANCH
ABN 38 968 067 748**

**ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2012**



Community and Public Sector Union
SPSF Group • Victorian Branch

**COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748**

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This financial report covers the Community and Public Sector Union SPSF Group Victorian Branch as an individual entity. The financial report is presented in the Australian currency.

The Community and Public Sector Union SPSF Group Victorian Branch is a registered body under the Fair Work (Registered Organisations) Act 2009 and is domiciled in Australia.

The principal place of business is:

Community and Public Sector Union SPSF Group Victorian Branch
Level 2, Rosella Complex
6 Palmer Parade
CREMORNE VIC 3121

The financial report was authorised for issue by the Branch Executive on 24th day of September 2012.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

OPERATING REPORT

Your Branch Committee of Management present their report on the Community and Public Sector Union SPSF Group Victorian Branch (The Branch) for the financial year ended 30 June 2012.

Members of Branch Committee

The names of the members of branch council in office at any time during or since the end of the financial year are:

Branch Executive

Karen Batt – Branch Secretary

Judy Mead – Vice President (resigned on 30 April 2012)

Catherine Davies – Vice President

Jim Walton – Assistant Branch Secretary

Peter Lillywhite - President

Mark Nestor – Vice President (appointed on 30 April 2012)

Branch Councillors

Bakker, Carol (appointed on 30 April 2012)

Barratt, Anthony (appointed on 30 April 2012)

Barton, Helen (appointed on 30 April 2012)

Batson, Linda (appointed on 30 April 2012)

Brown, Pushi

Butler, Stephen

Cahill, Anthony (appointed on 30 April 2012)

Cook, Gavan

Crabtree, Andrew (appointed on 30 April 2012)

Dimech, Adam (appointed on 30 April 2012)

Dobell, Jeffrey (appointed on 30 April 2012)

Dri, Laurie (appointed on 30 April 2012)

Forster, Lex

Foster, Mark (appointed on 30 April 2012)

Free, Elizabeth

Gagachef, Alexander

Gray, Bruce

Greaves, Gary

Grincais, Wayne

Halden, Mark

Jones, Andrew (appointed on 30 April 2012)

Kaplan, Bettina

Lyons, Bill

McAleer, Anthony

Meaklim, Jean (appointed on 30 April 2012)

Miskowicz, Cheryl

Moodie, Alasdair (appointed on 30 April 2012)

Noblett, Desmond (appointed on 30 April 2012)

O'Brien, Brennan

Perry, Christopher

Rogers, Fiona (appointed on 30 April 2012)

Saddler, Stephen (appointed on 30 April 2012)

Sullivan, Mary

Thomas, Ian

Troupiotis, Theodora (appointed on 30 April 2012)

Turberville, Sarah

Walsh, Brian (appointed on 30 April 2012)

Walsh, Steve

Whittle, Patrick (appointed on 30 April 2012)

Wilkinson, Vicki (appointed on 30 April 2012)

Barker, Greg (resigned on 16 April 2012)

Brodzik, Katrina (resigned on 9 March 2012)

Cox, Arthur (resigned on 30 April 2012)

Dean, Ron (resigned on 9 March 2012)

Hickey, Sean (resigned on 30 April 2012)

Leishman, Jenny (resigned on 30 April 2012)

McNair, Stephen (resigned on 15 Sept 2012)

Roose, Mary (resigned on 30 April 2012)

Wadsworth, Richard (resigned on 30 April 2012)

Wait, Douglas (resigned on 30 April 2012)

Willington, David (resigned on 2 August 2011)

Woodall, Lez (resigned on 30 April 2012)

Members have been in office since the start of the financial year to the date of this report unless otherwise stated.

**COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748**

OPERATING REPORT (Continued)

Significant Changes in State of Financial Affairs

No significant changes in the state of financial affairs of The Branch occurred during the financial year.

Union details

The number of employees at 30 June 2012 was 49 (2011: 47)

The number of financial members, inclusive of the Retired Officers Division, at 30 June 2012 was 15,307 (2011: 14,809).

Review of Principal activities and results of operation

Community and Public Sector Union SPSF Group Victorian Branch is a member based, federally registered trade union, representing Victorian public sector workers who are actively pursuing better working lives and stronger communities. The principal activities of the Branch during the financial year consist of: organising Victoria public sector employees; training and education of members; providing individual members with informed and expert presentation in workplace related matters and other matters as directed by the Branch Executive. No significant change in the nature of these activities occurred during the year.

After Balance Date Events

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Branch, the results of those operations, or the state of affairs of The Branch in future financial years.

Right of members to resign

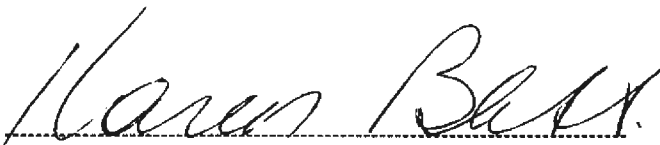
Rule 8 of Chapter C of Federal Rule sets out the terms under which a member of the Branch may resign. A member may resign from membership of the Union by notice in writing, addressed to the Branch Secretary, if the member cease to be eligible to become a member of the Union or the member give notice not less than two weeks before the resignation is to take effect.

Superannuation Trustees

To the best of our knowledge and belief, no officer or member of the organisation, by virtue of their office or membership of the Community and Public Sector Union SPSF Group Victorian Branch is:

- (i) a trustee of a superannuation entity or exempt public sector superannuation scheme; or
- (ii) a director of a company that is the trustee of a superannuation entity or an exempt public sector superannuation scheme; and
- (iii) where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organisation.

Signed in accordance with a resolution of the Branch Committee of Management:



Designated Officer - Karen Batt

Dated this 24th day of September 2012

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2012

	Notes	2012 \$	2011 \$
Revenue from continuing operations	4	7,260,811	6,854,779
Expenses			
Administration expenses		(247,237)	(247,460)
Affiliation fees		(117,027)	(112,357)
Capitation fee paid to Federal Office		(217,193)	(205,373)
Communication expenses		(178,627)	(151,830)
Computer expenses		(27,073)	(29,454)
Employee benefits expenses	5	(4,247,698)	(4,340,501)
Library		(9,577)	(7,932)
Meeting		(164,726)	(131,344)
Motor vehicle expenses		(42,074)	(42,211)
Office operation and maintenance		(431,438)	(424,470)
Printing and publications		(207,940)	(179,620)
Professional fees		(514,297)	(138,441)
Members recruitment expenses	6	(445,764)	(769,800)
Training and campaigns		(340,500)	(127,330)
		<u>7,191,171</u>	<u>6,908,123</u>
Surplus (Deficit) attributable to members of the entity	7	69,640	(53,344)
Other comprehensive income		<u>-</u>	<u>-</u>
Total comprehensive income for the year attributable to members		<u>69,640</u>	<u>(53,344)</u>

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

BALANCE SHEET
AS AT 30 JUNE 2012

	Notes	2012 \$	2011 \$
ASSETS			
Current assets			
Cash and cash equivalents	8	1,832,992	1,425,224
Trade and other receivables	9	222,167	417,918
Inventory	10	22,926	12,906
Total current assets		2,078,085	1,856,048
Non-current assets			
Property, plant and equipment	11	621,967	682,388
Other	12	87,768	85,038
Total non-current assets		709,735	767,426
Total assets		2,787,820	2,623,474
LIABILITIES			
Current liabilities			
Trade and other payables	13	549,290	453,118
Borrowings	14	18,202	125,556
Provisions	15	770,397	671,510
Total current liabilities		1,337,889	1,250,184
Non-current liabilities			
Provisions	16	106,394	99,393
Total non-current liabilities		106,394	99,393
Total liabilities		1,444,283	1,349,577
Net assets		1,343,537	1,273,897
MEMBERS' FUND			
Accumulated surplus	17	1,343,537	1,273,897
Total members' fund		1,343,537	1,273,897

The above Balance Sheet should be read in conjunction with the accompanying notes.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2012

	Accumulated surplus \$	Total \$
Balance at 1 July 2010	1,327,241	1,327,241
Comprehensive income for the year	(53,344)	(53,344)
Transfer from retained earning	<u>-</u>	<u>-</u>
Balance at 30 June 2011	<u>1,273,897</u>	<u>1,273,897</u>
Balance at 1 July 2011	1,273,897	1,273,897
Comprehensive income for the year	69,640	69,640
Transfer from retained earning	<u>-</u>	<u>-</u>
Balance at 30 June 2012	<u>1,343,537</u>	<u>1,343,537</u>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2012

	Notes	2012 \$	2011 \$
Cash flows from operating activities			
Membership fees and levies received (inclusive of GST)		7,667,691	7,237,063
Sundry receipts (inclusive of GST)		127,420	164,584
Grant receipts (inclusive of GST)		86,665	66,000
Payments to suppliers and employees (inclusive of GST)		(7,133,129)	(7,159,272)
Interest paid		(3,009)	(19,298)
Capitation fee to the Federal Office (inclusive of GST)		(238,251)	(224,459)
Interest received		74,389	69,036
Net cash inflow from operating activities	21	<u>581,776</u>	<u>133,654</u>
Cash flows from investing activities			
Proceeds from sale of property, plant and equipment		19,545	28,500
Payment for property, plant and equipment		(86,199)	(75,861)
Net cash (outflow) from investing activities		<u>(66,654)</u>	<u>(47,361)</u>
Net increase in cash and cash equivalents			
Cash and cash equivalents at beginning of financial year		<u>1,299,668</u>	<u>1,213,375</u>
Cash and cash equivalents at end of financial year	8(a)	<u><u>1,814,790</u></u>	<u><u>1,299,668</u></u>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

1: Summary of significant accounting policies

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

The financial report includes the financial statements for the Community and Public Sector Union SPSF Group Victorian Branch (The Branch) as an individual entity.

(a) Basis of preparation

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board and the requirements of the Fair Work (Registered Organisations) Act 2009. The Community and Public Sector Union SPSF Group Victorian Branch (The Branch) is a not-for-profit entity for the purpose of preparing the financial statements.

Compliance with Australian Accounting Standards – Reduced Disclosure Requirements

The financial statements of the Branch comply with the Australian Accounting Standards – Reduced Disclosure Requirements as issued by the Australian Accounting Standards Board (AASB).

New and amended standards adopted by the Branch

None of the new standards and amendments to standards that are mandatory for the first time for the financial year beginning 1 July 2011 affected any of the amounts recognised in the current period or any prior period and are not likely to affect future periods. However, the adoption of the revised AASB 124 *Related Party Disclosures* resulted in the disclosure of additional related party transactions and required the restatement of some comparative information in note 22, and the adoption of AASB 1054 *Australian Additional Disclosures* and AASB 2011-1 *Amendments to Australian Accounting Standards arising from the Trans-Tasman Convergence Project* enabled the removal of certain disclosures in relation to commitments and the franking of dividends.

Early adoption of standards

The Branch has not elected to apply any pronouncements before their operative date in the annual reporting period beginning 1 July 2011.

Historical cost convention

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of available-for-sale financial assets and financial assets and liabilities at fair value through profit or loss.

Critical accounting estimates

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Branch's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 2.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

1: Summary of significant accounting policies (Continued)

(b) Revenue recognition

Revenue is measured at the fair value of the consideration received or receivable. Amounts disclosed as revenue are net of returns, trade allowances, rebates and amounts collected on behalf of third parties.

