



Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7799
Fax: (03) 9654 6672

Ms Toni Walkington
Branch Secretary
CPSU, the Community and Public Sector Union - SPSF Group
Western Australian Branch
445 Hay St
PERTH WA 6000

Dear Ms Walkington,

By email: postbox@cpsucsa.asn.au

Re: Financial Documents for year ended 30 June 2005 - FR2005/440

Schedule 1B - Workplace Relations Act 1996 (RAO Schedule)

I acknowledge receipt of the financial reports for the Western Australian Branch of the SPSF Group of the CPSU for the year ended 30 June 2005. The documents were lodged in the Industrial Registry on 19 December 2005.

This is the second lodgment by the branch of its financial reports under the *Registration and Accountability of Organisations (RAO) Schedule* which commenced on 12 May 2003.

The documents have been filed - no further action is required with respect to these documents.

Comments to assist in future financial years

The following comments contain important information regarding financial reporting. The branch should take these comments into account when preparing future financial reports.

Financial Reporting on state basis

Reduced reporting requirements

The financial documents indicate that the *WA Branch of the federally registered CPSU* did not have any significant financial affairs during the financial year. It would appear that its financial operations were conducted by its associated State body.

In the light of the above, the branch may wish to consider utilising the special reporting provisions of s269 of the RAO Schedule. These provisions are intended to reduce the financial reporting requirements for reporting units with substantial common membership with State registered bodies. I have enclosed a copy of section 269 for your information.

Financial reporting on federal basis under RAO Schedule

Conversely, if the branch wishes to continue to follow the full financial reporting provisions of the RAO Schedule of the Workplace Relations Act then it will need to take into account, in future financial years, the following points.

Operating Report

In future financial years the branch must prepare an *Operating Report* in accordance with the requirements of s254 of the RAO Schedule and Regulation 159(2) of the RAO Regulations.

It should be noted that s254 is a civil penalty provision – see s305 of the RAO Schedule.

Committee of Management Statement

The Committee of Management Statement must confirm that it has been made in accordance with a resolution of the Committee *and* provide the date of the resolution – see Items 16 to 18 of the Reporting Guidelines.

Auditor's Report - whether approved auditor

The Auditor's Report should indicate whether the auditor is an *approved auditor*. Regulation 4 of the RAO Regulations defines an approved auditor as a person who is a member of CPA Australia, The Institute of Chartered Accountants in Australia or the National Institute of Accountants and holds a current Public Practice Certificate.

Accounting Officer's Certificate

The Accounting Officer's Certificate was a document required under the former financial reporting requirements of the *Workplace Relations Act 1996*. This certificate is not required under the RAO Schedule as it has, in effect, been replaced by the Operating Report.

I apologise for the delay in finalising this matter.

If you have any queries please contact me on (03) 8661 7799.

Yours faithfully,



Andrew Schultz
Statutory Services Branch

7 February 2006

RAO Schedule

s269 - Reporting units with substantial common membership with State registered bodies

(1) This section applies to a reporting unit if there is an industrial association (the ***associated State body***) that:

(a) is registered or recognised as such an association (however described) under a prescribed State Act; and

(b) is, or purports to be, composed of substantially the same members as the reporting unit; and

(c) has, or purports to have, officers who are substantially the same as designated officers in relation to the reporting unit.

(2) A reporting unit is taken to have satisfied this Part if this section applies to the reporting unit and:

(a) a Registrar, on the application of the reporting unit, issues a certificate stating that the financial affairs of the reporting unit are encompassed by the financial affairs of the associated State body; and

(b) the associated State body has, in accordance with prescribed State legislation, prepared accounts, had those accounts audited, provided a copy of the audited accounts to its members and lodged the audited accounts with the relevant State authority; and

(c) the reporting unit has lodged a copy of the audited accounts with the Industrial Registry; and

(d) any members of the reporting unit who are not also members of the associated State body have been provided with copies of the accounts at substantially the same time as the members of the reporting unit who are members of the associated State body; and

(e) a report under section 254 has been prepared in respect of the activities of the reporting unit and has been provided to members of the reporting unit with the copies of the accounts.

FR2005/440

Reed 19/12/05

CERTIFICATE OF SECRETARY.

Section 268 of Schedule 1B workplace relations Act 1996

I, Toni Beverley Walkington being the General Secretary of the Civil Service Association of WA Inc, and the Branch Secretary of the Community and Public Sector Union SPSF Group (WA) Branch certify;

- that the documents lodged herewith are copies of the full report, referred to in section 268 of the RAO schedule ; and
- that the full report was provided to the Committee of Management at a Committee of Management meeting on 22nd August 2005 in accordance with section 265 of the schedule; and
- that the full report was provided to members on the 18th October 2005 and;
- that the full report was presented to a Committee of Management meeting of the reporting unit on (Executive 9 November 2005) and (Council 30 November 2005) in accordance with section 266 of the schedule.



Toni Walkington

7 December 2005

CPSU/CSA
financíal

report

2004 - 2005

Community & Public Sector Union
Civil Service Association



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In the opinion of the Committee the financial report as set out on pages 4 to 18.

1. Presents fairly the financial position of the Civil Service Association of Western Australia (Incorporated) as at 30 June 2005 and its performance for the year ended on that date in accordance with Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.
2. At the date of this statement, there are reasonable grounds to believe that the Civil Service Association of Western Australia (Incorporated) will be able to pay its debts as and when they become due and payable.

This statement is made in accordance with a resolution of the Committee and is signed for and on the behalf of the Committee by:


T. WALKINGTON
General Secretary


B. HEWSON
President

Dated at Perth this 22nd day of August 2005.



INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
CIVIL SERVICE ASSOCIATION OF WESTERN AUSTRALIA
(INCORPORATED)

Scope

The financial report and committee members' responsibility

The financial report comprises the statement of financial performance, statement of financial position, statement of cash flows, accompanying notes to the financial statements, and the statement by members of the executive committee for Civil Service Association of Western Australia (Incorporated) ("the association") and its controlled entities for the year ended 30 June 2005.

The committee of the association is responsible for the preparation and true and fair presentation of the financial report. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit approach

We conducted an independent audit in order to express an opinion to the members of the association. Our audit was conducted in accordance with Australian Auditing Standards, in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the association's financial position, and of its performance as represented by the results of its operations and cash flows.

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

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

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

Independence

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

Audit Opinion

In our opinion, the financial report of the Civil Service Association of Western Australia (Incorporated) and its controlled entities:

- (a) Presents fairly the financial position of Civil Service Association of Western Australia Inc. and the consolidated entity at 30 June 2005, and of their performance for the year ended on that date; and
- (b) Is presented in accordance with Australian Accounting Standards and other mandatory financial reporting requirements in Australia.
- (c) The financial report for the year ended 30 June 2005 as set out on pages 4 to 19 have been properly drawn up in accordance with the Industrial Relations Act 1979 (as amended) and the Regulations under the Trade Unions Act, 1902.

Additionally, we report that we are not aware of any breach of Section 74 of the Western Australia Industrial Relations Act 1979.

Dated the 22nd day of August 2005.

HORWATH
Audit (WA) Pty Ltd


A.G. BEVAN
Director

**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2005**

NOTE	CONSOLIDATED ENTITY		ASSOCIATION		
	2005 \$	2004 \$	2005 \$	2004 \$	
Revenues from ordinary activities	2	5,670,910	5,177,368	5,359,841	4,871,264
Employee benefits expense		(3,856,940)	(3,339,349)	(3,716,744)	(3,195,911)
Legal fees		(96,341)	(116,384)	(96,341)	(110,095)
Loss on Sale of Assets		-	(1,448)	-	-
Depreciation expense	3	(177,826)	(184,408)	(168,567)	(173,548)
Other expenses from ordinary activities		(1,309,261)	(1,200,171)	(1,254,059)	(1,138,542)
		<u>230,542</u>	<u>335,608</u>	<u>124,130</u>	<u>253,168</u>
Write-back of provision for doubtful debts	3	-	-	35,575	217,199
Surplus from ordinary activities before income tax expense		<u>230,542</u>	<u>335,608</u>	<u>159,705</u>	<u>470,367</u>
Income tax expense relating to ordinary activities	4	-	15,688	-	-
Net surplus after income tax expense attributable to the association	13	<u>230,542</u>	<u>319,920</u>	<u>159,705</u>	<u>470,367</u>
Total changes in equity of the Association		<u>230,542</u>	<u>319,920</u>	<u>159,705</u>	<u>470,367</u>

The accompanying notes form part of this financial statement

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**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2005**

NOTE	CONSOLIDATED ENTITY		ASSOCIATION	
	2005 \$	2004 \$	2005 \$	2004 \$
CURRENT ASSETS				
Cash assets	5	1,762,706	1,330,092	1,333,681
Receivables	6	236,390	58,452	212,163
Other	7	4,083	98,990	4,083
TOTAL CURRENT ASSETS		<u>2,003,179</u>	<u>1,487,534</u>	<u>1,549,927</u>
NON-CURRENT ASSETS				
Receivables	6	-	-	389,973
Other financial assets	8	5,000	5,000	170,100
Property, plant and equipment	9	4,477,609	4,503,692	4,401,295
Deferred tax assets	10	-	-	-
TOTAL NON-CURRENT ASSETS		<u>4,482,609</u>	<u>4,508,692</u>	<u>4,961,368</u>
TOTAL ASSETS		<u>6,485,788</u>	<u>5,996,226</u>	<u>6,511,295</u>
CURRENT LIABILITIES				
Payables	11	500,696	344,449	470,266
Provisions	12	654,771	638,348	611,444
TOTAL CURRENT LIABILITIES		<u>1,155,467</u>	<u>982,797</u>	<u>1,081,710</u>
NON-CURRENT LIABILITIES				
Provisions	12	170,396	84,046	170,396
TOTAL NON-CURRENT LIABILITIES		<u>170,396</u>	<u>84,046</u>	<u>170,396</u>
TOTAL LIABILITIES		<u>1,325,863</u>	<u>1,066,843</u>	<u>1,252,106</u>
NET ASSETS		<u>5,159,925</u>	<u>4,929,383</u>	<u>5,259,189</u>
EQUITY				
Accumulated funds	13	5,159,925	4,929,383	5,259,189
TOTAL EQUITY		<u>5,159,925</u>	<u>4,929,383</u>	<u>5,259,189</u>

