



**Australian Government**  
**Australian Industrial Registry**

Level 35, Nauru House  
80 Collins Street, Melbourne, VIC 3000  
GPO Box 1994S, Melbourne, VIC 3001  
Telephone: (03) 8661 7777  
Fax: (03) 9654 6672

Mr James Tinslay  
Secretary  
The National Electrical Contractors Association  
New South Wales Chapter  
PO Box 1106  
BURWOOD NTH NSW 2134

Dear Mr Tinslay,

**Re: Schedule 1B of the Workplace Relations Act 1996 (Schedule 1B)  
Financial reports for year ended 30 June 2004 - FR2004/319**

Thank you for the financial reports of your Chapter for year ended 30 June 2004. The documents were lodged in the Industrial Registry on 15 October 2004.

The documents have been filed.

Although the documents have been filed, I would like to comment on some issues arising out of the reports. I make these comments to assist you when you next prepare financial reports and you do not need to take any further action in respect of the financial reports already lodged.

**1. Operating Report**

**Number of members and number of employees**

Subsection 254(2)(f) of Schedule 1B and regulation 159(a) and (b) of the *Workplace Relations (Registration and Accountability of Organisations) Regulations 2003* require the Operating Report to contain information pertaining to the number of persons that were taken to be members and employees of the reporting unit at the end of the financial year. Your Operating Report does not contain this information.

**2. General Purpose Financial Report (GPFR)**

**Notes to Accounts**

The accounts of the Chapter must contain a notice drawing the attention of the members to provisions of Schedule 1B that prescribed information is available to them on request. Subsection 272(5) of Schedule 1B requires the GPFR to set out subsections 272(1), (2) and (3). Would you please ensure those subsections are copied into the GPFR in the Chapter's next financial report.

**3. Committee of Management statement**

**(a) Date of resolution**

Item 18 of the Registrar's Reporting Guidelines requires the Committee of Management's statement to specify the date of passage of the resolution made by the Committee. While the statement provides that the appropriate resolution was passed, no date is evident.

**(b) Other information to be provided in statement**

There appears to be no information in the statement addressing Items 17(e)(iv) and (v) of the Registrar's Reporting Guidelines. These items relate to the keeping of financial records in a consistent manner to each of the other reporting units of the organisation, and whether any information sought in any request of a member or Registrar has been furnished to the member or Registrar.

**4. Lodgement of financial documents**

Please note that unless an extension is granted, financial documents must be lodged in the Industrial Registry within 14 days of the meeting at which they were presented - refer section 268.

**5. Accounting Officer's certificate and Executive Committee's Certificate**

There is no requirement under Schedule 1B to lodge an Accounting Officer's certificate or an Executive Committee's certificate. Such certificates were previously required by former provisions of the Act and Workplace Relations Regulations.

**6. Loans, Grants and Donations**

Your statement of donations for the financial year ending 30 June 2004 is noted. I should point out, however, that unless an extension is granted, such statements must be lodged in this office within 90 days after the end of each financial year. Early lodgement of such information also provides this office the opportunity of filing the information in a separate area that is not available to the general public.

**Motion to amend Chapter rules**

I note that an agenda paper covering rule alterations accompanied the above financial documents. The alterations appear to have been considered at the Chapter's Annual General Meeting of 17 September 2004. As yet, no formal lodgement has been received in this office. If the Chapter intends lodging the alterations for certification, assuming the motions were passed, it should have done so by now.

Please do not hesitate to contact me by return email: [robert.pfeiffer@air.gov.au](mailto:robert.pfeiffer@air.gov.au), or on (03) 8661 7817 if you wish to discuss this letter.

A copy of the financial reports have been placed on a website maintained by the Industrial Registry at <http://www.e-airc.gov.au/233v>.

Yours sincerely,



Robert Pfeiffer  
Statutory Services Branch

26 October 2004



FR2004/319

New South Wales chapter | **national electrical and communications association**  
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28 Burwood Road, Burwood New South Wales 2134 Australia  
PO Box 1106 Burwood North New South Wales 2134  
telephone +61 2 9744 1099 facsimile +61 2 9744 1830  
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24 September, 2004

*Rec'd 15/10/04*

Industrial Registrar  
Australian Industrial Registry  
GPO Box 1994S  
MELBOURNE VIC 3001

Dear Sir/Madam,

Please find attached the reports and accounts required for NECA NSW in accordance with the Workplace Relations Act for the year ended 30 June, 2004

Attached is:

- (a) Secretary's Statement regarding copies of account.
- (b) Financial Statements for the year ended 30 June, 2004 including:
  - (i) Executive Committee's Certificate
  - (ii) Accounting Officers Certificate
  - (iii) Auditors Report to Members

The financial statements for the year ended 30 June, 2004 were forwarded to members on 20 August, 2004. The Annual General Meeting of members was held on 17 September, 2004. A copy of the Notice of the Annual General Meeting sent to members is also attached.