The Branch recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the entity and specific criteria have been met for each of the Branch's activities as described below. The amount of revenue is not considered to be reliably measurable until all relating contingencies have been resolved. The Branch bases its estimates on historical results, taking into consideration the type of member, the type of transaction and the specifics of each arrangement.

Revenue is recognised for the major operating activities as follows:

Subscriptions

Subscriptions are recognised when the right to receive the fee has been established and the receipt of the fee is certain. Subscriptions identifiable as being received in advance for next year are recorded as such in the balance sheet.

Grant Income

Revenue is recognised when the Branch obtains control over the assets comprising the contributions. Control over granted assets is normally obtained upon their receipt or upon prior notification that a grant has been secured, and the timing of commencement of control depends upon the arrangements that exist between the contributors and the Branch.

Interest income

Interest income is recognised on a time proportion basis using the effective interest method. When a receivable is impaired, The Branch reduces the carrying amount to its recoverable amount, being the estimated future cash flow discounted at the original effective interest rate of the instrument, and continues unwinding the discount as interest income.

Other revenue

Other revenue is recognised when the right to receive the revenue has been established.

All revenue is stated net of the amount of Goods and Services Tax (GST).

(c) Income tax

In accordance with section 50-15 of the Income Tax Assessment Act, the Branch is exempt from income tax.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

1: Summary of significant accounting policies (Continued)

(d) Leases

Leases of property, plant and equipment where the Branch, as lessee, has substantially all the risks and rewards of ownership are classified as finance leases. Finance leases are capitalised at the lease's inception at the fair value of the leased property or, if lower, the present value of the minimum lease payments. The corresponding rental obligations, net of finance charges, are included in other short-term and long-term payables. Each lease payment is allocated between the liability and finance cost. The finance cost is charged to the income statement over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability for each period. The property, plant and equipment acquired under finance leases is depreciated over the shorter of the asset's useful life and the lease term. Leases in which a significant portion of the risks and rewards of ownership are not transferred to the Branch as lessee are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the income statement on a straight-line basis over the period of the lease.

(e) Cash and cash equivalents

For statement of cash flows presentation purposes, cash and cash equivalents include cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the balance sheet.

(f) Inventories – held for distribution

Brochures, promotion materials and other like items published for distribution to members free of charge are held as inventory held for distribution as the lower of cost and net replacement cost. The carrying amount is expensed in the period of distribution.

(g) Investment in other financial assets

Classification

The Branch classifies its investments in the following categories: financial assets at fair value through profit or loss, loans and receivables, held-to-maturity investments, and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and re-evaluates this designation at each reporting date.

The Branch does not hold any investments in the following categories: financial assets at fair value through profit or loss, available-for-sale financial assets and held-to-maturity investments.

i) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets. Loans and receivables are included in trade and other receivables in the balance sheet.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

1: Summary of significant accounting policies (Continued)

(g) Investment in other financial assets (Continued)

Recognition and derecognition

Regular purchases and sales of investments are recognised on trade-date - the date on which the Branch commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Branch has transferred substantially all the risks and rewards of ownership. Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value. Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method. Unrealised gains and losses arising from changes in the fair value of non monetary securities classified as available-for-sale are recognised in equity in the available-for-sale investments revaluation reserve. When securities classified as available-for-sale are sold or impaired, the accumulated fair value adjustments are included in the Statement of Comprehensive Income as gains and losses from investment securities.

Fair value

The fair values of quoted investments are based on current bid prices. If the market for a financial asset is not active (and for unlisted securities), the Branch establishes fair value by using valuation techniques. These include reference to the fair values of recent arm's length transactions, involving the same instruments or other instruments that are substantially the same, discounted cash flow analysis, and option pricing models refined to reflect the issuer's specific circumstances.

Impairment

The Branch assesses at each balance date whether there is objective evidence that a financial asset is impaired. In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered in determining whether the security is impaired. If any such evidence exists for available-for-sale financial assets, the cumulative loss - measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit and loss - is removed from equity and recognised in the Statement of Comprehensive Income. Impairment losses recognised in the Statement of Comprehensive Income on equity instruments are not reversed through the Statement of Comprehensive Income.

(h) Fair value measurements

The fair value of financial instruments traded in active markets (such as publicly traded derivatives, and trading and available-for-sale securities) is based on quoted market prices at the end of the reporting period. The quoted market price used for financial assets held by the entity is the current bid price.

The fair value of financial instruments that are not traded in an active market (for example, over-the-counter derivatives) is determined using valuation techniques. These valuation techniques maximise the use of observable market data where it is available and rely as little as possible on entity specific estimates.

Specific valuation techniques used to value financial instruments include:

- The use of quoted market prices or dealer quotes for similar instruments.
- The fair value of interest rate swaps is calculated as the present value of the estimated future cash flows based on observable yield curves.
- The fair value of forward foreign exchange contracts is determined using forward exchange rates at the balance sheet date.
- Other techniques, such as discounted cash flow analysis, are used to determine fair value for the remaining financial instruments

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

1: Summary of significant accounting policies (Continued)

(i) Property, plant and equipment

Each class of property, plant and equipment is carried at historical cost less any accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of items.

Depreciation

The depreciable amount of all fixed assets including buildings are depreciated over their estimated useful lives to the Branch commencing from the time the asset is held ready for use.

Class of fixed asset	Depreciation rate	Depreciation basis
Leasehold improvement	10%	Straight Line
Motor vehicles	18.75 - 25%	Diminishing value
Office equipment	7.5 - 50%	Diminishing value
Furniture and Fittings	10 - 25%	Diminishing value
Computer equipment	37.5 – 66.67%	Diminishing value

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date. Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Statement of Comprehensive Income.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

(j) Trade and other payables

These amounts represent liabilities for goods and services provided to the Branch prior to the end of the financial year and which are unpaid. These amounts are unsecured and are usually paid within 30 days of recognition.

(k) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the Statement of Comprehensive Income over the period of the borrowings using the effective interest method. Fees paid on the establishment of loan facilities, which are not an incremental cost relating to the actual draw-down of the facility, are recognised as prepayments and amortised on a straight-line basis over the term of the facility.

Borrowings are removed from the balance sheet when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or other expenses.

Borrowings are classified as current liabilities unless the Branch has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

1: Summary of significant accounting policies (Continued)

(l) Provision

Provisions for legal claims, service warranties and make good obligations are recognised when the Branch has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as interest expense.

(m) Comparative figures

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

(n) Goods and Service Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the Australian Taxation Office (ATO). In this case, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense.

Receivables and payables in the balance sheet are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from, or payable to the ATO as classified as operating cash flow. Commitments and contingencies are disclosed inclusive of GST.

(o) Employee benefits

(i) Short-term obligations

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulating sick leave expected to be settled within 12 months after the end of the period in which the employees render the related service are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

1: Summary of significant accounting policies (Continued)

(o) Employee benefits (continued)

(ii) Other long-term employee benefit obligations

The liability for long service leave and annual leave which is not expected to be settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

The obligations are presented as current liabilities in the balance sheet if the entity does not have an unconditional right to defer settlement for at least twelve months after the reporting date, regardless of when the actual settlement is expected to occur.

(p) Functional and presentation currency

Items included in the financial report are measured using the currency of the primary economic environment in which the entity operates ('the functional currency'). The financial report is presented in Australian dollars, which is the Branch's functional and presentation currency.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

2: CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Branch and that are believed to be reasonable under the circumstances.

(a) Critical accounting estimates and assumptions

The Branch makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. None of the estimates and assumptions are expected to have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

(b) Critical judgments in applying the entity's accounting policies

Employee entitlements

Management judgement is applied in determining the following key assumptions used in the calculation of long service leave at balance date:

- future increases in wages and salaries
- future on-cost rates; and
- experience of employee departures and period of service

3: Information to be provided to Members or Manager of Fair Work Australia

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, the attention of members is drawn to the provisions of subsection (1), (2) and (3) of section 272 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 made 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).

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

4: Revenue

	2012 \$	2011 \$
From continuing operations		
<i>Service revenue</i>		
- member subscriptions	6,915,130	6,536,335
- Campaign levy (voluntary)	55,282	47,465
<i>Other revenue</i>		
- interest	78,376	76,716
- training income	33,955	39,864
- administrative support income from other branches	59,837	57,902
- grants received	93,837	60,000
- profit on disposal of assets	1,881	-
- other revenue	22,513	36,497
	<u>7,260,811</u>	<u>6,854,779</u>

5: Staff costs

	2012 \$	2011 \$
Employee benefits - employees	3,675,381	3,777,320
Employee benefits – official (elected)	329,428	336,017
Other staff costs	242,889	227,164
	<u>4,247,698</u>	<u>4,340,501</u>

6: Members recruitment expenses

	2012 \$	2011 \$
Members recruitment expenses	<u>445,764</u>	<u>769,800</u>

In 2011 the union established a targeted recruitment program which sought to focus a team of people specifically on recruiting new members into the union. The project was funded via a separate operational arrangement involving a line of credit with the union's Credit Union that enabled us to separate out the general operational costs of running the union from the costs associated with the recruitment project.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

7: Expenses

	2012 \$	2011 \$
The (deficit) surplus for the year includes the following specific expenses:		
<i>Depreciation of non-current assets</i>		
- Motor vehicles	34,565	40,835
- Office equipment and furniture	19,608	23,687
- Computer equipment	15,856	16,801
	<u>70,029</u>	<u>81,323</u>
<i>Amortisation of non-current assets</i>		
- leasehold improvements	<u>58,925</u>	<u>58,785</u>
Total Depreciation and amortisation	<u>128,954</u>	<u>140,108</u>
<i>Net loss on disposal of non-current assets</i>	-	5,580
<i>Defined contribution superannuation expense</i>	419,042	435,243
<i>Finance costs</i>		
- provisions: unwinding of discount	1,208	1,208
- interest and finance charges paid on bank loan	3,009	19,298
Rental expenses on operating leases		
- minimum lease payments	265,124	256,737
Conference and meeting allowances	7,293	6,886
Legal fees	498,177	121,701
Donations (amount >\$1,000)	1,200	5,000
Donations (amount <\$1,000)	882	100

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

8: Current assets – Cash and cash equivalents

	2012	2011
	\$	\$
Cash on hand	1,021	1,021
Cash at bank	1,303,545	924,203
Term deposit	528,426	500,000
	<u>1,832,992</u>	<u>1,425,224</u>

(a) Reconciliation to cash at the end of the year

The above figures are reconciled to cash at the end of the financial year as shown in the Statement of Cash Flows as follows:

Balances as above	1,832,992	1,425,224
Bank loan – line of credit	<u>(18,202)</u>	<u>(125,556)</u>
Balances per Statement of Cash Flows	<u>1,814,790</u>	<u>1,299,668</u>

9: Current assets – Trade and other receivables

	2012	2011
	\$	\$
Trade receivables	68,136	36,402
Prepayments	114,174	352,413
Net GST	18,369	7,743
Other receivables	21,488	21,360
	<u>222,167</u>	<u>417,918</u>

(a) Other receivables

These amounts generally arise from transactions outside the usual operating activities of the Branch. Interest may be charged at commercial rates where the terms of repayment exceed six months. Collateral is not normally obtained.