The accompanying notes form part of this financial statement

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**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2005**

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005 \$	2004 \$	2005 \$	2004 \$
Cash Flows from Operating Activities				
Receipts from customers and members		5,421,215	5,158,379	5,272,903
Payments to suppliers and employees		(4,908,614)	(4,704,673)	(4,559,004)
Dividends received		1,250	1,875	-
Interest received		70,506	49,182	55,168
Interest paid		-	-	-
Net cash provided by operating activities (Note 16 (b))		<u>584,357</u>	<u>504,763</u>	<u>433,840</u>
Cash Flows from Investing Activities				
Payments for property, plant & equipment		(151,743)	(137,092)	(151,743)
Proceeds from sale of property, plant & equipment		-	4,350	-
Net cash utilised in investing activities		<u>(151,743)</u>	<u>(132,742)</u>	<u>(151,743)</u>
Cash Flows from Financing Activities				
Repayments of borrowings		-	-	-
Net cash utilised in financing activities		<u>-</u>	<u>-</u>	<u>-</u>
Net increase in cash held		<u>432,614</u>	<u>372,021</u>	<u>282,097</u>
Cash at the beginning of the financial year		<u>1,330,092</u>	<u>958,071</u>	<u>1,051,584</u>
Cash at the end of the financial year (Note 16(a))		<u>1,762,706</u>	<u>1,330,092</u>	<u>1,333,681</u>

The accompanying notes form part of this financial statement

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**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

NOTE 1 - STATEMENT OF ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board. The financial report covers the consolidated entity of Civil Service Association of Western Australia (Incorporated) and its controlled entities and Civil Service Association of Western Australia (Incorporated) as an individual parent. Civil Service Association of Western Australia (Incorporated) is an Association incorporated in Western Australia under the Associations Incorporation Act.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the significant accounting policies adopted by the consolidated entity in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

(a) Principles of Consolidation

The consolidated financial statements comprise the financial statements of the Association and all entities controlled by the Association. A list of these controlled entities appears in Note 8. All inter-entity balances and unrealised profits resulting from inter-entity transactions at balance date have been eliminated.

(b) Income Tax

The Association is exempt from the payment of income tax under the provisions of Section 50-15 of the Income Tax Assessment Act 1997.

Tax effect accounting is adopted for the controlled entities whereby income tax expense is based on the profit from ordinary activities adjusted for any permanent differences.

Timing differences, which arise due to the different accounting periods in which terms of revenue and expense are included in the determination of accounting profit and taxable income, are brought to account as either a provision for deferred income tax or as a future income tax benefit at the rate of income tax applicable to the period in which the benefit will be received or the liability will become payable.

Future income tax benefits are not brought to account unless realisation of the asset is assured beyond any reasonable doubt. Future income tax benefits in relation to tax losses are not brought to account unless there is virtual certainty of realisation of the benefit.

The amount of benefits brought to account or which may be realised in the future is based on the assumption that no adverse change will occur in income tax legislation and the anticipation that the controlled entities will derive sufficient future assessable income and comply with the conditions of deductibility imposed by the law.

(c) Investments

Investments in controlled entities are stated in the Association's accounts at cost. The carrying amount of investments is reviewed annually to ensure it is not in excess of the recoverable amount of these investments.

CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

NOTE 1 - STATEMENT OF ACCOUNTING POLICIES (cont)

(d) **Property, Plant and Equipment**

Property, plant and equipment are stated at cost. Items of property, plant and equipment are depreciated over their estimated useful lives commencing from the time the asset is held ready for use.

The gain or loss on disposal of property, plant and equipment is determined as the difference between the carrying amount of the asset at the time of disposal and the proceeds of disposal, and is included in the results of the year of the disposal.

Items of property, plant and equipment, including buildings but excluding freehold land, are depreciated on a diminishing value basis over their estimated useful lives.

The depreciation rates used for each class of asset are as follows:

• Buildings	1.5%
• Plant and equipment	7.5% to 40%
• Motor vehicles	18.75% to 22.5%

(e) **Recoverable Amount**

Where the carrying amount of an individual non-current asset is greater than the net amount expected to be recovered through the net cash inflows arising from the asset's continued use and subsequent disposal ("recoverable amount"), the asset is revalued to its recoverable amount. To the extent that the revaluation decrement reverses a revaluation increment previously credited to and still included in the balance of the asset revaluation reserve, the decrement is debited directly to that reserve. Otherwise the decrement is recognised as an expense in the Statement of Financial Position.

The expected net cash flows included in determining recoverable amounts of non-current assets are not discounted to their present values.

(f) **Employee Benefits**

Provision is made for the association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, and annual leave which will be settled after one year have been measured at the amount expected to be paid when the liability is settled plus related on-costs.

A liability for long service leave is recognised and is measured as the present value of expected future payments to be made in respect of services provided by employees up to balance date. In assessing expected future payments, the Association has adopted the shorthand measurement technique referred to in AASB 1028 and based the provision on remuneration rates current as at balance date for all employees with two or more years of service. The Executive Committee believes that this method provides an estimate of the liability that is not materially different from the estimate that would be obtained by using the present value basis of measurement.

Contributions are made by the association to an employee superannuation fund and are charged as expenses when incurred.

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CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

NOTE 1 - STATEMENT OF ACCOUNTING POLICIES (cont)

(g) **Segment Reporting**

The consolidated entity operates in the one geographical segment being Australia and operates predominantly in the one industry segment being union services. Revenue is derived from the following:

Membership subscriptions	Property rental
Insurance agent services	Financial services

(h) **Cash**

For the purposes of the statement of cash flows, cash includes cash on hand and in at call deposits with banks or financial institutions, net of bank overdrafts.

(i) **Receivables**

Receivables to be settled within 60 days are earned at amounts due. The collectibility of debts is assessed at balance date and specific provision is made for any doubtful accounts.

(j) **Operating Leases**

Payments made under operating lease are charged against the results in equal instalments over the accounting periods covered by the lease term.

(k) **Payables**

Liabilities are recognised for amounts to be paid in the future for goods or services received, whether or not billed to the Association or consolidated entity. Accounts payable are normally settled within 60 days.

(l) **Revenue**

Revenue from the rendering of services is recognised upon the delivery of the service to the customer. Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets. All revenue is stated net of the amount of goods and services tax (GST).

(m) **Comparative Figures**

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

(n) **International Financial Reporting Standards**

The Civil Service Association of Western Australia (Incorporated) is currently in the process of transitioning its accounting policies and financial report from the current Australian Accounting Standards (AGAAP) to the Australian equivalents of the International Financial Reporting Standards (AIFRS) which will be applicable for the financial year ended 30 June 2006.

The Union's transition date will be the 1 July 2005, therefore the Committee of Management is currently considering and quantifying the impact of the changes and any adjustments that will need to be made to the opening balance sheet.

The Committee is currently of the opinion that under the new AIFRS there will not be a material effect on the opening balance sheet and no adjustments will be required to be made.

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CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005	2004	2005	2004
	\$	\$	\$	\$
NOTE 2 - REVENUE				
Operating Activities				
- Subscription income	4,660,019	4,259,307	4,660,019	4,259,307
- Commission	479,043	415,705	-	-
- Lease income	430,053	382,922	454,053	406,921
- Other	30,039	65,771	190,601	161,972
	<u>5,599,154</u>	<u>5,123,705</u>	<u>5,304,673</u>	<u>4,828,200</u>
Non Operating Activities				
- Dividends	1,250	1,875	-	-
- Interest	70,506	49,182	55,168	40,458
- Proceeds on disposal of property, plant and equipment	-	2,606	-	2,606
Total Revenue	<u>5,670,910</u>	<u>5,177,368</u>	<u>5,359,841</u>	<u>4,871,264</u>

NOTE 3 - SURPLUS FROM ORDINARY ACTIVITIES

Surplus from ordinary activities before income tax expense has been determined after:

(a) Expenses				
Depreciation of property, plant and equipment	177,826	184,408	168,567	173,548
Auditors' remuneration				
- audit	15,783	16,314	15,783	13,905
- other services	-	1,106	-	-
Loss on sale of fixed assets	-	1,448	-	-
(b) Income				
Interest from other persons	70,506	49,182	55,168	40,458
Profit from sale of fixed assets	-	2,606	-	2,606
(c) Significant Revenue				
Write-back of provision for doubtful debts on loan to Civil Service Holdings Pty Ltd	-	-	35,575	217,199

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CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005	2004	2005	2004
	\$	\$	\$	\$
NOTE 4 - INCOME TAX EXPENSE ATTRIBUTABLE TO OPERATING SURPLUS				
Prima facie tax payable on surplus from ordinary activities before income tax at 30% (2004: 30%)	69,163	100,682	47,911	141,110
Less: Tax exempt income	(37,329)	(75,950)	(47,911)	(141,110)
Less: Utilisation of tax losses not previously recognised.	(31,834)	(24,732)	-	-
Add: Elimination of deferred tax assets from subsidiary company on adoption of tax consolidation system.	-	15,688	-	-
Income tax expense	<u>-</u>	<u>15,688</u>	<u>-</u>	<u>-</u>
NOTE 5 - CASH ASSETS				
Cash at bank	1,759,023	1,329,392	1,332,781	1,050,884
Cash on hand	3,683	700	900	700
	<u>1,762,706</u>	<u>1,330,092</u>	<u>1,333,681</u>	<u>1,051,584</u>
NOTE 6 - RECEIVABLES				
<i>Current</i>				
Commissions receivable	44,305	21,425	-	-
Service charges receivable	-	75	-	-
Other debtors	192,085	36,952	212,163	25,807
	<u>236,390</u>	<u>58,452</u>	<u>212,163</u>	<u>25,807</u>
<i>Non-Current</i>				
Loan to Intra Group Entity - Civil Service Holdings Pty Ltd	-	-	389,973	389,973
Less: Allowance for doubtful debts	-	-	-	(35,574)
	<u>-</u>	<u>-</u>	<u>389,973</u>	<u>354,399</u>

