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

ANNUAL CONCISE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2014

Community and Public Sector Union
SPSF Group • Victorian Branch

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

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Relationship of the concise financial report to the full financial reports

The concise financial report is an extract from the full financial report for the year ended 30 June 2014. The financial statements and specific disclosures included in the concise financial report have been derived from the full financial report.

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

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

The committee of management has resolved on 29 September 2014 that this concise report be provided in accordance with s265 (2) of the *Fair Work (Registered Organisations) Act 2009*.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
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DISCUSSION AND ANALYSIS OF THE FINANCIAL STATEMENTS

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

The concise financial report is an extract of the full financial report for the year ended 30 June 2014. The financial statements and specific disclosures included in the concise financial report have been derived from the full financial report.

This discussion and analysis is provided to assist members in understanding the concise financial report. The discussion and analysis is based on Community and Public Sector Union SPSF Group Victorian Branch financial statements and the information contained in the concise financial report has been derived from the full 2014 financial report of Community and Public Sector Union SPSF Group Victorian Branch.

Statement of comprehensive income

The surplus attributable to members for the year rose to $607,495 compared to $469,315 in the previous year.

This financial year proved to be a positive year from a financial viewpoint as we continue to consolidate our financial position for the future. This surplus occurred despite a decline in revenue of 1.9% from $7,019,160 in 2013 to $6,888,488 in 2014. As this fall in revenue was less than the decrease of expenses (from $6,549,845 in 2013 to $6,280,993 this year) a surplus of $ 607,495 was made.

Balance sheet

Total assets increased by $ 586,952 from $3,189,697 in 2013 to $3,776,649 in 2014 mainly due to increase in cash at banks. There was also a decrease in total liabilities which decreased by $20,543 from $1,376,845 in 2013 to $1,356,302 in 2014 mainly due to decrease in trade payables. The overall result was an increase in net assets which is reflected in the increase of total member funds of 33%.

Statement of cash flows

Net cash assets increased from $2,412,976 as at 30 June 2013 to $3,046,813 as at 30 June 2014. This increase was mainly due to an increase in net cash flows from operating activities of $ 703,657 (2013: $ 636,902) which occurred despite a fall in receipts from operating activities as payments for operating activities decreased by a greater extent.

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

Designated Officer Karen Batt
Karen Batt

Dated this 29th September 2014

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
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OPERATING REPORT

Your Branch Committee of Management present their report on the Community and Public Sector Union SPSF Group Victorian Branch (The Branch) for the financial year ended 30 June 2014.

Members of Branch Committee

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

Branch Executive

Karen Batt – Branch Secretary	Jim Walton – Assistant Branch Secretary (resigned 6 January 2014)
Peter Lillywhite - President	Mark Nestor – Vice President (leave of absence from 9 September 2013)
Catherine Davies – Vice President (resigned 6 January 2014)	Catherine Davies – Assistant Branch Secretary (appointed 6 January 2014)
Elizabeth Free – Vice President (appointed 31 March 2014)	Gary Greaves – Vice President (appointed as proxy 9 September 2013)

Branch Councillors

Bakker, Carol	Jones, Andrew
Barratt, Anthony	Kaplan, Bettina
Barton, Helen	Laurie, Maggie (appointed 31 March 2014)
Bates, Travis (appointed 31 March 2014)	Lyons, Bill
Batson, Linda	McAleer, Anthony
Brown, Pushi	Miszkowiec, Cheryl
Butler, Stephen	Moodie, Alasdair (resigned 15 August 2013)
Cahill, Anthony	Noblett, Desmond
Cook, Gavan	O'Brien, Brennan
Crabtree, Andrew	Perry, Christopher
Dimech, Adam	Rogers, Fiona (deceased November 2013)
Dri, Laurie	Smith, Georgina (resigned January 2014)
Forster, Lex	Sullivan, Mary
Gagachef, Alexander	Thomas, Ian
Gray, Bruce	Troupiotis, Theodora
Greaves, Gary	Turberville, Sarah (resigned 28 April 2014)
Grincais, Wayne	Walsh, Brian
Halden, Mark	Walsh, Steve
	Wilkinson, Vicki

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

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
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OPERATING REPORT (Continued)

Review of principal activities, the results of those activities and any significant changes in the nature of those activities during the year

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

Union details

The number of full time equivalents employees at 30 June 2014 was 39 (2013: 47)

The number of financial members, inclusive of the Retired Officers Division, at 30 June 2014 was 13,513 (2013: 13,880).

Right of members to resign

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

Directorships of Superannuation Fund

To the best of our knowledge and belief, no officers and employees of the Branch are trustee of a superannuation scheme or an exempt public sector superannuation scheme or a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme.