10: Current assets – Inventory

	2012	2011
	\$	\$
Inventory held for distribution	<u>22,926</u>	<u>12,906</u>

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2012

11: Non-current assets – Property, plant and equipment

	2012 \$	2011 \$
Leasehold improvements		
At cost	589,238	589,238
Less accumulated amortisation	<u>(247,343)</u>	<u>(188,418)</u>
	<u>341,895</u>	<u>400,820</u>
Plant and equipment		
Motor vehicles		
At cost	217,151	214,261
Less accumulated depreciation	<u>(89,517)</u>	<u>(87,642)</u>
	<u>127,634</u>	<u>126,619</u>
Office equipment		
At cost	83,420	78,324
Less accumulated depreciation	<u>(42,608)</u>	<u>(38,043)</u>
	<u>40,812</u>	<u>40,281</u>
Computer equipment		
At cost	149,173	146,805
Less accumulated depreciation	<u>(114,845)</u>	<u>(122,129)</u>
	<u>34,328</u>	<u>24,676</u>
Furniture and fixtures		
At cost	162,327	161,389
Less accumulated depreciation	<u>(85,029)</u>	<u>(71,397)</u>
	<u>77,298</u>	<u>89,992</u>
Total property, plant and equipment	<u><u>621,967</u></u>	<u><u>682,388</u></u>

(a) Non-current assets pledged as security

None of the non-current assets are pledged as security.

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2012

11: Non-current assets – Property, plant and equipment (Continued)

(b) Movements in Carrying Amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the year:

2011	Leasehold improvements	Motor vehicles	Office equipment	Computer equipment	Furniture and fixtures	Total
	\$	\$	\$	\$	\$	\$
Opening net book amount	456,107	145,008	47,066	25,735	106,799	780,715
Additions	3,498	54,430	1,635	16,298	-	75,861
Disposals	-	(31,984)	(1,181)	(556)	(359)	(34,080)
Depreciation	(58,785)	(40,835)	(7,239)	(16,801)	(16,448)	(140,108)
Closing net book amount	<u>400,820</u>	<u>126,619</u>	<u>40,281</u>	<u>24,676</u>	<u>89,992</u>	<u>682,388</u>
2012	Leasehold improvements	Motor vehicles	Office equipment	Computer equipment	Furniture and fixtures	Total
	\$	\$	\$	\$	\$	\$
Opening net book amount	400,820	126,619	40,281	24,676	89,992	682,388
Additions	-	52,504	6,426	26,029	1,240	86,199
Disposals	-	(16,924)	(196)	(521)	(25)	(17,666)
Depreciation	(58,925)	(34,565)	(5,699)	(15,856)	(13,909)	(128,954)
Closing net book amount	<u>341,895</u>	<u>127,634</u>	<u>40,812</u>	<u>34,328</u>	<u>77,298</u>	<u>621,967</u>

12: Non-current assets – Other assets

	2012	2011
	\$	\$
Rental deposit	<u>87,768</u>	<u>85,038</u>

13: Current liabilities – Trade and other payables

	2012	2011
	\$	\$
<i>Unsecured</i>		
Trade creditors	322,709	349,938
Legal fee due	130,306	6,644
Affiliated branches	42,176	42,048
Payable for ACTU levy	47,628	47,628
Others	6,471	6,860
	<u>549,290</u>	<u>453,118</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

14: Current liabilities – Borrowings

	2012 \$	2011 \$
<i>Secured</i>		
Bank loan	<u>18,202</u>	<u>125,556</u>

(a) Assets pledged as security

The bank loan is secured by the term deposit held of \$ 500,000.

15: Current liabilities – Provisions

	2012 \$	2011 \$
Employee benefits – officials (elected)	200,530	173,335
Employee benefits - staff	<u>569,867</u>	<u>498,175</u>
	<u>770,397</u>	<u>671,510</u>

16: Non-current liabilities – Provisions

	2012 \$	2011 \$
Employee benefits - staff	82,136	76,343
Makegood provision	<u>24,258</u>	<u>23,050</u>
	<u>106,394</u>	<u>99,393</u>

(a) Employee benefits - long service leave

Included in the employee benefits provision is a provision that has been recognised for future employee benefits relating to long service leave for employees. In calculating the present value of future cash flows in respect of long service leave, the probability of long service leave being taken is based on an assessment of the individual employee's circumstances. The measurement and recognition criteria for employee benefits has been included in Note 1.

The current provision for long service leave includes all unconditional entitlements where employees have completed the required period of service and also those where employees are entitled to pro-rata payments in certain circumstances. The entire amount is presented as current, since the Branch does not have an unconditional right to defer settlement.

(b) Makegood provision

The Branch is required to restore its leased premises to their original condition at the end of the lease term. A provision has been recognised for the present value of the estimated expenditure required to remove any leasehold improvements. These costs have been capitalised as part of the cost of leasehold improvements and are amortised over the shorter of the term of the lease or the useful life of the assets.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

17: Accumulated surplus

	2012	2011
	\$	\$
Movements in the accumulated surplus were as follows:		
Balance 1 July	1,273,897	1,327,241
Net surplus (deficit) for the year	<u>69,640</u>	<u>(53,344)</u>
Balance 30 June	<u><u>1,343,537</u></u>	<u><u>1,273,897</u></u>

18: Contingencies

There are no known contingent assets or liabilities at 30 June 2012.

19: Commitments

	2012	2011
	\$	\$
Operating lease commitments		
Non-cancellable operating leases contracted for but not capitalised in the financial statements		
Payables		
- not later than one year	355,905	414,335
- later than one year but not later than five years	<u>134,897</u>	<u>444,878</u>
	<u><u>490,802</u></u>	<u><u>859,213</u></u>

General description of leasing arrangement:

The leases are related to the rental of office equipment and premises.

20: Events occurring after the reporting date

No matter or circumstance has arisen since the end of the financial year to the date of this report, that has or may significantly affect the activities of the Branch, the results of those activities or the state of affairs of the Branch in the ensuing or any subsequent financial year.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

21: Cash flow information

	2012	2011
	\$	\$
Reconciliation of cash flow from operations with surplus (deficit) for the year		
Surplus (Deficit) for the year	69,640	(53,344)
<i>Non-cash flows in surplus(deficit)</i>		
Depreciation and amortisation	128,954	140,108
Charges to provisions	1,208	1,208
Net (gain) loss on disposal of property, plant and equipment	(1,881)	5,580
<i>Changes in assets and liabilities</i>		
Decrease (Increase) in receivables	193,149	(36,136)
(Increase) in inventories	(10,020)	(12,906)
Increase (Decrease) in payables	96,046	(5,086)
Increase in provisions	104,680	94,230
Cash flows from operations	<u>581,776</u>	<u>133,654</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

22: Related party transactions

(a) The members of the Branch Executive during the year were:

Karen Batt
 Peter Lillywhite

Jim Walton
 Catherine Davies

Judy Mead (resigned on 30 April 2012)
 Mark Nestor (appointed on 30 April 2012)

	2012	2011
	\$	\$
(b) Key management personnel		
Short-term benefits	329,428	336,017
(c) Outstanding balances arising from sales of services		
Current receivables - Federal Office	9,318	-
Current receivables – Adelaide Branch	6,137	-
Current receivables – Tasmanian Branch	1,973	-
(d) Outstanding balances arising from purchase of services		
Current payables - Federal Office	19,896	19,235
(e) Transactions with related parties		
<i>Payments:</i>		
Capitation fee paid to the Federal Office	217,193	205,373
<i>Receipts</i>		
Computer support income from PSA/CPSU	2,309	1,955
Membership & computer support income from CPSU SPSF Tasmania Inc	57,528	55,947
<i>Others – included in current liabilities</i>		
Money held in trust for La Trobe Uni Fund	22,579	22,451
Money held in trust for Strike Fund	19,246	19,246
Money held in trust for VWA Fighting Fund	351	351
	42,176	42,048

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

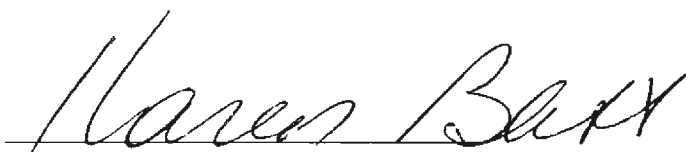
STATEMENT BY COMMITTEE OF MANAGEMENT

On 24th September 2012 the Committee of Management of the Community and Public Sector Union SPSF Group Victorian Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the year ended 30 June 2012:

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

1. the financial statements and notes, as set out on pages 3 to 23 comply with Australian Accounting Standards and other mandatory professional reporting requirements
2. the financial statements and notes, as set out on pages 3 to 23 comply with the reporting guidelines of the General Manager of FWA;
3. the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of Community and Public Sector Union SPSF Group Victorian Branch for the financial year to which they relate;
4. there are reasonable grounds to believe that the Branch will be able to pay its debts as and when they become due and payable; and
5. during the financial year to which the general purpose financial report relates and since the end of 30 June 2012
 - a. meetings of the Committee of Management were held in accordance with the rules of the organisation including the rules of branches concerned; and
 - b. the financial affairs of Community and Public Sector Union SPSF Group Victorian Branch have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - c. the financial records of Community and Public Sector Union SPSF Group Victorian Branch have been kept and maintained in accordance with Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009;
 - d. 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
 - e. The information sought in any request of a member of Community and Public Sector Union SPSF Group Victorian Branch or a General Manager of Fair Work Australia (FWA) duly made under section 272 of the Fair Work (Registered Organisations) Act 2009 has been furnished to the members or the General Manager of FWA; and
 - f. No orders have been made by the FWA under section 273 of the Fair Work (Registered Organisations) Act 2009 during the period.
6. There has been no recovery of wage activity undertaken by the reporting unit.

For the Committee of Management



Designated officer - Karen Batt

Dated this 24th day of September 2012



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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH

Report on the financial report

We have audited the accompanying financial report of Community and Public Sector Union SPSF Group Victorian Branch, which comprises the Balance Sheet as at 30 June 2012, the Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year ended on that date, notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Committee of Management.

Committee of Management 's responsibility for the financial report

The Committee of Management is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the Fair Work (Registered Organisations) Act 2009 and for such internal control as the Committee of Management determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance 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 judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee of Management, as well as evaluating the overall presentation of the financial report.

Our audit did not involve an analysis of the prudence of business decisions made by the Committee of Management.

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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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH (Continued)

Independence

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

Opinion

In our opinion, the financial reports of Community And Public Sector Union SPSF Group Victorian Branch present fairly the financial position of Community and Public Sector Union SPSF Group Victorian Branch as at 30 June 2012 and the results of its operations, its changes in equity and cash flows for the financial year then ended, in accordance with any of the following that apply to the entity:

- a) the Australian Accounting Standards – Reduced Disclosure Requirements; and
- b) the requirements imposed by Fair Work (Registered Organisations) Act 2009.

BGL & Associates
Chartered Accountants

I. A. Hinds - A.C.A. - Partner

Member of The Institute of Chartered Accountants in Australia and
holder of current Public Practice Certificate

24 September 2012
Melbourne



YEAR IN REVIEW

NOVEMBER 2011

After being told for months that **Parks** Victoria was in a tough financial situation to justify minimal annual pay increases, it was revealed in the Parks Victoria Annual Report that bonuses were paid to 14 Executive



Officers in the previous financial year. Tucked away on page 85 of the report were details of bonuses totaling \$169,000, at an average of roughly seven (7) per cent.

