



**CSIRO Staff Association  
Financial Report  
2019 - 2020**

**OUR CAUSE**

**To protect and progress the interests of our members in CSIRO and in society**

**We do this as the democratic voice for staff**

**We advocate for CSIRO and science**

**We provide the means to promote a community of staff in CSIRO so that we  
can assist members to enforce their rights**

**CSIRO Staff Association**  
(CSIRO Section of the CPSU, PSU Group)

Operating Report  
*for the year ended 30 June 2020*

The Committee of Management presents its operating report on the reporting unit for the year ended 30 June 2020.

**About the CSIRO Staff Association**

The CSIRO Staff Association (the Association) is a Section of the Community and Public Sector Union (CPSU, PSU Group). The Association represents the professional and industrial interests of members employed in the Commonwealth Scientific and Industrial Research Organisation (CSIRO) and the National Measurement Institute (NMI). We also represent associate members of the Association who have been employed or associated with these organisations or are students currently in these organisations.

The Association aims to protect and progress the interests of members by bringing them together collectively and democratically. In doing so, the Association seeks to:

- Assist members in enforcing their rights at work, including the rights to:
  - fair and equitable treatment at work;
  - proper recognition and remuneration for merit;
  - reasonable conditions and a balanced working life; and
  - a workplace which is healthy, safe and environmentally sustainable.
- Represent the views of members to their Organisation's management.
- Make claims or representations on behalf of members to appropriate authorities.
- Provide advocacy for the membership to Government and other political or policy bodies in the interests of the CSIRO, NMI and their staff.
- Cooperate with other parts of the CPSU, other unions, the ACTU and other organisations to progress matters of common interest.

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

In 2019-20, the Association Council met on nine occasions: one in face, three by video conference and five by telephone. The Association Executive met in face on one occasion and held fortnightly discussions by video conference. Minutes of meetings record the motions and actions of the Council.

- In 2019-20, the Association Council implemented several key activities and campaigns, driven by input and participation of Association delegates and members:
- Strategic and operational planning: the Council reviewed its strategic and operational plans in February 2020; identifying priority campaigns and objectives and determining key deliverables and accountabilities.
- Financial sustainability: the Council successfully implemented measures to achieve financial sustainability in 2019-20 and planning for future financial years.
- Governance and training: the Association conducted elections and facilitated training for delegates and introduced a pledge for all Association workplace leaders.
- Enterprise bargaining: Association members and CSIRO staff successfully defeated CSIRO Executive's proposal for a determination to avoid bargaining for a new Enterprise Agreement (EA). In bargaining, Association representatives surveyed and regularly consulted with members, undertook negotiations and achieved member support for a new EA to be delivered on time; following approval through Australian Public Service Commission and Fair Work Commission.

- Securing jobs and enforcing working conditions: the Association supported jobs and conditions of staff during restructures and reviews within multiple CSIRO business units, including Energy, Agriculture and Food, and Health, Safety and Environment. The Association also supported and represented CSIRO staff with compulsory relocations. A new campaign, *Protect Science with CSIRO Jobs*, was launched to achieve more secure employment in CSIRO and reducing outsourced positions.
- Coronavirus pandemic: the Association shifted resources quickly to fully support members at the commencement of the coronavirus pandemic - March to June 2020; including negotiating essential health and safety measures, securing jobs and working from home resources, and providing leave options for staff. The Association regularly consulted with members and provided representations to CSIRO management through the Association's COVID-19 working group of delegates.
- Advocating for CSIRO: a continued focus for the Association in 2019-20 was lobbying for funding and support for CSIRO. This included internal and external campaigning for funding the vital work of CSIRO, through the coronavirus pandemic and in response to national challenges and disasters, including bushfires and floods.
- Average Staffing Level (ASL) campaign: the Association strongly advocated for the abolition of the ASL cap, which has resulted in more work being outsourced, undermining job security, science and research at CSIRO. At the Consultative Council meeting in December 2019, Association representatives formally moved a motion for CSIRO to seek an exemption to the ASL cap, including for early career researchers, which was rejected by CSIRO Executives. The Association continues to seek the abolition of the ASL cap or at the very least, an increase in ASL for CSIRO in 2020-21.
- Organising and member support: the Association organises in order to collectively advance the interests of members. The Association's activities continued to be driven by delegates and members, with good engagement at the workplace level. Member engagement through the coronavirus pandemic was predominantly through video conferencing, as the majority of members commenced working from home.
- Communication: the Association invested in and implemented a new modern webpage, funded additional merchandising and commenced an internal review into communication strategies and activities.
- More details on the range and results of Association's activities - including activities not outlined above - can be found at <http://www.csirostaff.org.au>

### **Significant changes in financial affairs**

The Association returned an overall operating profit for the year of \$56,530. This result compared to the budgeted deficit for the year of \$40,561. Total income was \$50,146 more than budgeted whilst total expenditure was \$46,945 less than budgeted. The variance in total income arose from higher than budgeted investment income whilst the variance in total expenditure predominantly arose from lower than budgeted staffing related expenditure.

The finances of the Association are managed by the Association Council in accordance with Part 8 of the Rules of the CPSU (PSU Group). The finances of the CPSU (PSU Group), other than the CSIRO Section, are governed by the CPSU Executive Committee on behalf of the CPSU Governing Council. The CSIRO Section works with the CPSU (PSU Group) to ensure coordinated financial accountability. More information on CPSU (PSU Group) finance and governance can be found at <http://www.cpsu.org.au/about-cpsu/governance>

### **Right of members to resign**

In accordance with Rule 5.3 of the CPSU (PSU Group), members have the right to resign at any time by providing a written notice of resignation to the Association Secretary. At least two weeks' notice is required except where the member ceases to be eligible to be a member of the Association. The full rules of the CPSU are available at <https://www.fwc.gov.au/registered-organisations/find-registered-organisations/cpsu-the-community-and-public-sector-union>

### **Officers or members who are superannuation fund trustee(s) or director of a company that is a superannuation fund trustee where being a member or officer of a registered organisation is a criterion for them holding such position**

No officer or member of the reporting unit holds a position as a trustee or director of a superannuation entity or exempt public sector superannuation scheme where the criterion for holding such position is that they are an officer or member of a registered organisation.

**Number of members**

There were 2089 members of the Association as at 30 June 2020.

**Number of employees**

There were 9 employees (8.2 FTE) of the Association as at 30 June 2020. This includes the Association Secretary position (1.0 FTE), the only salaried position on the Association Council.

**Names of Committee of Management members and period positions held during the financial year**

The Committee of Management is the Association Council. The Council is an elected body with an Executive and Councillors representing the Sub-Sections. It has responsibility for governance of the Association within the CPSU. The Association has two representatives on the CPSU Governing Council, the Association President and the Association Secretary. The Council also develops Association policy at a national level, contributes to CPSU policy, determines national campaigns and activities and represents issues affecting the membership across all parts of the Association. The Executive, comprising the Section President, two Section Deputy Presidents, Section Treasurer and Section Secretary oversee the operations of the Association.