**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005 \$	2004 \$	2005 \$	2004 \$
NOTE 7 - OTHER CURRENT ASSETS				
Prepayments	4,083	98,990	4,083	78,316
	<u>4,083</u>	<u>98,990</u>	<u>4,083</u>	<u>78,316</u>
NOTE 8 - OTHER FINANCIAL ASSETS				
Shares in controlled entity (at cost)	-	-	170,100	170,100
Investments - shares in unlisted company (at cost)	5,000	5,000	-	-
	<u>5,000</u>	<u>5,000</u>	<u>170,100</u>	<u>170,100</u>

The parent entity of the consolidated entity is the Civil Service Association of Western Australia (Incorporated). The Association controls the following entities:

ENTITY	COUNTRY OF% INCORPORATION	OWNED		2005 \$	2004 \$
		2005	2004		
Civil Service Holdings Pty Ltd	Australia	100	100	170,100	170,100
Civil Service Insurance Agency Pty Ltd	Australia	100	100	-	-
CSA Services (WA) Pty Ltd	Australia	100	100	-	-
Jetwest Travel Pty Ltd	Australia	100	100	-	-

The result of the consolidated entity, after provision for income tax was contributed by the following entities:

	2005 \$	2004 \$
Civil Service Association of WA (Inc)	124,130	253,168
Civil Service Holdings Pty Ltd	(2,313)	(731)
Civil Service Insurance Agency Pty Ltd	102,149	59,356
CSA Services (WA) Pty Ltd	6,576	8,127
Jetwest Travel Pty Ltd	-	-
Surplus for the year	<u>230,542</u>	<u>319,920</u>

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**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005 \$	2004 \$	2005 \$	2004 \$
NOTE 9 - PROPERTY, PLANT AND EQUIPMENT				
Land - at cost	440,147	440,147	440,147	440,147
Buildings - at cost	5,423,240	5,385,738	5,423,240	5,385,738
Less: Accumulated depreciation	(1,849,334)	(1,768,090)	(1,849,334)	(1,768,090)
	<u>3,573,906</u>	<u>3,617,648</u>	<u>3,573,906</u>	<u>3,617,648</u>
Furniture, fittings and equipment - at cost	1,603,678	1,510,371	1,497,105	1,403,799
Less: Accumulated depreciation	(1,270,422)	(1,200,759)	(1,223,049)	(1,158,697)
	<u>333,256</u>	<u>309,612</u>	<u>274,056</u>	<u>245,102</u>
Motor vehicles - at cost	196,941	176,006	167,458	146,523
Less: Accumulated depreciation	(66,641)	(39,721)	(54,272)	(31,301)
	<u>130,300</u>	<u>136,285</u>	<u>113,186</u>	<u>115,222</u>
	<u>4,477,609</u>	<u>4,503,692</u>	<u>4,401,295</u>	<u>4,418,119</u>

Land and buildings are valued or appraised by recognised licensed valuers or real estate agents at lease once every three years. The market values as at the last valuation dates are detailed below:

	2005 \$
CSA Centre 445 Hay Street, Perth	
Valued by Graham Kennedy, FAPI - Jones Lang LaSalle - 31 July 2004	6,900,000
Houses - 8 & 11 Falls Road, Exmouth	
Appraised by Ray White, Exmouth - 15 October 2002	310,000

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**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

NOTE 9 - PROPERTY, PLANT AND EQUIPMENT (cont'd)

Movements in Carrying Amounts
Movement in the carrying amounts for each class of property, plant and equipment between beginning and the end of the financial year ended 30 June 2005.

Consolidated Entity	Land	Building	Plant & Equip	Motor Vehicles	Total
Additions	-	37,502	93,306	20,935	151,743
Disposals	-	-	-	-	-
Depreciation expense	-	(81,244)	(69,662)	(26,920)	(177,826)
Carrying amount at the end of the year	<u>440,147</u>	<u>3,573,906</u>	<u>333,256</u>	<u>130,300</u>	<u>4,477,609</u>
Association					
Balance at the beginning of the year	440,147	3,617,648	245,102	115,222	4,418,119
Additions	-	37,502	93,306	20,935	151,743
Disposals	-	-	-	-	-
Depreciation expense	-	(81,244)	(64,352)	(22,971)	(168,567)
Carrying amount at the end of the year	<u>440,147</u>	<u>3,573,906</u>	<u>274,056</u>	<u>113,186</u>	<u>4,401,295</u>

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005 \$	2004 \$	2005 \$	2004 \$
NOTE 10 - DEFERRED TAX ASSETS				
Future income tax benefit	-	-	-	-
(a) Future income tax benefits not brought to account, the benefits of which will only be realised if the conditions for deductibility set out in Note 1(b) occur				
- tax losses	-	32,204	-	-
- timing differences	-	-	-	-
	<u>-</u>	<u>32,204</u>	<u>-</u>	<u>-</u>

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**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005 \$	2004 \$	2005 \$	2004 \$
NOTE 11 - PAYABLES				
Sundry creditors and accruals	500,696	344,449	470,266	320,995
	<u>500,696</u>	<u>344,449</u>	<u>470,266</u>	<u>320,995</u>
NOTE 12 - PROVISIONS				
Current				
- Provision for annual leave	275,004	221,831	268,325	211,718
- Provision for long service leave	379,767	416,517	343,119	382,082
	<u>654,771</u>	<u>638,348</u>	<u>611,444</u>	<u>593,800</u>
Non-Current				
- Provision for long service leave	170,396	84,046	170,396	84,046
Number of employees at year end	72	56	70	54

NOTE 13 - ACCUMULATED FUNDS

Accumulated funds at the beginning of the financial year	4,929,383	4,609,463	5,099,484	4,629,117
Net surplus from ordinary activities after income tax expense for year	230,542	319,920	159,705	470,367
Accumulated funds at the end of the financial year	<u>5,159,925</u>	<u>4,929,383</u>	<u>5,259,189</u>	<u>5,099,484</u>

NOTE 14 - RELATED PARTY TRANSACTIONS

(a) **Executive Committee**

The names of the persons who held office as members of the Executive Committee at any time during the reporting year were:

Mr B Hewson	Ms T Walkington	Ms J Gaines
Mr B Ellis	Mr P McGuinness	Mr R White
Ms J McKay	Mr K Trent	Mr B Hawkins
Mr P Ware	Mr T Miller	Ms M Armstrong
Ms B Conway	Ms D Henden	

CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005 \$	2004 \$	2005 \$	2004 \$
NOTE 14 - RELATED PARTY TRANSACTIONS (Continued)				
(b) Remuneration of Executive Committee Members				
The aggregate amount of remuneration received or receivable by members of the committee (including salaries) as listed in Note 14 (a) in respect of the management of the Association.	259,060	251,618	257,740	241,777

(c) Other Related Party Transactions

During the year, the ultimate parent entity, Civil Service Association of WA (Inc), charged management, referral fees and rent to controlled entities. These fees were based on commercial terms and conditions.

NOTE 15 - COMMITMENTS

The consolidated entity has entered into non-cancellable operating leases with lease terms in excess of one year in respect of motor vehicles and office equipment.

At balance date the aggregate lease commitment was as follows:

	2005	2004	2005	2004
(i) due within one year	31,306	31,357	31,306	31,357
(ii) due later than one year and less than two years	27,118	27,118	27,118	27,118
(iii) due later than two years and less than five years	54,235	81,353	54,235	81,353
	<u>112,659</u>	<u>139,828</u>	<u>112,659</u>	<u>139,828</u>

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CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

NOTE 16 - RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING SURPLUS AFTER INCOME TAX

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash on hand and in banks and investments in term deposits. Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the balance sheet as follows:

	CONSOLIDATED ENTITY		ASSOCIATION	
	2005 \$	2004 \$	2005 \$	2004 \$
Cash	555,617	196,400	126,592	122,339
Term Deposits	<u>1,207,089</u>	<u>1,133,692</u>	<u>1,207,089</u>	<u>929,245</u>
	<u>1,762,706</u>	<u>1,330,092</u>	<u>1,333,681</u>	<u>1,051,584</u>

(b) Reconciliation of Net Cash provided by Operating Activities to Net Surplus After Income Tax

	2005	2004	2005	2004
Net surplus after income tax	230,542	319,920	159,705	470,367
Non-cash flows in surplus from ordinary activities				
Depreciation of property, plant and equipment	177,826	184,408	168,568	173,548
Loss/(profit) on disposal of property, plant and equipment	-	(1,158)	-	(2,606)
Provisions for employee leave benefits	102,774	67,417	103,995	75,099
Provision for doubtful debts	-	-	(35,575)	(217,199)
Change in assets and liabilities				
(Increase) decrease in sundry debtors	(177,939)	33,226	(130,476)	15,302
(Increase) decrease in loan receivables	-	15,687	-	(37)
(Increase) decrease in prepayments	94,907	(79,581)	74,233	(70,969)
Increase (decrease) in sundry creditors	156,247	(35,156)	23,747	(39,410)
Increase (decrease) in bonds & deposits	-	-	69,376	573
Increase (decrease) in provision for FBT	-	-	267	1,326
Net cash utilised in operating activities	<u>584,357</u>	<u>504,763</u>	<u>433,840</u>	<u>405,994</u>

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CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

NOTE 17 - FINANCIAL INSTRUMENTS

(i) Interest Rate Risk

The Association's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and liabilities, is as follows:

	30/06/05	Weighted Average Effective Interest Rate	Floating Interest Rate \$	Fixed Interest Rate Maturing		
				Within 1 Year \$	1 to 5 Years \$	Over 5 Years \$
Financial Assets						
Cash		5.25%	1,015,219	-	-	-
Term Deposits		5.20%	-	13,075	-	-
Term Deposits		5.25%	-	111,610	-	-
Term Deposits		5.50%	-	67,184	-	-
			<u>1,015,219</u>	<u>191,869</u>	-	-

	30/06/04	Weighted Average Effective Interest Rate	Floating Interest Rate \$	Fixed Interest Rate Maturing		
				Within 1 Year \$	1 to 5 Years \$	Over 5 Years \$
Financial Assets						
Cash		2.75%	931,793	-	-	-
Term Deposits		5.00%	-	119,791	-	-
			<u>931,793</u>	<u>119,791</u>	-	-

(ii) Credit Risk

The Association's maximum exposure to credit risk, excluding the value of collateral or other security in relation to each class of recognised financial assets is the carrying amount, net of any provisions for doubtful debts, as disclosed in the Statements of Financial Position and notes to the financial statements.