CPSU is advised by Department of **Human Services** of the proposal to increase the number of case management teams from five to six and establish two teams with a specific focus on young people subject to parole orders with a supervised community work component.

CPSU received a briefing on the new **SSSO** management model at a meeting with **DEECD** officials. At the meeting **DEECD** is urged to formally consult with our SSSO workforce and CPSU about the implementation of this significant change and reasonably consider any alternative proposals. CPSU committed to establishing a committee of members to prepare a response to **DEECD's** proposal comprising "regional representatives".

On the eve of the anniversary of the election of the Baillieu government, CPSU launches a radio advertising blitz calling for **fair pay for fair work**. In the ads,



employees tell how they voted for change based on promises about addressing the rising cost of living and fixing basic services. The radio ad promotes action by encouraging visits to the campaign site.

In an effort to reduce the gulf in wages and conditions between **State Emergency Services** and CFA employees, CPSU seeks wages and conditions parity with CFA workers through our EBA negotiations. Unfortunately, SES management reject this claim. CPSU subsequently writes to **SES** management advising an application will be made to Fair Work Australia for a Protected Industrial Action Ballot.

Youth Justice Custodial workers engage in protected action via indefinite or periodic works bans. Restrictions include the provision of information for the preparation and completion of Ministerial correspondence, using private vehicles for any work purposes, and checking emails after 12 NOON.

The Victorian Government makes an application to Fair Work Australia to end all our bargaining and try to stop our protected action. The application, if successful, had the potential to end all bargaining and protected action across all Departments and Agencies.

The **EPA** Branch votes unanimously to participate in a work stoppage to tell the Government that 2.5% is not enough. All members were encouraged to show their support by gathering out the front of the **EPA**.

DBI members vote unanimously to participate in a work stoppage to oppose the Government's 2.5% pay offer and gathered in the plaza of Nauru House to show their objection.

Fair Work issues a statement on the progress of conciliation and acknowledges that **DHS** had not adopted a take it or leave it approach and anything said to the contrary did not reflect the true position and ordered an extension to our protected industrial action by a further 30 days as legislative tests are met.

DECEMBER 2011

Following the announcement of the restructure to the Animal Plant and Chemical Operations Branch, the Department of **Primary Industries** made the decision to make redundant administrative roles. The Department refuses to discuss the redundancies of these roles, despite their legally enforceable requirement to consult.

CPSU was made aware of an email sent to all **Parks** staff at Tidal River regarding allegations of inappropriate behaviour and bullying. The union is seriously concerned about the tone of the email which included aggressive and threatening language. Staff are warned that attendance at a seminar was compulsory and if they failed to attend they risked disciplinary action.



CPSU attends the second meeting convened by **DoT** to discuss the cessation of the School Holiday Program contract with Camp Australia. CPSU is concerned that users of the program had not been invited to either of the SHP meetings convened by DoT, or been informed of the contract's termination. **DoT** commits to extend the arrangement with Camp Australia



until Easter 2012 and located four alternative SHPs in the CBD.

CPSU members endorse a plan to submit an alternative proposal to **DPI's** notification of the relocation to Attwood of SDU, BSU and KIT employees. This alternative aims for members unable to relocate due to family, caring or personal commitments are protected, and ensure relocating employees would not be left out of pocket or unduly inconvenienced.

CPSU met for a briefing on the new performance assessment system "Nexus" which was being rolled out across **Justice**. CPSU finds it difficult to make an accurate assessment on the operational effectiveness of the software as the system is viewed in the "staging environment" and, disconcertingly for those present, experienced technical difficulties during the presentation. CPSU received many queries from members

regarding certain aspects of the software and commit to seeking further information from DoJ about the mechanics of the software.

In a direct betrayal of its election commitment to protect public service jobs, the Baillieu Government announces that **3600 jobs** would be made redundant. The announcement of job redundancies exposes the duplicity of the

Government's attitude toward CPSU bargaining and was undisputedly disrespectful to the workforce and to Fair Work. As a result the Fair Work conciliation reached its end, following a final attempt by CPSU State Secretary Karen Batt to convince Treasury Deputy Secretary Dean Yates that the productivities put forward by the union should invoke a reasonable pay offer from the Government. CPSU undertook to cease all protected action under our VPS Agreement in anticipation of the Tribunal's intervention.



Fair Work

reaches a provisional view that termination of bargaining and arbitration was the next step to resolve the impasse between the Government and CPSU members. The termination



means compulsory conciliation will take place from the decision date for 21 days. If wages are not resolved by 16 January 2012 the matter will go to a full bench of Fair Work for arbitration.

CPSU's protected action in **Parks** continues over the Christmas/New Year period with our campaign attracting a great deal of media interest, causing ongoing embarrassment to the Government.

JANUARY 2012

Fire and Emergency provision negotiations relating to the Victorian Public Service Agreement entitlements continue, but **DSE** refuses to make significant concessions or compromises. CPSU is seeking increased Fire line and Emergency Support Allowances, greater access to ESSS Defined Benefits Superannuation, an increase in the payments for

IMT roles, and an increase in the number of roles eligible for payments.

CPSU advises **police** members in State Intelligence not to sign an updated changed confidentiality due to concerns about the restrictive wording.

VICTORIA'S new **police** chief Ken Lay flags the closure of some police services as police command tries to enforce the Baillieu government's controversial cuts to public services.

With an existing agreement set to expire in March, bargaining for a new **VicForests** Agreement commences. CPSU compiles a list of claims and seeks nominations from members who wish to be involved in bargaining.

The **Housing** Service Delivery Model Review continues to be hampered by the all-encompassing One **DHS** Review as CPSU members are encouraged to engage in more communication with the Regions and to provide feedback as much as possible.

The **Adult Multicultural Education Services** Administrative Staff Agreement 2011 is approved by Fair Work with one of the new entitlements being the



formation of the AMES Administrative Employees Consultative Committee comprised of four AMES management representatives and four CPSU/AMES divisional representatives representing AMES Settlement, Employment, Education and Corporate Services. The AAEECC plans to meet a minimum of four times per year and provide members the opportunity to raise and resolve industrial issues.

CPSU's protected action in **Parks** Victoria continues as the Union advises members to continue to enforce all bans to the fullest extent possible.

CPSU discovers **AMES** advised Education AME staff, whose contracts expired at the end of 2011, that there would be no contracts in 2012 - only casual work despite AMES having advertised contract positions just prior to this.



The compulsory conciliation period with **Fair Work** expires without the Government making a decent wages offer instead, the Government asks CPSU for an extension on the conciliation period, which CPSU rejects.

Negotiations for a new Victorian **WorkCover** Authority Certified Agreement get underway with the existing Agreement set to expire on 30 June with bargaining occurring for the first time under

the new protections provided by the federal **Fair Work** legislation.

Bargaining recommences between the unions and **Parks** Victoria, but from the outset, PV make it clear there was no change in their salary offer and they were still seeking to get rid of performance pay. PV management then flag four NEW items they want changed in the Agreement - all of which would be to the detriment of staff and CPSU rejects the new proposals.

Museum Victoria notifies CPSU of proposed changes to the whole of the Museum Structure, including the elimination of one division and changes to Departments.

Negotiations kicked off to secure improved pay and conditions for CPSU members at **Zoos** Victoria and despite good faith support from CPSU members for a joint union Enterprise Agreement, CPSU is forced to pursue a single Agreement covering "Salaried Staff".



CPSU representatives meet with **Arthur Rylah** Institute Management and **DSE** HR to try to resolve our dispute about the proposed redevelopment of ARI. The Union argues the proposal was such that it ought to trigger the consultation provisions, set out in our VPS Agreement. ARI Management disagree and CPSU takes the matter to **Fair Work** where an agreement is mediated to include the union in the consultation process.

CPSU is notified by **NGV** of proposed changes to the Commercial Operations Department and these are in addition to the changes in August 2011 which were the subject of a dispute in **Fair Work**. CPSU seeks member feedback about the new changes.

CPSU receives correspondence from the **Arts Centre** in relation to expanding its operations to incorporate school-based training.

CPSU makes an application to **Fair Work** to assist with the ongoing stand-off with **Parks**. The Unions had been meeting with PV Management to try to gain a salary outcome that is acceptable to members, but none is forthcoming while PV still insist on axing performance pay, and extending the maximum duration of fixed term employment to five years.

Museum note that fixed term staff were to have no entitlement to ongoing employment beyond the term of their contracts and were not guaranteed employment in the new structure. Permanent ongoing employees would be given preference to positions over fixed term employees. CPSU invited affected staff to get in touch.

Fair Work's arbitration on Public Service wages continues as CPSU submits that agreement could be reached on a number matters which remained at issue, while the Government outlined matters it wished to raise a jurisdictional objection about. The Government also outlines the clauses it withdrew its agreement from. CPSU requests an early and urgent ruling from **Fair Work** on whether this was permissible.

More than 100 **Museum** staff turned out to discuss options surrounding the lack of information provided in the proposed restructure. Members vote unanimously to lodge a dispute against the Museum in order to force sufficient information to be provided and time for staff to understand proposed changes and negotiate



changed outcomes in the first round of the restructure. CPSU has a win in their dispute with **Parks** Victoria over their punitive approach to taking Time in Lieu. At **Fair Work**, PV agrees accrued time in lieu that was on the system before 11th December can

be taken whilst the ban on electronic time sheets continues and any extra time worked during the protected action should be recorded and logged retrospectively.

CPSU is informed that members in the Crime Department have received a request to provide personal details, including drivers licence number, for referral to the **Sheriff**. Members were advised not to provide the details until CPSU investigated further.



The Royal **Botanic Gardens** prove their word is not their bond by going back on an agreement reached before **Fair Work**. RBG agreed to consult with CPSU, CPSU members and employees in relation to positions

being advertised, yet, in their bulletin to employees, RBG claims they were under no obligation to "meet" with the CPSU, yet agreed to do so in "good faith". CPSU determines that RBG will comply with every clause of the EBA, and asks **Fair Work** to re-list the dispute.

CPSU representatives commence discussions with **Museum** Management for the new Agreement. The current expired in June 2011 but negotiations were pending, waiting for the

outcome of the negotiations for the Victorian Public Service Agreement, which has been the subject of Industrial Action. MV's key claims would remove penalty rate payments for IMAX and Commercial Venue Services Staff and also extend the probationary period from three months to six months.

Shrine Agreement finally became available for endorsement after being approved by the Government almost 12 months since negotiations concluded. Employees were to receive back pay from 9 March 2011. CPSU encouraged members to support the improvements to the working conditions of employees at the **Shrine**.

CPSU begins representing union members in negotiations to win a better and fairer Enterprise Agreement that will benefit all **Electorate Officers** with the existing Agreement due to expire on 30 June 2012. Members are invited to put their views forward to be included in negotiations.

CPSU receives notification from the **Supreme Court** of Victoria of its intention to vary and increase the existing Designated Work Groups (DWG's). The justification for the change was the four existing DWG's do not accurately



capture all the business areas across the court by either representation or location and affected union members were given the opportunity to engage in consultation.

CPSU delegates and organisers meet with **Melbourne Remand** Centre management to put

forward the concerns of members relating to the local policy of 'calling in sick'. The policy requires an employee on sick leave to contact MRC HR by 3pm the same day to inform them of whether or not they will be at work the following day. If the employee attends MRC to work their rostered shift without having contacted HR the previous day they may be informed their shift is no longer available, and to get paid they will have to take sick leave. CPSU advises affected members to get in touch.