The Elected Council Officers for 2019-20 were:

**Executive**

Section President	Sonia Grocke
Section Deputy Presidents (2)	Mark Green Melissa Skidmore
Section Treasurer	Scott Wilkinson
Section Secretary	Sam Popovski

**Sub-Section Councillors**

ACT Councillor	Tom Harwood
NSW Councillor	Mike Collins
Northern Australia (NT and Nth QLD) Councillor	Vacant
SA Councillor	Everard Edwards
Southern QLD Councillor	Anna Campbell
TAS Councillor	Vacant
VIC Councillor	Lynda Wright
WA Councillor	Steve Charles

This report has been prepared in accordance with the requirements of the Fair Work Registered Organisations Act.

Signature of designated officer:



Name and title of designated officer: Mr Sam Popovski, Association Secretary.

Date: 12<sup>th</sup> November 2020.

## CSIRO STAFF ASSOCIATION

### COMMITTEE OF MANAGEMENT CERTIFICATE

On the 12<sup>th</sup> November 2020 the Committee of Management of the CSIRO Staff Association passed the following resolution in relation to the general purpose financial report (**GPFR**) for the financial year ended 30 June 2020:

The Committee of Management declares that in its opinion:

- a) the financial statements and notes comply with the Australian Accounting Standards;
- b) the financial statements and notes comply with any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the **RO Act**);
- 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 GPFR relates and since the end of that year:
  - i. meetings of the committee of management were held in accordance with the rules of the organisation including the rules of 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 RO Act; and
  - iv. where the organisation consists of two 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
  - v. where information has been sought in any request by a member of the reporting unit or the Commissioner duly made under section 272 of the RO Act, that information has been provided to the member or the Commissioner; and
  - vi. 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.

This declaration is made in accordance with a resolution of the committee of management.



.....  
**SONIA GROCKE**  
**Section President**



.....  
**SAM POPOVSKI**  
**Section Secretary**

Dated this 12th day of November 2020.

## CSIRO STAFF ASSOCIATION

### REPORT REQUIRED UNDER SUBSECTION 255(2A) FOR THE YEAR ENDED 30 JUNE 2020

The Committee of Management present the expenditure report as required under subsection 255(2A) on the Reporting Unit for the year ended 30 June 2020

Categories of expenditures	2020 \$	2019 \$
Remuneration and other employment-related costs and expenses – employees	1,012,426	1,051,515
Advertising	-	-
Operating costs	244,681	250,792
Donations to political parties	-	12,183
Legal costs	-	-



Mr Sam Popovski

Association Secretary

Dated this 12th day of November 2020.

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CSIRO STAFF ASSOCIATION

### Opinion

I have audited the financial report of CSIRO Staff Association ('the Reporting Unit'), which comprises the statement of financial position as at 30 June 2020, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, the Committee of Management certification and the subsection 255(2A) report and the Officer Declaration Statement.

In my opinion the accompanying financial report of the Reporting Unit presents fairly, in all material respects, the Reporting Unit's financial position as at 30 June 2020 and its financial performance and its cash flows for the year then ended in accordance with:

- (i) Australian Accounting Standards; and
- (ii) any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

I declare that Committee of Management's use of the going concern basis in the preparation of the financial statements of the Reporting Unit is appropriate.

### Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Reporting Unit in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Information Other than the Financial Report and Auditor's Report Thereon

The Committee of Management is responsible for the other information. The other information obtained at the date of this auditor's report is in the Operating Report accompanying the financial report.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.



**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF CSIRO STAFF ASSOCIATION (CONTINUED)**

**Responsibilities of the Committee of Management for the Financial Report**

The Committee of Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the RO Act, and for such internal control as the Committee of Management determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee of Management is responsible for assessing the Reporting Unit's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Committee of Management either intends to liquidate the Reporting Unit or to cease operations, or has no realistic alternative but to do so.

**Auditor's Responsibilities for the Audit of the Financial Report**

My objective is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Reporting Unit's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Committee of Management.
- Conclude on the appropriateness of the Committee of Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Reporting Unit's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Reporting Unit to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Reporting Unit to express an opinion on the financial report. I am responsible for the direction, supervision and performance of the Reporting Unit's audit. I remain solely responsible for my audit opinion.



**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF CSIRO STAFF ASSOCIATION (CONTINUED)**

**Auditor's Responsibilities for the Audit of the Financial Report (Continued)**

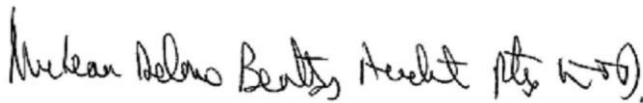
I communicate with the Committee of Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I declare that I am an auditor registered under the RO Act.

**Report on Other Legal and Regulatory Requirements**

In accordance with the requirements of section 257(7) of the RO Act, I am required to describe any deficiency, failure or shortcoming in respect of the matters referred to in section 252 and 257(2) of the RO Act.

I did not identify any matters to report in this regard.



**McLean Delmo Bentleys Audit Pty Ltd**



**Martin Fensome  
Partner**

Hawthorn  
13 November 2020

Registration number (as registered by the RO Commissioner under the RO Act): AA2017/143

**CSIRO STAFF ASSOCIATION**

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30 JUNE 2020**

	Note	2020 \$	2019 \$
Revenue	5	1,393,531	1,364,114
Expenses	6	(1,337,001)	(1,387,962)
Impairment of Investments	1(e), 6, 10	<u>-</u>	<u>-</u>
Profit/(loss) before income tax		56,530	(23,848)
Income tax expense	1(a)	<u>-</u>	<u>-</u>
Profit/(loss) for the year		56,530	(23,848)
 <b>Other comprehensive income:</b>			
Net gain/(loss) on revaluation of financial assets		<u>(62,218)</u>	<u>(6,450)</u>
Other comprehensive income for the year, net of tax		<u>-</u>	<u>(6,450)</u>
<b>Total comprehensive income for the year</b>		<u><u>(5,688)</u></u>	<u><u>(30,298)</u></u>

The accompanying notes form part of this financial report.

**CSIRO STAFF ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2020**

	Note	2020 \$	2019 \$
<b>EQUITY</b>			
Accumulated Funds		802,722	746,192
Reserves		<u>130,435</u>	<u>192,653</u>
<b>TOTAL EQUITY</b>		<u><u>933,157</u></u>	<u><u>938,845</u></u>
Represented by:			
<b>CURRENT ASSETS</b>			
Cash & Cash Equivalents	8	362,147	303,341
Receivables	9	1,893	3,617
Financial Assets	10	938,706	911,713
Other Assets	11	<u>-</u>	<u>1,186</u>
<b>TOTAL CURRENT ASSETS</b>		<u><u>1,302,746</u></u>	<u><u>1,219,857</u></u>
<b>NON-CURRENT ASSETS</b>			
Plant & Equipment	12	3,157	2,268
Intangibles	13	<u>22,971</u>	<u>-</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u><u>26,128</u></u>	<u><u>2,268</u></u>
<b>TOTAL ASSETS</b>		<u><u>1,328,874</u></u>	<u><u>1,222,125</u></u>
<b>CURRENT LIABILITIES</b>			
Payables	14	238,008	136,774
Other Liabilities	15	68	-
Provisions	16	<u>157,641</u>	<u>146,506</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u><u>395,717</u></u>	<u><u>283,280</u></u>
<b>TOTAL LIABILITIES</b>		<u><u>395,717</u></u>	<u><u>283,280</u></u>
<b>NET ASSETS</b>		<u><u>933,157</u></u>	<u><u>938,845</u></u>

The accompanying notes form part of this financial report.