Details of donations:

- (a) Prizes totalling \$818.18 to two TAFE students for outstanding performance in their electrical trades course.
- (b) \$1000 donation to the Olex Australia charity golf day with the donation being paid to an Australian charity.

Yours sincerely,

JAMES C TINSLAY  
SECRETARY

Attach.



New South Wales chapter | **national electrical and communications association**  
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**NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION  
NEW SOUTH WALES CHAPTER  
SECRETARY'S STATEMENT**

I, James C Tinslay, being the Secretary of the National Electrical Contractors Association New South Wales Chapter, do hereby certify that the documents lodged herewith are true copies of the documents forwarded to members on 20 August, 2004 and presented to the Annual General Meeting of members of the Chapter held on 17 September, 2004.

.....  
JAMES C TINSLAY, SECRETARY

Date: 24/9 / , 2004

**NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION -  
NEW SOUTH WALES CHAPTER**

**FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2004**

## TABLE OF CONTENTS

Operating Report .....	1
Financial Report	
Statement of Financial Performance .....	3
Statement of Financial Position .....	4
Statement of Cash Flows .....	5
Notes to the Financial Statements .....	6 - 16
Statement by Members of the Committee .....	17
Independent Audit Report .....	18
Certificate by Members of Committee .....	19

# **National Electrical Contractors Association - New South Wales Chapter**

## **Operating Report by the Committee**

Your committee members submit the financial report of the National Electrical Contractors Association - New South Wales Chapter for the financial year ended 30 June 2004.

### **Committee Members**

The names of committee members throughout the financial year and at the date of this report are:

Mr. S. Griffiths

Mr. JC Tinslay

Mr. R. Young

Mr. A.H Glossop

Mr. D. Madson

Mr. R. Bateman

Mr. P. Dimond

Mr. T. Pollard

Mr. R. Houlahan (appointed 2 July 2003)

Mr. N. Tarr (resigned 2 July 2003)

The following persons being elected officers of the association, as noted above, hold positions with superannuation entities as follows:

Mr. A.H. Glossop                   - Director and Chairman of NESS Fund Trustee;  
  - Director of NESS Pty Ltd acting as Trustee of NESS;  
  - Director of CONNECT Fund

Mr. R. Young                       - Director of NESS Fund Trustee;  
  - Director of NESS Pty Ltd acting as Trustee of NESS

Mr. JC Tinslay                     - Alternate director of NESS Fund Trustee;  
  - Fund Secretary of NESS Fund Trustee

### **Principal Activities**

The principal activity of the association during the financial year was representing the interests of its members in the electrical and construction industry.

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

### **Members Right to Resign**

Members may resign from the association in accordance with Rule 11, Resignation from Membership, of the Federal Rules of National Electrical Contractors Association. Rule 11 conforms with Section 174, Resignation from Membership, of the RAO Schedule 1B of the Workplace Relations Act 1996.

### **Significant Changes**

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

### **Operating Result**

The profit from ordinary activities after providing for income tax amounted to \$225,751.

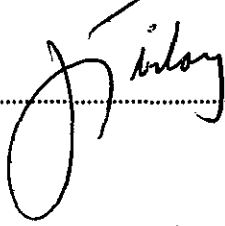
### **After Balance Date Events**

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

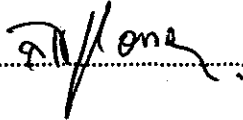
**National Electrical Contractors Association - New South Wales Chapter**  
**Operating Report by the Committee (cont'd)**