CPSU attends a third **Public Transport Victoria** briefing and requests that **Transport** commit to principles pertaining to the transmission of business to PTV employees, such as holding the

wellbeing of staff as a paramount concern in decision-making; minimising stress and disruption to staff; and taking active measures to achieve this. **DoT** indicated their intention to agree to these principles.

It comes to CPSU's attention an email was being circulated by the **DSE** Regional Manager instructing staff to make compulsory changes to their performance plans for the mid cycle review. This appears to be in clear breach of the Victorian Public Service Agreement and CPSU writes to **DSE** demanding an immediate retraction and clarification.

CPSU representatives walk out of EBA negotiations at **Fulham Correctional Centre** after management refuses to negotiate minimum staffing levels as part of the overall deal. The Union wants to focus discussions on key issues such as minimum staffing levels; a fair pay increase for staff; and additional annual leave. The refusal followed the riot at **Fulham** prison and nearly six months of negotiations.

CPSU commenced bargaining with **VicForests** around a new Agreement. As part of the process, and based on feedback from members, CPSU submits a list of claims, including a comprehensive dispute resolution process; enhanced discipline clause and progression system to be altered so all staff are eligible for 2.0% progression payment.



In conjunction with **SGE Credit Union**, the tertiary scholarship program continues, awarding \$950 per year to support members and their families attempting a suitable tertiary course with a demonstrated need.

After many months of failed negotiations between the Unions and **Parks Victoria**, Union members in PV take unprecedented industrial action to win a fair deal. The bans have a major impact, and generate a great deal of media interest, causing significant embarrassment for the Baillieu Government's wages position. Still, **Parks** refuses to come back with a decent offer.

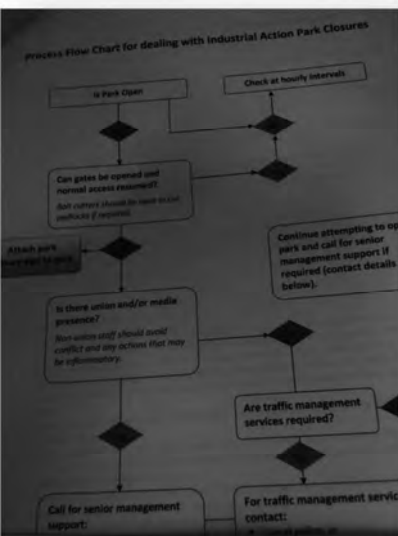
MARCH 2012

CPSU attends a meeting with the Director Compliance and Audit, the Manager People and Culture and the Manager Liquor to discuss issues including meal claims, work practice changes, OHS issues, cross training and vacant positions.

CPSU receives a response from **DEECD** regarding whether there were new conflict of interest rules applying to those working in Specialist Children's Services. **DEECD** states employees can lodge a grievance if they think they have been unreasonably restricted as a result of the conflict of interest policy. CPSU encourages members who felt unreasonably disadvantaged to get in touch.

CPSU is inundated with queries in relation to the Service Reform - VPS Activity Survey sent to staff from **Victoria Police** SRG. CPSU believed agencies were surveying workplaces to gain an idea of 'non-critical roles' to achieve the Government's 3,600 job cuts and advises staff not to complete this survey until further notice.

After meeting with **AEU**, **United Voice** and **DEECD** to discuss differences concerning the proposed negotiation protocols presented, CPSU rejects the proposed negotiation protocols on the basis it would restrict communication with members during negotiations. **AEU**, however, states it would accept the protocols so CPSU



commits to liaising with **AEU** throughout negotiations and providing written updates to members.

CPSU lodges a dispute with **Fair Work** in relation to the

filling in of the Activity Surveys in **VicPol**. The union had advised that managers were amending allocation of hours and recommended members cease completing the surveys until the matter is heard.



CPSU and **Victoria Police** attended **Fair Work** for the hearing of a dispute about the imposition of KPIs for HR Assist payroll staff. It was established that KPIs are a management tool only and cannot be used directly to influence a staff member's salary progression.

CPSU commences the legal process to initiate protected industrial action at **Fulham Correctional Centre**. This has become necessary as negotiations with **GEO Group Australia Pty** over a wage increase and other conditions reach an impasse.

CPSU receives correspondence from **DSE** advising of the proposal to relocate the Box Hill Office. A recent staff survey had indicated the majority of staff preferred the proposed Surrey Hills site. As such, **DSE** advises Government that this was the preferred site.

The Australian Electoral Commission advises the Union the second Protected Action Ballot for action against **Parks Victoria** was a resounding YES. The new bans are set to commence after the Union provides three days' notice of how and where they will be implemented.

A Heads of Agreement for a new **Child Protection Practitioner (CPP)** Classification Structure is signed with the Department of



Human Services in **Fair Work**, narrowing further the issues submitted for arbitration in our Public Service wages dispute. The new Child Protection re-classification arrangements improve some staffing issues and pay rates for child protection, community youth justice, and secure welfare employees of the Department.

APRIL 2012

In response to concerns that Biodiversity job cuts in **DSE** would mean end of programs to save rare plants and animals, Minister Ryan Smith states publicly he had been assured that others in the Department will take on the work and also says Victoria is developing plans to cope with the effects of climate change.

Local Government staff at the Department of **Planning and Community Development** are reminded of the definitions of bullying and of their duty to take care of their own health and safety, and that of their colleagues to stamp out inappropriate behaviour in the workplace.

DBI commences a review of the Communication roles and functions within the Department. Despite not receiving formal notification of a proposed restructure, the union encouraged members to voice any concerns.

Lower Murray Water management issues a version of the EBA meeting that raises concerns relating to its accuracy and emphasis. CPSU believes the parties would achieve agreement if issues relating to KPI could be settled.

The Protected Action Ballot of CPSU members at **Fulham Correctional Centre** receives overwhelming support and CPSU notifies **GEO** industrial action will occur.

MAY 2012

Unprecedented **Park** closures over the Easter long weekend result in the profile of PV workers being raised to new heights. **Fair Work** directs PV meet with the Unions to see if a resolution can be reached as it was clear during this meeting that Parks Victoria's position had not changed.

CPSU was made aware that some **TAC** members are being required to attend work away from their designated place of employment. Our EBA provides protection from excessive work hours and unreasonable expectations and affected members were encouraged to contact their CPSU delegate.

Arts Centre Melbourne detail their pay offer, which includes pay increases in line with government policy and differed from their earlier offer by reducing the performance increment to the current level of 1%, including two-tier annual performance review payments and including a 0.25% sign-on bonus. CPSU believes there was plenty of scope for the Trust to increase the pay offer.

CPSU is disappointed to observe cajoling, intimidation and personal attacks by Parliamentary management during the Protected Industrial Action by **Parliament** members. CPSU Members were asked not to take Industrial Action, had their normal patterns of work altered to their detriment, and in some cases refused entry to, or kicked out of the Chambers. CPSU enters discussions with our lawyers and lodges an application to deal with general protections dispute with **Fair Work** Australia.

The Government announces a cut to a further 600 public service jobs on top of the 3,600 already revealed last December, reducing public service jobs by 4,200 by 2014. No information is given about where the cuts would come from, or how that number was arrived at. CPSU argues this would have a dramatic effect on the workloads expected to be carried out by the remaining employees.

CPSU attends a **VCAT** management meeting regarding Flexible Working Arrangements as many



members wonder why it is necessary to formalise flexi time given it had been a practice for many years. VCAT responds by stating it was to protect both employee and manager. CPSU forms the view there was no legal requirement to formalise flexi time by way of contract and as such, viewed this overly bureaucratic.

Members at **Lower Murray Water** are encouraged to promote the recommended acceptance of the 4% KPI option for the life of the EBA.

CPSU receives correspondence from **DOT** advising of the intention to make changes to the

organisational structure of the Community and Place division with resulting job losses. Affected members were invited to engage in consultation.

The Weekly Times reports that the Department of **Primary Industries** offices could yet get the chop as the Victorian Government continues to trim public sector jobs.

CPSU receives correspondence from **CenITex** advising of the intention to re-organise with a number of positions to be lost, expecting to affect 200 people.

DPI announces a Re-thinking – a massive restructure by another name – involving site closures and staff relocations. Despite their claim no jobs would be lost; CPSU believes the restructure would undoubtedly impact on jobs, as well as families and communities. Members are encouraged to sign a petition, and get involved by getting signatures to oppose the move.

Ten fixed term **DSE** employees were converted to ongoing. CPSU had been representing 12 members who had been inappropriately engaged as fixed term employees, and following the union's application to **Fair Work** we were advised 10 of the 12 would be made ongoing.

CPSU meets with **VCAT** management where they make an amended offer to members. After 10 months of bargaining their 'final' offer remains

a pay cut in real terms, in exchange for losing overtime and annual leave loading for members employed at levels 5 and 6. CPSU rejects the offer.

CPSU is concerned by the **Museum's** inadequate 'dot point compilation' of the vague assertions being used to justify the 47 selected positions that were earmarked to go. Following **Museum's** failure to answer CPSU's requests for fair and reasonable information and time to respond to their proposal to remove 47 jobs, CPSU lodges a dispute with **Fair Work**.



The stage 1 pilot of the **Corrections** Victoria condoms and dental dams trial across **Dame Phyllis Frost Centre, Tarrengower, Marnongneet** and **Dhurringile**

prisons is completed along with an evaluation report. Fourteen recommendations come from the report with a majority being accepted and endorsed by Corrections Victoria and CPSU. The issues CPSU still had concerns with related to the potential for additional distribution points. CPSU's position was members would not oppose additional points as long as Justice Health manages controls and oversees them in consultation with CPSU.

DPI commits to providing CPSU and effected employees with the rationale and intended benefits of site closures and forced relocations. This is essential for those affected sites who are putting forward an alternative proposal to the proposed closures and consolidations as it must meet the rationale and intended benefits.

AWU, CPSU, ASU, and Parks Victoria hold several meetings at **Fair Work** to try to resolve the deadlock in our industrial dispute. PV comes



back to the Unions with a revised salary offer, which involved several changes to clauses including capping progression availability at 70 per cent of eligible staff. Further, PV are still refusing to retain the performance pay clause. The unions reject this offer.

JUNE 2012

The first meeting of the **Primary Industries Site Closure and Relocation Consultative Committee** is held. CPSU members raise issues to be dealt with through the Committee including communication to affected staff, trends and outcomes for alternative proposals, relocation allowance, and targets for employees.

Parks members hold high profile closures across the state over the Queen's Birthday long weekend and receive extensive coverage in the media. Feedback from all sites indicate that the vast majority of the general public were supportive of our actions. Indefinite and ongoing park closures continue across Victoria, while CPSU notifies Parks Victoria of the intention to hold another ballot.

Victoria **Police** produce a proposed set of descriptors for classifications within **Forensics Services**. The proposed new descriptors were prepared by management but needed agreement in consultation with members. CPSU took the view there is a need for change but the proposals would be a step back from what currently is in place. Members were invited to be part of a review of the descriptors.

With the existing agreement set to expire in September, **ESSS** contacts CPSU to commence discussions and negotiations for a new Enterprise Agreement.

The Ararat Advertiser includes a letter about **DPI** goals from the Minister who sets out his rationale for removing **Primary Industries** from our primary producing locations. It claims maintaining offices

like **DPI Ararat**, which received very few over counter visits from farmers, was costly. Yet the same logic was not applied to neighbouring offices in Hamilton and Horsham. CPSU members continue working to keep their site open or maintain a presence in **DSE** sites.