**CSIRO STAFF ASSOCIATION**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	Accumulated Funds	Reserves	Total
	\$	\$	\$
<b>Balance at 30 June 2018</b>	<b>770,040</b>	<b>199,103</b>	<b>969,143</b>
Profit / (Loss) for the year	(23,848)	-	(23,848)
Total other comprehensive income for the year	-	(6,450)	(6,450)
<b>Balance at 30 June 2019</b>	<b><u>746,192</u></b>	<b><u>192,653</u></b>	<b><u>938,845</u></b>
Profit / (Loss) for the year	56,530	-	56,530
Total other comprehensive income for the year	-	(62,218)	(62,218)
<b>Balance at 30 June 2020</b>	<b><u>802,722</u></b>	<b><u>130,435</u></b>	<b><u>933,157</u></b>

The accompanying notes form part of this financial report.

## CSIRO STAFF ASSOCIATION

### STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2020

	Note	2020 \$	2019 \$
<b>INCOME</b>			
Membership Subscriptions		1,300,265	1,256,729
Interest Received		4,055	7,769
Sundry Income		-	-
Investment Income		89,211	99,616
		1,393,531	1,364,114
<b>EXPENDITURE</b>			
<b>Salaries and Related Expenditure</b>			
Elected Officials		115,208	113,894
Industrial & Administrative Staff		650,904	678,280
Total Salaries		766,112	792,174
Payroll Tax		46,263	47,142
Workers Compensation Insurance		8,369	8,708
Superannuation		145,512	147,007
Staff Amenities & Training		827	3,120
Career Transition Expense		-	-
Annual Leave Provided		11,319	11,200
Long Service Leave Provided & Paid		34,024	42,164
Total Salaries & Related Expenditure		1,012,426	1,051,515
<b>Administrative &amp; Equipment Overheads</b>			
Accounting & Audit Fees		13,080	12,058
Bank Charges		449	477
Depreciation		2,043	1,087
Electricity		3,005	3,005
Furniture & Computer Equipment (less than \$1,000)		2,194	2,395
Impairment of Investments		-	-
Management Fee - CPSU - PSU Group		91,023	87,972
Postage & Freight		110	379
Printing & Stationary		7,054	7,882
Rent & Outgoings		98,100	108,584
Sundry Expense		9,337	10,592
Telephone		14,965	14,847
Website Service Agreement		3,321	1,514
Total Administrative & Equipment Overheads		244,681	250,792

The accompanying notes form part of this financial report.

## CSIRO STAFF ASSOCIATION

### STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2020

	Note	2020 \$	2019 \$
<b>EXPENDITURE <i>continued</i></b>			
<b>Industrial Expenditure</b>			
Affiliation Fees	1(h)	36,627	37,354
Carbon Offset		-	-
Cabcharge		6	-
Council & Executive Meeting Expenses		10,904	10,443
CSIRO Consultative Council		578	(1,031)
Donations		1,000	14,183
Enterprise Bargaining Agreement		-	-
Science & Technology Australia Board Meetings		-	-
Legal Fees		-	-
Levies		-	-
Members Advantage		2,016	-
National Campaigns, Events & Meetings		1,006	3,372
Promotions & Merchandising		-	-
CPSU Matters		113	62
Research Policy Committee		1,163	505
Science Meets Parliament		5,023	-
Scholarship Awards		-	1,000
Site Visits		19,539	18,903
Sub-Section Activities		787	456
Training & Conferences		-	408
Other Expenses		1,132	-
Total Industrial Expenditure		79,894	85,655
Total Expenditure		1,337,001	1,387,962
<b>NET PROFIT/(LOSS)</b>		56,530	(23,848)

The accompanying notes form part of this financial report.

**CSIRO STAFF ASSOCIATION**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	Note	2020 \$	2019 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from Membership Subscriptions		1,427,485	1,381,201
Receipts from Other Reporting Units	17 (d)	4,569	7,332
Interest Received		4,084	7,769
Other Income Received		-	-
Payments to Suppliers & Employees		(64,520)	(64,955)
Payments to Other Reporting Units	17 (d)	<u>(1,286,909)</u>	<u>(1,726,606)</u>
Net Cash Provided by Operating Activities	17 (b)	<u>84,709</u>	<u>(395,259)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payment for Office Furniture and Equipment		(2,245)	(1,979)
Payment for Intangibles		(23,658)	-
Receipts from sale of Investments		-	153,647
Payment for Investments		<u>-</u>	<u>-</u>
Net Cash Provided by/(Used in) Investing Activities		<u>(25,903)</u>	<u>151,668</u>
Net Increase/(Decrease) in cash held		58,806	(243,591)
Cash & Cash Equivalents at Beginning of Year		<u>303,341</u>	<u>546,932</u>
Cash & Cash Equivalents at End of Year	17 (a)	<u><u>362,147</u></u>	<u><u>303,341</u></u>

The accompanying notes form part of this financial report.



# CSIRO STAFF ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Board (AASB) that apply for the reporting period, and the Fair Work (Registered Organisations) Act 2009. For the purpose of preparing the general purpose financial statements the CSIRO Staff Association is a not-for-profit entity.

The following is a summary of the significant accounting policies adopted by the entity in the preparation of the financial report.

#### **Basis of Preparation**

##### *Reporting Basis and Conventions*

The financial report, except for the cash flow information, has been prepared on an accruals basis using 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 accounting policies have been consistently applied, unless otherwise stated.

#### **Accounting Policies**

##### **(a) Taxation**

The Association is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however, still has obligation for Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- for receivables and payables.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables.

Cash flows are included in the statement of cash flows on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the Australian Taxation Office is classified within operating cash flows.

##### **(b) Plant & Equipment**

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

##### **Plant and Equipment**

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

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

##### **Depreciation**

The depreciable amount of all fixed assets including property, but excluding artworks, are depreciated on a straight line or diminishing value basis over their useful lives to the entity commencing from the time the asset is held ready for use.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

##### (b) Plant & Equipment *continued*

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

Furniture & Equipment	20% - 40%
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The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

##### (c) Intangibles

Intangible assets with finite lives that are acquired separately are carried at cost less accumulated amortisation and accumulated impairment losses. Amortisation is recognised on a straight-line basis over their estimated useful life. The estimated useful lives and amortisation method are reviewed at the end of each reporting period, with the effect of any changes in estimate being accounted for on a prospective basis. Intangible assets with indefinite useful lives that are acquired separately are carried at cost less accumulated impairment losses.

The useful life of Association's intangible assets is:

Website	20%
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##### Derecognition

An intangible asset is derecognised on disposal, or when no future economic benefits are expected from use or disposal. Gains or losses arising from derecognition of an intangible asset, measured as the difference between the net disposal proceeds and the carrying amount of the asset are recognised in profit and loss when the asset is derecognised.

##### (d) Financial Assets

###### Contract assets and receivables

A contract asset is recognised when the Association's right to consideration in exchange goods or services that has transferred to the customer when that right is conditioned on the Association's future performance or some other condition.

A receivable is recognised if an amount of consideration that is unconditional is due from the customer (i.e., only the passage of time is required before payment of the consideration is due).

Contract assets and receivables are subject to impairment assessment. Refer to accounting policies on impairment of financial assets below.

###### Initial recognition and measurement

Financial assets are classified, at initial recognition, and subsequently measured at amortised cost, fair value through other comprehensive income (OCI), or fair value through profit or loss.