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

.....  
Mr. JC Tinslay



.....  
Mr. A.H Glossop



Dated this 16th day of August 2004



## National Electrical Contractors Association - New South Wales Chapter

### Statement Of Financial Performance For the year ended 30 June 2004

	Notes	2004 \$	2003 \$
Revenue from ordinary activities:			
Administration fees		538,167	510,689
Annual Conference		111,264	358,174
Excellence Awards		93,855	85,923
Interest		110,012	92,270
Member services		407,478	372,766
Membership subscription		1,028,665	922,540
Project Fund income		203,779	463,014
Proceeds from sale of property, plant & equipment		17,728	-
Other revenues from ordinary activities		<u>64,999</u>	<u>86,720</u>
	2	<u>2,575,947</u>	<u>2,892,096</u>
Expenses from ordinary activities:			
Annual conference		(101,166)	(332,267)
Audit fees		(10,491)	(13,500)
Body Corporate fees		(35,114)	(39,698)
Consultancy fees		(223)	(18,374)
Depreciation and amortisation expenses		(129,324)	(128,984)
Donations		(1,818)	(1,900)
Education & Training - Project Fund		(203,779)	(463,014)
Electrocomms Commission		(12,409)	(11,864)
Excellence Award expenses		(85,203)	(81,442)
Employee benefits to holder of office		(261,171)	(255,703)
Employee benefits expenses		(608,809)	(607,522)
Insurance expenses		(40,326)	(37,436)
Legal expenses		(64,654)	(82,713)
Member services		(184,137)	(187,587)
Office expenses		(17,995)	(11,294)
Meeting expenses		(31,258)	(41,627)
Postage, printing & stationery		(139,266)	(145,126)
Rates & taxes		(45,192)	(43,676)
Book value of assets disposed		(5,567)	-
Subscriptions		(221,311)	(221,610)
Travelling and accomodation		(34,701)	(41,765)
Utilities expenses		(54,197)	(60,552)
Other expenses from ordinary activities		<u>(26,971)</u>	<u>(30,766)</u>
		<u>(2,315,082)</u>	<u>(2,858,420)</u>
Borrowing costs expense	3	<u>(35,114)</u>	<u>(39,698)</u>
<b>Profit (Loss) from ordinary activities before income tax expense</b>		<u>225,751</u>	<u>(6,022)</u>
<b>Profit (Loss) from ordinary activities after related income tax expense</b>	3, 13	225,751	(6,022)
<b>Total changes in equity other than those resulting from transactions with owners as owners</b>	13	<u>225,751</u>	<u>(6,022)</u>

The accompanying notes form part of these financial statements.

## National Electrical Contractors Association - New South Wales Chapter

### Statement Of Financial Position As at 30 June 2004

	Notes	2004 \$	2003 \$
<b>CURRENT ASSETS</b>			
Cash assets	4	736,874	419,374
Receivables	5	448,443	459,037
Inventories	6	-	4,374
Other financial assets	8	3,540,857	3,640,857
Other	7	<u>211,986</u>	<u>130,756</u>
<b>TOTAL CURRENT ASSETS</b>		<b><u>4,938,160</u></b>	<b><u>4,654,398</u></b>
<b>NON-CURRENT ASSETS</b>			
Other financial assets	8	5	5
Property, plant and equipment	9	<u>1,953,217</u>	<u>2,053,409</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<b><u>1,953,222</u></b>	<b><u>2,053,414</u></b>
<b>TOTAL ASSETS</b>		<b><u>6,891,382</u></b>	<b><u>6,707,812</u></b>
<b>CURRENT LIABILITIES</b>			
Payables	10	526,961	362,495
Provisions	11	2,217,697	2,446,523
Other	12	<u>561,033</u>	<u>539,849</u>
<b>TOTAL CURRENT LIABILITIES</b>		<b><u>3,305,691</u></b>	<b><u>3,348,867</u></b>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	11	<u>4,992</u>	<u>3,997</u>
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b><u>4,992</u></b>	<b><u>3,997</u></b>
<b>TOTAL LIABILITIES</b>		<b><u>3,310,683</u></b>	<b><u>3,352,864</u></b>
<b>NET ASSETS</b>		<b><u>3,580,699</u></b>	<b><u>3,354,948</u></b>
<b>MEMBERS' FUNDS</b>			
Accumulated surplus	14	<u>3,580,699</u>	<u>3,354,948</u>
<b>TOTAL MEMBERS' FUNDS</b>	13	<b><u>3,580,699</u></b>	<b><u>3,354,948</u></b>

The accompanying notes form part of these financial statements.

## National Electrical Contractors Association - New South Wales Chapter

### Statement Of Cash Flows For the year ended 30 June 2004

	Notes	2004 \$	2003 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts from members		3,089,447	2,990,284
Receipts from sale of publications		27,172	41,702
Payments to suppliers and employees		(2,992,158)	(3,367,510)
Interest received		<u>110,012</u>	<u>92,270</u>
Net cash provided by/(used in) operating activities	18 (b)	<u>234,473</u>	<u>(243,254)</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from sale of property, plant and equipment		17,727	-
Payment for property, plant and equipment		(34,700)	(37,601)
Proceeds from / (payments for) investments		<u>100,000</u>	<u>314,682</u>
Net cash provided by investing activities		<u>83,027</u>	<u>277,081</u>
Net increase in cash held		317,500	33,827
Cash at beginning of financial year		<u>419,374</u>	<u>385,547</u>
Cash at end of financial year	18 (a)	<u>736,874</u>	<u>419,374</u>

The accompanying notes form part of these financial statements.

# National Electrical Contractors Association - New South Wales Chapter

## Notes to the Financial Statements For the year ended 30 June 2004

### NOTE 1: STATEMENT OF SIGNIFICANT 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 and the requirements of the Registration and Accountability of Organisations Legislation (RAO) Schedule 1B of the Workplace Relations Act 1996.

The financial report has been prepared on an accruals basis and is based on historical costs. It 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 material accounting policies adopted by the Association in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

#### (a) Income Tax

No provision for income has been raised as the Association is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

#### (b) Inventories

Inventories are measured at the lower of cost and net realisable value. Costs are assigned on a first-in first-out basis and include direct materials, direct labour and an appropriate proportion of variable and fixed overhead expenses.