CPSU met with **Museum** Management to press the claims of fixed term members for permanency. CPSU is successful in having all positions reclassified as permanent. Permanency is an important safeguard for members in the restructure, and is likely to lead to further changes to **Museum's** proposals.



Almost 60 staff in the Victoria **Police** Records Services Division had been on fixed term contracts, and just getting by on short extensions to their contracts. After intervention by CPSU, Victoria **Police** concede the contracts go against the terms of our VPS Agreement, and these staff should have been offered permanent positions when they were hired. As a result **VicPol** calls for Expressions of Interest for those staff to take up permanent roles.

Television advertisements condemning the **Baillieu** Government's decision to axe thousands of public service jobs commenced across regional Victoria.

Despite numerous requests, **CenITex** continually provides information relating to its proposed rationalisation program that was incomplete or inaccurate. As a result, CPSU notifies a dispute with **Fair Work**.



CPSU secures consultative concessions on public service job cuts from the State Government, which requires all Departments and Agencies to detail the potential impacts of the 4,200 job cuts on existing employees before they proceed. However, despite CPSU repeatedly requesting information from Departmental heads the various responses the union receives did not contain much information. Therefore all members were asked to provide as much detail as possible about workplace changes that would result from the shedding of jobs.

JULY 2012

The government agrees to salary increases and condition arrangements to settle the public service wage case arbitration before **Fair Work**. The agreement includes 15.5% paid in seven salary installments and one lump sum cash payment. The period covered starts 1 July 2012 until 31st December 2015. Particularly big winners from the new agreement were child protection practitioners who would now receive salary increases

between 1-14 per cent. Further, the Government withdraws all its policy and jurisdictional objections. Money, payment timing, and duration as per this VPS Agreement will also apply to **State Library, Museum of Victoria, National Gallery, ACMI, Film Victoria, Growth Areas Authority** and **Parliament** members.

Progress relating to the **WorkSafe** negotiations continue slowly, albeit amicably. The main issues remained far from resolved. Our claim for

an increase in On-Call and Call-Out Allowance was still to be responded to, and is also the subject of the Emergency Response Review being conducted by Noetic.

CPSU's **Parks** Victoria protected action ballot is declared, with our strongest result so far. Eighty-three per cent of members returned their ballots, with a 95 per cent 'YES' vote.

CPSU is advised the William St **Traffic Camera Office** will make permanent 13 staff that are currently on fixed term contracts, after CPSU successfully challenged the terms of their contracts.



Following months of negotiations for a new EBA with **VicForests**, CPSU reaches an in-principal agreement on all matters except the Training Clause. After further discussions the parties agreed on a clause that preserves the existing entitlement, and retains the wording regarding OH&S and CPSU Training.

Fair Work makes an order to terminate ALL industrial action in

Parks Victoria. The Unions give an undertaking to comply with this order. This termination triggers a 21 day timeframe in which the parties would try to reach agreement.

CPSU meets with management and HR representatives from the Department of **Premier and Cabinet** and the Portfolio Agencies to discuss the Government's proposal to slash 50 jobs. Management had been given a target of 50 jobs to go under the announced cuts. All Portfolio Agencies were unclear on what jobs

were to go and whether the 50 jobs equated to 50 positions or 50 EFT of salary averages. CPSU wanted jobs lost through recruitment freezes to be counted against the total number and asked for an open and transparent process.

CPSU conducts a meeting at **NGV** where members vote unanimously to commence immediate bargaining.

Despite having negotiated with **DEECD** since April, the State Government refuses to increase their wages offer above 2.5% per annum and meet CPSU and **AEU's** wages claim of 10% per annum. As a result CPSU and **AEU** apply to **Fair Work** for permission to engage in protected industrial action.

Fair Work approves the Victorian Public Service Workplace Determination to replace the current VPS agreement and is effective on or after the first pay period from 23 July 2012 and will operate until 31 December 2015.

Fair Work hears an application by CPSU and **United Voice** to ballot union members for a campaign of industrial action to put pressure on the State Government to increase their wages offer for **Education Support** staff.

AUGUST 2012

CPSU meets with Victoria **Legal Aid** management to voice members concerns regarding the change proposal of Business Services. As a result of the meeting the union receives a commitment that management will provide further details surrounding the assessment of Business Services that led to the proposed redundancies as well as information pertaining to the three newly created positions within the proposed structure.



CPSU meet with **DHS** change team to discuss the latest round of information distributed to employees regarding the proposed organisational restructure. Members concerns over the lack of detail provided to date were conveyed and the Department indicates this level of detail would not be available until the final structure had been agreed upon. CPSU subsequently expresses our concerns in writing and begin considering options available through **Fair Work**.

CPSU receives notification from Victoria **Police** of the proposal to change VPS positions descriptions. The new descriptions differ in that they include an initial work duty work location as well as a list of other work locations the employee may be required to work.

There is an increase in serious incidents within **Youth Justice**

Correctional Services

resulting in unacceptable injuries to staff. CPSU meets with YJCS director Ian Lanyon and express concern for employees' safety and wellbeing. It was made clear this is

unacceptable and must be redressed. **DHS** confirms they would install up to 100 new doors, and that there would be consequences for clients who assault staff.

A number of **DSE** members raise concerns around unsustainable workloads in relation to planned burning as

CPSU calls for a review into workloads to be conducted by an agreed independent reviewer.

The ballot for authorising protected industrial action against the **Education** Department is successful, with 92.3 per cent of votes supporting industrial action.

CPSU makes applications to **Fair Work** to deal with bargaining disputes with **Museum** Victoria, the **State Library** of Victoria and the **National Gallery** of Victoria. The applications come following the failure of these agencies to abide by their obligations to bargain in good faith under the Fair Work Act.

SEPTEMBER 2012

CPSU and **Legal Aid** management representatives met to continue the 'good faith' Agreement bargaining negotiations. As part of the negotiations, CPSU is presented with a proposal to introduce a new classification structure. CPSU is vehemently opposed to VLA management's proposal, and makes an application to **Fair Work** to deal with the dispute.

The Unions and **Parks** Victoria return to **Fair**

Work in a last ditch attempt to reach agreement before the formal arbitration process is due to begin.

Parks advises

they would not put a wages offer on the table unless the Unions first agreed to trade off the rostered weekend allowance, performance pay, and other entitlements. This is immediately rejected.

In response to recent staff assaults, CPSU formed a joint working group with **YJCS** management to deal with the OHS issues raised by members. The group issued **DHS** a written list of issues for resolution.



After months of negotiations the **BC/PIC** Agreement was narrowed down to one outstanding item - salary increases. Management hold firm in their position and refuse to offer more than a 2.5% p/a. CPSU calls upon members to offer their views on how they want to proceed with the issue.

After reaching "in-principle" agreement with **Zoos** Management in April, the Enterprise Agreement - the document outlining pay and conditions of employment - was almost complete. All that was left was a tick of approval the Department of **Treasury and Finance**, then a ballot among members to indicate their acceptance.



After two years of bargaining for a new Agreement with CPSU, **DECA** put their offer to staff for a response. The union believes **DECA's** pay offer of 2.5% p.a. is not enough, but under the

current legislative framework, staff are entitled to significant back pay.

Parliament and CPSU reach an agreed position at **Fair Work** to resolve the outstanding bargaining disputes as members unanimously endorse the framework set for the new Agreement for **Parliamentary Officers**.

CPSU receives correspondence from **Parks** about their proposal to restructure with 140 less employees and affected members engage in consultation.

OCTOBER 2012

CPSU achieves a successful outcome at **Fair Work** in obtaining monies owed for Over Time Meal Payments for **Youth Justice** members and approximately \$200K is to be distributed among employees as part of settlement of this dispute.

CPSU meets with **PTV** management to discuss the proposed new EBA with the Union seeking core terms and conditions in line with the rest of the Public Service, along with a fair pay rise that



recognises the hard work and contribution of staff.

Negotiations for a new **BC/PIC** Agreement stall due to the dispute over proposed salary increase. Members vote to reject the offer and instruct management to put the Agreement to ballot.

CPSU questions "express" or "implied" consent of employees as required by the Surveillance Devices Act after the **Building Commission** tried to justify the installation of data collection devices to work cars because employees did not provide comment. Commissioner Michael Kefford believed he had implied consent after not receiving comment from members after informing them of his intention to install the electronic data recording devices. CPSU provided members with a non-consent form to indicate if they did not wish to give their consent.



The **Education** Department's Annual Report is released, revealing sixty-three (63) **DEECD** Execs shared in \$1,800,000 or about \$28,500 each in bonus payments in a year of budget cuts and 4,200 jobs being slashed from the Public Service.

CPSU strongly encourages members not to participate in **Corrections** Victoria's survey in which members at **Dame Phyllis Frost Centre** were asked to vote on Rosters. CPSU had learnt that an external contractor was brought in to make rosters more 'efficient' and that the contractor planned a reduction of Officers' income of between 3% and 4%. CPSU requests



that **CV** and **DPFC** management enter into meaningful negotiations in accordance with the change provisions in our Workplace Determination.

CPSU concludes a series of meetings with **YJCS** management about members health and safety arising from a spate of staff assaults. **YJCS** fail to address or consider the issues raised. Given the serious and continuous events of occupational violence that had occurred over the last few months CPSU believes **DHS** may be in breach of the Occupational Health and Safety Act (Vic). As a result CPSU writes to the Chair of the DHS Health, Safety and Wellbeing Committee seeking to engage the department in effective measures to address the issues.

Less than two months after the Union successfully stopped **DSE** Management from **Crown Land** Registry from arbitrarily increasing performance targets, Management at Registration Branch try exactly the same thing.

Members advise the union they received an email to the effect that all staff would have their daily dealings target increased. Under our VPS Determination any targets that form part of your progression criteria **MUST** be agreed between the employee and their manager, and can only be varied 'by agreement'.

The negotiations for the **ESSS** current pay and conditions in a new Enterprise Agreement stall as no improved offer is made. As a result, CPSU representatives make an application to **Fair Work**.

CPSU writes to **DPCD** expressing disappointment at Management's failure to consult over major changes to **Local Government Victoria** and request consultation with affected staff and CPSU. Members had concerns about the impacts on workload. CPSU asks management to confirm they will consult with staff as required by our Workplace Determination.

Voting commenced for the new **VicForests** Agreement 2012 which represents a good result for members. The new Agreement contains salary increases above the Government wages policy, the retention of all conditions, along with several significant improvements.

Victoria **Legal Aid** fail to meet their obligation agreed before **Fair Work** back in September. There was no improvement in the 12% offer since being announced to all staff. As a result, CPSU re-lodges the application to **Fair Work** seeking their further assistance.

DSE responds negatively to CPSU's request for a review of workloads around planned burning, prompting CPSU to write back again requesting that they set up the review. Failing that, CPSU prepares to take the matter to **Fair Work** and/or **WorkSafe**.

CPSU delegates and **Zoo** management meet to discuss issues of importance to members including casuals, membership targets, and Enterprise Agreement Implementation.

NOVEMBER 2012

Members received notification of a proposal in August to vary position descriptions to allow multiple "usual" workplaces. CPSU remains in dispute with Victoria **Police** about the proposal and advise all members **NOT** to sign any offer of employment or position description that suggests you might have more than one place of work.