The classification of financial assets at initial recognition depends on the financial asset's contractual cash flow characteristics and the Association's business model for managing them. With the exception of trade receivables that do not contain a significant financing component, the Association initially measures a financial asset at its fair value plus, in the case of a financial asset not at fair value through profit or loss, transaction costs.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

##### (d) Financial Assets *continued*

In order for a financial asset to be classified and measured at amortised cost or fair value through OCI, it needs to give rise to cash flows that are 'solely payments of principal and interest' (SPPI) on the principal amount outstanding. This assessment is referred to as the SPPI test and is performed at an instrument level.

The Association business model for managing financial assets refers to how it manages its financial assets in order to generate cash flows. The business model determines whether cash flows will result from collecting contractual cash flows, selling the financial assets, or both.

Purchases or sales of financial assets that require delivery of assets within a time frame established by regulation or convention in the market place (regular way trades) are recognised on the trade date, i.e., the date that the Association commits to purchase or sell the asset.

##### Subsequent measurement

For purposes of subsequent measurement, financial assets are classified in five categories:

- (Other) financial assets at amortised cost
- (Other) financial assets at fair value through other comprehensive income
- Investments in equity instruments designated at fair value through other comprehensive income
- (Other) financial assets at fair value through profit or loss
- (Other) financial assets designated at fair value through profit or loss

##### Financial assets at amortised cost

The Association measures financial assets at amortised cost if both of the following conditions are met:

- The financial asset is held within a business model with the objective to hold financial assets in order to collect contractual cash flows and
- The contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding

Financial assets at amortised cost are subsequently measured using the effective interest (EIR) method and are subject to impairment. Gains and losses are recognised in profit or loss when the asset is derecognised, modified or impaired. The Association financial assets at amortised cost includes trade receivables and loans to related parties.

##### Financial assets at fair value through other comprehensive income

The Association measures debt instruments at fair value through OCI if both of the following conditions are met:

- The financial asset is held within a business model with the objective of both holding to collect contractual cash flows and selling and
- The contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding

For debt instruments at fair value through OCI, interest income, foreign exchange revaluation and impairment losses or reversals are recognised in profit or loss and computed in the same manner as for financial assets measured at amortised cost.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

##### (d) Financial Assets *continued*

The remaining fair value changes are recognised in OCI. Upon derecognition, the cumulative fair value change recognised in OCI is recycled to profit or loss.

The Association debt instruments at fair value through OCI includes investments in quoted debt instruments included under other non-current financial assets.

Investments in equity instruments designated at fair value through other comprehensive income

Upon initial recognition, the Association can elect to classify irrevocably its equity investments as equity instruments designated at fair value through OCI when they meet the definition of equity under AASB132 Financial Instruments: Presentation and are not held for trading. The classification is determined on an instrument-by-instrument basis.

Gains and losses on these financial assets are never recycled to profit or loss. Dividends are recognised as other income in profit or loss when the right of payment has been established, except when the Association benefits from such proceeds as a recovery of part of the cost of the financial asset, in which case, such gains are recorded in OCI. Equity instruments designated at fair value through OCI are not subject to impairment assessment.

The Association elected to classify irrevocably its listed and non-listed equity investments under this category.

Financial assets at fair value through profit or loss (including designated)

Financial assets at fair value through profit or loss include financial assets held for trading, financial assets designated upon initial recognition at fair value through profit or loss, or financial assets mandatorily required to be measured at fair value. Financial assets are classified as held for trading if they are acquired for the purpose of selling or repurchasing in the near term. Derivatives, including separated embedded derivatives, are also classified as held for trading unless they are designated as effective hedging instruments. Financial assets with cash flows that are not solely payments of principal and interest are classified and measured at fair value through profit or loss, irrespective of the business model. Notwithstanding the criteria for debt instruments to be classified at amortised cost or at fair value through OCI, as described above, debt instruments may be designated at fair value through profit or loss on initial recognition if doing so eliminates, or significantly reduces, an accounting mismatch.

Financial assets at fair value through profit or loss are carried in the statement of financial position at fair value with net changes in fair value recognised in profit or loss.

##### Derecognition

A financial asset is derecognised when:

- The rights to receive cash flows from the asset have expired or
- The Association has transferred its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party under a 'pass-through' arrangement; and either:
  - a) the Association has transferred substantially all the risks and rewards of the asset, or
  - b) the Association has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

##### (d) Financial Assets *continued*

When the Association has transferred its rights to receive cash flows from an asset or has entered into a pass-through arrangement, it evaluates if, and to what extent, it has retained the risks and rewards of ownership.

When it has neither transferred nor retained substantially all of the risks and rewards of the asset, nor transferred control of the asset, the Association continues to recognise the transferred asset to the extent of its continuing involvement together with associated liability.

##### Offsetting

Financial assets and financial liabilities are offset and the net amount is reported in the statement of financial position if there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, to realise the assets and settle the liabilities simultaneously.

##### (e) Impairment of Assets

At each reporting date, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the profit and loss.

##### (f) Employee Benefits

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave when it is probable that settlement will be required and they are capable of being measured reliably.

The provision for long service leave represents only employee on-costs related to benefits, with the liability for employee benefits being met by the CPSU - PSU Group.

Employees are entitled to long service leave from 1 July 2002 at the rate of 7.2 days per year of service, pro-rata after 5 years service with the Section. Previously up to 30 June 2002, the entitlement was 10.8705 days per year of service, pro-rata after 3 years service with the Section. The movement in the provision for long service leave during the year is paid to the CPSU - PSU Group and is expensed in these accounts.

##### **Measurement of short-term and long-term employee benefits**

Short-term employee benefits are those benefits that are expected to be settled wholly within 12 months, and are measured at their nominal values using the remuneration rate expected to apply at the time of settlement. They include wages and salaries, annual leave and long service leave that are expected to be settled wholly within 12 months.

Long-term employee benefits are those benefits that are not expected to be settled wholly within 12 months, and are measured at the present value of the estimated future cash outflows to be made by the entity in respect to services provided by employees up to the reporting date. They include annual leave and long service leave not expected to be wholly settled within 12 months.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

##### (f) Employee Benefits *continued*

The present value of long-term employee benefits is calculated in accordance with AASB 119: Employee Benefits. Long-term employee benefits are measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using interest rates on national Government guaranteed securities with terms to maturity that match, as closely as possible, the estimate future cash outflows.

##### **Classification of employee benefits as current and non-current liabilities**

Employee benefit provisions are reported as current liabilities where the entity does not have an unconditional right to defer settlement for at least 12 months. Employee benefit provisions that are reported as non-current liabilities include long term benefits that do not qualify for recognition as a current liability, and are measured at present value.

##### **Superannuation**

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

##### (g) Revenue

The Association enters into various arrangements where it receives consideration from another party. These arrangements include consideration in the form of membership subscriptions.

The timing of recognition of these amounts as either revenue or income depends on the rights and obligations in those arrangements.

##### **Revenue from contracts with customers**

Where the Association has a contract with a customer, the Association recognises revenue when or as it transfers control of goods or services to the customer. The Association accounts for an arrangement as a contract with a customer if the following criteria are met:

- the arrangement is enforceable; and
- the arrangement contains promises (that are also known as performance obligations) to transfer goods or services to the customer (or to other parties on behalf of the customer) that are sufficiently specific so that it can be determined when the performance obligation has been satisfied.