#### (c) Property, Plant and Equipment

Each class of property plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

##### *Freehold Land & Building*

Freehold land and buildings are carried at cost or at independent or directors' valuation.

##### *Plant and equipment*

Plant and equipment are measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the committee of management to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

##### *Depreciation*

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

The depreciation rates used for each class of depreciable assets are:

Class of fixed asset	Depreciation rates	Depreciation basis
Buildings	2.5 %	Straight Line
Leasehold improvements	2.5 - 4 %	Straight Line
Motor Vehicles	20 %	Straight Line
Office Equipment	20 %	Straight Line
Furniture, Fixtures and Fittings	10 - 20 %	Straight Line

# **National Electrical Contractors Association - New South Wales Chapter**

## **Notes to the Financial Statements For the year ended 30 June 2004**

### **NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

#### **(d) Investments**

Investments are carried at cost or at directors' valuation. The carrying amount of investments is reviewed annually by directors to ensure it is not in excess of the recoverable amount of these investments. The recoverable amount is assessed from the quoted market value for shares in listed companies or the underlying net assets for other non-listed corporations. The expected net cash flows from investments have not been discounted to their present value in determining the recoverable amounts.

#### **(e) Employee Benefits**

Provision is made for the Association's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their nominal amount. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

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

#### **(f) Cash**

For the purposes of the Statement of Cash Flows, cash includes cash on hand, at banks and on deposit.

#### **(g) Revenue**

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

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

#### **(h) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

#### **(i) Comparative Figures**

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

#### **(j) Project Funds - Provision for Industry Education and Training**

Funds received from the Mechanical and Electrical Redundancy Trust (MERT) are initially placed into a Project Bank account and a liability is raised for provision of industry education and training. The Association uses these funds to subsidise training courses and to finance industry education and training related projects. Separate subsidiary records are maintained for the project account. Refer Note 15.

#### **(k) Controlled Entities**

Separate financial statements are prepared for any controlled entity. The New South Wales Chapter's financial statements and those of its controlled entities are consolidated in the financial statements of the economic entity "National Electrical Contractors Association". Therefore, no consolidated financial statements are prepared at the New South Wales Chapter level.

## National Electrical Contractors Association - New South Wales Chapter

### Notes to the Financial Statements For the year ended 30 June 2004

	Note	2004 \$	2003 \$
<b>NOTE 2: REVENUE</b>			
<b>Operating activities</b>			
- rendering of services		1,974,309	1,805,996
- surplus on sale of materials / standards		27,171	41,702
- interest	2(a)	110,012	92,270
- other revenue		<u>446,728</u>	<u>952,128</u>
		<u>2,558,220</u>	<u>2,892,096</u>
<b>Non - operating activities</b>			
- proceeds of sale of property, plant and equipment		<u>17,727</u>	<u>-</u>
Total Revenue		<u>2,575,947</u>	<u>2,892,096</u>
 (a) Interest from:			
- other persons		<u>110,012</u>	<u>92,270</u>
 <b>NOTE 3: PROFIT FROM ORDINARY ACTIVITIES</b>			
Profit (losses) from ordinary activities before income tax expenses (income tax revenue) has been determined after:			
(a) Expenses:			
Borrowing costs:			
- other persons		<u>35,114</u>	<u>39,698</u>
Depreciation of non-current assets			
- property, plant & equipment		<u>129,324</u>	<u>128,984</u>
Bad and doubtful debts:			
- other entities		8,192	1,200
- bad debts recovered		<u>(1,054)</u>	<u>(124)</u>
Bad and doubtful debts		<u>7,138</u>	<u>1,076</u>
 Remuneration of the auditors for:			
- audit or review services		<u>10,491</u>	<u>13,500</u>
 Net loss on disposal of non-current assets			
- Property, plant and equipment		<u>12,161</u>	<u>-</u>
 <b>NOTE 4: CASH ASSETS</b>			
Cash at bank		<u>736,874</u>	<u>419,374</u>