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

Signature of designated officer: Karen Batt

Name of designated officer: KAREN BATT

Title of designated officer: VICTORIAN BRANCH SECRETARY

Dated: 29th September 2014.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
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STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2014

	Note	2014 $	2013 $
Revenue from continuing operations	3	**6,888,488**	7,019,160
Expenses			
Administration expenses		**(250,056)**	(273,797)
Affiliation and capitation fees		**(353,825)**	(358,148)
Communication expenses		**(193,912)**	(145,542)
Computer expenses		**(27,259)**	(31,582)
Employee benefits expenses		**(4,083,920)**	(4,332,574)
Legal & professional fees		**(200,010)**	(348,713)
Library		**(14,554)**	(8,079)
Meetings		**(111,322)**	(142,255)
Motor vehicle expenses		**(39,529)**	(41,910)
Office operation and maintenance		**(448,328)**	(445,882)
Printing and publications		**(227,541)**	(197,462)
Training and campaigns		**(330,737)**	(223,901)
		(6,280,993)	(6,549,845)
Surplus attributable to members of the entity		**607,495**	469,315
Other comprehensive income		**-**	-
Total comprehensive income for the year attributable to members		**607,495**	469,315

The above Statement of Profit or Loss and Other Comprehensive Income should be read in conjunction with the accompanying notes.

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
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BALANCE SHEET
AS AT 30 JUNE 2014

	2014 $	2013 $
ASSETS		
Current assets		
Cash and cash equivalents	**3,062,866**	2,430,413
Trade and other receivables	**131,600**	124,298
Inventory	**14,495**	14,757
Total current assets	**3,208,961**	2,569,468
Non-current assets		
Property, plant and equipment	**476,163**	530,597
Other	**91,525**	89,632
Total non-current assets	**567,688**	620,229
Total assets	**3,776,649**	3,189,697
LIABILITIES		
Current liabilities		
Trade and other payables	**463,562**	482,495
Borrowings	**16,053**	17,437
Provisions	**754,422**	754,546
Total current liabilities	**1,234,037**	1,254,478
Non-current liabilities		
Provisions	**122,265**	122,367
Total non-current liabilities	**122,265**	122,367
Total liabilities	**1,356,302**	1,376,845
Net assets	**2,420,347**	1,812,852
MEMBERS' FUND		
Accumulated surplus	**2,420,347**	1,812,852
Total members' fund	**2,420,347**	1,812,852

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

COMMUNITY AND PUBLIC SECTOR UNION SPSF GROUP VICTORIAN BRANCH
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STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2014

	Accumulated surplus $	Other Funds $	Total $
Balance at 1 July 2012	1,343,537	-	1,343,537
Comprehensive income for the year	469,315	-	469,315
Transfer from retained earning	-	-	-
Balance at 30 June 2013	1,812,852	-	1,812,852
Balance at 1 July 2013	**1,812,852**	**-**	**1,812,852**
Comprehensive income for the year	**607,495**	**-**	**607,495**
Transfer from retained earning	**-**	**-**	**-**
Balance at 30 June 2014	**2,420,347**	**-**	**2,420,347**

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

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2014

	2014 $	2013 $
Cash flows from operating activities		
Membership fees and levies received (inclusive of GST)	**7,202,461**	7,480,867
Receipts from other reporting units		
- CPSU/SPSF Group Adelaide Branch	**24,548**	30,684
- CPSU/SPSF Group Tasmanian Branch	**72,260**	77,669
- CPSU/SPSF Group Federal Fund	**182,069**	23,089
- PSA/CPSU	**-**	2,700
Receipts from controlled entities	**-**	-
Sundry receipts (inclusive of GST)	**14,411**	60,218
Grant receipts (inclusive of GST)	**-**	34,998
Payments to suppliers and employees (inclusive of GST)	**(6,650,978)**	(6,914,524)
Payments to other reporting units		
- Capitation fee to the Federal Fund (inclusive of GST)	**(220,677)**	(231,142)
Payments to controlled entities	**-**	-
Interest paid	**(1,206)**	(1,363)
Interest received	**80,769**	73,706
Net cash inflow from operating activities	**703,657**	636,902
Cash flows from investing activities		
Proceeds from sale of property, plant and equipment	**24,773**	27,955
Payment for property, plant and equipment	**(94,593)**	(66,671)
Net cash (outflow) from investing activities	**(69,820)**	(38,716)
Net increase in cash and cash equivalents	**633,837**	598,186
Cash and cash equivalents at beginning of financial year	**2,412,976**	1,814,790
Cash and cash equivalents at end of financial year	**3,046,813**	2,412,976

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

1: Summary of significant accounting policies

(a) Basis of preparation

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

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

(b) Basis of accounting

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

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

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

(c) Presentation currency

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

2: Section 272 Fair Work (Registered Organisations) Act 2009

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

Information to be provided to members or the General Manager of Fair Work Commission:

(1) a member of a reporting unit, or the General Manager of Fair Work Commission, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.