The Association does not have any material credit risk exposure to any single debtor group or group of debtors under financial instruments entered into by the Association.

(iii) Net Fair Values

The aggregate net fair values of financial assets and financial liabilities approximate their carrying values as disclosed in the Statements of Financial Position and in the Notes to the Financial Statements.

NOTE 18 - ASSOCIATION DETAILS

The principal place of business of the Association and its controlled entities is:
445 Hay Street, Perth Western Australia 6000.

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DISCLAIMER TO THE MEMBERS OF
CIVIL SERVICE ASSOCIATION OF WESTERN AUSTRALIA (INCORPORATED)

The additional financial data presented in the following pages is in accordance with the books and records of the Association, which have been subjected to the auditing procedures applied in our statutory audit for the year ended 30 June 2005. It will be appreciated that our statutory audit did not cover all details of the additional financial data.

Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person in respect of such data, including any errors or omissions therein however caused.

Dated the 22nd of August 2005.

HORWATH
Audit (WA) Pty Ltd



A G BEVAN
Director

**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**DETAILED OPERATING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2005**

	PARENT	
	2005 \$	2004 \$
INCOME		
Members' subscriptions	4,660,019	4,259,307
Interest on investments	55,168	40,457
Journal advertising	3,724	5,407
Miscellaneous income	26,314	31,506
Management, Computer services	160,564	125,058
Lease income	454,053	406,923
Profit on sale of assets	-	2,606
Write-back of provision for doubtful debts	35,575	217,199
TOTAL INCOME	5,395,417	5,088,463
EXPENDITURE		
Advertising	8,631	9,027
Affiliation fees	50,141	48,372
Audit & accounting	15,783	15,704
Bank Charges	56,148	42,094
Cleaning & Domestic	42,757	39,595
Computer expenses	45,812	31,144
Council expenses	200,637	209,348
Courier Services	2,012	1,677
Depreciation	168,567	173,548
Donations	10,845	3,018
Fuel, light & power	100,743	89,340
General expenses	377	438
Insurance	72,119	87,333
Journal Publication costs	102,520	79,140
Legal Fees	93,548	110,094
Library	9,125	10,275
Maintenance	69,571	70,284
Management Services	53,266	15,096
Media monitoring	405	2,258
Membership Fees & Levies - Shoprite	16,801	16,477
Motor vehicle costs	39,162	23,399
Photocopy cost	36,885	33,910
Postage	25,946	28,567
Printing	16,396	21,350
Promotions	1,955	-
Rates & taxes	59,839	84,254
Regional visits	35,841	24,095
Rcm	7,020	7,020
Security	6,023	2,132

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**CIVIL SERVICE ASSOCIATION
OF WESTERN AUSTRALIA (INCORPORATED)**

**DETAILED OPERATING STATEMENT (Cont'd)
FOR THE YEAR ENDED 30 JUNE 2005**

	PARENT	
	2005 \$	2004 \$
Special Projects	31,635	16,200
Staff amenities	6,632	7,960
Staff expenses	3,710,703	3,195,911
Staff training	49,303	22,643
Staff uniforms	-	3,542
Stationery	21,580	18,071
Storage facility	11,782	10,701
Telephone	51,261	59,401
Travelling expenses	2,485	3,548
Workplace representatives training	1,436	1,130
TOTAL EXPENDITURE	5,235,712	4,618,096
OPERATING SURPLUS	159,705	470,367

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**COMMUNITY AND PUBLIC SECTOR
UNION – SPSF GROUP (WA BRANCH)**

**FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2005**

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**INDEPENDENT AUDIT REPORT TO MEMBERS OF
COMMUNITY AND PUBLIC SECTION UNION
(SPSF GROUP) – WA BRANCH**

Scope

The financial report and committee members' responsibility

The financial report comprises the statement of financial performance, statement of financial position, statement of cash flows, accompanying notes to the financial statements, and the committee members' statement for Community & Public Sector Union (SPSF Group) WA Branch ("the union"), for the year ended 30 June 2005.

The union's committee of management and the accounting officer of the union are responsible for the preparation and true and fair presentation of the financial report. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit approach

We conducted an independent audit in order to express an opinion to the members of the union. Our audit was conducted in accordance with Australian Auditing Standards and the Workplace Relations Act 1996, in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the union's financial position, and of its performance as represented by the results of its operations and cash flows.

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

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

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

STATEMENT BY THE ACCOUNTING OFFICER

Independence

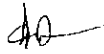
In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Audit Opinion

In our opinion the financial report presents fairly, in accordance with applicable Accounting Standards, the Workplace Relations Act 1996 and other mandatory financial reporting requirements in Australia, the financial position of the Community & Public Sector Union (SPSF Group) WA Branch as at 30 June 2005 and the results of its operations and its cash flows for the year then ended.

Dated this 22nd day of August 2005.

HORWATH
Audit (WA) Pty Ltd



A G BEVAN
Director

I, TONI WALKINGTON, being the officer responsible for keeping the accounting records of the Community and Public Sector Union – SPSF Group (WA Branch), certify that as at 30 June 2005 the number of members of the Union was 13,516 (2004: 12,847).

In my opinion,

- (i) The attached accounts show a true and fair view of the financial affairs of the organisation as at 30 June 2005 and the result of operations for the period then ended;
- (ii) A register of members has, during the immediately preceding calendar year, been kept and maintained as required by section 230(1)(a) and section 230(2) of the Workplace Relations Act 1996;
- (iii) A copy of the records required to be kept under sections 230(1)(b), (c) and (d) of the Workplace Relations Act 1996, have been provided to the Industrial Registry as required by section 233 of the Workplace Relations Act 1996.

Dated at Perth this 22nd day of August 2005.



T WALKINGTON

COMMUNITY AND PUBLIC SECTOR UNION – SPSF GROUP
(WA BRANCH)

CERTIFICATE BY THE COMMITTEE OF MANAGEMENT

The Committee of Management have determined that the organisation is a reporting entity. In accordance with a resolution of the Committee of Management, we state that in the opinion of the Committee:

- (a) The financial statements and notes comply with the Australian Accounting Standards;
- (b) The financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) The financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) There are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable; and
- (e) During the financial year to which the general purpose financial report relates and since the end of that year:
 - (i) Meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) The financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) The financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv) The information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - (v) There has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

Signed in accordance with a resolution passed by the Committee of Management

Dated at Perth this 22nd day of August 2005.



T WALKINGTON
General Secretary



B HEWSON
President

COMMUNITY AND PUBLIC SECTOR UNION – SPSF GROUP
(WA BRANCH)

STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2005

	Note	2005 \$	2004 \$
Revenue from ordinary activities	3	340,206	328,854
Capitation fees – CPSU Federal Branch		(172,818)	(165,415)
Affiliation fees – ACTU		(26,422)	(28,845)
Other expenses from ordinary activities		(137,966)	(134,594)
Net surplus from Ordinary Activities attributable to Members		-	-
Total Changes In Equity of the Branch		-	-

The accompanying notes form part of this financial report.

COMMUNITY AND PUBLIC SECTOR UNION – SPSF GROUP
(WA BRANCH)

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2005

	2005 \$	2004 \$
CURRENT ASSETS		
Cash assets	-	-
TOTAL CURRENT ASSETS	-	-
TOTAL ASSETS	-	-
CURRENT LIABILITIES		
Unsecured Loan - Civil Service Association of WA Inc.	-	-
TOTAL CURRENT LIABILITIES	-	-
TOTAL LIABILITIES	-	-
NET ASSETS	-	-
EQUITY		
Retained Surplus	-	-
TOTAL EQUITY	-	-

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COMMUNITY AND PUBLIC SECTOR UNION – SPSF GROUP
(WA BRANCH)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2005

	2005 \$	2004 \$
Cash Flows from Operating Activities		
Receipts from members	-	-
Payments on behalf of Civil Service Association of WA (Inc) pursuant to clause 15(c) of the agreement dated 20 July 1985	-	-
Payments to suppliers and employees	-	-
Net cash provided by operating activities	-	-
Cash Flows from Financing Activities		
Advance from Civil Service Association of WA (Inc)	-	-
Net cash provided by (used in) financing activities	-	-
Net increase/(decrease) in cash held	-	-
Cash at the beginning of the financial year	-	-
Cash at the end of the financial year	-	-

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COMMUNITY AND PUBLIC SECTOR UNION – SPSF GROUP
(WA BRANCH)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

NOTE 1: STATEMENT OF ACCOUNTING POLICIES

In accordance with generally accepted accounting principles for organisations, membership contributions are accounted for on a cash receipts basis. Otherwise, the financial statements are prepared under the historical cost convention and in accordance with the accounting standards jointly issued by the Australian Professional Accounting Bodies.