##### **Membership subscriptions**

For membership subscription arrangements that meet the criteria to be contracts with customers, revenue is recognised when the promised goods or services transfer to the customer as a member of the Association.

If there is only one distinct membership service promised in the arrangement, the Association recognises revenue as the membership service is provided, which is typically based on the passage of time over the subscription period to reflect the Association's promise to stand ready to provide assistance and support to the member as required.

If there is more than one distinct good or service promised in the membership subscription, the Association allocates the transaction price to each performance obligation based on the relative standalone selling prices of each promised good or service. In performing this allocation, standalone selling prices are estimated if there is no observable evidence of the price that the Association charges for that good or service in a standalone sale.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

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

When a performance obligation is satisfied, which is either when the customer obtains control of the good (for example, books or clothing) or as the service transfers to the customer (for example, member services or training course), the Association recognises revenue at the amount of the transaction price that was allocated to that performance obligation.

For member subscriptions paid annually in advance, the Association has elected to apply the practical expedient to not adjust the transaction price for the effects of a significant financing component because the period from when the customer pays and the good or services will transfer to the customer will be one year or less.

When a member subsequently purchases additional goods or services from the Association at their standalone selling price, the Association accounts for those sales as a separate contract with a customer.

##### **Income of the association as a Not-for-Profit Entity**

Consideration is received by the association to enable the entity to further its objectives. The Association recognises each of these amounts of consideration as income when the consideration is received (which is when the association obtains control of the cash) because, based on the rights and obligations in each arrangement:

- the arrangements do not meet the criteria to be contracts with customers because either the arrangement is unenforceable or lacks sufficiently specific promises to transfer goods or services to the customer; and
- the association's recognition of the cash contribution does not give to any related liabilities.

##### **Gains from sale of assets**

An item of property, plant and equipment is derecognised upon disposal (which is at the date the recipient obtains control) or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the statement of profit or loss when the asset is derecognised.

##### **Interest income**

Interest revenue is recognised on an accrual basis using the effective interest method.

##### (h) **Affiliation fees and levies**

Affiliation fees and levies are recognised on an accruals basis and recorded as an expense in the year to which it relates.

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

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



## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

##### (j) Fair Value Measurement

The Association measures financial instruments, such as, financial asset as at fair value through the profit and loss, available for sale financial assets, and non-financial assets such as land and buildings and investment properties, at fair value at each balance sheet date. Also, fair values of financial instruments measured at amortised cost are disclosed in Note 22.

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement is based on the presumption that the transaction to sell the asset or transfer the liability takes place either:

- In the principal market for the asset or liability, or
- In the absence of a principal market, in the most advantageous market for the asset or liability

The principal or the most advantageous market must be accessible by the Association. The fair value of an asset or a liability is measured using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

A fair value measurement of a non-financial asset takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The Association uses valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1—Quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2—Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable
- Level 3—Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable

For assets and liabilities that are recognised in the financial statements on a recurring basis, the entity determines whether transfers have occurred between Levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

External valuers are involved for valuation of significant assets, such as land and buildings and investment properties. Selection criteria include market knowledge, reputation, independence and whether professional standards are maintained. For the purpose of fair value disclosures, the entity has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

##### (k) Critical Accounting Estimates and Judgments

The Committee of Management evaluate estimates and judgments incorporated into the financial statement based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Association.

##### ***Key estimates — Impairment***

The Association assesses impairment at each reporting date by evaluating conditions specific to the Association that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value-in-use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

##### ***Key Judgments - Available-for-sale investments***

The Association maintains a portfolio of securities with a carrying amount of \$938,706 at the end of the reporting period. Certain individual investments have declined in value since the initial acquisition of those investment. The Committee of Management do not believe this decline constitutes a significant or prolonged decline below cost at this stage and hence no impairment has been recognised. Should share values decline to a level which is in excess of 30% below cost or should prices remain at levels below cost for a period in excess of 12 months, the Committee of Management have determined that such investments will be considered impaired in the future.

##### (l) New Accounting Standards

##### **Adoption of New Australian Accounting Standard requirements**

No accounting standard has been adopted earlier than the application date stated in the standard.

The accounting policies adopted are consistent with those of the previous financial year except for the following standards and amendments, which have been adopted for the first time this financial year:

- AASB 15 Revenue from Contracts with Customers, which replaces AASB 118 Revenue, and AASB 1058 Income of Not-for-Profit-Entities, which replaces in the income recognition requirements of AASB 1004 Contributions

##### **Impact on adoption of AASB 15 Revenue from Contracts with Customers (AASB 15) and AASB 1058 Income of Not-for-Profit Entities (AASB 1058)**

AASB 15 Revenue from Contracts with Customers supersedes AASB 111 Construction Contracts, AASB 118 Revenue and related Interpretations and it applies, with limited exceptions, to all revenue arising from contracts with its customers.

AASB 15 establishes a five-step model to account for revenue arising from contracts with customers and requires that revenue be recognised at an amount that reflects the consideration to which an entity expects to be entitled in exchange for transferring goods or services to a customer. AASB 15 also includes implementation guidance to assist not-for-profit entities to determine whether particular transactions, or components thereof, are contracts with customers. If a transaction is outside the scope of AASB 15, the recognition and measurement of income arising from the transaction may instead be specified by another Standard, for example AASB 1058 Income of Not-for-Profit Entities.

AASB 1058 replaces the income recognition requirements in AASB 1004 Contributions that had previously applied to the Association.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES *continued*

##### (I) **New Accounting Standards *continued***

###### **Adoption of New Australian Accounting Standard requirements *continued***

AASB 1058 provides a more comprehensive model for accounting for income of not-for-profit entities and specifies that:

- the timing of revenue or income recognition will depend on whether a performance obligation is identified or a liability is recognised;
- not-for-profit lessees can elect to recognise assets, including leases provided at significantly less than fair value, at their fair value; and
- all not-for-profit entities can elect to recognise volunteer services at fair value if the fair value of those services can be reliably measured.

The Association adopted AASB 15 and AASB 1058 using the modified retrospective method of adoption, with the date of initial application of 1 July 2019. In accordance with the transition approach, the Association recognised the cumulative effect of applying these new standards as an adjustment to opening retained earnings at the date of initial application, i.e., 1 July 2019. Consequently, the comparative information presented has not been restated and continues to be reported under the previous standards on revenue and income recognition. In addition, the Association has applied the practical expedient and elected to apply these standards retrospectively only to contracts and transactions that were not completed contracts at the date of initial application, i.e., as at 1 July 2019.

The adoption of AASB 15 and AASB 1058 did not have a material impact on the Association financial statements.

###### **Future Australian Accounting Standards Requirements Accounting Standards**

###### **AASB 2020-1 – Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current**

This Standard amends AASB 101 to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current. For example, the amendments clarify that a liability is classified as non-current if an entity has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period. This Standard applies to annual reporting periods beginning on or after 1 January 2022. Earlier application is permitted.

The Association has assessed that there will be not material impact on the financial statements upon adoption of AASB 2020-1.