CPSU requests the assistance of **Fair Work** to resolve the on-going refusal by the Department of **Parliamentary Services** to provide an approved Management Log of Claims to our **Electorate Officer** Bargaining Team.

The Unions lodge submissions with **Fair Work** for the impending Arbitration with **Parks** Victoria.



Key features of our submissions include evidence of productivity and arguments around the need for a fair pay-rise and one that compensates staff for the delay since the last pay increase in 2010.

CPSU and **PTV** reach an in-principle agreement on a proposed Union Agreement and a Memorandum of Understanding to protect

members being forced out by TSP's. Alignment with our VPS Agreement has been achieved with additional advantages and the VPS pay increases – 13.2% compounded over life of Agreement.

The **Auditor General** has attacked the wide-spread and ad-hoc use of Labour Hire contracts at **Major**

Projects Victoria stating that; "there needs to be a sound rationale for using a contractor over an existing public sector employee the cost of contractors can often be much higher than public sector employees. This additional cost is ultimately borne by taxpayers." The argument that contractors are used because their skills don't exist within the Department was quashed.

A family day in **Traralgon** is held to highlight the impact of State Government cuts to services in our local communities which are starting to hit hard. Funding cuts to **TAFE** and our **local public**



services all impact on our families, as our financial and commercial services, retail and even housing prices are affected as money is withdrawn and the spending power in our community is reduced.

Open Channel

An Information Bulletin for CPSU/SPSF Workplace Contacts

Volume 2012 - Issue 12

29 November 2012

Working in Hot Conditions - WorkSafe Advice

Today's hot weather is a reminder of what may lie ahead this summer and CPSU has advice available for members required to work in a hot office (air-conditioners not working properly) and members required to work outside in hot working conditions.

Where workplaces have HSR's that should seek to resolve their OH&S concerns with management directly through their OH&S issue resolution processes.

If members encounter difficulties they should contact CPSU for further advice by e-mail to enquiry@cpsuvic.org

Karen Batt Elected CPSU Federal Secretary

It's with great pleasure that CPSU can advise that Karen Batt has been declared elected to the office of Federal Secretary of our fabulous organisation.

AEC issued final voting nos and the declaration yesterday.

The final count was:

Karen BATT	7,864 (45%);
David CAREY	6,653 (38%) and
Belinda SUGDEN	2,930 (17%).

Preferences from Belinda Sugden flowed strongly to Karen.

Karen will take on the FedSec role in an honorary capacity and in conjunction with her Victorian responsibilities.

Karen has expressed her appreciation for all the support provided by our members in Victoria.

Karen plans to develop a nationally co-ordinated and targeted response to the attacks that are currently being made by State Governments on the job security and terms and conditions of our members.

There is much work to be done to build our union as a strong voice and key player on the national scene.

Along with the leadership teams from each State, Karen said she was looking forward to working with all our federal officials to meet this challenge.

Congratulations Karen.

Our Year & Accounts

Baillieu Government bargaining and cuts to 4,200 jobs dominated the year for our members.

40,000 employees received pay rises of 15.5% over 42 months paid in 7 salary installments & one lump sum \$1,500 cash payment arising from the settlement of our Victorian Public Service Agreement which then flowed to our five Arts Institutions, the Growth Areas Authority, Parliament, PTV, and VicSES, with Parks members before Fair Work awaiting their pay rise.

12 Agreements were negotiated and approved by Fair Work during the year with another 16 Agreements completed but not yet ready to be lodged with FW as either Government approval is incomplete, a ballot is underway, or Agreement is lodged but not yet approved by Fair Work.

1,405 new members were recruited so far this calendar year.

Our net member funds stand at \$1,814,790 at 30 June up from \$1,273,897 at the same time last year.

A small operating surplus of \$69,640 was recorded for the 2011/12 financial year.

CPSU, State Public Services Federation Group, Victorian Branch

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**COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN
BRANCH
ABN 38 968 067 748**

**ANNUAL CONCISE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2012**



Community and Public Sector Union
SPSF Group • Victorian Branch

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

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Relationship of the concise financial report to the full financial reports

The concise financial report is an extract from the full financial report for the year ended 30 June 2012. The financial statements and specific disclosures included in the concise financial report have been derived from the full financial report.

The concise financial report cannot be expected to provide as full an understanding of the financial performance, financial position and financing and investing activities of Community and Public Sector Union SPSF Group Victorian Branch as the full financial report. Further financial information can be obtained from the full financial report.

The full financial report and auditor's report will be sent to members on request, free of charge. Please contact Community and Public Sector Union SPSF Group Victorian Branch's office and a copy will be forwarded to you. Alternatively, you can access both the full financial report and the concise report via the internet at our Members' Centre on our website.

The committee of management has resolved on 24 September 2012 that this concise report be provided in accordance with s265 (2) of the Fair Work (Registered Organisations) Act 2009.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

DISCUSSION AND ANALYSIS OF THE FINANCIAL STATEMENTS

Information on Community and Public Sector Union SPSF Group Victorian Branch's concise financial report

The concise financial report is an extract of the full financial report for the year ended 30 June 2012. The financial statements and specific disclosures included in the concise financial report have been derived from the full financial report.

This discussion and analysis is provided to assist members in understanding the concise financial report. The discussion and analysis is based on Community and Public Sector Union SPSF Group Victorian Branch financial statements and the information contained in the concise financial report has been derived from the full 2012 financial report of Community and Public Sector Union SPSF Group Victorian Branch.

Statement of comprehensive income

The surplus attributable to members for the year was \$69,640 compared to a deficit of \$53,344 in the previous year. This financial year proved to be a positive year from a financial viewpoint as we continue to consolidate our financial position for the future. This surplus occurred due to the growth in revenue of 6% from \$6,854,779 in 2011 to \$7,260,811 in 2012 which was more than the increase of expenses from \$6,908,123 in 2011 to \$7,191,171 this year. 2011/12 was a big bargaining year for CPSU members with more than 30 Agreements being re-negotiated including our largest, the Victorian Public Service Agreement. As a result our income increased due to continued recruitment driven by the bargaining activity and expenses increased as a result of the investment into member campaigns.

Balance sheet

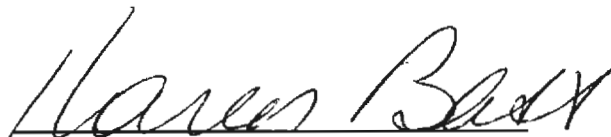
Total assets increased by \$ 164,346 from \$2,623,474 in 2011 to \$2,787,820 in 2012. Total liabilities also increased by \$94,706 from \$1,349,577 in 2011 to \$1,444,283 in 2012 mainly due to increase in employee leave provision. This resulted in an increase in net assets which is reflected by an increase of total member fund of 5%.

Statement of cash flows

Net cash assets increased from \$1,299,668 as at 30 June 2011 to \$1,814,790 as at 30 June 2012. This increase in net cash flows from operating was mainly due to increased cash receipts from members combined with a small decrease of the actual amounts paid out to suppliers and employees.

Signed in accordance with a resolution of the Committee of Management:

Designated Officer


Karen Batt

Dated this

24th September 2012

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

OPERATING REPORT

Your Branch Committee of Management present their report on the Community and Public Sector Union SPSF Group Victorian Branch (The Branch) for the financial year ended 30 June 2012.

Members of Branch Committee

The names of the members of branch council in office at any time during or since the end of the financial year are:

Branch Executive

Karen Batt – Branch Secretary	Jim Walton – Assistant Branch Secretary
Judy Mead – Vice President (resigned on 30 April 2012)	Peter Lillywhite - President
Catherine Davies – Vice President	Mark Nestor – Vice President (appointed on 30 April 2012)

Branch Councillors

Bakker, Carol (appointed on 30 April 2012)	Jones, Andrew (appointed on 30 April 2012)
Barratt, Anthony (appointed on 30 April 2012)	Kaplan, Bettina
Barton, Helen (appointed on 30 April 2012)	Lyons, Bill
Batson, Linda (appointed on 30 April 2012)	McAleer, Anthony
Brown, Pushi	Meaklim, Jean (appointed on 30 April 2012)
Butler, Stephen	Miskowicz, Cheryl
Cahill, Anthony (appointed on 30 April 2012)	Moodie, Alasdair (appointed on 30 April 2012)
Cook, Gavan	Noblett, Desmond (appointed on 30 April 2012)
Crabtree, Andrew (appointed on 30 April 2012)	O'Brien, Brennan
Dimech, Adam (appointed on 30 April 2012)	Perry, Christopher
Dobell, Jeffrey (appointed on 30 April 2012)	Rogers, Fiona (appointed on 30 April 2012)
Dri, Laurie (appointed on 30 April 2012)	Saddler, Stephen (appointed on 30 April 2012)
Forster, Lex	Sullivan, Mary
Foster, Mark (appointed on 30 April 2012)	Thomas, Ian
Free, Elizabeth	Troupiotis, Theodora (appointed on 30 April 2012)
Gagachef, Alexander	Turberville, Sarah
Gray, Bruce	Walsh, Brian (appointed on 30 April 2012)
Greaves, Gary	Walsh, Steve
Grincais, Wayne	Whittle, Patrick (appointed on 30 April 2012)
Halden, Mark	Wilkinson, Vicki (appointed on 30 April 2012)
Barker, Greg (resigned on 16 April 2012)	McNair, Stephen (resigned on 15 Sept 2012)
Brodzik, Katrina (resigned on 9 March 2012)	Roose, Mary (resigned on 30 April 2012)
Cox, Arthur (resigned on 30 April 2012)	Wadsworth, Richard (resigned on 30 April 2012)
Dean, Ron (resigned on 9 March 2012)	Wait, Douglas (resigned on 30 April 2012)
Hickey, Sean (resigned on 30 April 2012)	Willington, David (resigned on 2 August 2011)
Leishman, Jenny (resigned on 30 April 2012)	Woodall, Lez (resigned on 30 April 2012)

Members have been in office since the start of the financial year to the date of this report unless otherwise stated.

**COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748**

OPERATING REPORT (Continued)

Significant Changes in State of Financial Affairs

No significant changes in the state of financial affairs of The Branch occurred during the financial year.

Union details

The number of employees at 30 June 2012 was 49 (2011: 47)

The number of financial members, inclusive of the Retired Officers Division, at 30 June 2012 was 15,307 (2011: 14,809).

Review of Principal activities and results of operation

Community and Public Sector Union SPSF Group Victorian Branch is a member based, federally registered trade union, representing Victorian public sector workers who are actively pursuing better working lives and stronger communities. The principal activities of the Branch during the financial year consist of: organising Victoria public sector employees; training and education of members; providing individual members with informed and expert presentation in workplace related matters and other matters as directed by the Branch Executive. No significant change in the nature of these activities occurred during the year.

After Balance Date Events

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Branch, the results of those operations, or the state of affairs of The Branch in future financial years.

Right of members to resign

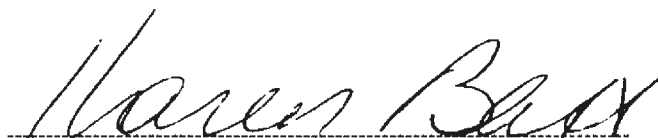
Rule 8 of Chapter C of Federal Rule sets out the terms under which a member of the Branch may resign. A member may resign from membership of the Union by notice in writing, addressed to the Branch Secretary, if the member cease to be eligible to become a member of the Union or the member give notice not less than two weeks before the resignation is to take effect.