(a) International Financial Reporting Standards

The Community and Public Sector Union – SPSF Group (WA Branch) is currently in the process of transitioning its accounting policies and financial report from the current Australian Accounting Standards (AGAAP) to the Australian equivalents of the International Financial Reporting Standards (AIFRS) which will be applicable for the financial year ended 30 June 2006.

The Union's transition date will be the 1 July 2005, therefore the Committee of Management is currently considering and quantifying the impact of the changes and any adjustments that will need to be made to the opening balance sheet.

The Committee is currently of the opinion that under the new AIFRS there will not be a material effect on the opening balance sheet and no adjustments will be required to be made.

(b) Comparative Figures

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

NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996 the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of section 272 of RAO Schedule, which read as follows:

- A member of a branch, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- A branch must comply with an application made under subsection (1).

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COMMUNITY AND PUBLIC SECTOR UNION – SPSF GROUP
(WA BRANCH)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

NOTE 3: REVENUE

	2005 \$	2004 \$
Operating revenue		
- Subscription income	2,447,052	2,345,474
Less: Portion of subscription income applied to the operating expenses of the Civil Service Association of WA (Inc.) pursuant to Clause 15(c) of the agreement dated 20 July 1995	(2,106,886)	(2,016,620)
Total Revenue	340,206	328,854

NOTE 4: PROFIT FROM ORDINARY ACTIVITIES

	2005 \$	2005 \$
Profit from ordinary activities before income tax expense has been determined after:		
(a) Expenses		
Council – Meetings/ Conferences	43,331	16,825
	43,331	16,825

NOTE 5: EMPLOYEES

The Branch has no employees.

NOTE 6: BRANCH DETAILS

The principal place of business of the Branch is:

445 Hay Street
Perth WA 6000

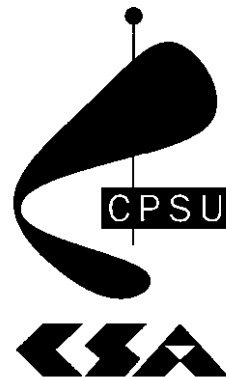
CPSU/CSA

annual

report

2004 - 2005

Community & Public Sector Union
Civil Service Association





Message from the President and the Branch/General Secretary

It is with great pleasure and pride that we present the CPSU/CSA annual report of our activities over the 2004-2005 reporting year.

We encourage you to have a look through and enjoy a read of the tremendous scope of activities and the highlights of the year.

We commenced the year with the first phase of our State Government employees' wages campaign concluding with the decision on a wage increase issued. Since that time, we have worked to implement a range of important conditions won in our campaign. These steps are outlined later in our report.

Early in 2005, we heard the beating drums from Canberra signalling an enormous upheaval for our industrial relations system. The union movement across Australia and in this state stepped up to the challenge early and have made an impact already. The timetable for Commonwealth legislation intended to increase the say of employers, reduce employees' conditions at work and take over the state industrial systems has been delayed, because public opinion supported our concerns. The tremendous work of the members of our union resulted in great turnouts for the Statewide Delegates meeting in June and then the Community Rally at the end of the month.

A significant concern for us as a union, with a huge presence in public education and as a union of families, is the continued erosion of access to higher education. The Commonwealth Government's intention to direct the Universities' employment arrangements will see the standard of both education and working conditions drop.

As we conclude the reporting year, we commenced our campaign to replace the current General Agreement in the State Government sector. Our present government talks about restoring the balance whilst our focus will be on restoring quality services. We look forward to working with members as we roll out our "GA3 – A Quality Public Sector" campaign.

Many more activities and campaigns have featured this past year – some are outlined further in the report. In each and every activity, we acknowledge that our successes are largely due to the active support and energy our members and Delegates bring. Our network of Delegates continues to go from strength to strength with exciting vibrancy.

Your continued active support of our campaigns will be important in achieving lasting success, protecting rights and improving our environment. We look forward to working with you all during the forthcoming year in our efforts to build from strength to strength.



Toni Walkington
CSA General Secretary
Branch Secretary
CPSU SPSF Group WA Branch



Brendon Hewson
CSA President
President
CPSU SPSF Group WA Branch



Photo courtesy of Edith Cowan University

Higher Education

Enterprise Bargaining

Members in Higher Ed have been involved in bargaining to improve the wages and conditions for general staff across the Higher Ed sector. This will continue over the coming year, with particular consideration to the proposed changes to Industrial Relations laws and the effects this will have on these federally-registered agreements.

2004 pay outcomes achieved:

ECU

15% from July 03 – July 06

In addition a series of flat rate payments were made to between levels 1 to 9 to establish these salary rates at a ranking of 15 in the country when compared to other Universities. Negotiations for a replacement agreement commence in January 06.

Murdoch

15% from January 04 – July 06

Negotiations for a replacement agreement commence in January 06.

Curtin

22% from October 03 – April 08

We are currently in negotiations with Curtin to amend the current agreement to give them access to the additional funding being tied by the Federal Government to IR changes. Members will receive additional conditions around Christmas closedown and a sign on bonus for these changes.

UWA

20% from March 04 – March 07

Negotiations for a replacement agreement commence in January 07.

Preparing for the Federal IR Agenda

With the introduction of the Federal Government Higher Education Workplace Relations Requirements (HEWRRs), we are seeing the Howard Government refuse Universities funding unless they implement Industrial Relations changes in line with the Government's agenda. These changes are aimed at reducing the influence of unions in the workplace. They

require employers to include non-Union representatives in consultative forums, to offer individual contracts which are potentially inferior to existing collective agreements, and not allow universities to offer the use of facilities to unions (office space, notice boards etc).

Of concern for our Members is the loss of Payroll deduction for their Union fees. This is because it is expected through funding arrangements or other proposed industrial relations changes that Universities will be forced to withdraw Payroll deduction.

The majority of our Members in Higher Ed pay their Union fees via Payroll deduction, which puts them at risk once this goes. Many of our Members in the public sector have moved to paying their dues through direct debit because they experienced the removal of payroll deductions under the Court/Keirath regime.

Our Higher Ed Direct Debit Team made it a priority to visit the majority of our Members on campus and speak one on one with our Members. Team Members explained the impact of the proposed IR changes and the need for our Higher Education Members to sign onto alternative payment methods for their Union fees eg. Direct Debit or Credit Card.

Our Team consisted of two Organisers, two UWA students and three Delegates who dedicated eight weeks to visiting campuses and spoke with over 940 Members. Over 280 of our Members signed over to alternative payment methods, with a further 450 indicating they would sign over once Payroll deduction was removed.

The Team also took the opportunity to talk to Members about signing the Pledge to oppose Howard's IR agenda. Over 670 Members returned signed Pledges to us.

EDC Development

Higher Ed Delegates held a second strategic planning day in 2005. This planning day carried on outcomes from the first in 2004 and set new goals and tasks for 2005. High on the agenda for this day was the discussion of strategies to continue to grow under the Federal IR changes that we knew would be imminent.

Delegates set priorities in establishing a process to approach new starters to the University and ask them to join the Union. This has become critical as new starters begin to be offered individual contracts (AWA's) at the commencement of their employment.

John Howard's changes to workplace laws

Workers' Rights: ctrl.alt. delete

Federal Industrial Relations

"An emphasis on fairness only leads to regulatory excess and inefficiency..."

The Hon. Kevin Andrews, Federal Minister for Workplace Relations, Speech, 25 Feb 2005 and *Australian Financial Review*, 16 Feb 2005

"People try to use industrial relations policy as a tool to achieve not only productivity and growth in the economy but fairness, and that's a fundamental flaw."

Michael Chaney, Business Council Chief, *The Australian*, 1 April 2005

Your Rights at Work: Worth Fighting For

Sweeping changes to the industrial relations landscape announced early in 2005 by the Federal Government galvanised us, along with unions throughout Australia, into action.

The impacts of these changes are far-reaching and will touch as all. Essentially they are about employees doing more for less, giving up hard-won working conditions to fund pay rises and requiring employees to bargain for their rights as individuals and as a group.

Further details are set out in the *Key Changes* box at right.

Many of our Members' wages and conditions are set within the Federal System including employees at Universities, Water Corporation and Acacia Prison, and are already being changed.

In sign of things to come, the Federal Government has used funding to force Universities and TAFEs to change their employment practices to the Federal Government's tune. Attempting to bypass any legal impediments, they have made a number of announcements tying funding to the introduction of individual contracts in State Government areas of employment. The most significant threat to date was that 25% of TAFE funding would be withdrawn. This forced the State Government to agree to the changes in August.

yourrightsatwork
worth fighting for

State Government Services

"If we do rely on the Corporations Power it's not beyond the realm of possibility that in the years ahead an increasing number of States would refer their remaining power to the Commonwealth."

The Hon. Kevin Andrews, Federal Minister for Workplace Relations, *Workplace Express*, Tuesday 10 May 2005

In June at the meeting of State Premier the Prime Minister announced that he wanted the State Governments to refer their industrial relations powers to the Federal Government. The State Government has refused.

Our current State industrial relations system, although not perfect, offers a better way of bargaining and resolving matters in dispute. The State Government needs to continue its strong commitment to oppose the Commonwealth take over – we need to continue our campaign for a better way.

Abolishing the safety net

The only guaranteed conditions of employment will be:

- The minimum wage rate set by a government appointed body separate from the Commission;
- Annual leave (4 weeks);
- Personal leave (8 days);
- Unpaid Parental leave (includes maternity);
- Maximum number of ordinary hours.

Many workers will lose conditions like weekend, shift and public holidays; overtime; redundancy pay; allowances and casual loadings.

Lower minimum wages

The Government will abolish the AIRC's role in setting wages and establish a Government-appointed Australian Fair Pay Commission to:

- Set a single adult minimum wage on a periodic basis.
- Set and adjust minimum junior, training and disability wages, award classification wages and casual loadings.

Undermine Collective Bargaining

Reduce the capacity for workers to bargain collectively by keeping unions out of workplaces and strongly pushing the use of individual contracts, including conditional funding for government services.

John Howard's changes to workplace laws

Workers' Rights: ctrl.alt. delete

Worth Fighting For...