#### NOTE 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 sub-sections (1) to (3) of section 272 which reads as follows:

Information to be provided to members or Commissioner:

- (1) A member of a reporting unit, or the Commissioner, 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)

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 3: RELATED PARTY INFORMATION

(a) The names of persons who formed part of the Section Council at any time during the year were:-

##### Executive

Section President	Sonia Grocke
Section Deputy Presidents (2)	Mark Green Melissa Skidmore
Section Treasurer	Scott Wilkinson
Section Secretary	Sam Popovski

##### Sub-Section Councillors

ACT Councillor	Tom Harwood
NSW Councillor	Mike Collins
Northern Australia (NT and Nth QLD) Councillor	Vacant
SA Councillor	Everard Edwards
Southern QLD Councillor	Anna Campbell
TAS Councillor	Vacant
VIC Councillor	Lynda Wright
WA Councillor	Steve Charles

(b) Key Management Personnel

Key Management Personnel includes only the members of the Committee of Management named above.

(c) Key Management Personnel Compensation

	Total	Short-term Employee Benefits	Post- Employment Benefits	Other Long-term Benefits	Termination Benefits	Share Based Payment
	\$	\$	\$	\$	\$	\$
<b>2020</b>						
Total Compensation	137,459	115,208	17,675	4,576	-	-
<b>2019</b>						
Total Compensation	133,559	113,893	17,540	2,126	-	-

(d) Transactions between the Council and the Section were conducted on normal commercial terms in respect of membership fees and reimbursements.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 4: EMPLOYEE BENEFITS

<b>Year Ended 30 June 2020:</b>	<b>Elected Officials \$</b>	<b>Administrative &amp; Industrial Staff \$</b>	<b>Total \$</b>
Employee benefits paid or payable to employees during the year:			
Wages & Salaries	112,580	555,025	667,605
Annual Leave and Sick Leave paid	2,628	95,879	98,507
Annual Leave provided	8,290	3,029	11,319
Long Service Leave (Refer Note 1(f))	-	-	-
Separation and Redundancies	-	-	-
Other Employee Expenses	-	-	-
Superannuation	17,675	127,837	145,512
Employee benefits paid or payable to the CPSU - PSU Group in respect to employees during the year (Refer Note 1(f)):			
Long Service Leave	4,576	29,349	34,024
<b>Year Ended 30 June 2019:</b>	<b>Elected Officials \$</b>	<b>Administrative &amp; Industrial Staff \$</b>	<b>Total \$</b>
Employee benefits paid or payable to employees during the year:			
Wages & Salaries	108,417	527,015	635,432
Annual Leave and Sick Leave paid	5,476	102,706	108,182
Annual Leave provided	3,836	7,364	11,200
Long Service Leave (Refer Note 1(f))	-	-	-
Separation and Redundancies	-	48,560	48,560
Other Employee Expenses	-	-	-
Superannuation	17,540	129,467	147,007
Employee benefits paid or payable to the CPSU - PSU Group in respect to employees during the year (Refer Note 1(f)):			
Long Service Leave	2,126	40,038	42,164

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	2020 \$	2019 \$
<b>NOTE 5: REVENUE</b>		
Revenue from contracts with customers: -		
- Subscriptions Received	<u>1,300,265</u>	<u>1,256,729</u>
	<u>1,300,265</u>	<u>1,256,729</u>
Other Revenue: -		
- Capitation Fees Received	-	-
- Levies Received	-	-
- Grants or Donations Received	-	-
- Financial Support Received	-	-
- Interest (other persons/corporations)	4,055	7,769
- Investment Income	89,211	99,616
- Other Revenue	-	-
	<u>93,266</u>	<u>107,385</u>
Total Revenue	<u>1,393,531</u>	<u>1,364,114</u>
<b>NOTE 6: EXPENSES</b>		
Depreciation of office furniture and equipment	1,356	1,087
Amortisation of website	687	-
Impairment of Investments	-	-
Loss on Disposal of Equipment	-	-
Amounts set aside to Provisions:		
Long Service Leave	-	-
Annual Leave	11,319	11,200
Management Fee - CPSU - PSU Group	91,023	87,972
Affiliation Fees:		
Science & Technology Australia	7,367	7,273
The Union Shopper	-	-
ACTU	13,086	13,293
State Labour Councils	16,174	13,788
Other	-	3,000
Total Affiliation Fees	<u>36,627</u>	<u>37,354</u>

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	2020 \$	2019 \$
<b>NOTE 6: EXPENSES continued</b>		
Donations and Grants:		
Donations	1,000	2,000
Donations > \$1,000*	-	12,183
Grants - Scholarship Awards	-	1,000
Grants - Scholarship Awards > \$1,000	-	-
Total Donations and Grants	1,000	15,183
*2019: In kind contribution to NSW ALP		
Consideration paid to employers for payroll deductions	-	-
Compulsory levies		
ACTU Campaign Industrial Levies	-	-
Fees/allowances - meetings and conferences	113	62
Conference and meeting expenses	12,645	9,917
Legal fees and other expenses related to:		
Litigation	-	-
Other legal matters	-	-
Penalties - via RO Act or RO Regulations	-	-
Capitation Fees	-	-

#### NOTE 7: AUDITING EXPENSES

Amounts receivable or due and receivable by the auditors in respect of:

Auditing the financial report	9,130	7,950
Other services	3,950	4,108
	13,080	12,058

Other services provided by the Auditor are in the nature of other audit procedures and assistance with accounting disclosure.

The auditors do not receive any other benefit from the Association.



## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	2020 \$	2019 \$
<b>NOTE 8: CASH &amp; CASH EQUIVALENTS</b>		
Cash on Hand	31	187
Cash Held at Call:		
Cash with Members and Education Credit Union	237,116	178,154
Cash with Laboratories Credit Union	-	-
Cash on Deposit:		
Deposits with Members and Education Credit Union	-	-
Deposits with Laboratories Credit Union	-	-
Deposits with ME Bank	125,000	125,000
	<u>362,147</u>	<u>303,341</u>
<b>NOTE 9: RECEIVABLES</b>		
Receivables to other reporting unit:		
CPSU - PSU Group*	169	-
Total Receivables to other reporting unit	<u>169</u>	<u>-</u>
Other Receivables:		
Sundry Debtors	1,724	3,588
Accrued Interest	-	29
Total Other receivables	<u>1,724</u>	<u>3,617</u>
Total receivables	<u>1,893</u>	<u>3,617</u>
* CPSU - PSU Group paid the invoice on the 30 June 2020. However, it only appeared on the Association's bank statement on 01 July 2020.		
<b>NOTE 10: FINANCIAL ASSETS</b>		
Financial assets designated at fair value through other comprehensive income:		
Shares in Laboratories Credit Union	-	-
Managed Funds Investments	938,706	911,713
Total Financial assets	<u>938,706</u>	<u>911,713</u>
<b>NOTE 11: OTHER ASSETS</b>		
Prepayments	-	1,186
	<u>-</u>	<u>1,186</u>

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	2020 \$	2019 \$
<b>NOTE 12: PLANT &amp; EQUIPMENT</b>		
Office Furniture & Equipment	8,473	7,805
Less: Accumulated Depreciation	(5,316)	(5,537)
<b>Total Plant &amp; Equipment</b>	3,157	2,268

#### (a) Movements in Carrying Amounts

Movements in carrying amounts for each class of plant & equipment between the beginning and end of the current financial year:

Balance at the beginning of the year	2,268	1,379
Additions	2,245	1,979
Disposals	-	-
Depreciation	(1,356)	(1,087)
Carrying amount at end of year	3,157	2,268

#### NOTE 13: INTANGIBLES

Website	23,658	-
Less: Accumulated Amortisation	(687)	-
<b>Total intangibles</b>	22,971	-