# National Electrical Contractors Association - New South Wales Chapter

## Notes to the Financial Statements For the year ended 30 June 2004

	Note	2004 \$	2003 \$
<b>NOTE 5: RECEIVABLES</b>			
<b>CURRENT</b>			
Trade debtors		454,443	465,037
Less provision for doubtful debts		<u>(6,000)</u>	<u>(6,000)</u>
		<u>448,443</u>	<u>459,037</u>
<b>NOTE 6: INVENTORIES</b>			
<b>CURRENT</b>			
Other current inventory		<u>-</u>	<u>4,374</u>
<b>NOTE 7: OTHER ASSETS</b>			
<b>CURRENT</b>			
Prepayments		24,240	28,991
Other current assets		<u>187,746</u>	<u>101,765</u>
		<u>211,986</u>	<u>130,756</u>
<b>NOTE 8: OTHER FINANCIAL ASSETS</b>			
<b>CURRENT</b>			
Other current investments		<u>3,540,857</u>	<u>3,640,857</u>
The Association has investments with the Westpac Financial Services. The investments are pooled in Enhanced Cash Funds and were at a redemption price of \$1.0428 (2003: \$1.0550) per unit at balance date.			
<b>NON-CURRENT</b>			
Shares in related entities			
- in MERT Pty Limited at cost - 25% owned (2002: 25%)		1	1
- in New South Wales Electrical Superannuation Scheme at cost - 50% owned (2002: 50%)		<u>2</u>	<u>2</u>
		<u>3</u>	<u>3</u>
Shares in controlled entities - 100% owned (2002:100%)			
- ECA Training Pty Limited at cost		<u>2</u>	<u>2</u>
		<u>5</u>	<u>5</u>
<b>NOTE 9: PROPERTY, PLANT AND EQUIPMENT</b>			
<b>BUILDINGS</b>			
At cost		2,005,627	2,005,627
Less accumulated depreciation		<u>(205,098)</u>	<u>(154,862)</u>
		<u>1,800,529</u>	<u>1,850,765</u>

## National Electrical Contractors Association - New South Wales Chapter

### Notes to the Financial Statements For the year ended 30 June 2004

	Note	2004 \$	2003 \$
<b>NOTE 9: PROPERTY, PLANT AND EQUIPMENT (Continued)</b>			
<b>(a) Motor vehicles</b>			
At cost		138,396	162,545
Less accumulated depreciation		<u>(73,268)</u>	<u>(90,501)</u>
		<u>65,128</u>	<u>72,044</u>
<b>(b) Office equipment</b>			
At cost		306,257	300,773
Less accumulated depreciation		<u>(253,569)</u>	<u>(214,212)</u>
		<u>52,688</u>	<u>86,561</u>
<b>(c) Furniture, fixtures and fittings</b>			
At cost		96,131	96,131
Less accumulated depreciation		<u>(61,259)</u>	<u>(52,092)</u>
		<u>34,872</u>	<u>44,039</u>
Total plant and equipment		<u>152,688</u>	<u>202,644</u>
Total property, plant and equipment		<u>1,953,217</u>	<u>2,053,409</u>

#### (a) Movements in Carrying Amounts

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

	Buildings	Motor vehicles	Office equipment	Furniture, fixtures & fittings	Total
	\$	\$	\$	\$	\$
<b>2004</b>					
Balance at the beginning of the year	1,850,765	72,044	86,561	44,039	2,053,409
Additions	-	29,216	5,484	-	34,700
Disposals	-	(5,567)	-	-	(5,567)
Depreciation expense	<u>(50,236)</u>	<u>(30,565)</u>	<u>(39,357)</u>	<u>(9,166)</u>	<u>(129,324)</u>
Carrying amount at end of year	<u>1,800,529</u>	<u>65,128</u>	<u>52,688</u>	<u>34,873</u>	<u>1,953,218</u>

#### NOTE 10: PAYABLES

##### CURRENT

##### Unsecured liabilities

Trade creditors	<u>526,961</u>	<u>362,495</u>
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## National Electrical Contractors Association - New South Wales Chapter

### Notes to the Financial Statements For the year ended 30 June 2004

	Note	2004 \$	2003 \$
<b>NOTE 11: PROVISIONS</b>			
<b>CURRENT</b>			
Employee Entitlements of holders of office	(a)	92,515	87,047
Employee entitlements	(a)	97,579	101,086
Provision for Education & Training - Project Fund		2,007,460	2,248,127
Other		<u>20,143</u>	<u>10,263</u>
		<u>2,217,697</u>	<u>2,446,523</u>
<b>NON-CURRENT</b>			
Employee entitlements	(a)	<u>4,992</u>	<u>3,997</u>
(a) Aggregate employee entitlements liability		<u>195,086</u>	<u>192,130</u>
(b) Number of employees at year end		<u>12</u>	<u>13</u>
<b>NOTE 12: OTHER LIABILITIES</b>			
<b>CURRENT</b>			
Accrued expenses		26,423	60,166
Deferred income		530,190	461,043
Other current liabilities		<u>4,420</u>	<u>18,640</u>
		<u>561,033</u>	<u>539,849</u>
<b>NOTE 13: MEMBERS' FUNDS</b>			
Total equity at the beginning of the financial year		3,354,948	3,360,970
Total changes in equity recognised in the statement of financial performance		<u>225,751</u>	<u>(6,022)</u>
Total equity at the reporting date		<u>3,580,699</u>	<u>3,354,948</u>
<b>NOTE 14: ACCUMULATED SURPLUS</b>			
Accumulated surplus at the beginning of the financial year		3,354,948	3,360,970
Net profit (loss) attributable to members of the entity		<u>225,751</u>	<u>(6,022)</u>
Accumulated surplus at the end of the financial year		<u>3,580,699</u>	<u>3,354,948</u>