Our Campaign So Far

"In WA you have the experience to deal with Howard's I.R. changes."

Greg Comber, ACTU Secretary, Speech to UnionsWA, 2005

In WA our campaign to oppose and change the Federal Government's agenda kicked off in August with a number of CPSU/CSA Delegates and officials taking part in a forum with the ACTU Secretary Greg Comber.

Greg observed that in WA we already had a recent taste of what is foreshadowed by the Federal Government's Industrial Relations policies through the 1990s. Learning from our experiences has seen the Union movement develop as a strong community voice in Western Australia despite the adverse effects of the changes in the workplace environment. We not only survived the attempts to extinguish unions we have secured in wages and conditions and the State industrial relations system.

CPSU/CSA Members have committed themselves to retaining and improving our state system through signing onto the Pledge. Our Delegates have worked hard to get our message across, approaching many colleagues to explain the impact on our lives and seeking support for our concerns. As the reporting year closes we were in discussions with the Gallop Government about their role as an employer of a vast number of workers in WA. The Gallop Government must honour its commitments to continue to collectively bargain with your Union and to maintain a strong and robust State IR system.

With the call going out to Union Delegates, shop stewards and workplace representatives the Union movement in WA presented a deep commitment to fight for workers and family rights. CPSU/CSA Delegates were in a solid presence at the half day event, held at the Perth Convention Centre. We were taken through the proposed changes in detail and heard from Greg Comber by video. A highlight was hearing the stories of the effect on peoples' lives from Delegates active in their workplaces.

On the same day we held a rally attended by hundreds to voice concern for the future of our states' higher education in Universities and TAFEs. With commonwealth funding threatened the Universities and TAFEs are under pressure to reduce employees conditions and bargaining power.

On June 30 the WA Community came together to voice our opposition to the reduction of our rights and entitlements. Thousands gathered at the Perth Cultural Centre where a list of speakers reflected the numerous and diverse concerns for the impact the Federal Government's agenda will have on our lives. The CPSU/CSA was a highly visible group, at the rally, on the march and on the trains transporting our hundreds of Members and their colleagues. With events throughout the state we were able to promote our views – opinion polls began reporting a higher level of awareness and concern for the changes amongst our community.

While this event wrapped up the reporting year, our efforts are by no means over.

Award stripping

Awards will be stripped of most of the entitlements and conditions within 12 months including removal of Jury service, Notice of termination, Long service leave, Superannuation. Classifications will be "rationalised" to enable employers greater flexibility in setting wage rates and employees less say.

No scrutiny of agreement making

All collective agreements and individual contracts will be approved on lodgement with the Office of the Employment Advocate.

Unfair dismissal protection gone

Abolish protection from unfair dismissal for 4 million workers in companies with less than 100 employees.

AIRC powers taken away

The AIRC will have no role in wages setting or making agreements.

Unitary system

The Federal Government wants one system – their system.



UnionLink

Development of UnionLink continued throughout the year, as we expanded the scope of activities the volume of work grew substantially.

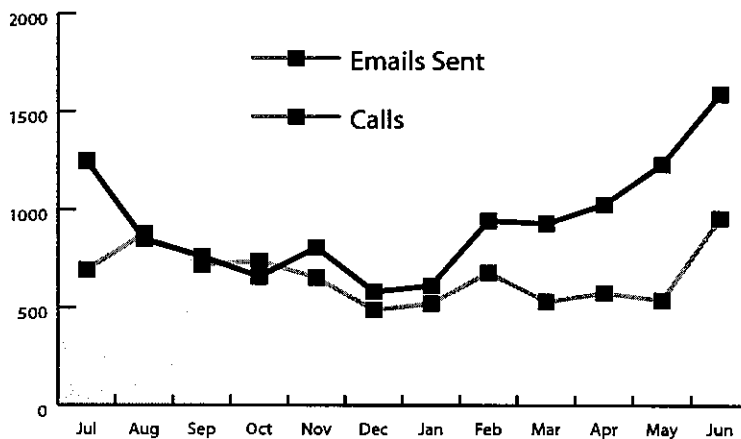
As shown in the graph there has been a definite upward trend in calls made and received in the past few months. UnionLink Organisers now get the most out of every conversation they have with a Member. This has helped us identify opportunities to improve the workplace by working with Members and strengthening our Union's presence. With the use of checklists we are able to assess the nature and details of each call and ensure we identify the best way to tackle Members' queries.

UnionLink's active involvement in Members' campaigns accounts for much of the increase in calls. For the Dental Clinic Assistants (DCA) campaign, for example, UnionLink has taken on the role of recruiting new Members over the phone and developing the skills of our Delegates. This has been a valuable communication tool as many of our DCAs work in places which are difficult to visit and DCAs are often simply too busy to meet with an Organiser on a visit.

UnionLink has also been very involved in the Federal IR campaign, making several hundred phone calls to Members and Delegates regarding the campaign to date. Organisers are also taking a proactive approach, whenever they are speaking to a Member, they ask them to sign our pledge. This has been very successful.

UnionLink are also more involved in running smaller campaigns, through our Delegates directly. UnionLink has worked with Members and Delegates at GESB, Legal Aid, and sections of Police, and have been successful in assisting Delegates to organise around issues in their workplace. This has taken the form of both telephone and on-the-job organising with Organisers, also participating in their initial worksite visits.

UnionLink Activity 2004-05



An Organiser in UnionLink recently began a reclassification for a group of receptionists. So far this small campaign has resulted in growth within this area of 16 new Members and 4 new Delegates. This has been achieved through making sure all potential Members are on board with the reclass and a Delegate, assisted by an Organiser, approached all of the potential Members to join the Union. Organisers have assisted Delegates through overcoming objections to joining the Union by potential Members and building Members' communication and decision-making networks in the workplace.

Outbound calls

UnionLink have been engaged in "front-foot" organising - being more proactive in communicating with our Delegates and Members. Outbound calls have substantially increased over the past year, around issues, events and campaigns. UnionLink Organisers have made contact with more than seven hundred Delegates and Members since April 2005.

The main campaigns involving outbound calls from UnionLink have been the Shared Services Centre Campaign and the Federal IR campaign. This has been very effective and will continue in the forthcoming year.

UnionLink (continued)

Planning To Win

With the expanded role and increases in the volume of calls we introduced the new position of UnionLink Coordinator and increased the number of UnionLink Organisers. In early April, the UnionLink office and facilities were upgraded.

With this additional support in place, UnionLink began a planning process, with an emphasis on the future of UnionLink and what this means for our Members.

UnionLink Organisers saw their role changing from a reactive to a more proactive role and identified some very important goals for Members of the team to work towards:

- To improve our communication skills through training and practice in strategic questioning and organising techniques;
- Implementation of a grievance-handling checklist;
- Be more adventurous as a team and embrace change;
- Grow Membership through organising – being better at identifying the Membership activities that will resolve emerging issues in a workplace and contribute to the growth of the Unionism amongst employees.

Business Interests

The CSA Centre

Our major capital asset, the CSA Centre in Hay Street Perth, continued to attract interest from prospective tenants throughout the year.

Following upgrades to the building in recent years we have realised new tenants in WASO and a News Agency and stationery supplier.

We have continued work to enhance our investment with security upgrades being the major focus of work this past year.

Union Financial Services

Home Loans and other financial services provided by UFS continue to receive a strong response from Members.

UFS recently ran a successful car loan advertising campaign which featured in the Union Journal.

UFS have also promoted a home loan special through Newbriefs, the daily broadcast sent to Delegates, and the website.

Contact: 9220 7700 www.cpsucsa.asn.au/ufs.htm

Civil Service Insurance

Members continue to enjoy access to comprehensive insurance policies through CSI.

Contact: 9220 7777 www.cpsucsa.asn.au/insurance.htm

Legal Services

This year again Ilberys Lawyers continue to provide an extensive package of legal services to Members and their families.

Services were provided in several instances including: general litigation, workers compensation, industrial relations, commercial mortgages, agreements property settlements/conveyancing, commercial estate planning, wills, power of attorney, criminal and family law matters.

Contact: 9481 3388



Dept of Justice

We have worked hard to maintain and expand our Delegate network over the year. This has realised a continued five percent growth in Union Membership.

Numerous issues were pursued and many have realised solid outcomes for Members. These included our constant representations concerning the extent of acting appointments resulting in instability. Recently we have noted positive initiatives to resolve this matter. The excessive number of people in acting arrangements in the Public Trust Office was significantly reduced this year. Importantly workload issues, particularly in community justice services, prison programs and offender services, continue to be a difficult issue for the Department to resolve.

Following a critical incident seriously endangering a Prison employee, we pursued the need to acknowledge the range of systemic issues contributing to the difficult environment facing our Members working in prisons and offender services, including community justice. With the Government convening an Inquiry we have worked to realise this as a vehicle for real change and not a whitewash. During the end of this reporting year, we developed a comprehensive submission with the assistance of many Members and Delegates from both Prisons and Community Corrections areas of our Membership.

This year, the Delegates' team expect ongoing increases in Membership and strength as once again Members take the lead in the campaign for a new General Agreement.

DCD

DCD Delegates' Committee have been involved in a number of issues over the previous twelve months, including workload management, Agency Specific Agreement negotiations, and various site-specific issues. Members employed as Direct Care workers contributed enormously to the work involved in the renegotiation.

Earlier this year, DCD Delegates came together for a planning day and undertook training in JCC representation as a group.

Agriculture

The Dept of Agriculture Delegates' Committee has met regularly. Of particular interest over the year has been the renegotiation of the ASA. Delegates have worked hard throughout these negotiations to ensure Members are informed and able to contribute to the process. The contributions from Union Members from areas across the Dept have been invaluable.

Acacia Prison

This year has seen progress on a long-standing issue of dispute with AIMS Corporation who run the Acacia Prison. With this resolved in our Members favour our attention turned to setting up for the next of bargaining. The current Enterprise Bargaining Agreement expires in November 2005.