#### (a) Movements in Carrying Amounts

Movements in carrying amounts for each class of intangibles between the beginning and end of the current financial year:

Balance at the beginning of the year	-	-
Additions	23,658	-
Disposals	-	-
Amortisation	(687)	-
Carrying amount at end of year	22,971	-

#### NOTE 14: ACCOUNTS PAYABLE

Payables to other reporting unit:		
CPSU - PSU Group	231,638	136,399
Total Payables to other reporting unit	231,638	136,399
Other Payables:		
Sundry		
Creditors	6,370	375
Consideration to employers for payroll deductions	-	-
Legal costs	-	-
Total Other Payables	6,370	375
	238,008	136,774

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

	2020 \$	2019 \$
<b>NOTE 15: OTHER LIABILITIES</b>		
<b>Current</b>		
Subscriptions in Advance	68	-
	68	-
<b>NOTE 16: PROVISIONS</b>		
<b>Current</b>		
Employee Benefits - short term benefits at nominal value:		
Provision for Annual Leave	113,701	102,382
Provision for Long Service Leave Oncosts	43,940	44,124
Provision for Separation and Redundancies	-	-
Provision for Other Employee Benefits	-	-
	157,641	146,506
(a) Provision for Annual Leave in respect to:		
Elected Officials	29,740	21,449
Administrative and Industrial Staff	83,961	80,933
	113,701	102,382
(b) Provision for Long Service Leave Oncosts in respect to:		
Elected Officials	11,213	10,154
Administrative and Industrial Staff	32,727	33,970
	43,940	44,124
(c) Provision for Separation and Redundancies in respect to:		
Elected Officials	-	-
Administrative and Industrial Staff	-	-
	-	-
(d) Provision for Other Employee Benefits in respect to:		
Elected Officials	-	-
Administrative and Industrial Staff	-	-
	-	-

Refer to Note 1(f) for accounting policy in respect to these provisions for employee benefits.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

2020  
\$

2019  
\$

#### NOTE 17: CASH FLOW INFORMATION

##### (a) Reconciliation of Cash & Cash Equivalents

For the purposes of the Statement of Cash Flows, cash and cash equivalents includes cash on hand and cash held at call and on deposit with financial institutions.

Cash and cash equivalents at the end of the reporting period is reconciled to the related items in the balance sheet as follows:

Cash on Hand	31	187
Cash Held at Call with Credit Unions	237,116	178,154
Cash on Deposits with Credit Unions	125,000	125,000
	362,147	303,341

##### (b) Reconciliation of Net Cash Provided by Operating Activities to Operating Loss

Operating loss for the year	56,530	(23,848)
Non-cash flows in operating profit		
Depreciation	1,356	1,087
Amortisation	687	-
Loss on Disposal of Plant and Equipment	-	-
Investment Distributions	(89,211)	(99,616)
Impairment Loss/(Gain)	-	-
Changes in assets and liabilities		
(Increase)/Decrease in Receivables	1,724	5,868
(Increase)/Decrease in Other Assets	1,186	(1,186)
Increase/(Decrease) in Accounts Payable	101,234	293,564
Increase/(Decrease) in Other Liabilities	68	-
Increase/(Decrease) in Employee Provisions	11,135	16,000
Net Cash Provided by/(Used in) Operating Activities	84,709	(395,259)

##### (c) Financing Facilities

The Section has no overdraft facilities.

##### (d) Receipts and Payments to Other Reporting Units/Controlled Entity

Receipts from CPSU – PSU Group*	4,569	7,332
Payments to CPSU - PSU Group	(1,286,909)	(1,726,606)

\* CPSU - PSU Group paid an invoice on the 30 June 2020. However, it only appeared on the Association's bank statement on 01 July 2020.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 18: GOING CONCERN

The financial statements are prepared on the basis that the Association will continue as a going concern and that assets including property plant and equipment and liabilities would be realised in the normal course of business at their recorded values as at 30 June 2020.

The Association's ability to continue as a going concern is not reliant on the financial support of any other entity.

The Association has not agreed to provide any other entity with financial support to ensure they can continue on a going concern basis.

#### NOTE 19: BUSINESS COMBINATIONS

No assets or liabilities were acquired during the year as part of a business combination.

The Association did not acquire any assets or liabilities during the financial year as a result of:

- (a) an amalgamation under Part 2 of Chapter 3, of the RO Act in which the organisation (of which the reporting unit form part) was the amalgamated organisation; or
- (b) a restructure of the branches of the organisation; or
- (c) a determination by the General Manager under subsection 245(1) of the RO Act of an alternative reporting structure for the organisation; or
- (d) a revocation by the General Manager under subsection 249(1) of the RO Act of a certificate issued to an organisation under subsection 245(1).

#### NOTE 20: SPECIAL FUNDS

There has been no fund or account operated and no monies invested in any assets in respect of compulsory levies raised by the reporting unit or voluntary contributions collected from members of the reporting unit.

There has been no fund or account operated (other than the general fund), the operation of which is required by the rules of the organisation. There have been no transfers to or withdrawals to a fund, account or controlled entity, where any of these are kept for a specific purpose(s) by the reporting unit.

## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 21: FINANCIAL INSTRUMENTS

**(a) Terms, conditions and accounting policies**

The Section's terms, conditions and accounting policies of financial instruments are those adopted by businesses in Australia generally.

**(b) Interest rate risk**

The Section's exposure to interest rate risks and the effective interest rates of financial assets and financial liabilities, both recognised and unrecognised are as follows:

Economic Entity	Total Carrying Value		Weighted Average Interest Rates		Non Interest Bearing		Floating Interest Rate		Fixed Interest Rate	
	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019
	\$	\$	%	%	\$	\$	\$	\$	\$	\$
<b>Financial Assets</b>										
Cash and Bank Deposits	362,147	303,341	1.45	1.77	31	187	237,116	178,154	125,000	125,000
Managed Funds	938,706	911,713	-	-	938,706	911,713	-	-	-	-
Receivables	1,893	1,234	-	-	1,893	1,234	-	-	-	-
<b>Total Financial Assets</b>	<b>1,302,746</b>	<b>1,216,288</b>	<b>-</b>	<b>-</b>	<b>940,630</b>	<b>913,134</b>	<b>237,116</b>	<b>178,154</b>	<b>125,000</b>	<b>125,000</b>
<b>Financial Liabilities</b>										
Accounts Payable	238,008	136,774	-	-	238,008	136,774	-	-	-	-
<b>Total Financial Liabilities</b>	<b>238,008</b>	<b>136,774</b>			<b>238,008</b>	<b>136,774</b>				

**(c) Market Risk**

The Section's sensitivity to market risk is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates, changes in price indexes such as the Australian Stock Exchange or changes in returns on managed fund investments. The Section manages this risk through diversity in the investment portfolio and by obtaining professional investment advice. Taking into account past performance, future expectations, economic forecasts and experience of the financial markets, the possible impact on net operating result and equity over the next 12 months is as follows:

**CSIRO STAFF ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**NOTE 21: FINANCIAL INSTRUMENTS** *continued*

**(c) Market Risk** *continued*

2020	Total Carrying Value	Interest Rate Risk				Price Risk				Return Risk			
		-1% Profit	-1% Equity	+1% Profit	+1% Equity	-20% Profit	-20% Equity	+20% Profit	+20% Equity	-2% Profit	-2% Equity	+2% Profit	+2% Equity
<b>Financial Assets</b>													
Cash and Bank Deposits	362,147	(3,621)	(3,621)	3,621	3,621	-	-	-	-	-	-	-	-
Managed Funds	938,706	-	-	-	-	(187,741)	(187,741)	-	187,741	(18,774)	(18,774)	18,774	18,774
Receivables	1,893	-	-	-	-	-	-	-	-	-	-	-	-
<b>Financial Liabilities</b>													
Accounts Payable	238,008	-	-	-	-	-	-	-	-	-	-	-	-

2019	Total Carrying Value	Interest Rate Risk				Price Risk				Return Risk			
		-1% Profit	-1% Equity	+1% Profit	+1% Equity	-20% Profit	-20% Equity	+20% Profit	+20% Equity	-2% Profit	-2% Equity	+2% Profit	+2% Equity
<b>Financial Assets</b>													
Cash and Bank Deposits	303,341	(3,033)	(3,033)	3,033	3,033	-	-	-	-	-	-	-	-
Managed Funds	911,713	-	-	-	-	(182,342)	(182,342)	-	182,342	(18,234)	(18,234)	18,234	18,234
Receivables	1,234	-	-	-	-	-	-	-	-	-	-	-	-
<b>Financial Liabilities</b>													
Accounts Payable	136,774	-	-	-	-	-	-	-	-	-	-	-	-

**CSIRO STAFF ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**NOTE 21: FINANCIAL INSTRUMENTS** *continued*

**(d) Credit Risk**

The Section has no significant exposure to credit risk. The carrying amounts of financial assets included in the statement of financial position represent the entity's maximum exposure to credit risk in relation to these assets.

**Credit quality of financial instruments not past due or individually determined as impaired**

	Not past due nor impaired	Past due but not impaired	Not past due nor impaired	Past due but not impaired
	2020 \$	2020 \$	2019 \$	2019 \$
<b>Financial Assets</b>				
Receivables	169	1,724	2,412	1,205

**Ageing of financial assets that were not impaired**

	<30 days \$	31 – 60 days \$	61 – 90 days \$	> 90 days \$	Total \$
<b>2020</b>					
Receivables	169	-	-	1,724	1,893
<b>2019</b>					
Receivables	2,412	-	-	1,205	3,617

**(e) Net Fair values**

The net fair values of the Section's financial assets and financial liabilities are not expected to be significantly different from each class of asset and liability as disclosed above and recognised in the balance sheet as at 30 June 2020.

**(f) Liquidity Risk**

The Section manages liquidity risk by monitoring forecast cash flows and ensuring that adequate cash funds are maintained.



## CSIRO STAFF ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### NOTE 22: FAIR VALUE MEASUREMENT

The following table contains the carrying amounts and related fair values for the entity's financial assets and liabilities:

Economic Entity	Total Carrying Value		Fair Value	
	2020	2019	2020	2019
	\$	\$	%	%
<b>Financial Assets</b>				
Cash and Bank Deposits	362,147	303,341	362,147	303,341
Managed Funds	938,706	911,713	938,706	911,713
Receivables	1,893	3,617	1,893	3,617
<b>Total Financial Assets</b>	<b>1,302,746</b>	<b>1,218,671</b>	<b>1,302,746</b>	<b>1,218,671</b>
<b>Financial Liabilities</b>				
Accounts Payable	238,008	136,774	238,008	136,774
<b>Total Financial Liabilities</b>	<b>238,008</b>	<b>136,774</b>	<b>238,008</b>	<b>136,774</b>

The following table provides an analysis of financial and non financial assets and liabilities that are measured at fair value, by fair value hierarchy.

	Carrying amount at 30 June	Date of valuation	Level 1	Level 2	Level 3
	\$		\$	\$	\$
<b>2020</b>					
<b>Financial Assets</b>					
Managed Funds Investments	938,706	30/06/2020	938,706	-	-
<b>2019</b>					
<b>Financial Assets</b>					
Managed Funds Investments	911,713	30/06/2019	911,713	-	-

## **CSIRO STAFF ASSOCIATION**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020**

#### **NOTE 23: TRANSACTIONS WITH OTHER REPORTING UNITS**

##### **Terms and conditions of transactions with other reporting units**

The CSIRO Staff Association is a section of the Community and Public Sector Union (CSPU).

Amounts were paid for and recovered from the CPSU - PSU Group on receipt of invoices during the year.

The CPSU - PSU Group processes and administers the payroll function for the CSIRO Staff Association. The CSIRO Staff Association reimburses the CPSU - PSU Group for the Section's employees payroll cost, including superannuation, payroll tax and workcover, on a monthly basis. The CSIRO Staff Association also pays the Section's share of costs and other reimbursements to the CPSU - PSU Group including the Melbourne office rent, interstate office rents, insurance, telephone, photocopier charges, travel expenses, affiliation fees and movement in LSL provision (refer Note 1(f)).

The CSIRO Staff Association pays management fees to the CSPU - PSU Group, calculated at 7% of Membership Subscription revenue.

The CSIRO Staff Association is registered for GST on a consolidated basis with the CPSU - PSU Group. The net GST on the Section's income and expenses is paid at the end of each month to the CPSU - PSU Group.

Sales to and purchases from other reporting units are made on terms equivalent to those that prevail in arm's length transactions. Outstanding balances for sales and purchases at the year end are unsecured and interest free and settlement occurs in cash. There have been no guarantees provided or received for any other reporting units receivables or payables. For the year ended 30 June 2020, the Section has not recorded any impairment of receivables relating to amounts owed by other reporting units (2019: \$Nil). This assessment is undertaken each financial year through examining the financial position of the other reporting units and the market in which the other reporting units operates.

#### **NOTE 24: SUBSEQUENT EVENTS**

As a result of the evolving nature of the COVID-19 outbreak and the rapidly evolving government policies of restrictive measures put in place to contain it, as at the date of these financial statements, the Association is not in a position to reasonably estimate the financial effects of the COVID-19 outbreak on the future financial performance and financial position of the Association. Other than the current disclosures, there has not been any other matter or circumstance occurring subsequent to the end of the financial year that has 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 subsequent financial periods.

## CSIRO STAFF ASSOCIATION

### OFFICER DECLARATION STATEMENT

I, Sam Popovski, being the Secretary of the Committee of Management of the CSIRO Staff Association, declare that the following activities did not occur during the reporting period ending 30 June 2020.

The reporting unit did not:

- agree to receive financial support from another reporting unit to continue as a going concern (refers to agreement regarding financial support not dollar amount)
- receive revenue from undertaking recovery of wages activity
- have another entity administer the financial affairs of the reporting unit
- make a payment to a former related party of the reporting unit.
- have a fund or account for compulsory levies, voluntary contributions or required by the rules of the organisation or branch
- transfer to or withdraw from a fund (other than the general fund), account, asset or controlled entity
- agree to provide financial support to another reporting unit to ensure they continue as a going concern (refers to agreement regarding financial support not dollar amount)
- acquire an asset or liability due to an amalgamation under Part 2 of Chapter 3 of the RO Act, a restructure of the branches of an organisation, a determination or revocation by the General Manager, Fair Work Commission



Mr Sam Popovski

Secretary, CSIRO Staff Association

Dated this 12<sup>th</sup> day of November 2020.