# National Electrical Contractors Association - New South Wales Chapter

## Notes to the Financial Statements For the year ended 30 June 2004

Note	2004 \$	2003 \$
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### NOTE 15: PROJECT FUND

Prior to 2002, the Association received funding for industry education and training projects arising from submissions to the Mechanical and Electrical Redundancy Trust (MERT). There has been no funding from MERT since the period ended 30 June 2002 and no further funding is expected. During the year the Association incurred \$358,031 (2003:\$584,463) on these training projects in related costs.

The Association received reimbursement of \$153,592 (2003:\$121,449) from the Project Fund for direct expenses incurred with industry initiatives associated with training, occupational health & safety and the like. Interest received during the year of \$116,705 (2003:\$121,033) has been credited to the project fund.

Separate subsidiary records and bank accounts are maintained for the receipts from MERT. The Association uses these funds to subsidise training courses and to finance industry education and training related projects.

At 30 June 2004, \$2,007,460 remained in the project account. The assets and liabilities of the Trust are disclosed in the financial statements as follows:

	2004	2003
Cash at Bank - Project Fund	78,844	9,493
Debtors	8,420	3,040
Investment	1,988,448	2,223,725
Fixed assets - carrying amount	7,097	12,528
Trade creditors	<u>(75,349)</u>	<u>-</u>
	<u>2,007,460</u>	<u>2,248,786</u>
Provision for industry education & training - Project Fund	<u>2,007,460</u>	<u>2,248,786</u>

### NOTE 16: RELATED PARTY TRANSACTIONS

#### (a) Executive Committee Members

The names of each person on the Executive Committee of the Association during the financial year are Messrs R Young, S Griffiths, A H Glossop, D R Madson, P Dimond, R J Bateman, T Pollard, N Tarr (resigned 2 July 2003), R. Houllahan (appointed 2 July 2003) and J C Tinslay (secretary).

No member of the Executive Committee received any remuneration during the year for performing their duties as a member of the Executive Committee.

#### (b) ECA Training Pty Limited

The Association charges administration fees to ECA Training Pty Limited for the expenses incurred on its behalf and for the provision of administrative services and occupancy of Level 3 of 28 Burwood Road. A fixed fee of \$50,000 based on a commercial estimate of time and cost involved in providing these services is charged on a quarterly basis.

The Association also provides part funding to the company from its Project Fund (Note 1 (j) ) for training of apprentices. The amount paid / payable during the year was \$60,000 (2003:\$90,000).

The Association also has an investment in Westpac Financial Services on behalf of the company. At balance date, the total investment was \$1,441,656 (2002:\$1,263,438). The investment is not included in these accounts.

## National Electrical Contractors Association - New South Wales Chapter

### Notes to the Financial Statements For the year ended 30 June 2004

	Note	2004 \$	2003 \$
<b>NOTE 17: SEGMENT REPORTING</b>			
The Association is an employer organisation in the electrical and electronic industry operating as a New South Wales Chapter of NECA National.			
<b>NOTE 18: CASH FLOW INFORMATION</b>			
<b>(a) Reconciliation of cash</b>			
Cash at the end of the financial year as shown in the statement of Cash Flows is reconciled to the related items in the statement of financial position as follows:			
Cash at bank		<u>736,874</u>	<u>419,374</u>
		<u>736,874</u>	<u>419,374</u>
<b>(b) Reconciliation of cash flow from operations with profit from ordinary activities after income tax</b>			
Surplus (Deficit) from ordinary activities after income tax		225,751	(6,022)
Non-cash flows in profit from ordinary activities			
Depreciation		129,324	128,984
Net (gain) / loss on disposal of property, plant and equipment		5,567	-
<b>Changes in assets and liabilities</b>			
Decrease in receivables		10,594	92,076
(Increase)/decrease in other assets		(81,230)	139,697
(Increase)/decrease in inventories		4,374	(350)
Decrease in payables		(62,863)	(622,687)
Increase in provisions		<u>2,956</u>	<u>25,048</u>
Cash flows from operations		<u>234,473</u>	<u>(243,254)</u>

**National Electrical Contractors Association - New South Wales Chapter**

**Notes to the Financial Statements  
For the year ended 30 June 2004**

**NOTE 19: FINANCIAL INSTRUMENTS**

**(a) 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 classes of financial assets and financial liabilities, is as follows:

	Weighted Average		Fixed Interest Rate Maturing					
	Effective Interest Rate		Floating Interest Rate		Within 1 Year		1 to 5 Years	
	2004	2003	2004	2003	2004	2003	2004	2003
	%	%	\$	\$	\$	\$	\$	\$
Financial Assets:								
Cash	4.05	3.58	736,874	419,374	-	-	-	-
Investments	-	-	-	-	3,540,857	3,640,857	-	-
<b>Total Financial Assets</b>			<b>736,874</b>	<b>419,374</b>	<b>3,540,857</b>	<b>3,640,857</b>	<b>-</b>	<b>-</b>

	Fixed Interest Rate Maturing					
	Over 5 Years		Non-Interest Bearing		Total	
	2004	2003	2004	2003	2004	2003
	\$	\$	\$	\$	\$	\$
Financial Assets:						
Cash	-	-	-	-	736,874	419,374
Investments	-	-	-	-	3,540,857	3,640,857
<b>Total Financial Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,277,731</b>	<b>4,060,231</b>
Financial Liabilities:						
Trade and sundry creditors	-	-	-	-	526,961	362,495
<b>Total Financial Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>526,961</b>	<b>362,495</b>

## **National Electrical Contractors Association - New South Wales Chapter**

### **Notes to the Financial Statements**

**For the year ended 30 June 2004**

#### **NOTE 19: FINANCIAL INSTRUMENTS (Continued)**

##### **(b) Credit Risk**

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount of those assets, net of any provisions for doubtful debts, as disclosed in the statement of financial position and notes to the financial report.

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

##### **(c) Net Fair Values**

The net fair values of are determined by discounting the cash flows, at the market interest rates of similar securities, to their present value. For unlisted investments where there is no organised financial market the net fair value has been based on a reasonable estimation of the underlying net assets or discounted cash flows of the investment.

The net fair value of listed investments have been valued at the quoted market bid price at balance date adjusted for transaction costs expected to be incurred. For other assets and other liabilities the net fair value approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form other than listed investments, forward exchange contracts and interest rate swaps. Financial assets where the carrying amount exceeds net fair values have not been written down as the Association intends to hold these assets to maturity.

The aggregate net fair values and carrying amount of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.

# National Electrical Contractors Association - New South Wales Chapter

## Notes to the Financial Statements For the year ended 30 June 2004

Note	2004 \$	2003 \$
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### NOTE 20: ASSOCIATION DETAILS

The principal place of business of the association is:

National Electrical Contractors Association - New South Wales  
Chapter

Level 3, 28 Burwood Road

Burwood NSW 2134

## National Electrical Contractors Association - New South Wales Chapter

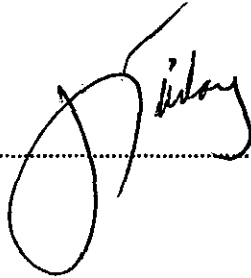
### Statement By Members Of The Committee

In the opinion of the committee the financial report as set out on pages 3 to 16:

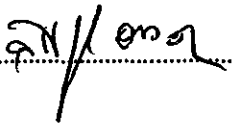
1. presents fairly the financial position of National Electrical Contractors Association - New South Wales Chapter as at 30 June 2004 and its performance for the financial year ended on that date in accordance with the Australian Accounting Standards and other mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.
2. the financial statements and notes comply with the reporting guidelines of the Industrial Registrar.
3. the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the association for the financial year ended on 30 June 2004.
4. at the date of this statement, there are reasonable grounds to believe that National Electrical Contractors Association - New South Wales Chapter will be able to pay its debts as and when they fall due.
5. during the financial year and since the end of the year:
  - a) meetings of the committee were held in accordance with the rules of the association;
  - b) the financial affairs of the association have been managed in accordance with the rules of the association;
  - c) the financial records of the association have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations;
  - d) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

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

J C Tinslay



A H Glossop



Dated this 16<sup>th</sup> day of August 2004

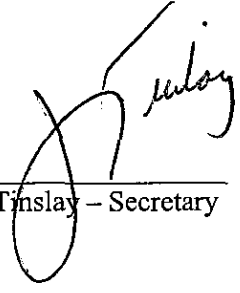
**NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION**

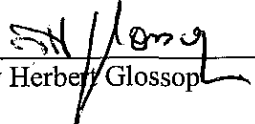
**NEW SOUTH WALES CHAPTER**

**EXECUTIVE COMMITTEE'S CERTIFICATE**

We, James Clifford Tinslay and Anthony Herbert Glossop, being two members of the Executive Committee of the National Electrical Contractors Association, New South Wales Chapter, do state on behalf of the Executive Committee and in accordance with a resolution passed by the Executive Committee that:

- I. in the opinion of the Executive Committee, the attached accounts show a true and fair view of the financial affairs of the New South Wales Chapter as at 30 June, 2004;
- II. in the opinion of the Executive Committee, meetings of the Executive Committee were held during the year ended 30 June, 2004, in accordance with the rules of the New South Wales Chapter;
- III. I to the knowledge of any member of the Executive, there have been no instances where records of the New South Wales Chapter or other documents (not being documents containing information made available to a member of the Association under sub-section 274(2) of the Workplace Relations Act 1996) or copies of those records or documents, or copies of the rules of the Association, have not been furnished, or made available to members in accordance with the requirements of the Workplace Relations Act 1996, the Regulations thereto, or the rules of the organisation; and
- IV. the organisation has complied with sub-section 279(1) and (6) of the Act in relation to the financial accounts in respect of the year ended 30 June, 2004, and the auditor's report thereon.