During this time Membership has grown over the past year particularly in the areas of non-custodial staff.

A private company currently operates Acacia Prison and with the current contract expiring shortly the Government has issued a further tender. We will be working to ensure the private prison operating costs are not reduced through cost savings in employee wages and conditions.



WaterCorp

Federal IR changes

The Howard Government Federal IR changes are likely to have a direct effect on employees in the Water Corporation, because it is a State owned corporation. The Federal Government will gain control of industrial relations for entities like the Water Corporation if they are successful in using the corporations' power of the Australian Constitution to do away with the States' jurisdiction.

At the time the Federal Government made its announcement on its industrial relations changes, Water Corporation Delegates were briefed on the likelihood of the changes. From this, Delegates arranged meetings with management to assess the scope of the implementation of any of the changes by the Corporation and thus the likely impact.

To commence the education campaign about the changes the Higher Education Direct Debit team (a team of 7 made up of staff and Delegates) made systematic contact with Members in Water Corporation in June to discuss with them the likely changes and how they will impact on them at work.

Delegates in Action

Water Corporation Delegates continue to meet on a monthly basis as a Delegate group. This forum has been used by the Delegates to coordinate their activities in the workplace. Delegates continue to represent Members in peak forums with management on a regular basis. Delegates have used these forums to have issues dealt with around process-improvement initiatives being undertaken by the Corporation during the year.

Police

We have gone from strength to strength in Police Services this year. Forty-six Delegates in Police Services represent Members who work in many varied areas including Police Stations, Communications, Intelligence, Education and Traffic. Our Delegates have worked hard on a range of agency-wide matters, individual issues, and maintaining the presence of our Union in the workplace.

With the second annual Electorate Delegate Committee Planning Day in February this year we identified over twenty issues that have significant impact on our Members' day-to-day working lives. These have been prioritised and Delegates are working with Members to win positive outcomes. The most notable achievements include:

- The Reclassification of over one hundred CSO positions and 70 employees to Level 2 following vigorous and sustained representation by a core group of six Delegates.
- Following the establishment of the Joint Consultative Committee (JCC), Delegates now meet regularly with the Commissioner and Executive Director to represent Members and facilitate communication between Members and the Commissioner. The JCC Forum has provided a

stronger voice for employees' interests and is a major achievement in the resolution of workplace issues.

- Employees' interests have been pursued through representation to the Royal Commission Reform Team and the Frontline First initiatives.
- Accountable Change Management processes have been a focus for us over the year and employees are receiving the benefit of early input through our Delegates' participation on various Change Management committees.
- The identification of widespread concern for employees subjected to bullying resulted in representations to the Commissioner for Police. A strategy initially involving Anti-Bullying strategy forums has resulted from this work.
- The next twelve months will present more challenges for our Delegates with the commencement of our campaign for improvements in wages and conditions, and as the Federal Industrial Relations changes begin to make an impact. Our Police Delegates will continue with their good work and evident commitment to the Membership, and will invite more Delegates to come on board.



“Why do I need to join the Union? I get all the benefits anyway!”

How many times have we heard this from people? Yet when a serious problem occurs, people will turn to the Union for assistance.

The problem with this is the lack of acknowledgement that it takes considerable resources to maintain and provide quality industrial services. More importantly, however, many individual matters can be averted or resolved early where there is strong Union Membership and activism. To achieve this we need ongoing support between employees in a workplace even where there are no immediate issues. We need ongoing Membership and not crisis Membership.

Our Council reflected on this and developed a policy to encourage potential Members to join our Union early. The new policy sets a six-month qualifying period before new Members employed for longer than six months can access individual representation in meetings with their employer or assistance in preparing and presenting their case. However, at the introduction of this initiative people who joined before December 1st 2004 would not be subject to the new qualifying period. This provided a six-month lead-in time for people already employed to get on board – giving a powerful incentive to join up.

It was an inventive solution to a long-standing problem.

Members, Delegates and Organisers spent three months preparing the campaign, creating campaign logos and publicity materials, and unveiling the plan to EDCs, Council and the Union staff. The campaign effort was intensely focussed, and generated a buzz of excitement across the length and breadth of the Union.

One of the objectives of the campaign was that every potential Member should know of the new qualifying-period policy, and have an opportunity to join up before December 1, 2004. Organisers and Delegates visited all agencies.

The new policy was well received by Members. People liked the fact that we were tightening up access to Industrial assistance. Potential Members appreciated the ‘amnesty period’ also, and signed up in droves.

The outcome was a massive 750 new Members over three months – a result of which all Members can be proud, and one which affirms and consolidates our Union’s important position in the workplace.



Dental Clinic Assistants Campaign

Dental Clinic Assistants (DCAs) play an integral role in providing quality dental health services to the community. You will find DCAs in schools, community clinics and dental therapy units.

Recently our DCA Members reflected on the value of the service they provide and the recognition of this value and found a tremendous gap.

Our campaign to bridge this gap began in early 2005. We want to have our DCA Members' true work value recognised through reclassification and/or the development of a career path or pay equity measures.

Our first action in the campaign was to raise awareness of the need for collective strength. This was essential in order to build power amongst employees so their claims would not be ignored. Our goal was to have a DCA contact, Delegate or activist in every Dental Therapy Unit and Clinic. At this point, roughly four months into the campaign, Delegates have recruited over eighty new Members, an impressive increase in Membership density of 37%.

DCAs mostly work in small workplaces without internet access. Developing and communicating our strategy and getting feedback has therefore has taken place through Organiser visits, Delegate communication with

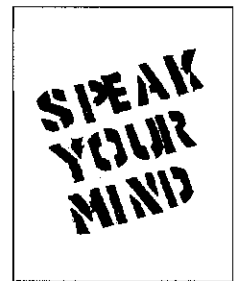
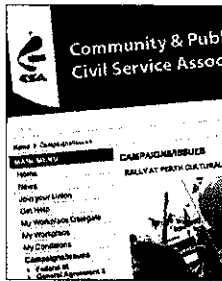
staff through telephone and postal communication, newsletters, and through attendance at area meetings. Members have noted the powerful sense of unity and purpose that has been created through the shared goal of developing a career path.

There are eight new Delegates positions that have been filled with enthusiastic new faces. Delegates have initiated monthly Delegate training so that they can be most effective in negotiating with the employer in the Joint Consultative Committee.

As a result of Members' pressure for better pay and a fair career structure, Dental Health Services recently decided to appoint an independent consultant to undertake a review of the work performed by DCAs in both Adult Clinics and Dental Therapy Centres. This was a fantastic achievement so early in the campaign, and is a testament to the Members' collective enthusiasm and effort.

Meanwhile, we will continue our task of growing the Membership and meeting with management at the ongoing JCCs to direct the work of the consultant and push for recognition of our value.

“Getting the message across”



The Publicity Office is the Union’s media centre. We design, develop and publish the Union’s media materials. Under the guidance of Executive and the Branch Secretary, the Publicity Office develops and manages the ‘image’ of our Union.

We also monitor external media and liaise with press and broadcasting agencies when the Union’s opinion is sought on important industrial matters.

The past financial year has been a time of change and consolidation in the Publicity Office, starting with the appointment of a new Communications Coordinator in July 2004, and then the appointment of two new Media Officers (0.5 each) in October. The new staff brought with them a range of professional skills including graphic and web design, photography, video production, illustration and journalism experience. The office was also updated with new software and production equipment to take advantage of the skills of the new staff.

Campaign Support

Throughout the year, Publicity provided support to all Union campaigns and initiatives, particularly in the form of colourful, eye-catching newsletters (paper and electronic), flyers and posters. We also provided input into media strategies for various campaigns, working closely with Organising and Executive staff.

Many campaigns took advantage of the Union website and electronic media to facilitate speedy communication with Members. Campaign information continues to be disseminated via the website.

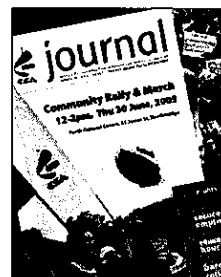
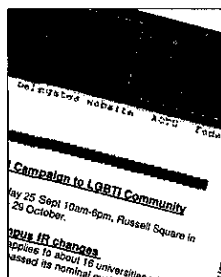
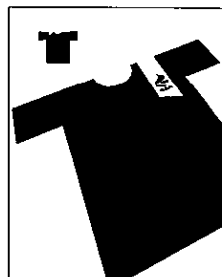
In addition, over fifty web-based surveys were conducted during the year, enabling efficient feedback and apprehension of the needs of Members across many campaigns.

In the first half of 2005, Publicity created an innovative Reclassification Calculator for Members in Schools to use in their reclassification campaign. This tool will enable the Membership to get the best possible result during our negotiations with DET.

New Web Initiatives

The Union website (www.cpsuca.asn.au) continues to be an important tool in communicating with Members, and creating a community and media presence. As the web has evolved, new open-source (free) technologies have become available which make it easier and faster to create secure web pages and upload information.

We are currently redesigning the Union website to take advantage of the new technology. This means we will be even more responsive to campaign needs, more efficient in taking feedback from Members, and able to deliver sensitive materials with password protection. The ‘new look’ will modernise and simplify the appearance of the Union website, making it easier to use and an improved tool for recruiting.



Other Campaign Tools

Publicity continues to explore innovative methods of getting our Union's message across. Brightly coloured banners and flags were produced for public rallies, as were branded t-shirts for Delegates. These all combined to create a great visual impact at rallies across the State during the year.

Publicity has also produced Union-branded bookmarks, stickers, satchels, lanyards, calendars and DVDs for various campaigns during the year.

Video and Unionart.org

Towards the end of the financial year a video system was purchased. Our first project was Speak Your Mind, a documentary record of Union and community Members speaking out at the June 30 Perth rally. The footage was edited and a short DVD was produced and screened at UnionsWA and the ACTU.