(2) the application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

(3) a reporting unit must comply with an application made under subsection (1).

3: Revenue

	2014 $	2013 $
From continuing operations		
Service revenue		
- member subscriptions	**6,496,423**	6,767,514
- capitation fee	**-**	-
- Campaign levy (voluntary)	**45,840**	37,638
Other revenue		
- interest	**78,382**	71,539
- training income	**52,873**	41,900
- administrative support income from other branches	**62,426**	61,141
- administrative support income from Federal Fund	**129,741**	-
- donation received	**400**	400
- grants received	**-**	16,765
- financial support from another reporting unit	**-**	-
- profit on disposal of assets	**95**	6,780
- other revenue	**22,308**	15,483
	6,888,488	7,019,160

4: Contingencies

There are no known contingent assets or liabilities at 30 June 2014.

5: Events occurring after the reporting date

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

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STATEMENT BY COMMITTEE OF MANAGEMENT

On 29 September 2014 the Committee of Management of the Community and Public Sector Union SPSF Group Victorian Branch passed the following resolution in relation to the general purpose financial report (GPFR) for the year ended 30 June 2014:

The Committee of Management declares that in its opinion:

1. the financial statements and notes comply with Australian Accounting Standards;
2. the financial statements and notes comply with the reporting guidelines of the General Manager;
3. the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of Community and Public Sector Union SPSF Group Victorian Branch for the financial year to which they relate;
4. there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable; and
5. during the financial year to which the GPFR relates and since the end that year:
    a. meetings of the Committee of Management were held in accordance with the rules of the organisation including the rules of branches concerned; and
    b. the financial affairs of Community and Public Sector Union SPSF Group Victorian Branch have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
    c. the financial records of Community and Public Sector Union SPSF Group Victorian Branch have been kept and maintained in accordance with RO Act; and
    d. where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation; and
    e. where information has been sought in any request by a member of the reporting unit or General Manager duly made under section 272 of the RO Act, that information has been provided to the member or General Manager; and
    f. where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.
6. No revenue has been derived from undertaking recovery of wages activity during the reporting period.

Signature of designated officer: Karen Batt

Name of designated officer: KAREN BATT

Title of designated officer: VICTORIAN BRANCH SECRETARY

Date: 29th September 2014.

BGL PARTNERS
CHARTERED ACCOUNTANTS

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

Report on the concise financial report

We have audited the accompanying concise financial report of the Community And Public Sector Union SPSF Group Victorian Branch comprises the balance sheet as at 30 June 2014, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended and related notes, derived from the audited financial report of the Community And Public Sector Union SPSF Group Victorian Branch for the year ended 30 June 2014. The concise financial report also includes discussion and analysis of results and Statement by Committee of Management. The concise financial report does not contain all the disclosures required by the Australian Accounting Standards.

Committee of Management 's responsibility for the concise financial report

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

Auditor's responsibility

Our responsibility is to express an opinion on the concise financial report based on our audit procedures which were conducted in accordance with ASA 810 *Engagements to Report on Summary Financial Statements*. We have conducted an independent audit, in accordance with Australian Auditing Standards, of the financial report of Community And Public Sector Union SPSF Group Victorian Branch for the year ended 30 June 2014. We expressed an unmodified audit opinion on the financial report in our report dated 29 September 2014. The Australian Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report for the year is free from material misstatement.

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

Chartered Accountants

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

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

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

Independence

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

Opinion

In our opinion:

- the concise financial report , including the discussion and analysis of results and the Statement of Committee Management of the Community And Public Sector Union SPSF Group Victorian Branch for the year ended 30 June 2014 complies with Australian Accounting Standard AASB 1039 *Concise Financial Reports* and the *Fair Work (Registered Organisations) Act 2009*.

- the Committee of Management's use of the going concern basis of accounting in the preparation of the Branch's financial statements is appropriate.

BGL Partners

BGL Partners
Chartered Accountants

J Hinds

I. A. Hinds - C.A. – Partner
Registered auditor with ASIC No: 56814
Chartered Accountants Australia and New Zealand
Membership number: 28696

Melbourne
29 September 2014

Chartered Accountants