Superannuation Trustees

To the best of our knowledge and belief, no officer or member of the organisation, by virtue of their office or membership of the Community and Public Sector Union SPSF Group Victorian Branch is:

- (i) a trustee of a superannuation entity or exempt public sector superannuation scheme; or
- (ii) a director of a company that is the trustee of a superannuation entity or an exempt public sector superannuation scheme; and
- (iii) where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organisation.

Signed in accordance with a resolution of the Branch Committee of Management:



Designated Officer - Karen Batt

Dated this 24th day of September 2012

**COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748**

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2012**

	Note	2012 \$	2011 \$
Revenue from continuing operations	3	7,260,811	6,854,779
Expenses			
Administration expenses		(247,237)	(247,460)
Affiliation fees		(117,027)	(112,357)
Capitation fee to Federal Office		(217,193)	(205,373)
Communication expenses		(178,627)	(151,830)
Computer expenses		(27,073)	(29,454)
Employee benefits expenses		(4,247,698)	(4,340,501)
Library		(9,577)	(7,932)
Meeting		(164,726)	(131,344)
Motor vehicle expenses		(42,074)	(42,211)
Office operation and maintenance		(431,438)	(424,470)
Printing and publications		(207,940)	(179,620)
Professional fees		(514,297)	(138,441)
Members recruitment expenses		(445,764)	(769,800)
Training and campaigns		(340,500)	(127,330)
		<u>7,191,171</u>	<u>6,908,123</u>
Surplus (Deficit) attributable to members of the entity		69,640	(53,344)
Other comprehensive income		<u>-</u>	<u>-</u>
Total comprehensive income for the year attributable to members		<u><u>69,640</u></u>	<u><u>(53,344)</u></u>

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

BALANCE SHEET
AS AT 30 JUNE 2012

	2012 \$	2011 \$
ASSETS		
Current assets		
Cash and cash equivalents	1,832,992	1,425,224
Trade and other receivables	222,167	417,918
Inventory	<u>22,926</u>	<u>12,906</u>
Total current assets	<u>2,078,085</u>	<u>1,856,048</u>
Non-current assets		
Property, plant and equipment	621,967	682,388
Other	<u>87,768</u>	<u>85,038</u>
Total non-current assets	<u>709,735</u>	<u>767,426</u>
Total assets	<u>2,787,820</u>	<u>2,623,474</u>
LIABILITIES		
Current liabilities		
Trade and other payables	549,290	453,118
Borrowings	18,202	125,556
Provisions	<u>770,397</u>	<u>671,510</u>
Total current liabilities	<u>1,337,889</u>	<u>1,250,184</u>
Non-current liabilities		
Provisions	<u>106,394</u>	<u>99,393</u>
Total non-current liabilities	<u>106,394</u>	<u>99,393</u>
Total liabilities	<u>1,444,283</u>	<u>1,349,577</u>
Net assets	<u>1,343,537</u>	<u>1,273,897</u>
MEMBERS' FUND		
Accumulated surplus	<u>1,343,537</u>	<u>1,273,897</u>
Total members' fund	<u>1,343,537</u>	<u>1,273,897</u>

The above Balance Sheet should be read in conjunction with the accompanying notes.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2012

	Accumulated surplus \$	Total \$
Balance at 1 July 2010	1,327,241	1,327,241
Comprehensive income for the year	(53,344)	(53,344)
Transfer from retained earning	<u>-</u>	<u>-</u>
Balance at 30 June 2011	<u>1,273,897</u>	<u>1,273,897</u>
Balance at 1 July 2011	1,273,897	1,273,897
Comprehensive income for the year	69,640	69,640
Transfer from retained earning	<u>-</u>	<u>-</u>
Balance at 30 June 2012	<u>1,343,537</u>	<u>1,343,537</u>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2012

	2012 \$	2011 \$
Cash flows from operating activities		
Membership fees and levies received (inclusive of GST)	7,667,691	7,237,063
Sundry receipts (inclusive of GST)	127,420	164,584
Grant receipts (inclusive of GST)	86,665	66,000
Payments to suppliers and employees (inclusive of GST)	(7,133,129)	(7,159,272)
Interest paid	(3,009)	(19,298)
Capitation fee to the Federal Office (inclusive of GST)	(238,251)	(224,459)
Interest received	74,389	69,036
Net cash inflow from operating activities	<u>581,776</u>	<u>133,654</u>
Cash flows from investing activities		
Proceeds from sale of property, plant and equipment	19,545	28,500
Payment for property, plant and equipment	(86,199)	(75,861)
Net cash (outflow) from investing activities	<u>(66,654)</u>	<u>(47,361)</u>
Net increase in cash and cash equivalents	515,122	86,293
Cash and cash equivalents at beginning of financial year	<u>1,299,668</u>	<u>1,213,375</u>
Cash and cash equivalents at end of financial year	<u><u>1,814,790</u></u>	<u><u>1,299,668</u></u>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

1: Summary of significant accounting policies

(a) Basis of preparation

The concise financial reports have been prepared in accordance with the requirements of the Fair Work (Registered Organisations) Act 2009 and Accounting Standard AASB 1039 "Concise Financial Reports".

A full general purpose financial report has been prepared for the Community and Public Sector Union SPSF Group Victorian Branch (The Branch). The financial statements and specific disclosures included in the concise financial report have been derived from the general purpose financial report of the Branch. The concise financial report cannot be expected to provide as full an understanding of the financial performance, financial position and financing and investing activities of the the Branch as the general purpose financial report of the the Branch.

(b) Basis of accounting

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards, including Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the Fair Work (Registered Organisations) Act 2009.

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of available-for-sale financial assets and financial assets and liabilities at fair value through profit or loss.

The accounting policies adopted have been consistently applied to all years presented, unless otherwise stated.

(c) Presentation currency

The presentation currency used in this concise financial report is Australian dollars.

2: Information to be provided to Members or General Manager of Fair Work Australia

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, the attention of members is drawn to the provisions of subsection (1), (2) and (3) of section 272 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 made 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).

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2012

3: Revenue

	2012 \$	2011 \$
From continuing operations		
<i>Service revenue</i>		
- member subscriptions	6,915,130	6,536,335
- Campaign levy (voluntary)	55,282	47,465
 <i>Other revenue</i>		
- interest	78,376	76,716
- training income	33,955	39,864
- administrative support income from other branches	59,837	57,902
- grants received	93,837	60,000
- profit on disposal of assets	1,881	-
- other revenue	22,513	36,497
	<u>7,260,811</u>	<u>6,854,779</u>

4: Contingencies

There are no known contingent assets or liabilities at 30 June 2012.

5: Events occurring after the reporting date

No matter or circumstance has arisen since the end of the financial year to the date of this report, that has or may significantly affect the activities of the Branch, the results of those activities or the state of affairs of the Branch in the ensuing or any subsequent financial year.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
ABN 38 968 067 748

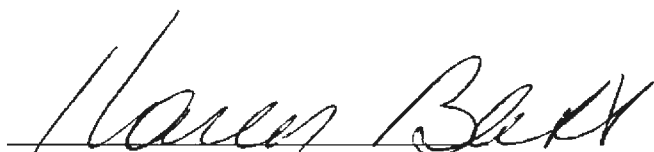
STATEMENT BY COMMITTEE OF MANAGEMENT

On 24th September 2012 the Committee of Management of the Community and Public Sector Union SPSF Group Victorian Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the year ended 30 June 2012:

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

1. the financial statements and notes, as set out on pages 4 to 9 comply with Australian Accounting Standards and other mandatory professional reporting requirements
2. the financial statements and notes, as set out on pages 4 to 9 comply with the reporting guidelines of the General Manager of FWA;
3. the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of Community and Public Sector Union SPSF Group Victorian Branch for the financial year to which they relate;
4. there are reasonable grounds to believe that the Branch will be able to pay its debts as and when they become due and payable; and
5. during the financial year to which the general purpose financial report relates and since the end of 30 June 2012
 - a. meetings of the Committee of Management were held in accordance with the rules of the organisation including the rules of branches concerned; and
 - b. the financial affairs of Community and Public Sector Union SPSF Group Victorian Branch have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - c. the financial records of Community and Public Sector Union SPSF Group Victorian Branch have been kept and maintained in accordance with Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009;
 - d. 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
 - e. The information sought in any request of a member of Community and Public Sector Union SPSF Group Victorian Branch or a General Manager of Fair Work Australia (FWA) duly made under section 272 of the Fair Work (Registered Organisations) Act 2009 has been furnished to the members or the General Manager of FWA; and
 - f. No orders have been made by the FWA under section 273 of the Fair Work (Registered Organisations) Act 2009 during the period.
6. There has been no recovery of wage activity undertaken by the reporting unit.

For the Committee of Management



Designated officer - Karen Batt

Dated this 24th day of September 2012



B.G.L. & Associates Pty. Ltd.

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH

Report on the concise financial report

We have audited the accompanying concise financial report of the Community And Public Sector Union SPSF Group Victorian Branch comprises the balance sheet as at 30 June 2012, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended and related notes, derived from the audited financial report of the Community And Public Sector Union SPSF Group Victorian Branch for the year ended 30 June 2012. The concise financial report also includes discussion and analysis of results and Statement by Committee of Management. The concise financial report does not contain all the disclosures required by the Australian Accounting Standards.

Committee of Management 's responsibility for the concise financial report

The Committee of Management is responsible for the preparation of the concise financial report in accordance with Australian Accounting Standards AASB 1039 *Concise Financial Reports* and the Fair Work (Registered Organisations) Act 2009 and for such internal control as the Committee of Management determine is necessary to enable the preparation of the concise financial report.

Auditor's responsibility

Our responsibility is to express an opinion on the concise financial report based on our audit procedures which were conducted in accordance with ASA 810 *Engagements to Report on Summary Financial Statements*. We have conducted an independent audit, in accordance with Australian Auditing Standards, of the financial report of Community And Public Sector Union SPSF Group Victorian Branch for the year ended 30 June 2012. We expressed an unmodified audit opinion on the financial report in our report dated 24 September 2012. The Australian Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report for the year is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the concise financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the concise financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation of the concise 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 controls. Our procedures included testing that the information in the concise financial report is derived from, and is consistent with, the financial report for the year, and examination on a test basis, of audit evidence supporting the amounts, discussion and analysis of results, and other disclosures which were not directly derived from the financial report for the year. These procedures have been undertaken to form an opinion whether, in all material respects, the concise financial report complies with AASB 1039 *Concise Financial Reports* and whether the discussion and analysis complies with the requirements laid down in AASB 1039 *Concise Financial Reports*.

Our audit did not involve an analysis of the prudence of business decisions made by the Committee of Management.

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



Chartered Accountants



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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH (Continued)

Independence

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

Opinion

In our opinion, the concise financial report, including the discussion and analysis of results and the Statement of Committee Management of the Community And Public Sector Union SPSF Group Victorian Branch for the year ended 30 June 2012 complies with Australian Accounting Standard AASB 1039 *Concise Financial Reports* and the Fair Work (Registered Organisations) Act 2009.

BGL & Associates
Chartered Accountants

I. A. Hinds - A.C.A. - Partner

Member of The Institute of Chartered Accountants in Australia and
holder of current Public Practice Certificate

24 September 2012
Melbourne