Currently we are producing a short video training series for the upcoming Delegates Conference, and will produce more videos for DVD and web distribution on a variety of topics relevant to training and Union concerns.

The Federal Industrial Relations rally was also an opportunity to launch *www.Unionart.org*, a website which has been set up to create an interface between artists and the Union movement. We are currently sourcing sponsors and contributors for this initiative.

Branding

Branding is the first step in creating a consistent, appealing image for the Union. Our logos, colour schemes, typography and presentation all combine into a strong graphic identity which reinforces the messages about our Union and our values.

This year has seen a reassessment and modernisation of the Union's branding strategy. Publicity Office has implemented consistency in the use of the Union's logos and colours, as well as the slogan "Organise – A Better Way to Work" on Union materials across all campaigns.



Delegate Training

Our training program is an integral component of our strategy to ensure we are a visible and an active part of our workplaces and our community. We have a comprehensive range of training courses that support the development of people willing to play a part in pursuing the principles of fairness and in improving living standards of their colleagues.

Building our Power

A must do for Delegates is our five day "Organising Skills for Delegates". Currently we run this off the job training one day per week over one month. However, this course can be run in one week or as on-site modules. The course provides up to date information on a range of subjects. We learn the basic principles of Unionism, how to get Members engaged, motivated and active, options for tackling those difficult workplace issues and the step through negotiations and bargaining with employers.

In addition we held Electorate Delegate Committee Planning Days that were convened by a number of Delegate Committees. These days provided an opportunity for Delegates to review outcomes for both Members and our Union, who were within that Membership group for the previous twelve months, identify hot issues for employees and to plan activities for the next twelve months. Delegates from the Dept of Environment, West Australian Police Service, Dept of Housing and Works, and Dept of Planning and Infrastructure came together in these sessions.

Regional

A regular feature of our program is our three -day Organising Skills for Delegates provided in Albany, Bunbury, Broome, Geraldton, Kalgoorlie and Karratha/ Port Headland. This extends the opportunities for Delegates from the surrounding regional areas for their training needs. Some courses are offered to train Delegates, and others offer services to Members addressing the needs of the current campaigns that are run by our Union. For example Bullying in the Workplace, Understanding Your Rights at Work, Managing Stress and Workload were part of the Union campaign courses and briefings. Addressing Selection Criteria was offered at the request of groups of Members.

When in the regions we train for both our Union and the ASU. This generated about \$10,000 last year and, more importantly, increases the number of participants for each course to make the course work effectively.

From time to time our Training Officer, Sue Burlinson, will attend Membership network events. This year Sue attended the Laboratory Assistants Conference to offer participants training sessions on a range of topics. During the year Sue completed Cert. IV Workplace Training and Assessment to support our participation in the Union Training Project. Sue also participated in the ACTU's Lead Organisers Development Program and will be using the materials obtained there to develop an advanced Delegates' Course on Campaigning Skills to be offered next year. *See page 4 for more.*

Health Services Reform Agenda

Major changes in government health services presented varied challenges this year.

A new pathology service, WA Pathology Services or "Pathwest", has been formed through the amalgamation of hospital pathology services and PathCentre into the one entity.

Employees employed by the PathCentre now have their wages and conditions set by a different award. The CSA and HSU have been working collaboratively to facilitate the movement of existing CSA Members through the transition to different working conditions and arrangements that have arisen as a result of the decision taken by Government about the future direction of Pathology Services. We extend our thanks to PathCentre

Members for their solid support over the years and wish them well for their future.

In the meantime, similar changes are being driven for other health-related services. CPSU/CSA Delegates and Organisers have been meeting with the employer representatives to work through the impact of the changed arrangements in service delivery for employees.

An inquiry into employment practices by the Commissioner for Public Sector Standards identified several areas where the Department of Health did not comply with the standards. CPSU/CSA Delegates established a Joint Consultative Committee with the employer to push for change in these areas.



Shared Services

In the weeks leading up to the State Government election we achieved an important win for Members. Our Union secured the commitment of the Government to a Memorandum of Understanding (MOU) detailing rights and entitlements of employees in the transition to the Shared Service Centres.

The MOU outlines the framework for transition of affected corporate services employees to the Office of Shared Services (OSS). It details processes for Recruitment, Selection and Appointment (RSA) of affected employees and is underpinned by the principles of choice and equity. There is an enhanced role for the central agency in the management of surplus employees and in case-management of people being redeployed as a result of this process.

A feature of our agreement is an ongoing formal consultative mechanism between CPSU/CSA Delegates, representing employees in the Shared Service Centres, and the managers of the Shared Service Clusters.

Along with the general government sector we have been actively promoting and protecting employees interests in the formation of the Health Corporate Network and the corporate services functions for the Department of Education and Training and TAFEs.

The Cannington location refit is underway and efforts to ensure security for staff working at the SSC include secure, fenced parking, increased security at the train

station, security guards for after-hours escort, and security parking under the building for after hours workers. Advice to date from DPC is that Child Care places are available in the area for those employees wanting to take up places close to the office.

Earlier this year, we logged an employee compensation claim on the Government that sought financial redress for the many issues identified by Members to be arising from the dislocation to Cannington. We surveyed employees and identified that the majority of current corporate services employees would either not apply for a position in the Shared Service Centre, or if they did apply, viewed this to be a safety net application while they secured an alternative position. Despite this, the Government has not yet agreed to our claim to address any financial disincentive or promote an incentive.

With the Government and Oracle having now signed off on the contractual arrangements for the provision of systems and support the project is moving into the design and build phase with pilot agencies, Fisheries and Main Roads, commencing 'go live' activities in the early part of 2006. Other agencies are commencing their data cleansing activities ahead of the commencement of the roll-in schedule from July 2006.

We have won the right for employees to have the opportunity to verify their own personal data records prior to transmission to the SSC systems.

These achievements are a clear result of the efforts, energies and enthusiasm of a terrific team of our Members working in agency-based corporate services and willing to represent and advocate for the rights of the people most affected by the move to centralised corporate services.

Better Conditions ^{for all}



Get organised - its a better way to work - join the CPSU/CSA

Personal Leave

General Agreement 2: Valuing Working Life

The current General Agreement (GA2) delivered significant improvements in conditions of employment for Members and provided an opportunity to address a range of issues.

Reviews are currently being conducted in the following areas:

- Shift work and out-of-hours contact allowances and penalty payments;
- District allowances;
- Annual Leave travel concessions;
- Use of fixed-term contracts in government;
- Review of the use of contract-for-service arrangements;
- Procedure to classify an office.

A Peak Consultative Forum (PCF) has been established between the Union, the Department of Premier and Cabinet and DOCEP to oversee the review processes and the ongoing implementation of General Agreement.

The PCF has also been an important forum in which cross-sector issues can be raised. Issues currently being considered by the Forum include a standard approach to police clearances across Government, skills shortages in the public sector and the ATO ruling on State Government travel allowances.

Consultative mechanisms have also been established within agencies as a result of the new Joint Consultative Committee (JCC) provisions in the GA. These have been successfully established in a range of agencies and provide an important forum for Delegates within agencies to deal with issues as they emerge directly with the employer.

The General Agreement also contains a provision that provides a mechanism for Members to address workload issues in the workplace. This was an important step forward in gaining recognition of the workload problems faced by Members across Government. The clause is activated on a needs basis, where the workload problems emerge.

The provisions in the GA on workload were supported by the development of a Kit containing practical tools to assist Members in addressing workload issues. The Kit was produced by the State Branches of the CPSU under the auspices of our Federal Office.

With the existing General Agreement due to expire in February 2006, the campaign for a replacement GA with Government has commenced. In early 2005, a discussion was held with each Elected Delegates Committees (EDC) in preparation for this campaign. This information will assist in ensuring our success in the next General Agreement campaign.



Campaigns for Schools

Schools Reclassification Campaign

The Reclass campaign strategy was to organise a 'blitz' campaign between August and September 2004, to increase Membership density in targeted areas by recruiting 500 new Members. Since the blitz period, recruitment in schools has continued and currently stands at around 600, proof of a successful campaign and assuring a substantial win for the Members and their colleagues.

Throughout the initial Blitz period and later during the training phase, nine Delegates and Activists were brought in and trained to work as Organisers/facilitators. All reported that their experience had been hugely positive and that they now have greater confidence in speaking to groups, a practical understanding of the organising approach and an improved knowledge about the diverse ways Members work in schools.

More than 400 Members have signed up as either contacts or Delegates and our activist network now comprises some 500 Delegates and contacts in over 450 schools. Various tasks have been assigned to Contacts over the course of the campaign and this involvement has accustomed them to having an important role in activating Members.

Delegates have been actively involved in campaign planning and a core of Delegates has taken responsibility for decisions on the future direction of the campaign.

Members at October's District Meetings overwhelmingly endorsed the resolution to rally and attendance at the Rally on November 17 exceeded all hopes with close to 1000 Members converging on Wellington Square. The

vote in favour of a strike represented at a monumental shift in Member attitudes. In the Southwest, a pocket of about seventy Delegates and Members organised a march through Bunbury and a delegation even met with Alan Carpenter, the then-Minister for Education.

Sufficient pressure was applied on the Department by the collective actions of Members to bring DET to the negotiating table, and to agree to a fair process whereby employees would be assessed and reclassified where appropriate, backdated to 28/01/05. DET's implementation of this process will very shortly be under way when the department commences the school-based assessment process.

Workload Campaign

Some support staff in the State's public schools have been waiting a long time under a heavy workload to achieve a reclassification of their position in recognition of their pressured working arrangements. Our Union's strategy was to negotiate an increase in paid work hours under the EDMOSAC Award from 65-75 hours per fortnight.

It remained optional for employees to increase their hours and where the extra hours were not taken up, they were offered to other EDMOSAC employees. Discretionary days were secured as permanent FTEs in the schools. The expanded hours would continue to be paid during eleven weeks of school vacation periods, which was a significant win for Members.

Taken altogether, these achievements secured some wins even greater than our expectations.