  
\_\_\_\_\_  
James Clifford Tinslay – Secretary

  
\_\_\_\_\_  
Anthony Herbert Glossop

Date: 24/9/2004



**NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION**

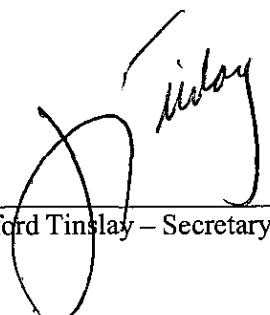
**NEW SOUTH WALES CHAPTER**

**ACCOUNTING OFFICER'S CERTIFICATE**

I, James Clifford Tinslay being the officer responsible for keeping the accounting records of the National Electrical Contractors Association New South Wales Chapter, certify that as at 30 June, 2004, the number of members of the Chapter was 1365.

In my opinion,

- I. the attached documents show a true and fair view of the financial affairs of the New South Wales Chapter as at 30 June, 2004;
- II. a record has been kept of all monies paid by, or collected from, members and all monies so paid or collected have been credited to the bank account to which those monies are to be credited in accordance with the rules of the organisation;
- III. before any expenditure was incurred approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation;
- IV. with regard to funds of the organisation raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated;
- V. no loan or other financial benefits, other than remuneration in respect of their full-time employment with the New South Wales Chapter, were made to persons holding office in the New South Wales Chapter; and
- VI. the register of members of the organisation was maintained in accordance with the Workplace Relations Act 1996.

  
James Clifford Tinslay – Secretary

Date: 24/9/04

ABN 27 526 269 695

**Independent Audit Report  
To the members of  
National Electrical Contractors Association -  
New South Wales Chapter**

Level 3  
31 Market Street Sydney NSW 2000

(Correspondence to  
GPO Box 3356, Sydney NSW 2001)

Telephone (02) 9994 1000  
Facsimile (02) 9994 1001

DX 1322 Sydney

Internet: [www.bentleys.com.au](http://www.bentleys.com.au)

**Scope**

We have audited the financial report of National Electrical Contractors Association - New South Wales Chapter for the financial year ended 30 June 2004 being the Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows, notes to the Financial Statements and the Statement by Members of the Committee. The committee is responsible for the financial report. We have conducted an independent audit of this financial report in order to express an opinion on it to the members.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards, the Workplace Relations Act 1996 and other mandatory professional reporting requirements in Australia so as to present a view which is consistent with our understanding of the association's financial position and performance as represented by the results of its operations and its cash flows.

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

**Audit Opinion**

In our opinion,

- (i) there were kept by the Association in respect of the year ended 30 June 2004, satisfactory accounting records detailing the sources and nature of the income of the organisation (including income from members) and the nature and purposes of the expenditure;
- (ii) the attached financial report, prepared under the historical cost convention and in accordance with Section 253 of the Registration and Accountability of Organisations Legislation (RAO) Schedule 1B of the Workplace Relations Act 1996 and applicable Accounting Standards and other mandatory professional reporting requirements, are drawn up so as to give a true and fair view of:
  - (a) the financial affairs of the National Electrical Contractors Association - New South Wales Chapter as at 30 June 2004;
  - (b) the statement of income and expenditure, cash flows and surplus of the Association for the financial year ended on that date; and
  - (c) all information and explanations required by RAO Schedule 1B of the Workplace Relations Act 1996, to be provided by officers or employees were provided.

  
Bentleys MRI  
Sydney Partnership

  
R. B. Ryan

Partner

Dated in Sydney 16<sup>th</sup> day of August 2004

**National Electrical Contractors Association - New South Wales Chapter**

**CERTIFICATE BY MEMBERS OF THE COMMITTEE**

I, J C Tinslay of 28 Carter Street, CAMMERAY, NSW 2062, and I, A H Glossop of 8-10 Mungurra Hill, CORDEAUX HEIGHTS, NSW 2525 certify that:

- (a) We are members of the committee of National Electrical Contractors Association - New South Wales Chapter.
- (b) We are authorised by the attached resolution of the committee to sign this certificate.
- (c) This annual statement was submitted to the members of the association at its annual general meeting.

Dated this 16<sup>th</sup> day of August 2004

  
.....  
J C Tinslay (Committee Member)

  
.....  
A H Glossop (Committee Member)